



**City of Coral Gables
CITY COMMISSION MEETING
May 8, 2018**

ITEM TITLE:

A Resolution accepting the recommendation of the Procurement Officer to award the Parks, Recreation and Youth Center Master Plan contract to AECOM Technical Services, Inc., the top-ranked proposer, in an estimated amount of \$184,948.39, not to exceed the budgeted available funds, pursuant to Section 2-763 of the Procurement Code entitled "Contract Award" and Request for Proposals (RFP) 2018-003; should negotiations fail with the top-ranked proposer, negotiations shall commence up to the third ranked proposer until an agreement satisfactory to the City has been reached.

DEPARTMENT HEAD RECOMMENDATION:

Approval.

BRIEF HISTORY:

The purpose of the RFP was to solicit proposals from qualified and experienced professional firms, readily available to provide a fifteen (15) year Parks and Recreation Master Plan with a separate Youth Center Master Plan component.

On January 19, 2018, the Procurement Division of Finance formally advertised, issued, and distributed Parks, Recreation and Youth Center Master Plan, Request for Proposals (RFP) 2018-003. On January 26, 2018 a non-mandatory pre-proposal conference was held with ten (10) prospective proposers in attendance of the seventy-eight (78) prospective proposers who downloaded the RFP package from Public Purchase, the City's web based e-Procurement service. Thereafter, on January 30, 2018 a non-mandatory site-visit was held with three (3) prospective proposers in attendance. On February 16, 2018, three (3) firms submitted proposals in response to the RFP: AECOM Technical Services, Inc., Bermello Ajamil & Partners, Inc., and GreenPlay, LLC.

On April 28, 2018, the Evaluation Committee convened to evaluate the three (3) responsive proposals, and ranked the firms in the following order of preference: AECOM Technical Services, Inc. (top-ranked), Bermello Ajamil & Partners, Inc. (second ranked), and GreenPlan, LLC (third ranked).

The Procurement Officer and the City Manager concur with the recommendation of the Evaluation Committee to award the Parks, Recreation and Youth Center Master Plan contract to AECOM Technical Services, Inc.,

FINANCIAL INFORMATION:

No.	Amount	Account No.	Source of Funds
1.	NOT TO EXCEED AVAILABLE BUDGET	001.600.572.31.90	Professional Services
Total:			

ATTACHMENT(S):

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