

Town of Fort Myers Beach  
Agenda Item Summary

Blue Sheet Number: 2013-66

**1. Requested Motion:**

**Meeting Date: June 17, 2013**

Approve the Selection Advisory Committee's final ranking recommendation in response to the Request for Qualifications RFQ-13-02-PW *Design-Build Services for Phase 1 Water Distribution System Improvements* and authorize staff to begin contract negotiations with the top ranked design-build team of Mitchell & Stark and move to the other ranked firms in order of ranking should staff be unable to negotiate a successful contract.

**Why the action is necessary:**

Town Council authorization is required to enter into negotiations for services as specified in the RFQ. This solicitation was conducted in accordance with F.S. 287.055 the Consultants Competitive Negotiations Act (CCNA), which requires among other things that a qualifications based selection be made prior to negotiating a contract.

**What the action accomplishes:**

Authorization allows staff to begin the negotiations to secure the services as requested in the solicitation.

**2. Agenda:**

- Consent
- Administrative

**3. Requirement/Purpose:**

- Resolution
- Ordinance
- Other

**4. Submitter of Information:**

- Council
- Town Staff - Public Works
- Town Attorney

**5. Background:**

Town Council directed staff to retain a Design Build firm to design and construct improvements to the Town's water distribution system. The first phase of this includes the areas of Laguna Shores, Bay Beach Road and the Basin Based Neighborhood. In addition to the waterline replacement, the stormwater collection system will be upgraded in the Basin Based Neighborhood. Within the project scope, coordination of improvements to the Lee County Utilities sanitary sewer system is incorporated.

RFQ-13-02-PW was issued for design-build services through a qualifications process, proposals were opened on April 11, 2013, with nine respondents providing proposals. The Selection Advisory Committee (SAC) met on April 24, 2013 to evaluate the submittals, all nine respondents were scheduled to provide presentations. Four respondents withdrew from the Step 2 process and the SAC completed the presentations of the remaining five on June 6, 2013. The submittals and presentations for each firm are available at Town Hall for review if desired. .

Directly following the final presentations the SAC made their final ranking for recommendation to Town Council as follows: (1) Mitchell & Stark Construction Co.; (2) Denco Construction; and (3) MWH Constructors/Southwest Utility Systems, Inc., Joint Venture. Attached for informational purposes is a memorandum from the PW Director regarding the project, a memorandum from Town's Contracts Manager with an excerpt from the Step 2 process that delineates the specific topics the five respondents were to present and the public notification of the ranking.

**6. Alternative Action:** Take no action; Select alternate firms

**7. Management Recommendations:** Approve the Selection Advisory Committee's recommendation and authorize Staff to begin contract negotiations.

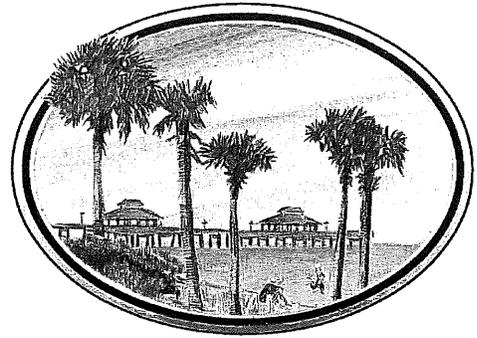
**8. Recommended Approval:**

Town Manager	Town Attorney	Finance Director	Public Works Director	Community Development Director	Parks & Recreation Director	Town Clerk
						

**9. Council Action:**

- Approved     Denied     Deferred     Other

# TOWN OF FORT MYERS BEACH



## MEMORANDUM

DATE: June 6, 2013

TO: Terry Stewart, Town Manager

FROM: Cathie Lewis, Public Works Director *C Lewis*

SUBJECT: RFP-13-02-PW – Design-Build Services for Phase 1 Water Distribution System Improvements

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All the proposing teams were notified that all would be included in the Step 2 process which consisted of a presentation. From that point the Selection Advisory Committee (SAC) would provide a final ranking recommendation to Town Council. Upon receipt of this information four teams withdrew. The remaining five teams were scheduled to provide the Step 2 presentations. These presentations were held on June 4, 2013 and June 6, 2013. After the final presentation the SAC held a discussion and voted on their ranking.

By consensus two teams were removed from deliberations, they being Stevens & Layton and Manhattan Construction Group. The committee ranked the remaining as follows: (1) Mitchell & Stark Construction Co., (2) Denco Construction, and (3) MWH Constructors/Southwest Utilities Joint Venture.

Once Town Council provides direction regarding this decision, staff will proceed quickly to provide the selected team their notice to proceed. Once that takes place a kick-off meeting will be scheduled and work will commence. As you know, a contract will not be executed until such time as the Guaranteed Maximum Price (GMP) is established. It is possible that when the contract is presented to Town Council it will not initially include the full project costs as the (GMP) is currently programmed to be negotiated when the project design reaches 60%. It may be prudent however, to include a partial GMP with the initial contract to enable the expedited schedule within the Phase IA area to meet the grant deadline, which will be determined during the initial contract negotiations. It is in the Town's best interest to wait until design reaches 60% as the team will be better able to provide a fairly accurate cost proposal without having to build in as much contingency. It is possible that the initial contract will come back to Council as early as the 2<sup>nd</sup> meeting in August.

It is my intention that when negotiating the GMP the final price will be something less than the engineers' probable costs. Unless gas prices spike I believe the below cost will be current when the time comes for these negotiations.

# TOWN OF FORT MYERS BEACH

June 6, 2013

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## Phase I & IA Potable Water Rehabilitation Project

Bay Beach Lane \$ 490,698.

Laguna Shores \$3,423,646.

### Basins Based Project

Potable Water \$2,073,646.

Stormwater \$1,350,000.

Total \$4,704,646.

The stormwater component will not be paid for from the water utility and approximately \$650,000. of the storm water component will be paid through the Hazard Mitigation Grant Program (HMGP). This leaves a balance of approximately \$3,354,646. to be paid from the water utility.

I am providing a very preliminary schedule prepared resulting from information the top ranked team presented.

### Potable Water Rehabilitation

#### Phase I & IA Very Preliminary Project Schedule

	August - Sept	October - Dec	January - March	April - June	May - July	August - Oct	Nov
Preliminary Services							
Final Construction Plans							
Construction							
Basin Based Neighborhood							
Bay Beach Lane							
Laguna Shores							

Should you have any questions regarding this, please let me know.



## Town of Fort Myers Beach

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### MEMO

TO: Michelle Mayher, Town Clerk; Walter Fluegel, Community Development Director; Evelyn Wicks, Finance Director;; Cathie Lewis, Public Works Director

FROM: Derek Bargmann, Contracts Manager

DATE: May 30, 2013 (Revised 06/03/13)

SUBJECT: Notice of 1:00 PM Selection Advisory Committee meeting on 06/04/13 and 9:00 AM Selection Advisory Committee meeting for Step 2 of RFQ-13-02-PW (Phase 1 Water Distribution System Improvements)

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Pursuant to the request of Public Works Director, Cathie Lewis, the Town of Fort Myers Beach advertised a Request for Qualifications on February 26, 2013 seeking Design-Build Services for Phase 1 Water Distribution System Improvements.

Prior to the April 11, 2013 deadline, nine proposals were received. The Selection Advisory Committee first met for this project on April 24<sup>th</sup>—as a result, 5 firms were suggested for shortlisting: Manhattan Construction Group; Mitchell & Stark Construction Co.; MWH/SWUSI Joint Venture; Stevens & Layton, Inc.; and Wright Construction Group. At the May 6<sup>th</sup> Town Council meeting, the Council decided to approve the recommendation of shortlisting the five firms to move on to Step 2 of the selection process. At the May 20<sup>th</sup> Town Council meeting, the Town Council decided to invite all submitting firms to participate in Step 2, which is oral presentation/interview.

The nine firms invited to Step 2 had a final deadline of 5:30 PM on May 31, 2013 to confirm or decline invitation to the next step. Four of the nine firms declined to move to the next step. The presentation schedule for the remaining firms is below:

#### **Tuesday, June 4, 2013**

*Denco Construction*  
*Stevens & Layton, Inc.*

**1:00 – 1:50 PM**  
**2:00 – 2:50 PM**

#### **Thursday, June 6, 2013**

*Manhattan Construction Group*  
*Mitchell & Stark Construction Co.*  
*MWH Constructors/Southwest Utilities*

**9:00 – 9:50 AM**  
**10:00 – 10:50 AM**

*Systems, Inc., Joint Venture*

**11:00 – 11:50 AM**

Please note that no discussion or rankings will follow the presentations given on June 4<sup>th</sup>. Ranking and discussion of the Step 2 participants will begin approximately at 1:00 PM on Thursday, June 6<sup>th</sup> (following the last presenter and a lunch break).

Included:

- agendas for the two meeting dates (**Attachment #1**).
- **Attachment #2** is a scoring sheet to be used for evaluations following the last presentation on June 6<sup>th</sup>. Please note that you will be rating firms from 1-5, with one representing the “best” firm and a five representing the “worst” firm—the firm with the lowest score will be ranked #1, second lowest score ranked #2 and so on. In addition to the scoring sheet, I have included the section from the Step 2 directions about the focus area for the presentations—this gives you an idea of approach requested for this step of the process.
- In addition, staff will also receive a copy of each of the minutes from the past SAC meeting (April 24, 2013) for review (**Attachment #3**). Please see attached documents and direct any questions or concerns to Derek Bargmann, Contracts Manager.

**Project Documents can be found at the following link:** <O:\Public Works\Phase 1 Water RFQ>

**A copy of this memo as well as Attachments 1-3 will be sent to staff via email.**

**\*\*\*Please also note that at the June 6<sup>th</sup> SAC meeting we will be discussing RFP-13-05-PW (Beach and Street Enforcement), thus there will be an additional memo and materials for the meetings\*\*\***



The interview shall include a maximum of 35 minutes for the power point or other oral presentation followed by a 15 minute question and answer period. The format of the presentation shall include a summary of the team and role of each team member; a summary of the technical submittal package; and a summary as to why the Town should consider the team for selection.

The Design-Build team may bring and utilize its own projection equipment, or the team can provide the presentation in electronic format (Microsoft PowerPoint) for use with the Town's equipment. Nine (9) hard copies and one electronic copy of the presentation are required to be provided to the SAC at the time of the presentation.

## **B. Presentation Format**

Each proposer shall provide a detail of the approach the proposer will take, expanding upon the approach submitted in Part 1 of the submittal. The approach shall provide information regarding at least the following focus areas:

- i. Address how your firm proposes to meet the 60-percent self-performance requirement. Provide specific examples of similar projects in which your company provided a minimum of 60% self-performance. Similar local and/or coastal experience examples are preferred.
- ii. Describe the team's working relationship and experience with an emphasis on recent similar projects whereby the team acted in the same capacity as is being proposed to the Town. Include the names of team members involved and what efficiencies during design or construction your team contributed to make it a successful project.
- iii. Discuss your team's current work commitments and ability to perform this project. Please be prepared to discuss time schedules associated with other work commitments, including coordination with this project. Each team member included in the proposal shall be included.
- iv. Describe your approach to public outreach and involvement. Describe your interaction with the community and its residents throughout the project. Discuss the impact to residential areas during the construction phase. Discuss what methods you will employ to reduce those impacts. Describe your approach to communication throughout the project, including the construction phase. Provide a summary schedule of key public information events.
- v. Discuss what, if any, specification changes or alternative construction methodology you would propose for the project.
- vi. Provide details on how you intend to stage and manage this project given the limited free space available on the island.
- vii. Describe your understanding of key issues and your approach to address those issues. Detail your approach to working within the various seasonal changes and conditions.
- viii. Provide a detailed Gantt style time chart which depicts each phase of the project from design through final construction. The schedule should be prepared considering the step-by-step approach to accomplishing each component of the project, with particular emphasis on the ability to meet the April 2014 grant deadline for completion of the stormwater improvements within the Basin Based area.



POSTED  
06/07/13  
MB

**NOTICE OF INTENT TO AWARD  
PHASE 1 WATER DISTRIBUTION SYSTEM IMPROVEMENTS  
RFQ-13-02-PW**

THE TOWN OF FORT MYERS BEACH SELECTION ADVISORY COMMITTEE MET FOR THE PURPOSE OF EVALUATION AND SELECTION OF FIRM(S) FOR **RFQ-13-02-PW, PHASE 1 WATER DISTRIBUTION SYSTEM IMPROVEMENTS.**

THE SELECTION ADVISORY COMMITTEE MET ON JUNE 6, 2013 AND RANKED:

1. MITCHELL & STARK CONSTRUCTION CO.
2. DENCO CONSTRUCTION
3. MWH CONSTRUCTORS/SOUTHWEST UTILITIES SYSTEMS INC.,  
JOINT VENTURE

A RECOMMENDATION, IN ACCORDANCE WITH F.S. 287.055 SHALL BE BROUGHT TO THE TOWN COUNCIL OF THE TOWN OF FORT MYERS BEACH TO BEGIN NEGOTIATIONS WITH THE SELECTED FIRM.

  
MICHELLE MAYHER  
TOWN CLERK

06/07/2013