

## Item Cover Page

### CITY COUNCIL AGENDA ITEM REPORT

**DATE:** June 14, 2023

**SUBMITTED BY:** Erin Jones, City Administration

**ITEM TYPE:** Miscellaneous

**AGENDA SECTION:** CONSENT AGENDA

**SUBJECT:** Recommendation for Award for RFQ 23-007EJ - Construction Manager at Risk (CMAR) Services for Fire Station #2

**SUGGESTED ACTION:** Authorize award and pursue a contract with Willis A. Smith Construction.

**Is this item Quasijudicial?**

No

**Does this item require a public hearing?**

No

**EXPLANATION:**

Request for Qualifications (RFQ) 23-007EJ Construction Manager at Risk (CMAR) Services for Fire Station #2 was advertised on DemandStar on April 3, 2023. On May 9, 2023, five (5) sealed proposals were received and opened in response to the RFQ. On May 23, 2023 prior to discussions, Purchasing deemed Jon F. Swift non-responsive for failing to submit required documents pursuant to Part I Section 8.2. A three-member Evaluation Committee reviewed and discussed the remaining responsive proposals. Following discussions and prior to scoring, the committee opted to short-list the top four (4) highest scoring proposers, and invited them to participate in a presentation and question and answer session on June 7, 2023. Prior to presentations, Tandem Construction sent an email on May 30, 2023 withdrawing from presentations and therefore did not present. On June 7, 2023, after presentations and questions and answer sessions from the remaining short-listed proposers, the Evaluation committee reconvened to discuss and rank the remaining short-listed proposers. Prior to discussions, Purchasing declared that Tandem Construction withdrew from consideration and would not be discussed or ranked in the meeting. Willis A. Smith Construction was ranked number 1 and is

recommended for award and permission to negotiate a contract.

**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 award for RFQ 23-007EJ - Construction Manager at Risk Services for Fire Station #2 and pursue a contract with Willis A. Smith Construction.

**ATTACHMENTS:**

[Willis A. Smith Construction Proposal for RFQ 23-007EJ](#)