



**MEMORANDUM
FINANCE DEPARTMENT**

TO: Ed Lavallee, City Manager *PL 8/10/17*

THRU: Linda Senne, Finance Director *LS*

FROM: Peter Boers, Procurement Manager *PB*

DATE: August 10, 2017

MEETING DATE: August 22, 2017

SUBJECT: Approval of Ranking for RFQ 3067-17 Owner's Representative / Project Management Services for the City of Venice Public Safety Facility

Background:

Request for Qualifications (RFQ) 3067-17 for Owner's Representative / Project Management Services for the City of Venice Public Safety Facility was distributed on June 3, 2017. Seven (7) proposals were received on June 24, 2017. On July 21, 2017, an evaluation committee met to review, discuss, and score the proposals received. The seven (7) proposals were ranked in the following order and the top four (4) firms were invited in for interviews/presentations on August 9, 2017.

Firm	Sum of Ranks	Rank
ZHA Incorporated	4	1
Otb Consulting, Inc.	10	2
Diversified Technology Consultants	11	3
Element Commercial Construction, LLC	11	3
A2 Group, Inc.	13	5
The Pizzuti Companies	15	6
DMK Associates	17	7

On August 9, 2017, the evaluation committee met again to hear oral presentations and conduct interviews with the shortlisted proposers. The proposer's were ranked in the following order:

- 1) Otb Consulting, Inc.
- 2) ZHA Incorporated
- 3) Diversified Technology Consultants
- 4) Element Commercial Construction

Based upon the final scores and ranking, the evaluation committee recommends authorization for staff to negotiate an agreement with the top ranked proposer, Otb Consulting, Inc.

In the event that the City is unable to come to terms with the top ranked proposer, staff will end negotiations with that firm and begin negotiations with the next ranked firm until a suitable agreement can be reached.

Requested Action:

Approval of the ranking of proposers for RFQ 3067-17 for Owner's Representative / Project Management Services for the City of Venice Public Safety Facility and authorize staff to begin negotiations with the top ranked firm.

City Attorney Review:

Not Applicable at this time.

Risk Management Review:

Not Applicable at this time.



PROCUREMENT DEPARTMENT - CITY OF VENICE, FLORIDA
 RESPONSE SHEET
 RFQ 3067-17 OWNERS REP / PROJECT MANAGEMENT SERVICES
 FOR THE CITY OF VENICE PUBLIC SAFETY FACILITY
 DUE: JUNE , 2017 @ 2:00 PM

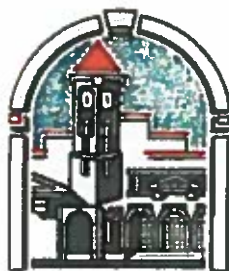
#	Firm Name	Address	Phone #	Contact	E-mail
1	A2 Group, Inc.	18245 Paulson Drive, Ste. 111 Port Charlotte, F: 33954	941-206-2288 x1040	A.J. Ribas	ribasaj@a2group.com
2	DMK Associates	421 Commercial Court, Suite C Venice, FL 34292	941-412-1293	Karl Kokomoor, P.E.	
3	Diversified Technology Consultants, Inc (DTC)	650 Central Avenue, Unit 3 Sarasota, FL 34236	941-554-2035	Shay Atluru	
4	Element Commercial Construction, LLC	PO Box 362 Palmetto, FL 34220	813-957-2777	Brian Smith	
5	Otb Consulting, Inc.	305 S. MacDill Avenue Tampa, FL 33609	813-205-9774	Ron Ford	
6	The Pizzuti Companies	629 N. High Street, Suite 500 Columbus, OH 43215	614-280-4000	James S. Russell	jrussell@pizzuti.com
7	ZHA Incorporated	601 N. Magnolia Ave., Suite 100 Orlando, FL 32801	407-422-7487 x226	Andrew L. Brooks	

Request for Qualifications 3067-17

Owner's Rep

Summary Score Sheet

	Evaluator 1 Score	Rank Evaluator 1	Evaluator 2 Score	Rank Evaluator 2	Evaluator 3 Score	Rank Evaluator 3	Total of Rankings Evaluator	Rank
A2 Group, Inc.	85	2	82	6	60	5	13	5
DMK Associates	80	4	78	7	50	6	17	7
Diversified Technology Consultants, Inc (DTC)	70	7	93	1	70	3	11	3
Element Commercial Construction, LLC	75	6	88	3	73	2	11	3
Otb Consulting, Inc.	85	2	86	4	65	4	10	2
The Pizzuti Companies	80	4	83	5	50	6	15	6
ZHA Incorporated	95	1	90	2	80	1	4	1



"City on the Gull"

CITY OF VENICE

401 W. Venice Avenue Venice, FL. 34285

NOTICE OF ACTION

REQUEST FOR POPOSALS (RFQ) # 3067-17

RFP TITLE: Owner's Representative / Project Management Services for City of Venice Public Safety Facility

SUBMITTAL DEADLINE: July 24, 2017

SUBJECT: NOTICE OF RECOMMENDED AWARD

Based on Evaluation Committee's review of proposals on July 21, 2017. The City of Venice (City) has ranked proposers responding to the above referenced RFQ as follows:

Firm	Sum of Ranks	Rank
ZHA Incorporated	4	1
Otb Consulting	10	2
Diversified Technology Consultants	11	3
Element Commercial Construction, LLC	11	3
A2 Group, Inc.	13	5
The Pizzuti Companies	15	6
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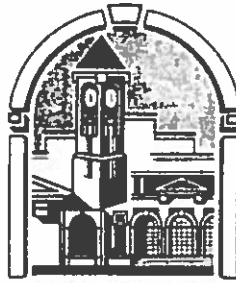
The top three (3) ranked firms (**in bold font above**) will be invited for presentations and interviews as the next step in the process.

By: 
Peter A. Boers, Procurement Manager

Date: 07/24/2017

Request for Qualifications 3067-17
Summary Ranking from Presentations / Interviews

	Rank Evaluator 1	Rank Evaluator 2	Rank Evaluator 3	Total of Rankings Evaluator	Rank
Diversified Technology Consultants, Inc (DTC)	4	3	3	10	3
Element Commercial Construction, LLC	3	4	4	11	4
Otb Consulting, Inc.	1	1	2	4	1
ZHA Incorporated	2	2	1	5	2



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Firm	Sum of Ranks	Rank
Otb Consulting, Inc.	4	1
ZHA Incorporated	5	2
Diversified Technology Consultants	10	3
Element Commercial Construction, LLC	11	4

It is the City's intent to initiate contract negotiations with the top ranked firm (**in bold font above**).

By: 
Peter A. Boers, Procurement Manager

Date: 08/10/2017