

Final Ranking Meeting Minutes

Project Title: Village Hall Construction Services

Date: April 14, 2021

Time: 9:30 am

The purpose of the pre-qualification process was to impartially evaluate a contractor, and to properly determine by its responsible business practices, work experience, manpower, and equipment that it is qualified to bid on the Royal Palm Beach Village Hall construction project. The Construction project consists of a new 25,380 SF building, demolition of the existing Village Hall building, and reconfiguring the site to accommodate the new building. The project budget is \$9,900,000.

The purpose of this meeting was to re-rank the ten firms in accordance with “Final Scoring Criteria Guidelines (Exhibit F)” and the top five with the lowest “Committee Ranking Score” as shown in Final Scoring Criteria Summary (Exhibit H) will be qualified to bid the Village Hall Construction Services Project (EN2104 & EN2105).

1. Proctor
 2. Verdex
 3. KVC
 4. D. Stephenson
 5. SCEC
 6. Wharton
 7. DiPompeo
- Kast – contractor withdrew
Burke - contractor withdrew
Morganti – contractor withdrew

The selection committee is comprised of Ray Liggins, Chris Marsh, Tim Tack and Paul Webster. All committee members were present at the meeting.

Please refer to the sign in sheet for others in attendance.

EXHIBIT F

FINAL SCORING CRITERIA GUIDELINES

RPB Village Hall Construction EN2104 & EN2105

Part I. Contractor Presentation – 20 Points

The contractor will have up to twenty minutes to present to the selection committee in a closed meeting. The Contractor will explain their approach to completing the Village Hall Construction Project and answer questions from committee members.

In accordance with Sec. 286.0113, F.S., any interviews, presentations and evaluation committee meetings will be exempt from the public meeting requirement (Sec. 286.011, F.S.) in cases where the following activities occur:

(b)1. Any portion of a meeting at which a negotiation with a vendor is conducted pursuant to a competitive solicitation, at which a vendor makes an oral presentation as part of a competitive solicitation, or at which a vendor answers questions as part of a competitive solicitation is exempt from s. [286.011](#) and s. 24(b), Art. I of the State Constitution.

2. Any portion of a team meeting at which negotiation strategies are discussed is exempt from s. [286.011](#) and s. 24(b), Art. I of the State Constitution.

(c)1. A complete recording shall be made of any portion of an exempt meeting. No portion of the exempt meeting may be held off the record.

2. The recording of, and any records presented at, the exempt meeting are exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution until such time as the agency provides notice of an intended decision or until thirty (30) days after opening the bids, proposals, or final replies, whichever occurs earlier.

Point Award: 0-20 points

Part II. Organization, History, Organizational Performance, Compliance with Civil and Criminal Laws – 50 Points

Intent: Select an established and financially sound contractor with a proven history of completing projects within the contractual parameters. The contractor should not have any substantial legal disputes or violations of federal, state, or local regulations.

Indicator 1: Current Organization and Structure of the Business

Point Award: 0-10 points

Indicator 2: History of the Business and Organizational Performance

Point Award: 0-10 points

Indicator 3: Number of Disputes

Point Award: 0-20 points

Indicator 4: Bonding Capacity

Point Award: 0-10 points

Part III. Recent Construction Projects Completed – 50 Points

Intent: Select a contractor that has successfully completed projects similar in size and scope to the Village Hall Construction Project.

Indicator 1: Letters of recommendation from completed project owners

Point Award: 0-25 points

Indicator 2: Past projects are similar in scope to the Village Hall Construction Project


Point Award: 0-25 points

Project Name: Village Hall Construction Services
Meeting Date: Wednesday, April 14, 2021
Meeting Time: 9:30AM

	Firms						
	DiPompeo	Wharton	D.Stephson	SCEC	Verdex	KVC	Proctor
Committee Ranking**	7	6	4	5	2	3	1
Ray Liggins (Total Points 0-120)	83	97	104	94	103	102	112
Ray Liggins (Individual Rank Score*)	7	5	2	6	3	4	1
Chris Marsh (Total Points 0-120)	76	94	93	92	100	96	103
Chris Marsh (Individual Rank Score*)	7	4	5	6	2	3	1
Tim Tack (Total Points 0-120)	108	104	109	112	115	114	118
Tim Tack (Individual Rank Score*)	6	7	5	4	2	3	1
Paul Webster (Total Points 0-120)	97	107	109	111	108	110	112
Paul Webster (Individual Rank Score*)	7	6	4	2	5	3	1
Total Committee Rank Score	27	22	16	18	12	13	4

*The firm with the highest "Total Points" will receive an "Individual Rank Score" of 1, firm with second the
**the number 1 firm shall have the lowest "Total Rank Score"
In the event of a total rank score tie, committee members shall attempt to break the tie by way of vote.

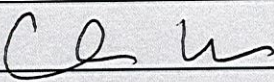
Committee Member Signature / Date:

 4/14/21

Committee Member Name (Printed):

Ray Liggins


Committee Member Signature / Date:

 4/14/21

Committee Member Name (Printed):

Chris Marsh

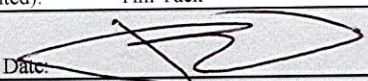
Committee Member Signature / Date:

 4/14/21

Committee Member Name (Printed):

Tim Tack

Committee Member Signature / Date:

 4/14/21

Committee Member Name (Printed):

Paul Webster

Final Scoring Criteria Summary

Firm Name(listed in order of presentation)	DiPompeo	Wharton	D.Stephson	SCEC	Verdex	KVC	Proctor
Presentation (0-20 Points)	10	17	16	15	19	14	20
Current Organization and Structure of the Business (0-10 Points)	8	8	7	7	9	5	9
History & Business & Organizational Performance (0-10 Points)	7	8	8	8	6	8	9
Number of disputes (0-20 Points)	15	14	20	20	20	20	20
Bonding capacity (0-10 Points)	8	10	7	6	5	7	9
Letters of recommendation from completed projects (0-25 Points)	17	20	23	20	24	23	25
Past projects are similar to the Village Hall Construction (0-25 Points)	18	20	23	18	20	25	20
Total Points (Maximum 120 Points)	83	97	104	94	103	102	112
Individual Rank Score*	7 7	5 6	2 4	6 5	3 2	4 3	1 1

*The firm with the highest "Total Points" will receive an "Individual Rank Score" of 1, firm with second the highest "Total Points" will receive an "Individual Rank Score" of 2, etc.

RC Higgins
Committee Member Signature

4/14/21
Date

RAY L. GIGINS
Committee Member Name (printed)

Final Scoring Criteria Summary

Firm Name(listed in order of presentation)	DiPompeo	Wharton	D.Stephson	SCEC	Verdex	KVC	Proctor
Presentation (0-20 Points)	12	17	18	13	19	18	20
Current Organization and Structure of the Business (0-10 Points)	5	6	6	7	8	6	8
History & Business & Organizational Performance (0-10 Points)	6	7	8	7	6	7	8
Number of disputes (0-20 Points)	20	15	10	20	20	12	15
Bonding capacity (0-10 Points)	5	10	5	8	8	6	10
Letters of recommendation from completed projects (0-25 Points)	8	20	23	20	23	23	24
Past projects are similar to the Village Hall Construction (0-25 Points)	20	19	23	17	16	24	18
Total Points (Maximum 120 Points)	76	94	93	92	100	96	103
Individual Rank Score*	7	4	5	6	2	3	1

*The firm with the highest "Total Points" will receive an "Individual Rank Score" of 1, firm with second the highest "Total Points" will receive an "Individual Rank Score" of 2, etc.



Committee Member Signature

4/14/21

Date

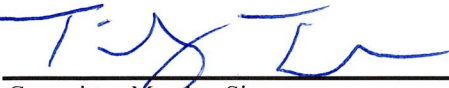
Chris Marsh

Committee Member Name (printed)

Final Scoring Criteria Summary

Firm Name(listed in order of presentation)	DiPompeo	Wharton	D.Stephson	SCEC	Verdex	KVC	Proctor
Presentation (0-20 Points)	14	15	17	17	19	17	20
Current Organization and Structure of the Business (0-10 Points)	7	9	7	9	8	10	10
History & Business & Organizational Performance (0-10 Points)	7	8	7	9	8	10	10
Number of disputes (0-20 Points)	20	16	20	20	20	17	20
Bonding capacity (0-10 Points)	10	10	10	8	10	10	10
Letters of recommendation from completed projects (0-25 Points)	25	22	25	24	25	25	25
Past projects are similar to the Village Hall Construction (0-25 Points)	25	24	23	25	25	25	23
Total Points (Maximum 120 Points)	108	104	109	112	115	114	118
Individual Rank Score*	6	7	5	4	2	3	1

*The firm with the highest "Total Points" will receive an "Individual Rank Score" of 1, firm with second the highest "Total Points" will receive an "Individual Rank Score" of 2, etc.



Committee Member Signature

4/14/21

Date

Timothy Tack

Committee Member Name (printed)

Final Scoring Criteria Summary

Firm Name(listed in order of presentation)	DiPompeo	Wharton	D.Stephson	SCEC	Verdex	KVC	Proctor
Presentation (0-20 Points)	10	13	17	18	18	15	20
Current Organization and Structure of the Business (0-10 Points)	8	10	10	10	9	10	9
History & Business & Organizational Performance (0-10 Points)	8	10	9	10	10	9	8
Number of disputes (0-20 Points)	20	19	20	20	20	18	20
Bonding capacity (0-10 Points)	9	10	9	9	10	10	9
Letters of recommendation from completed projects (0-25 Points)	21	23	22	22	21	24	23
Past projects are similar to the Village Hall Construction (0-25 Points)	21	22	22	22	20	24	23
Total Points (Maximum 120 Points)	97	107	109	111	108	110	112
Individual Rank Score*	7	6	4	2	5	3	1

*The firm with the highest "Total Points" will receive an "Individual Rank Score" of 1, firm with second the highest "Total Points" will receive an "Individual Rank Score" of 2, etc.


4/14/21

 Committee Member Signature Date

Paul L. Wersten

 Committee Member Name (printed)

[illegible]

1 of 1



Village of Royal Palm Beach, Florida
Engineering Department
Village Hall Construction Services EN2104 & EN2105 RFQ
Wednesday, April 14, 2021 at 9:30AM

Final Ranking Meeting Sign-In Sheet

Name	Company	Work Number	Email
Joseph Sanchez	D. Stephenson Construction	561-891-0793	Josanches@dstephenson.com
Jim Auld	WHARTON SMITH	561-225-4164	JAVUD@WHARTONSMITH.COM

--- Please leave a copy of your business card with this sheet ---



Final Ranking Meeting Sign-In Sheet

Name	Company	Work Number	Email
Adam Young	Proctor	561-662-9840	ayoung@proctorc.com
Michael O'Neill	Wharton Smith	407-446-9703	moreill@wharton-smith.com
Carrie Pereira	Diponpe Construction	954-917-5252	Cpereira@diponpeconstruction.com
Lisa King	VERDEX CONST	561-440-1800	Lisa.king@verdex.com
Charlin Lease	SEC	054-646-433	cleague@statecontractors.ca

--- Please leave a copy of your business card with this sheet ---



Village of Royal Palm Beach, Florida

1050 Royal Palm Beach Boulevard Royal Palm Beach, Florida 33411

Telephone (561) 790-5100 Fax (561) 790-5174 E-mail: clerk@royalpalmbeach.com

Emailed to Bid
Posting 2/26/2021.
VDay

PUBLIC NOTICE

RPB VILLAGE HALL CONSTRUCTION SERVICES RFQ

The Village of Royal Palm Beach will be holding a public meeting on

Wednesday, April 14, 2021 at 9:30 a.m.

in the Meeting Hall Conference Room

to make a selection for the top five ranked proposers

to bid the RPB Village Hall Construction project