



HISTORIC TOWN OF EATONVILLE, FLORIDA
REGULAR CRA MEETING
JANUARY 23, 2025, AT 6:30 PM
Cover Sheet

****NOTE**** Please do not change the formatting of this document (font style, size, paragraph spacing etc.)

ITEM TITLE: Resolution # CRA-R-2025-05 Architectural Vendor Services

COMMUNITY REDEVELOPMENT ACTION:

CRA DECISION	X	Department:
CONSENT AGENDA		Exhibits: Ranking Scoring Sheets
NEW BUSINESS	X	
ADMINISTRATIVE	X	
CRA DISCUSSION		

REQUEST: Approval of Resolution # CRA-R-2025-05 Architectural Vendor Selection

SUMMARY: The CRA has been informed by Orange county Housing and Development Services that an anticipated CDBG Grant award of approximately \$470,000.00 will be awarded to the CRA for the purpose of renovating the 370 E. Kennedy Blvd Building (as foot printed) for the purpose of housing the CRA, Incubator Program and Career Source. The selected vendor Rhodes & Brito ranked the highest and is being recommended for board approval (see scoring sheets). This project is slated to be completed by Aug 2025. Once design and plans are completed it is anticipated that construction should commence around early April 2025.

RECOMMENDATION: Approval of Resolution # CRA-R-2025-05

FISCAL & EFFICIENCY DATA: Grant fund will be made available around January 31, 2025.

RESOLUTION # CRA-R-2025-05

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TOWN OF EATONVILLE COMMUNITY REDEVELOPMENT AGENCY (TOECRA), EATONVILLE, FLORIDA, BOARD OF DIRECTORS SELECTING AN ARCHITECTURAL VENDOR 370 E. KENNEDY BLVD RENOVATIONS PER ANTICIPATED GRANT AWARD FROM ORANGE COUNTY CDBG PROGRAM PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS the members of the governing body and two (2) additional members from the taxing authorities serve as Directors of the Agency; and

WHEREAS, such members constitute the head of a legal entity, separate, distinct, and independent from the governing board of the County and Municipality; and

WHEREAS the TOECRA Board of Directors accepts grant award from Orange County CDBG Grant Program for the purpose of renovating the 370 E. Kennedy Blvd Building; and

WHEREAS the TOECRA Board of Directors does hereby acknowledge use of such grant funds are for the purpose CRA offices, Incubator Program and Career Source Program; and

WHEREAS the TOECRA Board of Directors approves the committee recommendation of Rhodes & Brito as the selected vendor for design and permittable plan vendor; and

NOW THEREFORE BE IT RESOLVED BY THE TOWN OF EATONVILLE COMMUNITY REDEVELOPMENT AGENCY OF EATONVILLE, FLORIDA,

SECTION ONE: BACKGROUND: The Town of Eatonville Finance Department conducted a Request for Proposal process open to all bidders. Each vendor was scored and ranked by selected staff committee members. Rhodes & Brito Architects was selected as the highest ranked vendor to design and provide permittable plan for the project as award by the grant.

SECTION TWO: PURPOSE: Complete the deliverables of grant award for renovations to the 370 E. Kennedy Blvd Building.

SECTION THREE: CONFLICTS: All Resolution or parts of Resolutions in conflict with any other Resolution or any of the provisions of this Resolution are hereby repealed.

SECTION FOUR: SEVERABILITY: If any section or portion of a section of this Resolution is found to be invalid, unlawful or unconstitutional it shall not be held to invalidate or impair the validity, force or effect of any other section or part of this Resolution.

EFFECTIVE DATE: This Resolution shall become effective immediately upon passage and adoption.

PASSED AND ADOPTED this _____ day of _____, 20_____.

ATTEST:

Veronica L. King, Town Clerk

Angie Gardner, Chairwoman

RANKING SHEET
Town of Eatonville, Florida
RFQ #24-11-002 – Architectural Consultant Selection
For the Town of Eatonville Business Incubator and Workforce Facility
Request for Qualifications

Reviewer Name: Valerie Mundy

Reviewer Number _____

Firms Submitting Proposals:

1. CPH
2. Lunz Group

3. MAJ Architecture
4. Rhodes and Brito Architects

RANKING CRITERIA	Firm #1	Firm #2	Firm #3	Firm #4
1. Firm's Information and Experience: Excellent - 25 points Good - 20 points Fair - 15 points Poor - 5 points Refused to respond - 0 points	20	20	15	25
2. Staff Qualifications and Experience: 20 years or more – 20 points 15 to 19 years - 15 points 10 to 14 years - 10 points 5 to 9 years - 5 points Less than 5 years - 0 points	20	15	5	20
3. Firm's References: 10 or more - 20 points less than 10 based on number submitted. Must submit at least 5 to be considered.	5	3	5	5
4. Firm's Approach to Implementing and Managing the Project: Excellent - 25 points Good - 20 points Fair - 15 points Poor - 5 points Refused to respond - 0 points	20	20	15	25
5. Experience with Municipal Engineering; and Excellent - 10 points Good - 7 points Fair - 5 points Poor - 5 points None - 0 points	7	7	5	10

Total Scores: 1. 72 2. 67 3. 45 4. 85

Valerie Mundy
Signature of Person Completing Ranking Form

1/10/25
Date

RANKING SHEET
Town of Eatonville, Florida
RFQ #24-11-002 – Architectural Consultant Selection
For the Town of Eatonville Business Incubator and Workforce Facility
Request for Qualifications

Reviewer Name: Tara Salmieri

Reviewer Number _____

Firms Submitting Proposals:

1. CPH
2. Lunz Group

3. MAJ Architecture
4. Rhodes and Brito Architects

RANKING CRITERIA	Firm #1	Firm #2	Firm #3	Firm #4
1. Firm's Information and Experience: Excellent - 25 points Good - 20 points Fair - 15 points Poor - 5 points Refused to respond - 0 points	25	25	15	25
2. Staff Qualifications and Experience: 20 years or more – 20 points 15 to 19 years - 15 points 10 to 14 years - 10 points 5 to 9 years - 5 points Less than 5 years - 0 points	20	20	10	20
3. Firm's References: 10 or more - 20 points less than 10 based on number submitted. Must submit at least 5 to be considered.	This needs to change-rfq had no specific number to provide	This needs to change-rfq had no specific number to provide	This needs to change-rfq had no specific number to provide	This needs to change-rfq had no specific number to provide
4. Firm's Approach to Implementing and Managing the Project: Excellent - 25 points Good - 20 points Fair - 15 points Poor - 5 points Refused to respond - 0 points	25	15	15	15
5. Experience with Municipal Engineering; and Excellent - 10 points Good - 7 points Fair - 5 points Poor - 5 points None - 0 points	10	7	7	10

Total Scores: 1. 80 2. 62 3. 47 4. 70

Tara Salmieri

Signature of Person Completing Ranking Form

1/8/25
Date

CPH

- Substantial govt experience, all projects provided are local govt facilities
- Best stakeholder approach out of all firms
- Solid QA/QC

Lunz

- **Should be non responsive, didn't meet the MBE requirements**
- Approach was not specific to Eatonville
- Not a lot of references that were local government
- Lack of citizen engagement

MAJ

- No local government experience, has done historic preservation work
- No stakeholder engagement, only work with the town staff
- Inexperience and not a robust QA/QC

Rhodes Brito

- Town experience, good examples
- Stakeholder engagement was weak, one to get input and one after construction plans is not sufficient for the town. (total of 2, however the 2nd would be more Informational and not engagement.
-

RANKING SHEET
Town of Eatonville, Florida
RFQ #24-11-002 – Architectural Consultant Selection
For the Town of Eatonville Business Incubator and Workforce Facility
Request for Qualifications

Reviewer Name: ELAINE G. CHUA

Reviewer Number

Firms Submitting Proposals:

1. CPH
2. Lunz Group

3. MAJ Architecture
4. Rhodes and Brito Architects

RANKING CRITERIA	Firm #1	Firm #2	Firm #3	Firm #4
1. Firm's Information and Experience: Excellent - 25 points Good - 20 points Fair - 15 points Poor - 5 points Refused to respond - 0 points	25	20	20	25
2. Staff Qualifications and Experience: 20 years or more – 20 points 15 to 19 years - 15 points 10 to 14 years - 10 points 5 to 9 years - 5 points Less than 5 years - 0 points	20	15	15	20
3. Firm's References: 10 or more - 20 points less than 10 based on number submitted. Must submit at least 5 to be considered.	15	15	15	20
4. Firm's Approach to Implementing and Managing the Project: Excellent - 25 points Good - 20 points Fair - 15 points Poor - 5 points Refused to respond - 0 points	20	20	20	25
5. Experience with Municipal Engineering; and Excellent - 10 points Good - 7 points Fair - 5 points Poor - 5 points None - 0 points	10	10	10	10

Total Scores: 1. 90 2. 80 3. 80 4. 100

Elaine G. Chua

01/09/2025

Signature of Person Completing Ranking Form

Date

RANKING SHEET
Town of Eatonville, Florida
RFQ #24-11-002 – Architectural Consultant Selection
For the Town of Eatonville Business Incubator and Workforce Facility
Request for Qualifications

Reviewer Name: Cheryl Johnson

Reviewer Number _____

Firms Submitting Proposals:

1. CPH
2. Lunz Group

3. MAJ Architecture
4. Rhodes and Brito Architects

RANKING CRITERIA	Firm #1	Firm #2	Firm #3	Firm #4
1. Firm's Information and Experience: Excellent - 25 points Good - 20 points Fair - 15 points Poor - 5 points Refused to respond - 0 points	25	25	25	25
2. Staff Qualifications and Experience: 20 years or more – 20 points 15 to 19 years - 15 points 10 to 14 years - 10 points 5 to 9 years - 5 points Less than 5 years - 0 points	20	20	10	20
3. Firm's References: 10 or more - 20 points less than 10 based on number submitted. Must submit at least 5 to be considered.	?	3?	1?	5
4. Firm's Approach to Implementing and Managing the Project: Excellent - 25 points Good - 20 points Fair - 15 points Poor - 5 points Refused to respond - 0 points	25	25	25?	25
5. Experience with Municipal Engineering; and Excellent - 10 points Good - 7 points Fair - 5 points Poor - 5 points None - 0 points	10	10	10	10

Total Scores: 1. 80 2. 83 3. 71 4. 85


Signature of Person Completing Ranking Form

1-8-2025
Date

CPH – Staff Qualifications Rationale – Project team assigned has average experience of 24 years.

No specific listing of “references” however descriptions of Previous projects are mentioned in the relevant experience. Only bank and insurance references are specified.

Approach to Project: Comprehensive, Reflective, Includes several workshops to consult with stakeholders along the way to

LUNZ Group

Firm Profile: 150+ COMPLETED WORKPLACE PROJECTS 37 YEARS IN BUSINESS
90% OF OUR SERVICES PROVIDED TO REPEAT CLIENTS

Staff Qualifications Rationale - 23 Years average experience for project team.

References: Page 29 of the RFQ includes the names, numbers and prior work for 3 agencies. These might be considered the “references” But no specific section is named as references. Does not meet the 5 required references stipulation however none of the other companies do either.

Approach to Project: INVESTIGATE > COLLABORATE > DOCUMENT > BUILD

MAJ

Firm Profile: Firm started in 2018. Minority and Women Owned.

Experience: Primary Project Team – Less than 10 years Experience. Subcontractors have more experience.

References: Page 40 of the document includes a letter of reference for MAJ from the project manager from Envision

Rhodes & Brito – Minority Owned. Numerous Prior Projects with the Town of Eatonville

Staff Qualifications: Project Team Average Years Experience 23 Plus.

Experience with Municipal Engineering – Experienced. Specifically work with Eatonville on many projects.