



City of North Port
PURCHASING

Office: 941.429.7170

Fax: 941.429.7173

Email: purchasing@cityofnorthport.com



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MEMORANDUM

TO: Jonathan Lewis, City Manager

FROM: Ginny Duyn, Purchasing Manager, CPPB *[Handwritten initials]*

DATE: November 1, 2016

SUBJECT: RFP NO. 2016-32 PROFESSIONAL SURVEYING SERVICES – CONTINUING CONTRACT FOR CITY OF NORTH PORT PUBLIC WORKS

The Selection Committee held telephone discussions and then evaluated and ranked the following three (3) firms on October 31, 2016 as follows:

FIRMS	RANK
DMK Associates, Inc.	2
Hyatt Surveying Services, Inc.	3
Van Buskirk/Fish & Associates, Inc.	1

After polling the Committee, it is the recommendation of the Committee and Purchasing that the City move forward with negotiations with the top ranked firm, **Van Buskirk/Fish & Associates**. The Public Works Director would like Scott Williams to assist her in conducting contract negotiations with Van Buskirk/Fish & Associates.

Approve to move forward with the Negotiations: YES NO

Approve the Negotiations Team: YES NO

Other: _____

[Handwritten signature]

 Jonathan R. Lewis, ICMA-CM

[Handwritten date]

 Date

CITY OF NORTH PORT

SCORES

OCTOBER 31, 2016 2:00 PM CITY HALL, ROOM 244

RFP NO. 2016-32 PROFESSIONAL SURVEYING SERVICES - CONTINUING CONTRACT FOR CITY OF NORTH PORT PUBLIC WORKS

DMK ASSOCIATES, INC.	MICHELE NORTON			JAMES POLAK			LOU SPERDUTO		
	wt	V	(wt x V)	wt	V	(wt x V)	wt	V	(wt x V)
QUALIFICATIONS OF FIRM AND PERSONNEL	6	5	30	6	4	24	6	4	24
SURVEY APPROACH/PROJECT CONTROL	6	3	18	6	4	24	6	3	18
REFERENCES	6	4	24	6	4	24	6	4	24
SUBTOTALS ➤			72			72			66
MBE/WBE/VBE (0 OR 3)			0			0			0
LOCATION OF OFFICE SERVICING THE CITY (0-10)			8			8			8
TOTALS ➤			80			80			74

CITY OF NORTH PORT

SCORES

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RFP NO. 2016-32 PROFESSIONAL SURVEYING SERVICES - CONTINUING CONTRACT FOR CITY OF NORTH PORT PUBLIC WORKS

HYATT SURVEYING SERVICES, INC.	MICHELE NORTON			JAMES POLAK			LOU SPERDUTO		
	wt	V	(wt x V)	wt	V	(wt x V)	wt	V	(wt x V)
QUALIFICATIONS OF FIRM AND PERSONNEL	6	5	30	6	4	24	6	4	24
SURVEY APPROACH/PROJECT CONTROL	6	4	24	6	4	24	6	3	18
REFERENCES	6	3	18	6	4	24	6	4	24
SUBTOTALS >			72			72			66
MBE/WBE/VBE (0 OR 3)			3			3			3
LOCATION OF OFFICE SERVICING THE CITY (0-10)			2			2			2
TOTALS >			77			77			71

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SCORES

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VAN BUSKIRK/FISH & ASSOCIATES, INC.	MICHELE NORTON			JAMES POLAK			LOU SPERDUTO		
	wt	V	(wt x V)	wt	V	(wt x V)	wt	V	(wt x V)
QUALIFICATIONS OF FIRM AND PERSONNEL	6	5	30	6	5	30	6	4	24
SURVEY APPROACH/PROJECT CONTROL	6	5	30	6	4	24	6	4	24
REFERENCES	6	3	18	6	3	18	6	3	18
SUBTOTALS >			78			72			66
MBE/WBE/VBE (0 OR 3)			0			0			0
LOCATION OF OFFICE SERVICING THE CITY (0-10)			10			10			10
TOTALS >			88			82			76



CITY OF NORTH PORT

RANKING

OCTOBER 31, 2016 2:00 PM CITY HALL, ROOM 244

RFP NO. 2016-32 PROFESSIONAL SURVEYING SERVICES - CONTINUING CONTRACT FOR CITY OF NORTH PORT PUBLIC WORKS

SUMMARY	MICHELE NORTON	JAMES POLAK	LOU SPERDUTO
DMK ASSOCIATES, INC.	80	80	74
HYATT SURVEYING SERVICES, INC.	77	77	71
VAN BUSKIRK/FISH & ASSOCIATES, INC.	88	82	76

RESULTS	TOTALS	RANK
DMK ASSOCIATES, INC.	234	2
HYATT SURVEYING SERVICES, INC.	225	3
VAN BUSKIRK/FISH & ASSOCIATES, INC.	246	1

Michele Norton

MICHELE NORTON

James C. Polak

JAMES POLAK

LOU SPERDUTO