



# EVALUATION COMMITTEE MEETING - CELESTIAL WAY DRAINAGE IMPROVEMENT PROJECT MINUTES

April 17, 2024 at 10:00 AM

Council Chambers – 340 Ocean Drive and Zoom

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PRESENT: ANDREA DOBBINS, PROJECT COORDINATOR/RISK MANAGER  
MICHAEL A. VENTURA, FINANCE DIRECTOR  
TIMOTHY HANNON, DEPUTY DIRECTOR OF PUBLIC WORKS  
CAITLIN E. COPELAND-RODRIGUEZ, TOWN CLERK

ALSO PRESENT: DAVID DYESS, TOWN MANAGER

Audience: 3 (0 via Zoom) (*See attached Sign-In Sheet*)

## CALL TO ORDER

Finance Director Ventura called the meeting to order at 10:05am. He announced that the public is allowed to attend the meeting, but participation is limited to the Evaluation Committee members only. He also stated that the purpose of the Committee meeting is to review, rank and vet out the companies which submitted proposals to the Town's RFP, Request for Proposal for the Celestial Way Drainage Improvement Project for the Town of Juno Beach.

## REVIEW OF PROPOSALS

Finance Director Ventura stated that they received a total of three (3) responses to the RFP and explained the process for ranking the firms and giving a recommendation to Council.

The Committee reviewed and discussed the following proposals:

*(See attached evaluation sheets.)*

## BDI MARINE & SITE CONTRACTORS

Project Coordinator/Risk Manager Dobbins stated that she gave this company a total of 65 out of 100.

Deputy Director of Public Works Hannon stated that he gave this company a total of 83 out of 100.

Finance Director Ventura stated that he gave this company a total of 80 out of 100.

## CK CONTRACTOS & DEVELOPMENT

Project Coordinator/Risk Manager Dobbins stated that she gave this company a total of 95 out of 100.

Deputy Director of Public Works Hannon stated that he gave this company a total of 100 out of 100.

Finance Director Ventura stated that he gave this company a total of 96 out of 100.

## CLOSE CONSTRUCTION SERVICES, LLC

Project Coordinator/Risk Manager Dobbins stated that she gave this company a total of 60 out of 100.

Deputy Director of Public Works Hannon stated that he gave this company a total of 70 out of 100.

Finance Director Ventura stated that he gave this company a total of 75 out of 100.

## COMMITTEE DISCUSSION AND FINAL RANKING FOR RECOMMENDATION TO TOWN COUNCIL

The Committee discussed and performed a final ranking on their evaluation sheets (*see attached*).

***MOTION:*** *Hannon/Dobbins made a motion to recommend approval of CK Contractors & Development to the Town Council.*

***ACTION:*** *The motion passed unanimously.*

## **ADJOURNMENT**

The meeting was adjourned at 10:34am.

ATTEST:



Caitlin E. Copeland-Rodriguez, MMC, Town Clerk





**Town of Juno Beach**  
**EVALUATION COMMITTEE SUMMARY TABULATION**  
**April 17, 2024**

**Request for Proposal: Celestial Way Drainage Improvement Project**

**BDI MARINE & SITE CONTRACTORS**

Evaluation Committee Member	Scoring Criteria Tabulation				
	#1	#2	#3	#4	Total
Andrea Dobbins <i>Project Coordinator/Risk Manager</i>	10/20	10/20	0/10	45/50	65/100
Michael Ventura <i>Finance Director</i>	14/20	16/20	8/10	42/50	80/100
Timothy Hannon <i>Deputy Director of Public Works</i>	18/20	20/20	0/10	45/50	83/100
<b>TOTAL</b>					<b>228/300</b>

**CK CONTRACTORS & DEVELOPMENT**

Evaluation Committee Member	Scoring Criteria Tabulation				
	#1	#2	#3	#4	Total
Andrea Dobbins <i>Project Coordinator/Risk Manager</i>	20/20	15/20	10/10	50/50	95/100
Michael Ventura <i>Finance Director</i>	16/20	20/20	10/10	50/50	96/100
Timothy Hannon <i>Deputy Director of Public Works</i>	20/20	20/20	10/10	50/50	100/100
<b>TOTAL</b>					<b>291/300</b>

**CLOSE CONSTRUCTION SERVICES, LLC**

Evaluation Committee Member	Scoring Criteria Tabulation				
	#1	#2	#3	#4	Total
Andrea Dobbins <i>Project Coordinator/Risk Manager</i>	10/20	10/20	0/10	40/50	60/100
Michael Ventura <i>Finance Director</i>	15/20	16/20	8/10	36/50	75/100
Timothy Hannon <i>Deputy Director of Public Works</i>	15/20	15/20	0/10	40/50	70/100
<b>TOTAL</b>					<b>205/300</b>

Completed By *Town Clerk Copeland-Rodriguez*:  Date: 4/17/24



**Town of Juno Beach**  
**EVALUATION COMMITTEE TABULATION**  
 April 17, 2024

**Request for Proposal: Celestial Way Drainage Improvement Project**

Firm <i>(in alphabetical order)</i>	Scoring Criteria Tabulation				Total
	#1	#2	#3	#4	
BDI Marine & Site Contractors	10	10	<del>10</del>	45	65
CK Contractors & Development	20	15	10	50	95
Close Construction Services, LLC	10	10	<del>10</del>	40	60

299,629  
 252,399  
 349,650

	Max. Points	Category
#1	20	<b><i>Qualifications, Background, and Experience of Firm</i></b> <ul style="list-style-type: none"> <li>Qualifications and experience with similar projects</li> <li>Availability of qualified personnel</li> <li>Evidence of valid state, county, and local licenses and receipts proving authority to conduct business in the jurisdiction of the work.</li> </ul>
#2	20	<b><i>References (provide a minimum of 3)</i></b> <ul style="list-style-type: none"> <li>Provide a minimum of three (3) projects with a brief description of similar work performed.</li> <li>Provide the designated contact person's name from the referenced projects including: title, organization, address, telephone number, email address, location, and date.</li> </ul>
#3	10	<b><i>Date of Commencement &amp; Completion</i></b> <ul style="list-style-type: none"> <li>The ability to complete all construction within <b>90 calendar days</b> from the Notice to Proceed.</li> </ul>
#4	50	<b><i>Price</i></b> <ul style="list-style-type: none"> <li>Itemized Proposal Price to include all materials and labor to successfully complete this drainage improvement project.</li> </ul>

Completed By: Andrea Dobbins  
 Signature  
Andrea Dobbins  
 Print Name

Date: 4-17-2024

BDI -

- No way to leave msg. for Town of Uap.  
Amanda Barnes

msg - Town of Lantana; Vanessa

✓ - PSL - David - said good company + one of 3  
that have continuing contract w/ PSL for s/w projects  
done PSL projects; \$200K proj. range

\* Do not have Surveyors in-house + that has been  
somewhat of a concern + has been an impact on  
as-built's  
No issues; Responsive to PSL

Did not sound like they have done actual  
swales which most of the work on this proj.  
is swale work but PSL said they do good  
NOT work especially w/ pedestrian sites.

Only list Proj. person/mgr. no other personnel  
wkg to complete the job, + no mention of  
starting + completion dates (90 days)

I did not think References were ~~not~~ similar in nature to this  
project; sidewalks, seawall + well site  
are different than stormwater maint. +  
construction.

CK

Description of past proj. include drainage proj., water main + sewer proj. They have a good reputation w/ Indian River + are their emergency response for failures. Indian River is happy w/ their work.

\* They have in-house surveyors; very good

~~No mention of 90 day completion or start/completion dates.~~

References + proj. descriptions were not 100% compatible. Ref. were fine but would have been better to give specific descriptions of each proj. as it relates to the Ref. + point of contact for the project.

The only submittal that gave a 60 day const. period which is 30 days less than what the Town asked for

## Close Const.

Projects listed were 5-6 yrs ago;  
most recent was 4 yrs ago but not relevant  
work (Building a vacuum sewer station  
Roof work, HVAC, plumbing (electrical etc.)

No const. schedule or ability to meet 90  
day window.

No mailbox set up for Ref. @ Hallandale Beach

Called 5x → 954-547-3043 ; if you are using a person as  
a referral make sure there is a wking #  
goes straight to  
vm + its not  
set up

No indication of personnel + ability to  
have their people do the work or if they  
sub it out.



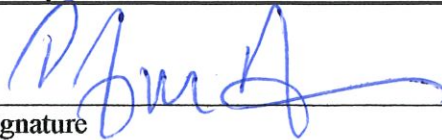


**Town of Juno Beach**  
**EVALUATION COMMITTEE TABULATION**  
**April 17, 2024**

**Request for Proposal: Celestial Way Drainage Improvement Project**

Firm <i>(in alphabetical order)</i>	Scoring Criteria Tabulation				Total
	#1	#2	#3	#4	
<b>BDI Marine &amp; Site Contractors</b>	18	20	∅	45	83
<b>CK Contractors &amp; Development</b>	20	20	10	50	100
<b>Close Construction Services, LLC</b>	15	15	∅	40	70

	Max. Points	Category
#1	20	<p><b><i>Qualifications, Background, and Experience of Firm</i></b></p> <ul style="list-style-type: none"> <li>• Qualifications and experience with similar projects</li> <li>• Availability of qualified personnel</li> <li>• Evidence of valid state, county, and local licenses and receipts proving authority to conduct business in the jurisdiction of the work.</li> </ul>
#2	20	<p><b><i>References (provide a minimum of 3)</i></b></p> <ul style="list-style-type: none"> <li>• Provide a minimum of three (3) projects with a brief description of similar work performed.</li> <li>• Provide the designated contact person's name from the referenced projects including: title, organization, address, telephone number, email address, location, and date.</li> </ul>
#3	10	<p><b><i>Date of Commencement &amp; Completion</i></b></p> <ul style="list-style-type: none"> <li>• The ability to complete all construction within <b>90 calendar days</b> from the Notice to Proceed.</li> </ul>
#4	50	<p><b><i>Price</i></b></p> <ul style="list-style-type: none"> <li>• Itemized Proposal Price to include all materials and labor to successfully complete this drainage improvement project.</li> </ul>

Completed By:   
 Signature

Date: 4/17/24

Timothy M. Harmon  
 Print Name

Tom Howard

BDI

CK

Close

# 1	(18) only mentions point of contact but reference work current	(20) Assigned staff current work	(15) Dated experience only Point of Contact
# 2	(20) couldn't reach Jupiter Lantana - great review & would use again, responsive, <sup>small issues</sup> fixed vm & email to Port St. Lucie job	(20) City Vero Beach Utilities Excellent familiar work for Jeno	(15) Dated left vm & email ↳ sub work City Port St. Lucie Felix Assoc. - Ben Miller Proj Mgr.
# 3	(0) no mention	(10) specific line 60 day estimate	(0) no mention
# 4	(45) 299,629 mid price bidder math correct	(50) 252,399 lowest math correct	(40) 349,650 highest typo/transposed # for SOD math correct
TOTAL	(83)	(100)	(70)




**Town of Juno Beach**  
**EVALUATION COMMITTEE TABULATION**  
 April 17, 2024

**Request for Proposal: Celestial Way Drainage Improvement Project**

Firm <i>(in alphabetical order)</i>	Scoring Criteria Tabulation				Total
	#1	#2	#3	#4	
BDI Marine & Site Contractors	19	18	DID NOT STATE 90% 8	42	80
CK Contractors & Development	16	20	60 DAYS 10	50	96
Close Construction Services, LLC	15	18	DID NOT STATE 90% 8	36	75

	Max. Points	Category
#1	20	<p><b><i>Qualifications, Background, and Experience of Firm</i></b></p> <ul style="list-style-type: none"> <li>Qualifications and experience with similar projects</li> <li>Availability of qualified personnel - point person only</li> <li>Evidence of valid state, county, and local licenses and receipts proving authority to conduct business in the jurisdiction of the work.</li> </ul>
#2	20	<p><b><i>References (provide a minimum of 3)</i></b></p> <ul style="list-style-type: none"> <li>Provide a minimum of three (3) projects with a brief description of similar work performed.</li> <li>Provide the designated contact person's name from the referenced projects including: title, organization, address, telephone number, email address, location, and date.</li> </ul>
#3	10	<p><b><i>Date of Commencement &amp; Completion</i></b></p> <ul style="list-style-type: none"> <li>The ability to complete all construction within <b>90 calendar days</b> from the Notice to Proceed.</li> </ul>
#4	50	<p><b><i>Price</i></b></p> <ul style="list-style-type: none"> <li>Itemized Proposal Price to include all materials and labor to successfully complete this drainage improvement project.</li> </ul>

Completed By:   
 Signature  
Michael Ventura  
 Print Name

Date: 4/17/24

4/16/2024  
Celestial Way Price Proposal

ITEM	DESCRIPTION	QUANTITY	UNIT	Close	CK	BDI	Close	CK	BDI
				UNIT COST	UNIT COST	UNIT COST	PROPOSED COST	PROPOSED COST	PROPOSED COST
A. SITE WORK:									
1	MOBILIZATION	1	JOB L.S.	L.S.	L.S.	L.S.	\$ 45,000	\$ 38,250	\$ 30,000
2	NPDES REPORTING	1	JOB L.S.	L.S.	L.S.	\$	\$ 15,000	\$ 3,050	\$ 10,000
3	M.O.T.	1	JOB L.S.	L.S.	L.S.	\$	\$ 20,000	\$ 7,980	\$ 20,000
4	10' SWALE	1,521	S.Y.	\$ 20	\$ 15	\$ 25	\$ 30,420	\$ 22,815	\$ 38,025
5	12' SWALE	289	S.Y.	\$ 30	\$ 21	\$ 37	\$ 8,670	\$ 6,069	\$ 10,693
6	15' SWALE (MERCURY ROAD)	95	S.Y.	\$ 80	\$ 27	\$ 43	\$ 7,600	\$ 2,565	\$ 4,085
7	NORTH SWALE	98	S.Y.	\$ 80	\$ 35.5	\$ 42	\$ 7,840	\$ 3,479	\$ 4,116
8	SOD	2,004	S.Y.	\$ 10	\$ 6.25	\$ 8	\$ 20,040	\$ 12,525	\$ 16,032
9	ASPHALT DEMO	1	JOB L.S.	L.S.	L.S.	\$	\$ 40,000	\$ 15,900	\$ 12,500
10	PERVIOUS PAVERS	462	S.Y.	\$ 200	\$ 199	\$ 265	\$ 92,400	\$ 91,938	\$ 122,430
							\$ 286,970	\$ 204,571	\$ 267,881

B. DRAINAGE:									
ITEM	DESCRIPTION	QUANTITY	UNIT	Close	CK	BDI	Close	CK	BDI
				UNIT COST	UNIT COST	UNIT COST	PROPOSED COST	PROPOSED COST	PROPOSED COST
1	YARD DRAIN	1	EACH	\$ 8,000	\$ 2,325	\$ 2,300	\$ 8,000	\$ 2,325	\$ 2,300
2	MODIFY CATCH BASIN	4	EACH	\$ 700	\$ 4,160	\$ 1,050	\$ 2,800	\$ 16,640	\$ 4,200
3	MODIFY EXISTING WATER MAIN VALVE	2	EACH	\$ 3,750	\$ 688	\$ 875	\$ 7,500	\$ 1,376	\$ 1,750
4	8" H.D.P.E.	20	L.F.	\$ 150	\$ 56	\$ 75	\$ 3,000	\$ 1,120	\$ 1,500
5	SOCK DRAIN	74	L.F.	\$ 120	\$ 33	\$ 27	\$ 8,880	\$ 2,442	\$ 1,998
							\$ 30,180	\$ 23,903	\$ 11,748

C. MISC:									
ITEM	DESCRIPTION	QUANTITY	UNIT	Close	CK	BDI	Close	CK	BDI
				UNIT COST	UNIT COST	UNIT COST	PROPOSED COST	PROPOSED COST	PROPOSED COST
1	SURVEY	1	JOB L.S.	L.S.	L.S.	L.S.	\$ 15,000	\$ 6,105	\$ 9,500
2	IRRIGATION REPAIRS	1	JOB L.S.	L.S.	L.S.	\$	\$ 10,000	\$ 7,875	\$ 2,000
3	AS-BUILTS	1	JOB L.S.	L.S.	L.S.	\$	\$ 7,500	\$ 9,945	\$ 8,500
							\$ 32,500	\$ 23,925	\$ 20,000
							\$ 349,650	\$ 252,399	\$ 299,629

Points 50 72% 100% 84%  
36.1 50.00 42.1