

Meeting Date October 25, 2017		AGENDA ITEM REQUEST	
		Section 7	Consent B
		Item Number	7.B.4

Department	Engineering
------------	-------------

Requested Action:

Consideration of approving the recommendation for the PUR-RFQ-17-7 Owner's Rep Services for Cruise Terminal 3 Improvements and authorize staff to negotiate a contract with KMI International and return to the December Commission Meeting for contract approval. (Tom Foxhoven/Bill Crowe)

Summary Explanation & Background:


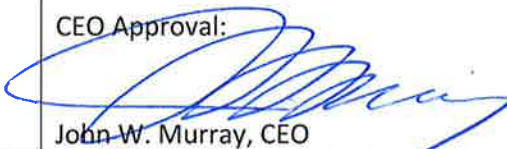
During the August 23, 2017 meeting, the Commission authorized the staff to issue a formal solicitation for an Owner's Rep for services associated with Cruise Terminal 3 Improvements. The consultant will assist the Canaveral Port Authority with contractor coordination, plan review, pay app reviews, schedule review, submittal tracking and review through e-builder, field inspections, attend all weekly meetings, provide recommendations for any cost savings during the design and construction phase, review and track cost that may come up from any deviation of the plans or unforeseen items. Work directly with the Canaveral Port Authority Project Director on a daily basis and provide updates of progress and daily reports. They will work directly with the contractor to track schedule on a weekly basis to make sure milestones are being met or what changes may be needed.

The first public advertisement was on September 1, 2017. The selection committee met on October 6th and after evaluating the qualifications the selection committee recommends KMI International as the Cruise Terminal 3 Owner's Rep. Staff will negotiate the contract and return to the December commission meeting for Commission approval.

Financial Review by Pat Poston:	N/A
---------------------------------	-----

Attachments: Solicitation Summary, Bid Tabulation Sheet

Contract/Agreement:	Reviewed by General Counsel	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
	Reviewed by Port Attorney	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

Department Approval: Bill Crowe, P.E. Sr. Director, Engineering Construction & Facilities 	CEO Approval:  John W. Murray, CEO
--	--

**CANAVERAL PORT AUTHORITY
SELECTION COMMITTEE EVALUATION & RANKING/SELECTIONS**

PROJECT: PUR-RFQ-17-7
Owner's Representative Services for
CT3 Improvements

Selection Committee Meeting Date & Time: October 6, 2017
2:00 PM

COMPANY	RANKING/SELECTIONS
KMI International – Orlando, FL	1
PMA Consultants – Orlando, FL	2

THE SELECTION COMMITTEE UNANIMOUSLY AGREED TO WAIVE PRESENTATIONS AND PROCEED DIRECTLY TO AWARD.

THIS RANKING WILL BE PRESENTED TO THE CANAVERAL PORT AUTHORITY BOARD OF COMMISSIONERS FOR APPROVAL AT THEIR REGULARLY SCHEDULED MEETING ON OCTOBER 25, 2017.

POSTED: DATE October 11, 2017 TIME 2:45 PM BY Karen Pappas, Director – Procurement

APPROVED BY THE CANAVERAL PORT AUTHORITY

POSTED: DATE _____ TIME _____ BY _____

Canaveral Port Authority
PUR-RFQ-17-7 Owner's Rep Services for CT3 Improvements
Step 1 Scoring Summary

Alphabetical Order	Proposing Firms	
	KMI International Orlando, FL	PMA Consultants Orlando, FL
Selection Criteria		
Evaluator #1	95	80
Evaluator #2	92	85
Evaluator #3	94	93
Total	281	258
Ave	93.67	86.00
Rank	1	2

Rank Order	Proposing Firms	
	KMI International Orlando, FL	PMA Consultants Orlando, FL
Selection Criteria		
Evaluator #1	95	80
Evaluator #2	92	85
Evaluator #3	94	93
Total	281	258
Ave	93.67	86.00
Rank	1	2

Canaveral Port Authority
 PUR-RFQ-17-7 Owner's Rep Services for CT3 Improvements
 Step 1 Scoring Detail

Evaluator #1	Proposing Firm		
	Maximum Points	KMI International Orlando, FL	PMA Consultants Orlando, FL
Selection Criteria			
Tab 1 - General Information & Table of Contents	non-scored	Y	Y
Tab 2 - Letter of Introduction	7	6	7
Tab 3 - Qualification Data - Similar Experience	31	27	29
Tab 4 - Local Knowledge	9	9	3
Tab 5 - Consultants	6	6	6
Tab 6 - Current Workload	5	5	4
Tab 7 - Organizational Chart	8	8	6
Tab 8 - Resumes*	17	17	12
Tab 9 - Licenses	5	5	1
Tab 10 - References	7	7	7
Tab 11 - Litigation	5	5	5
Tab 12 - Insurance	non-scored	Y	Y - but not \$5 mil
Tab 13 - Business Structure	non-scored	Y	Y
Tab 14 - Non-Collusion Clause	non-scored	Y	Y
Tab 15 - Public Entity Crimes	non-scored	Y	Y
Tab 16 - Conflict of Interest Disclosure Form	non-scored	Y	Y
Tab 17 - Certificate Regarding Debarment	non-scored	Y	Y
Tab 18 - WOTC & WTW	non-scored	Y	Y
Tab 19 - Financial Statement	non-scored	Y	Y
TOTAL POINTS	100	95	80

Evaluator #2	Proposing Firm		
	Maximum Points	KMI International Orlando, FL	PMA Consultants Orlando, FL
Selection Criteria			
Tab 1 - General Information & Table of Contents	non-scored	v	v
Tab 2 - Letter of Introduction	7	6	7
Tab 3 - Qualification Data - Similar Experience	31	25	24
Tab 4 - Local Knowledge	9	9	5
Tab 5 - Consultants	6	5	5
Tab 6 - Current Workload	5	5	4
Tab 7 - Organizational Chart	8	8	8
Tab 8 - Resumes*	17	17	17
Tab 9 - Licenses	5	5	4
Tab 10 - References	7	7	6
Tab 11 - Litigation	5	5	5
Tab 12 - Insurance	non-scored	v	v
Tab 13 - Business Structure	non-scored	v	v
Tab 14 - Non-Collusion Clause	non-scored	v	v
Tab 15 - Public Entity Crimes	non-scored	v	v
Tab 16 - Conflict of Interest Disclosure Form	non-scored	v	v
Tab 17 - Certificate Regarding Debarment	non-scored	v	v
Tab 18 - WOTC & WTW	non-scored	v	v
Tab 19 - Financial Statement	non-scored	v	v
TOTAL POINTS	100	92	85

Evaluator #3	Proposing Firm		
	Maximum Points	KMI International Orlando, FL	PMA Consultants Orlando, FL
Selection Criteria			
Tab 1 - General Information & Table of Contents	non-scored		
Tab 2 - Letter of Introduction	7	7	7
Tab 3 - Qualification Data - Similar Experience	31	29	31
Tab 4 - Local Knowledge	9	9	5
Tab 5 - Consultants	6	4	5
Tab 6 - Current Workload	5	4	3
Tab 7 - Organizational Chart	8	8	8
Tab 8 - Resumes*	17	16	17
Tab 9 - Licenses	5	5	5
Tab 10 - References	7	7	7
Tab 11 - Litigation	5	5	5
Tab 12 - Insurance	non-scored	Yes	Yes
Tab 13 - Business Structure	non-scored	Yes	Yes
Tab 14 - Non-Collusion Clause	non-scored	Yes	Yes
Tab 15 - Public Entity Crimes	non-scored	Yes	Yes
Tab 16 - Conflict of Interest Disclosure Form	non-scored	Yes	Yes
Tab 17 - Certificate Regarding Debarment	non-scored	Yes	Yes
Tab 18 - WOTC & WTW	non-scored	Yes	Yes
Tab 19 - Financial Statement	non-scored	Yes	Yes
TOTAL POINTS	100	94	93

**CANVERAL PORT AUTHORITY
SOLICITATION SUMMARY**

Solicitation Number & Name:

PUR-RFQ-17-7

Owner's Representative Services for Cruise Terminal 3 Improvements

Advertising:

Florida Today Newspaper, Brevard Edition - September 1, 8 & 15, 2017

Posted to Website (<http://www.portcanaveral.com/Business-With-Us/Current-Solicitations>):

September 6, 2017

PublicPurchase.com Details (bid notification service - vendors self register):

Posted - September 6, 2017

Vendors Notified - 66

Notified Vendors Who Acknowledged Notification - 12

e-Builder Registered Vendors: (portal where solicitation documents are downloaded)

35

Bids/Proposals Received:

2