



STAFF REPORT

CITY OF GREEN COVE SPRINGS, FLORIDA

TO: City Council **MEETING DATE:** August 6, 2024
FROM: Michael Daniels, AICP, Planning & Zoning Director
SUBJECT: Award of Bid 2024-04 for the River House Renovation
Michael Daniels

BACKGROUND

Bid # 2024-04 was opened on July 18, 2024, and there was one qualified bidder who responded to this project. A selection committee was organized to review the proposal. The Selection Committee included City Manager Steve Kennedy, Assistant City Manager Mike Null, Building Official John Cioffi, Development Services Representative Lyndie Knowles, and Development Services Director Michael Daniels.

<u>Evaluation and Ranking Criteria</u>	<u>Ranking Weight</u>
Price Proposal.....	70 Points
Personnel and Adequate Resources.....	10 Points
Project Approach/Schedule of Completion.....	10 Points
Company Background / Qualifications	5 Points
A List of Similar Projects.....	5 Points

The Selection Committee unanimously approved the proposed bid from the Michael Bourre Construction Group. The ranking sheets are attached. Mr. Bourre has extensive experience as a general contractor and has the required qualifications and resources to complete the improvements. Mr. Bourre is a longtime member and has served in a variety of leadership roles for the Florida Home Builders Association and Northeast Florida Builders Association. In addition, Mr. Bourre is committed to using his skills and experience to enhance this community, such as working with Habitat for Humanity and volunteering as a member of the Clay County Planning Commission.

The Selection Committee did discuss with Mr. Bourre an alternate proposal that would include improvements to the roof, both the first and second floor and foundation improvements which will be discussed at the Council meeting.

Pursuant to the timeline proposed in the bid, the improvements would be completed in approximately 2 and ½ months from the award date.

FISCAL IMPACT

The funds for this project (\$219,000) have been budgeted by the City in the General Fund for FY 23/24. The applicant is requesting \$225,000. The applicant has also requested to not pay building permits estimated at \$4,000.

RECOMMENDATION

Staff recommends the award of Bid 2024-4 to the Bourre Construction Group