

MANATEE COUNTY GOVERNMENT NOTICE OF INTENT TO NEGOTIATE

RFP No.	18-R068532AJ	DATE POSTED	MC <u>6/13 AT</u> DS <u>6/13 AT</u>	CC <u>N/A</u> BCC <u>N/A</u>
PROCUREMENT REPRESENTATIVE	Abigail Jenkins	PROJECTED CONTRACT AWARD DATE	June 30, 2018	
DEPARTMENT	Neighborhood Services	AUTHORIZED BY DATE	Theresa Webb, CPPO, CPPB, CPSM, C.P.M., Procurement Official <u>TW Webb</u> <u>6/12/2018</u>	

NOTICE OF INTENT TO NEGOTIATE

The Manatee County Procurement Division provides notice of its intent to negotiate a contract with two (2) consultants, Wade Trim, Inc., and The Mellgren Planning Group for the provision of Neighborhood Actions Plans .

ENABLING/REGULATING AUTHORITY

Manatee County Procurement Ordinance, Sec 2-26.

BACKGROUND/DISCUSSION

PROJECT BACKGROUND:

Manatee County Neighborhood Services Department / Neighborhood Connections Division, requested proposals from interested and qualified Proposers to assist in the development of two (2) Neighborhood Action Plans (NAP) for the identified locations in Parrish Village and Washington Park, (Target Areas). The goal of the Neighborhood Action Plan / strategy is to enhance neighborhood integrity and stability by examining the development / redevelopment potential for proposed Target Areas. The elements included the following: housing, community parks, sustainability, economic vitality, financial feasibility, concepts and actions plans, connectivity and other community needs.

The RFP was advertised on the Manatee County website and DemandStar, it was also provided to the Manatee County Chamber of Commerce and the Manatee County Black Chamber of Commerce for release to its members. Proposals were received from the following firms.

Wade Trim, Inc.	Tampa, Florida
The Mellgren Planning Group	Ft Lauderdale, Florida

EVALUATION COMMITTEE MEMBERS:

Abigail Jenkins, Procurement Div., Financial Management Department, non-voting member

Elaine Maholtz, Compliance Coordinator, Neighborhood Service Department

Debbie Deleon, Coordinator, Neighborhood Services Department, Neighborhood Connections

Carmine DeMilio, Parks Operations Manager, Property Management

EVALUATION RESULTS SUMMARY:

The Evaluation Committee first convened on Tuesday, June 5, 2018 and conducted technical evaluations of the 2 responsible, responsive, proposals received from Wade Trim, Inc., and The Mellgren Planning Group. During the June 5, 2018 meeting the Evaluation Committee decided to move forward with the selection process and recommended entering into negotiations with both consultants, Wade Trim, Inc., and The Mellgren Planning Group. The Evaluation Committee met on June 5, 2018 for final technical evaluations and ranking of the firms.

TECHNICAL EVALUATIONS

On June 5, 2018 the technical Evaluations Committee met for the public review and discussion of the proposal submitted by the 2 consultants. At the conclusion of the technical evaluation meeting the Committee provided a total score of 87 for Wade Trim, Inc., and 77 for The Mellgren Planning Group out of a possible score of 90, excluding the interviews. The committee chose not to conduct interviews/presentations. The committee voted to award to both consultants and move forward with contract negotiations.

The Evaluation Committee requests authorization to negotiate with the following firm(s):

Wade Trim, Inc.,
The Mellgren Planning Group

<p>ATTACHMENTS (List in order of attached)</p>	<p>N/A</p>	<p>NAME OF FUNDING SOURCE</p>	<p>1070020602 Neighborhood Connections</p>
<p>COST</p>	<p>\$40,000</p>	<p>FUNDS VERIFIED</p>	<p>yes</p>