

Condensed Title:

Request for Approval to Award a Contract, Pursuant to Invitation to Bid (ITB) No. 172-2013TC, for the 1701 Meridian Avenue 4th Floor Renovation.

Key Intended Outcome Supported:

Ensure well-maintained facilities and ensure quality and timely delivery of capital projects
Supporting Data (Surveys, Environmental Scan, etc.): The 2009 Customer Satisfaction Survey indicated that 79% of businesses rated recently completed capital improvement projects as "excellent" or "good."

Issue:

Shall the City Commission award the contract?

Item Summary/Recommendation:

Originally, the scope of this project was limited to renovations to the mechanical system to the fourth level at 1701 Meridian Avenue. However, Building Department inspections triggered additional work beyond the original scope and programmatic needs noted by the Police Department revised the scope of work, which ultimately required additional architectural design and the need for a general contractor to perform the work.

The project includes a receptionist and reception area, two (2) offices and sergeant offices, a detective bull pen and kitchenette, and storage and interrogation room. The existing conditions allow for minimal demolition. The intent is to reuse as much of the existing ceilings, duct work, and electrical as possible. There shall be new flooring throughout, new 2x2 drop ceilings in the reception area, and interrogation areas, new code compliant doors, and fire/smoke dampers for ducts penetrating rated walls as required. The existing public restrooms at this level shall also be renovated to allow for handicap accessibility similar to the restrooms located on the third level of the building.

To achieve the required scope, Invitation to Bid (ITB) 172-2013TC was issued on May 21, 2013, with an opening date of June 11, 2013. Four bids were received from Canyon Construction, Cast Development, Virguez Construction Company, Carivon Construction Company. Following review of bids received, the lowest bidder, Canyon Construction, was deemed non-responsive for failure to hold a general contractor's license as stated in the minimum requirements of the ITB. The second lowest bidder, Cast Construction, was deemed the lowest responsive, responsible bidder.

Recommendation

The Administration recommends the award of the contract to Cast Development, LLC, the lowest responsive, responsible bidder pursuant to Invitation to Bid (ITB) 172-2013TC, for the 1701 Meridian Avenue 4th floor renovation, in the amount of \$187,733; plus approve a project contingency of 10% for a not-to-exceed grand total of \$206,507; further authorizing the Administration to engage in value engineering to further reduce the cost and time for completion of said project.

Advisory Board Recommendation:

N/A

Financial Information:

Source of Funds:		Amount	Account
OBPI	1	\$78,206	125-6866-000326 125 Renewal & Replacement Project
	2	\$77,134	369-2370-069357 369 Gulf Breeze Bond Other
	3	\$42,637	125-6341-000350 125 Renewal & Replacement Project
	4	\$8,530	351-2370-069357 351 Reallocation Funds – Other Capital Funds
	Total	\$206,507	

Financial Impact Summary: N/A

City Clerk's Office Legislative Tracking:

David Martinez, ext. 6972

Sign-Offs:

Department Director	Assistant City Manager	City Manager
DM AD	MT	JLM

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MIAMI BEACH

City of Miami Beach, 1700 Convention Center Drive, Miami Beach, Florida 33139, www.miamibeachfl.gov

COMMISSION MEMORANDUM

TO: Mayor Matti Herrera Bower and Members of the City Commission

FROM: Jimmy L. Morales, City Manager

DATE: July 17, 2013

SUBJECT: **REQUEST FOR APPROVAL TO AWARD A CONTRACT, PURSUANT TO INVITATION TO BID NO. 172-2013TC, FOR THE 1701 MERIDIAN AVENUE 4TH FLOOR RENOVATION.**

ADMINISTRATION RECOMMENDATION

Approve the award of contract.

KEY INTENDED OUTCOME SUPPORTED

Ensure well maintained facilities and ensure quality and timely delivery of capital projects.

FUNDING

\$78,206	125-6866-000326	125	Renewal & Replacement Project
\$77,134	369-2370-069357	369	Gulf Breeze Bond Other
\$42,637	125-6341-000350	125	Renewal & Replacement Project
\$8,530	351-2370-069357	351	Reallocation Funds – Other Capital Funds
\$206,507			Total

BACKGROUND & SCOPE OF SERVICES

Originally, the scope of this project was limited to renovations to the mechanical system to the fourth level at 1701 Meridian Avenue. However, Building Department inspections triggered additional work beyond the original scope and programmatic needs noted by the Police Department revised the scope of work, which ultimately required additional architectural design and the need for a general contractor to perform the work.

The project includes a receptionist and reception area, two (2) offices and sergeant offices, a detective bull pen and kitchenette, and storage and interrogation room. The existing conditions allow for minimal demolition. The intent is to reuse as much of the existing ceilings, duct work, and electrical as possible. There shall be new flooring throughout, new 2x2 drop ceilings in the reception area, and interrogation areas, new code compliant doors, and fire/smoke dampers for ducts penetrating rated walls as required. The existing public restrooms at this level shall also be renovated to allow for handicap accessibility similar to the restrooms located on the third level of the building.

ITB PROCESS

Invitation to Bid (ITB) 172-2013TC was issued on May 21, 2013, with an opening date of June 11, 2013. The pre-bid conference was held on May 28, 2013. During the pre-bid conference, prospective bidders were instructed on the procurement process and the information their respective proposals should contain. On June 3, 2013, a walkthrough was arranged for bidders

to conduct further inspections and measurements.

The Public Group and Bidnet issued bid notices to 49 and 146 prospective bidders respectively of which 17 and 4 accessed the advertised solicitation respectively. In addition, 154 vendors were notified via email, which resulted in the receipt of the following four (4) proposals:

- Canyon Construction, Inc.
- Carivon Construction Company
- Cast Development, LLC
- Virguez Improvement Services, LLC

Through the Procurement Division's review of each bid for responsiveness, Canyon Construction, Inc. and Virguez Construction Company, the lowest and third-lowest bidders at \$156,320.70 and \$188,327.00 respectively, were deemed nonresponsive for failing to provide general contractor licenses – a mandatory requirement of the ITB.

The following table provides the proposed total base bid prices of the two (2) responsive bids:

Cast Development, LLC	\$187,733.00
Carivon Construction Company	\$236,298.00

Following review of bids received, Cast Development has been deemed the lowest responsive, responsible bidder. Founded in 2004, Cast Development, LLC is a licensed general contractor specializing and possesses extensive experience in office and home renovations aside from other vertical construction projects. Cast's project manager has approximately 30 years of project management experience both in interior and capital projects. Notable projects include the City of West Miami Police and Parks Buildings additions and interior renovations.

CITY MANAGER'S DUE DILIGENCE & RECOMMENDATION

After considering the review and recommendation of City staff, the City Manager exercised his due diligence and carefully considered the specifics of this ITB process. As a result, the City Manager recommends to the Mayor and City Commission to award the construction contract to Cast Development, LLC. as the lowest responsive, responsible bidder and authorize the Administration to engage in value engineering to further reduce the cost and time for completion of said project.

CONCLUSION

The Administration recommends the award of the contract to Cast Development, LLC, the lowest responsive, responsible bidder pursuant to Invitation to Bid (ITB) 172-2013TC, for the 1701 Meridian Avenue 4th floor renovation, in the amount of \$187,733; plus approve a project contingency of 10% for a not-to-exceed grand total of \$206,507; further authorizing the Administration to engage in value engineering to further reduce the cost and time for completion of said project.

JLM/MT/KGB/DM/AD

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