



# Broward County

## Legislation Text

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File #: 21-851, Version: 1

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### **Broward County Commission Regular Meeting**

**Director's Name:** George Tablack

**Department:** Finance and Administrative Services    **Division:** Purchasing

### **Information**

#### **Requested Action**

**MOTION TO APPROVE** Agreement between Broward County and Saltz Michelson Architects, Inc., for Request for Proposals (RFP) No. PNC2120561P1, Consultant Services for Central Homeless Assistance Center and North Homeless Assistance Center Wind Retrofit and Improvements, for the Construction Management Division, in the amount of \$737,514, which includes basic services in the amount of \$622,514, optional services in the amount of \$100,000, and reimbursables in the amount of \$15,000; and authorize the Mayor and Clerk to execute same. **(Commission Districts 2 and 7)**

#### **Why Action is Necessary**

In accordance with the Broward County Procurement Code, Section 21.47(a), Award and Execution Authority, Board shall make all awards, and authorize the execution of the associated contracts, with a value of more than \$500,000, inclusive of the value of any renewals or extensions provided for in the contract.

#### **What Action Accomplishes**

Provides for professional design and construction administration services for wind mitigation and generator improvements to the Central and North Homeless Assistance Centers (HAC) facilities and additional select improvements at the North HAC facility, including main entrance and adjacent office and restroom renovations.

#### **Is this Action Goal Related**

No

#### **Previous Action Taken**

None.

#### **Summary Explanation/Background**

THE PURCHASING DIVISION AND THE PUBLIC WORKS DEPARTMENT/ CONSTRUCTION MANAGEMENT DIVISION RECOMMEND APPROVAL OF THE ABOVE MOTION.

The Office of Economic and Small Business Development established no goal participation as this is a federally funded project (Exhibit 2).

This Agreement provides for professional consultant services for the design and construction administration services for wind mitigation and generator improvements to the Central and North Homeless Assistance Centers (HAC) facilities and additional select improvements at the North HAC

facility, including main entrance and adjacent office and restroom renovations.

On November 10, 2020 (Item No. 87), the Board approved Request for Proposals (RFP) No. PNC2120561P1. Four firms submitted proposals in response to the RFP.

On February 17, 2021, an Initial Evaluation Committee meeting was held. The Evaluation Committee determined all four firms to be responsive and responsible to the RFP requirements and voted in favor of all advancing to be numerically scored and ranked by the Evaluation Committee.

On March 5, 2021, a Final Evaluation Committee meeting was held. After presentations, evaluation, scoring and ranking, the Evaluation Committee named Saltz Michelson Architects, Inc. as the first-ranked firm.

The Evaluation Committee's proposed recommendation of ranking was posted on the Purchasing Division website from March 15 - 17, 2021, which provided an opportunity for any proposer or interested party to present any new or additional information regarding the responsibility of the proposers. No additional information was submitted within this timeframe.

The Evaluation Committee's final recommendation of ranking was posted on the Purchasing Division website from March 18 - 24, 2021, which provided an opportunity for any aggrieved proposer to file a formal protest. There was no protest filed within this timeframe.

The final ranking was approved by the County Administrator on April 1, 2021.

Three meetings were held to negotiate this Agreement: April 13, April 22, and April 29, 2021. These meetings were attended by representatives from Saltz Michelson Architects, Inc., the Construction Management Division, and the Purchasing Division.

The wind mitigation and generator improvements portion of the Project is partially funded by the Federal Emergency Management Agency (FEMA) Hazard Mitigation Grant Program (HMGP), through the Florida Department of Emergency Management Division (FDEM). The FEMA-funded portion will amount to 75% of the HMGP project total and the remaining 25% match will be County funded. The HMGP portion of funds will be limited to the reimbursement qualification by FEMA. The North HAC Improvements portion of the work is wholly funded by Broward County Capital Improvement funds.

Broward County's standard consultant's agreement was modified to incorporate Federally-Funded Subaward and Grant Agreement Requirements and Federally Funded Contracts (Articles 11.31 and 11.32 respectively) (Exhibit 1). Additionally, the standard consultant's agreement was modified, in consultation with FDEM, to comply with the grant requirements, separating out grant reimbursable versus non-reimbursable portions of the work. As a result, terms such as Project and Services were modified in the template. Additional provisions throughout the Agreement were modified to apply separate payment procedures related to the different portions of the work.

Additional supporting documentation provided to the EC regarding this procurement can be found on the Broward County Purchasing Division website at

<http://www.broward.org/purchasing/pages/rliifprepositoryUpdated.aspx>

**Source of Additional Information**

Brenda J. Billingsley, Director, Purchasing Division, (954) 357-6070

**Fiscal Impact**

**Fiscal Impact/Cost Summary**

The source of funding for this project is from General Capital Outlay Fund for County funds. Funding: HMGP: 75% - FEMA funds and 25% - County funds; Capital Improvements: 100% County funds.

Requisition No. CMD0000615