



City of North Port
PURCHASING
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MEMORANDUM

TO: Peter D. Lear, City Manager
 FROM: Keith Raney, Contracts Administrator II, CPPB, CPPO *KR*
 DATE: May 1, 2018
 SUBJECT: **RFP NO. 2018-40 Professional Engineering/Architectural Services for Site Selection and Design Services for Utilities Administration and Warehouse Facilities**

The Selection Committee held telephone discussions and then evaluated and ranked the following three (3) firms on April 26, 2018 as follows:

Schedule:

FIRMS	RANK
Stantec Consulting Services, Inc.	1
SweetSparkman Architects	2
Hall Architects, PA	3

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: **Stantec Consulting Services, Inc.** The Utility Director requests the following to be on the negotiation team: Rick Newkirk, Mike Acosta and Jennifer Desrosiers . This team will conduct contract negotiations with the top ranked firm.

Approve to move forward with the Negotiations: YES NO

Approve the Negotiations Team: YES NO

Other: *[Signature]* _____ *5-4-18* _____

Peter D. Lear, CPA, CGMA, City Manager

Date



CITY OF NORTH PORT

INITIAL RANKING TABULATION

RFP:#2018-40

4/26/2018

UTILITIES

Hall Architects, PA	wt	V	PM	wt	V	Member	wt	V	Member	wt	V	Member
		0-5	Acosta		0-5	Desrosiers		0-5	Tipp		0-5	Newkirk
Qualifications of Firm	2	5	10	2	5	10	2	5	10	2	4	8
Key Personnel	4	3	12	4	4	16	4	5	20	4	4	16
Project Understanding & Approach	3	4	12	3	4	12	3	4	12	3	5	15
Proficiency in Similar Projects	7	3	21	7	4	28	7	4	28	7	4	28
Overall Impression of the Firm its capabilities & references	4	4	16	4	5	20	4	4	16	4	4	16
Certified MBE/WBE			-			-			-			-
TOTALS			71			86			86			83

Stantec	wt	V	PM	wt	V	Member	wt	V	Member	wt	V	Member
		0-5	Acosta		0-5	Desrosiers		0-5	Tipp		0-5	Newkirk
Qualifications of Firm	2	5	10	2	5	10	2	5	10	2	5	10
Key Personnel	4	5	20	4	4	16	4	5	20	4	5	20
Project Understanding & Approach	3	4	12	3	5	15	3	5	15	3	5	15
Proficiency in Similar Projects	7	5	35	7	5	35	7	4	28	7	5	35
Overall Impression of the Firm its capabilities & references	4	5	20	4	4	16	4	5	20	4	4	16
Certified MBE/WBE			-			-			-			-
TOTALS			97			92			93			96

SweetSparkman Architects	wt	V	PM	wt	V	Member	wt	V	Member	wt	V	Member
		0-5	Acosta		0-5	Desrosiers		0-5	Tipp		0-5	Newkirk
Qualifications of Firm	2	5	10	2	5	10	2	5	10	2	5	10
Key Personnel	4	4	16	4	5	20	4	5	20	4	4	16
Project Understanding & Approach	3	3	9	3	5	15	3	5	15	3	5	15
Proficiency in Similar Projects	7	4	28	7	5	35	7	5	35	7	5	35
Overall Impression of the Firm its capabilities & references	4	4	16	4	5	20	4	5	20	4	5	20
Certified MBE/WBE			-			-			-			-
TOTALS			79			100			100			96



CITY OF NORTH PORT
INITIAL RANKING TABULATION

RFP NO. 2018-40

4/26/2018

DEPT: UTILITIES

SUMMARY

	Acosta		Destrosiers		Tipp		Newkirk	
	Score	Rank	Score	Rank	Score	Rank	Score	Rank
HALL ARCHITECTS	71	3	86	3	86	3	83	3
STANTEC	97	1	92	2	93	2	96	1
SWEETSPARKMAN	79	2	100	1	100	1	96	1

Michael Acosta

Jennifer Destrosiers

Michelle Tipp

Rick Newkirk

[Handwritten signatures in blue ink: Michael Acosta, Jennifer Destrosiers, Michelle Tipp, and Rick Newkirk]