



**City of Coral Gables
CITY COMMISSION MEETING
January 23, 2018**

ITEM TITLE:

A Resolution accepting the recommendation of the Procurement Officer to award the Planning Services for Zoning Code Update contract to DPZ PARTNERS, LLC d/b/a DPZ CoDESIGN, the top-ranked proposer, pursuant to Section 2-763 of the Procurement Code entitled "Contract Award" and Request for Proposals (RFP) 2017.05.MS, and authorizing the City Manager to negotiate a final contract amount acceptable to the City for this project, not to exceed the budgeted available funds.

DEPARTMENT HEAD RECOMMENDATION:

Approval.

BRIEF HISTORY:

The purpose of the Planning Services for Zoning Code Update contract is to hire a qualified, experienced, and licensed firm specializing in the area of drafting Zoning Codes. The awarded firm will be required to review the entire City of Coral Gables Zoning Code for internal inconsistencies, conflicts, overlaps, redundancies and propose changes that will make the Zoning Code more user-friendly and intuitive. The end result should be a well-organized, state-of-the-art document that can be easily understood by not only design professionals and attorneys, but also residents, property owners and laypersons alike.

On May 8, 2017, the Procurement Division of Finance formally advertised, issued, and distributed RFP 2017.05.MS. On May 17, 2017, a non-mandatory pre-proposal conference was held with five (5) prospective proposers in attendance of the seventy-one (71) prospective proposers who downloaded the RFP package from Public Purchase, the City's web based e-Procurement service. On June 7, 2017, five (5) proposals were received in response to the RFP from: The Corradino Group, Inc., The Mellgren Planning Group, DPZ Partners, LLC d/b/a DPZ CoDesign, Plusurbia, LLC, and Zyscovich Architects.

On July 19, 2017, the Evaluation Committee convened to evaluate the five (5) responsive proposals and determined that DPZ PARTNERS, LLC d/b/a DPZ CoDESIGN, is the top-ranked proposer. Therefore, it is the recommendation of the Evaluation Committee to award and negotiate a contract for Planning Services for Zoning Code Update with DPZ PARTNERS, LLC d/b/a DPZ CoDESIGN, at an amount acceptable to the City for this project, not to exceed the budgeted available funds.

The Procurement Officer recommends accepting the Evaluation Committee's recommendation to award the Planning Services for Zoning Code Update contract to DPZ PARTNERS, LLC d/b/a DPZ CoDESIGN, subject to negotiation on a final contract amount and execution of a contract by City staff.

The proposed action implements Action Plan 5.6.1 of the City's Strategic Plan – Adoption of South Florida's Preeminent Zoning Code for Coral Gables. The City Commission hence approved as a New Need \$250,000 in FY16/17 for consultant services to update and modernize the Zoning Code.

FINANCIAL INFORMATION:

No.	Amount	Account No.	Source of Funds
1.	\$250,000.00	001.1220.515.3190	Budgeted
Total:	\$250,000.00		

ATTACHMENT(S):

1. Draft Resolution
2. Evaluation Results
3. RFP Response