

TOWN OF DAVIE

TOWN COUNCIL AGENDA REPORT

TO: Mayor and Councilmembers

FROM/PHONE: Herb Hyman/797-1016

SUBJECT: Resolution

AFFECTED DISTRICT: n/a

TITLE OF AGENDA ITEM: A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, SELECTING THE FIRMS OF SYNALOVSKI GUTIERREZ ROMANIK ARCHITECTS, INC. AND ACAI ASSOCIATES, INCORPORATED TO MISCELLANEOUS ARCHITECTURAL SERVICES AND AUTHORIZING THE TOWN ADMINISTRATOR OR HIS DESIGNEE TO NEGOTIATE AN AGREEMENT FOR SUCH SERVICES.

REPORT IN BRIEF: The Town solicited competitive sealed proposals for miscellaneous architectural services for projects that fall into the category of “continuing services” as defined by F.S.S. 287.055. RFP documents were sent to thirty (30) prospective proposers. Additionally, the bid was advertised state-wide in Florida Bid Reporting and nationally in BidNet and also posted on the Town’s web site. The Town received eight (8) proposals. The selection committee short listed the top four proposers to make an oral presentation. Following oral presentations, the selection committee ranked the firms. The recommendation is for Synalovski Gutierrez Romanik Architects, Inc. and ACAI Associates, Incorporated as the top two ranked firm in accordance with the ranking totals attached hereto. The Town prefers to retain two firms on contract to be able to distribute work load as appropriate. The initial contract term is two (2) years with an option to extend the contract for an additional two (2) year term by mutual agreement of the parties. Contract extensions, if appropriate, will be handled administratively by staff subject to budgetary approval by the Town Council.

PREVIOUS ACTIONS: Not applicable.

CONCURRENCES: The firms of Synalovski Gutierrez Romanik Architects, Inc. and ACAI Associates, Incorporated were chosen by the selection committee.

FISCAL IMPACT:

Has request been budgeted? yes

 If yes, expected cost: to be negotiated

 Account Name: Various Capital Accounts

Additional Comments: Not applicable

RECOMMENDATION(S): Motion to approve the resolution.

Attachment(s):

Procurement Authorization

Selection Committee Rankings

RESOLUTION NO. _____

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, SELECTING THE FIRMS OF SYNALOVSKI GUTIERREZ ROMANIK ARCHITECTS, INC. AND ACAI ASSOCIATES, INCORPORATED TO PROVIDE MISCELLANEOUS ARCHITECTURAL SERVICES AND AUTHORIZING THE TOWN ADMINISTRATOR OR HIS DESIGNEE TO NEGOTIATE AN AGREEMENT FOR SUCH SERVICES.

WHEREAS, the Town is in need of miscellaneous architectural services for projects that will fall into the category of "continuing services" as defined by F.S.S. 287.055; and

WHEREAS, the Town solicited sealed proposals for such architectural services; and

WHEREAS, the selection committee has selected Synalovski Gutierrez Romanik Architects, Inc. and ACAI Associates, Incorporated as the two firms best qualified to provide the required services; and

WHEREAS, it is in the Town's best interest to execute contracts for such services.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1. The Town Council of the Town of Davie does hereby accept the selection of Synalovski Gutierrez Romanik Architects, Inc. and ACAI Associates, Incorporated as the firms best qualified to provide the required services and authorizes the Town Administrator or his designee to negotiate agreements for such services and present those contracts for approval at a future meeting date. Should no agreement be reached with either ranking firm, then the Town Administrator or his designee shall negotiate with the next ranked firm and present that agreement for approval.

SECTION 2. The initial contract term is two (2) years with an option to extend the contract for an additional two (2) year term by mutual agreement of the parties. Contract extensions, if appropriate, will be handled administratively by staff subject to budgetary approval by the Town Council.

SECTION 2. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2002

MAYOR/COUNCILMEMBER

Attest:

TOWN CLERK

APPROVED THIS _____ DAY OF _____, 2002

TOWN OF DAVIE PROCUREMENT AUTHORIZATION

ACCOUNT NUMBER

Various Capital Accounts

BUDGET ITEM & DESCRIPTION

"Request for Statements of Qualifications
for Architectural Miscellaneous Services"

APPROXIMATE COST

Per Florida Statute

METHOD OF PROCUREMENT (check the one that applies)

- Open Competitive Bidding
 Piggyback on Contract Number
 Sole Source
 Request For Proposals

CHECKLIST, SPECIFICATIONS & LIST OF VENDORS MUST BE ATTACHED

Signed Ben Bunnell
Department Head

Have Funds been Reserved NA
Date 4/9/02 Signed HB

Signed _____
Town Administrator

VENDOR	BIDS SUBMITTED	COST
SYNALOWSKI GUTIERREZ ROMANUK ARCHITECTS, INC.		RANKED 1 ST
ACAI ASSOCIATES, INCORPORATED		RANKED 2 ND
FRIMET DESIGN ASSOCIATES		RANKED 3 RD
OCAMPO + ASSOCIATES		RANKED 4 TH
C3TS		NOT RANKED
SALTZ MICHELSON		NOT RANKED
NIRBERT ROSENSTEIN		NOT RANKED
URBAN FORM DESIGN GROUP		NOT RANKED

Signed Herb Kyprian
Purchasing Specialist

TOWN ADMINISTRATOR'S RECOMMENDATION

Vendor	Cost
SYNALOWSKI GUTIERREZ ROMANUK ARCHITECTS, INC.	RANKED 1 ST
ACAI ASSOCIATES, INCORPORATED	RANKED 2 ND

Signed _____
Town Administrator

ARCH. SVCS.-CONTINUING SERVICES

	1	2	3	4	5
1					
2					
3					
4					
5					
6	COMMITTEE MEMBER	ACAI	FRIMET DESIGN ASSOC	SYNALOVSKI GUTIERREZ	OCAIPO & ASSOCIATES
7					
8	C. MENKE		A B S E K T		
9	R. MUNIZ	2	3	1	4
10	B. BERNARD	2	3	1	4
11	C. DOLIN	1	2	3	4
12	H. HYMAN	3	2	1	4
13					
14					
15	TOTAL	8	10	6	16
16					
17	RANKING	2	3	1	4
18					