

**DEPARTMENT RECOMMENDATION OF
 BID (ITB, RFP, BEB, RFQ) INTENDED AWARD**

To: **Purchasing, Box 32**

Attn: Diane Holder (Buyer)

Bid #: CMGR-220052-DH

Bid Due Date: May 6, 2022

Bid Title: RFQ for Planning, Design Development and Operation of Cultural Arts Center

- NO AWARD – REJECT ALL BIDS**
 Justification for No Award:
 Bids over budget
 Only one bid received
 Other (provide detailed explanation: _____)

IMPORTANT: The blackout period is in effect until the contract is awarded including City Commission approval. Violation of this provision shall result in disqualification of the bidder/vendor.

RECOMMENDATION FOR INTENDED AWARD

If straight low bid (no evaluation – i.e. construction, materials):

Recommended Bidder: _____

Bid award amount: \$ _____

Justification for the Recommendation:

OR

If BEB/RFP/RFQ (turn in evaluation notes, comments points, etc.). Recommended Ranking:

<u>Vendor</u>	<u>Ranking</u>
<u>AMS Planning & Research Corp</u>	1
<u>Webb Management Services, Inc.</u>	2
<u>Arts Consulting Group, Inc.</u>	3
_____	4
_____	5
_____	6
_____	7

Bid award amount: \$190,000

Justification for the Recommendation:

Procurement conducted a Request for Qualifications, which received six responses. One response was non-responsive. Five responses were evaluated and a short list was created of the top three vendors. Those vendors were invited to oral presentations, after which the presentations were evaluated. Through this process AMS Planning & Research Corp. is the top ranked firm.

I hereby certify the recommended straight low bidder/vendor ranked No. 1 is the most responsive and responsible bidder meeting all requirements, certifications, forms, and/or minimum criteria/qualifications listed below (include qualifications/requirements directly from ITB, RFP, BEB, RFQ document):

- | | |
|---|--------------------------------|
| <input checked="" type="checkbox"/> <u>See Attachment</u> | <input type="checkbox"/> _____ |
| <input type="checkbox"/> _____ | <input type="checkbox"/> _____ |
| <input type="checkbox"/> _____ | <input type="checkbox"/> _____ |
| <input type="checkbox"/> _____ | <input type="checkbox"/> _____ |

Recommended by: Cintya Ramos

 PRINTED NAME

Phone: 352-393-8782

Title: Special Advisor to the City Manager

Date: 7/11/2022

IMPORTANT: The Project Manager is responsible for initiating, completing and executing the contracts. Fully signed (including City Attorney and City Commission approval) contracts are forwarded to Purchasing for the issuance of a purchase order.

City Commission required: Yes City Commission meeting on 7/21/2022 (date confirmed of approved agenda item).
 No City Commission approval is not required: _____ (Indicate Policy exemption section (i.e. Sec 7.1(c))

Vendor is active in the Advantage Financial System – **Department is responsible to obtain appropriate documentation to activate vendor.**

ATTACHMENT

Demonstrated knowledge of Gainesville or a process to reach an understanding of it Demonstrated and applicable experience in:

- i. Creating strategy and implementation plans for municipalities or other public agencies;
- ii. Engaging diverse communities thoughtfully in a public process;
- iii. Leading, coordinating, and facilitating complex public engagement processes, including management of multiple stakeholder committees;
- iv. Devising and executing a communications strategy for cultural planning; and
- v. Building an accountable implementation and funding plan.

Bidder shall demonstrate that it has experience in planning, design development and operation of a Cultural Arts Center. The bidder shall have at least seven (7) years experience in this field

- Bidder shall demonstrate personnel and equipment support necessary for the completion of the requested surveying and engineering services in a timely and efficient manner.
- Bidder shall demonstrate that it complies with all applicable State and Federal professional licensing laws
- By submitting the Statement of Qualifications, the bidder certifies that it has fully read and understands the RFQ and has full knowledge of general scope, nature, and quality of the work to be performed, the general requirements of the services to be provided, and the conditions under which the services are to be performed.

