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CITY COUNCIL AGENDA ITEM REPORT

DATE: September 27, 2023

SUBMITTED BY: Erin Jones, City Administration

ITEM TYPE: Miscellaneous

AGENDA SECTION: CONSENT AGENDA

SUBJECT: Recommendation for Award for RFP 23-013EJ Strategic Planning Services

SUGGESTED ACTION: Authorize award and pursue a contract with Berry, Dunn, McNeil & Parker, LLC

Is this item Quasijudicial?

No

Does this item require a public hearing?

No

EXPLANATION:

On August 2, 2023, the City of Bradenton advertised Request for Proposals (RFP) #23-013EJ Strategic Planning Services. Notice of this RFP was made through DemandStar and an outreach email (390 vendors notified). 35 vendors viewed the solicitation and 6 vendors submitted proposals.

All bidders were deemed responsive by Purchasing. The Committee deemed all bidders responsible.

On September 14, 2023, a three-member evaluation committee reviewed and scored each of the proposals based on the qualifications, capabilities and demonstrated experience, project approach, and compensation. Prior to scoring the evaluation committee elected to award the solicitation to the highest scoring proposer. After the committee members scored each proposer, Purchasing tallied all the committees scores and deemed Berry, Dunn, McNeil & Parker, LLC as the highest scoring proposer.

Berry, Dunn, McNeil & Parker, LLC having the highest score is recommended for award.

FINANCIAL IMPACT:

N/A - Financial impact will be included in the proposed contract that will be brought before Council once negotiations are completed.

ATTORNEY REVIEW/RECOMMENDATION:

Attorney Rudacille will be sent the contract for review once negotiated.

SUGGESTED MOTION:

Motion to authorize the award for RFP 23-013EJ Strategic Planning Services and to pursue a contract with Berry, Dunn, McNeil & Parker, LLC

ATTACHMENTS:

[Berry, Dunn, McNeil & Parker Bid Package](#)