



TOWN OF HIGHLAND BEACH

AGENDA MEMORANDUM

MEETING TYPE: Town Commission Meeting

MEETING DATE 04/19/2022

SUBMITTED BY: Eric Marmer, Interim Finance Director

SUBJECT: AUTHORIZATION TO NEGOTIATE WITH THE TOP-RANKED FIRMS
FOR RFQ NO. 22-001 – CONSTRUCTION MANAGER AT RISK

SUMMARY:

On March 25, 2022, the Finance Department received and opened three (3) proposals in response to the RFQ for the Construction Manager at Risk, which was reviewed by the Finance Department to ensure the proposals met the RFQ's minimum requirements. Two (2) of the three (3) were deemed responsive and were forwarded to the Evaluation Committee for review.

On April 13, 2022, the two responsive firms gave presentations and were interviewed by the Evaluation Committee. The Evaluation Committee consisting of Glenn Joseph, Consultant, Jeff Remas, Building Official, and Craig Hartmann, Chief of Police, reviewed and ranked the proposals. After deliberating, the Evaluation Committee was unanimous in their decision to recommend the final rankings and proceed in the negotiation of a contract with the number one (1) ranked firm, Kaufman Lynn Construction.

FISCAL IMPACT:

The total cost of construction will be determined following negotiations.

ATTACHMENTS:

RFQ No. 2022-001 – Construction Manager at Risk

Evaluation Committee Final Scores and Ranking

Kaufman Lynn Proposal

RECOMMENDATION:

Approve the recommendation of the Evaluation Committee and authorize staff to conduct negotiations with the first-ranked firm, Kaufman Lynn Construction and establish a contract in accordance with the Request for Qualifications (RFQ) No. 22-001 for the Construction

Manager at Risk. After the negotiations, the Contract will be brought back to the Commission for approval.