



# CITY OF RIVIERA BEACH

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RIVIERA BEACH, FLORIDA 33419  
FAX: (561) 842-5105

PROCUREMENT  
DEPARTMENT

To: RICHARD BLANKENSHIP, PARKS & RECREATION DIRECTOR  
From: RICKEY LITTLE, INTERIM PROCUREMENT DIRECTOR *RL*  
Through: GLENDORA WILLIAMS, INTERIM SENIOR PROCUREMENT SPECIALIST *GW*  
Date: JULY 20, 2018  
Subject: **RFP 95218-3 PARKS AND RECREATION MASTER PLAN AWARD  
RECOMMENDATION**

Consistent with the City of Riviera Beach **Code of Ordinance (MUNICODE Section 16.5)**, a Request for Proposal (RFP) was advertised in the “**Legal Notices**” section of the Palm Beach Post on **May 13, 2018**, to solicit a firm to create a Parks and Recreation Master Plan for the City of Riviera Beach.

To provide additional exposure and to ensure maximum competition for the project, it was also advertised on the City’s internet web-page and Demand Star on **May 14, 2018**. On Demand Star, the solicitation had a broadcast list of 1131 and there were 10 plan holders. Two (2) proposals were received with one respondent being from Palm Beach County and the other respondent from Dade County.

On **July 12, 2018**, an evaluation committee consisting of the Director of Parks and Recreation, Assistant Director of Parks and Recreation, Aquatics Superintendent, Interim Director of Developmental Services, City Engineer, and Interim Senior Procurement Specialist convened to review and discuss the responses to the RFP for Parks and Recreation Master Plan.

Firms were evaluated and ranked based on the criteria established in the City’s RFP which included the following:

<b>Evaluation Criteria</b>	<b>Possible Points</b>
Company Profile	20 points
Company Staff	25 points
Approach to Scope of Work	20 points
Litigation	10 points
Price	10 points
M/WBE Owned	15 points
Location	15 points
<b>TOTAL POSSIBLE SCORE</b>	<b>115 POINTS</b>

PAGE 2:

EVALUATION COMMITTEE RECOMMENDATION: RFP 95218-3

Committee members shared their observations, and evaluated and scored the responses in accordance with their understanding of the written criteria established in the public solicitation.

Scores for the written proposal were tallied, and based upon a measure of average score, the firms ranked as follows:

<b>FIRM</b>	<b>RANKING</b>	<b>AVERAGE SCORE</b>
AECOM Technical Services, Inc.	1	84.80
Miller Legg and Associates	2	71.20

The evaluation process has validated that the proposal submitted by AECOM Technical Services, Inc. satisfies the requirements established in the RFP and that the firm is qualified to be awarded the contract for the services identified in RFP #95218-3.

AECOM has worked on more than 300 park and recreation projects over the last 20 years and completed over 80 parks system master plans. Completed master plans include the City of Fort Lauderdale Parks and Recreation Master Plan, Miami-Dade County Parks and Open Spaces System Master Plan, The City of Fort Myers Parks and Recreation Master Plan, Pompano Beach City Wide Master Plan as well as numerous other communities across the United States.

Additionally, the Procurement Department has verified the following references: (please see attachments).

<b>FIRM</b>	<b>NATURE OF PROJECT</b>	<b>RATING</b>
City of Ft. Lauderdale	Parks & Recreation Master Plan	Excellent
City of Rocky Mount	Parks & Recreation Master Plan	Good
City of Fort Worth	Parks & Recreation Master Plan	Excellent

For your records, we are enclosing copies of all confirmed references as well as all other documents used to determine the submitter's responsibility.

Accordingly, and consistent with the provisions of the solicitation, it is the consensus of the evaluation committee that the number one (1) ranked firm, AECOM Technical Services, Inc. be recommended to provide the Parks and Recreation Master Plan for the City of Riviera Beach.

Attachments

# Riviera Beach Procurement Department

Company Seeking Pre-Qualification: AECOM

Reference Company: City of Fort Myers

7/18/18

Reference Name and Title: JB Schuetz

Date

	<u>EXCELLENT</u>	<u>GOOD</u>	<u>SATISFACTORY</u>	<u>UNSATISFACTORY</u>
1. Experienced employees	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Quality workmanship	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Cooperation/Responsiveness	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Communication	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Adherence to schedule	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Safety record	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Keeping job site clean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Response to service calls	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Response to emergency calls	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Professional appearance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Use proper equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Reporting damage and repairing it	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Reliability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Overall satisfaction	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

What is the size, population and number of employees? AE COM (2-STAFF) HELPED TO

What year was the project? 2016-2018 CREATE A PARKS MASTERPLAN

Would you hire the contractor? YES

Comments, complaints, ideas, suggestions: VERY ORGANIZED, EXPERIENCED DEPENDABLE, AND FLEXIBLE. AE COM'S EXPERIENCE LED TO PROGRESSIVE IDEAS ON RESTRUCTURING PARK SPACE, AND HOW TO ADDRESS ACTIVITIES FOR YOUTH AS WELL AS STRUCTURING ACTIVITIES FOR AN AGING POPULATION

Reference Signature

*JB Schuetz*

Date Completed

7/18/18

# Riviera Beach Procurement Department

Company Seeking Pre-Qualification: AECOM

Reference Company: City of Fort Lauderdale

Reference Name and Title: Phil Thornburg, Parks and Recreation Director

Date

	<u>EXCELLENT</u>	<u>GOOD</u>	<u>SATISFACTORY</u>	<u>UNSATISFACTORY</u>
1. Experienced employees	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Quality workmanship	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Cooperation/Responsiveness	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Communication	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Adherence to schedule	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Safety record	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Keeping job site clean	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Response to service calls	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Response to emergency calls	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Professional appearance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Use proper equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Reporting damage and repairing it	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Reliability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Overall satisfaction	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

What is the size, population and number of employees? Population 179,063; Parks & Rec Dept employees 403

What year was the project? The Parks & Rec System Master Plan was completed with its adoption September, 2016.

Would you hire the contractor? Yes

Comments, complaints, ideas, suggestions: AECOM's services were utilized to prepare a Master Plan. Responses to unknown or unsure items were marked "good."

  
Reference Signature

07-17-2018  
Date Completed

# Riviera Beach Procurement Department

Company Seeking Pre-Qualification: AECOM

Reference Company: City of Rocky Mount

7-17-18

Reference Name and Title: Kelvin Yarrell, Director

Date

	<u>EXCELLENT</u>	<u>GOOD</u>	<u>SATISFACTORY</u>	<u>UNSATISFACTORY</u>
1. Experienced employees	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Quality workmanship	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Cooperation/Responsiveness	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Communication	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Adherence to schedule	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Safety record	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Keeping job site clean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Response to service calls	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Response to emergency calls	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Professional appearance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Use proper equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Reporting damage and repairing it	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Reliability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Overall satisfaction	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

What is the size, population and number of employees? 65 Full time, 57,000 pop.

What year was the project? 2014-15

Would you hire the contractor? Yes

Comments, complaints, ideas, suggestions: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Julie Howell  
 Reference Signature

7-17-18  
 Date Completed



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Detail By Document Number](#) /

## Detail by FEI/EIN Number

Foreign Profit Corporation  
AECOM TECHNICAL SERVICES, INC.

### Filing Information

<b>Document Number</b>	F95000004014
<b>FEI/EIN Number</b>	N/A
<b>Date Filed</b>	08/21/1995
<b>State</b>	CA
<b>Status</b>	ACTIVE
<b>Last Event</b>	NAME CHANGE AMENDMENT
<b>Event Date Filed</b>	12/04/2008
<b>Event Effective Date</b>	NONE

### Principal Address

300 South Grand Avenue  
9th Floor  
Los Angeles, CA 90071

Changed: 04/05/2018

### Mailing Address

300 South Grand Avenue  
9th Floor  
Los Angeles, CA 90071

Changed: 04/05/2018

### Registered Agent Name & Address

C T CORPORATION SYSTEM  
1200 SOUTH PINE ISLAND ROAD  
PLANTATION, FL 33324

### Officer/Director Detail

#### **Name & Address**

Title CEO, President

Keener, Timothy H.  
300 South Grand Avenue  
9th Floor  
Los Angeles, CA 90071

Title Director

Rosenstein, Jeffrey P  
 300 South Grand Avenue  
 9th Floor  
 Los Angeles, CA 90071

Title Secretary

Szurgot, Charles F.  
 300 South Grand Avenue  
 9th Floor  
 Los Angeles, CA 90071

Title Director

Gan, David Y.  
 300 South Grand Avenue  
 9th Floor  
 Los Angeles, CA 90071

Title Treasurer

Driscoll, Keenan Edward  
 300 South Grand Avenue  
 9th Floor  
 Los Angeles, CA 90071

Title VP

Cohen, Howard  
 300 South Grand Avenue  
 9th Floor  
 Los Angeles, CA 90071

Title Director

Keener, Timothy H.  
 300 South Grand Avenue  
 9th Floor  
 Los Angeles, CA 90071

**Annual Reports**

Report Year	Filed Date
2016	04/18/2016
2017	04/13/2017
2018	04/05/2018

**Document Images**

<a href="#">04/05/2018 -- ANNUAL REPORT</a>	View image in PDF format
<a href="#">04/13/2017 -- ANNUAL REPORT</a>	View image in PDF format
<a href="#">04/18/2016 -- ANNUAL REPORT</a>	View image in PDF format
<a href="#">12/13/2015 -- AMENDED ANNUAL REPORT</a>	View image in PDF format

<a href="#">07/21/2015 -- AMENDED ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">05/27/2015 -- AMENDED ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">05/21/2015 -- AMENDED ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/21/2015 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/30/2014 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/30/2013 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">07/02/2012 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/14/2012 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
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<a href="#">01/07/2011 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
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<a href="#">02/18/2010 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">10/29/2009 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">10/27/2009 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">10/23/2009 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">02/03/2009 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">12/22/2008 -- Dom/For AR</a>	<a href="#">View image in PDF format</a>
<a href="#">12/04/2008 -- Name Change</a>	<a href="#">View image in PDF format</a>
<a href="#">04/30/2008 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/10/2007 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/27/2006 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/15/2005 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/14/2004 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/22/2003 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/10/2003 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">08/26/2002 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">05/10/2001 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">05/01/2000 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">03/04/1999 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/30/1998 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">07/30/1997 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">08/09/1996 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">05/15/1996 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
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User: Williams, Glendora

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### Planholders List

Member Name    City of Riviera Beach

Bid Number    RFP-952-18-3-0-2018/GVW

Bid Name    BID 952-18-3 PARKS AND RECREATION MASTER PLAN

3 Document(s) found for this bid

15 Planholder(s) found.

Add Planholder

Supplier Name ▲	Phone	Fax	Doc Count	Attributes	Programs	Actions
<b>Baxter &amp; Woodman</b>	8154591260	8154591260	1			<b>Documents</b>
<b>BEA Architects, Inc.</b>	3054612053	3056340599	1	1. Hispanic Owned 2. Woman Owned		<b>Documents</b>
<b>C KEYS LIVE SOUND AND LIGHTING LLC</b>	5617046184		1			<b>Documents</b>
<b>Calvin, Giordano &amp; Associates, Inc.</b>	9549217781	9549218807	2			<b>Documents</b>
<b>Chen Moore and Associates</b>	9547300707	9547302030	1	1. Asian/Hawaiian Owned 2. Small Business		<b>Documents</b>
<b>CivicPlus</b>	7855874121	7855878951	1			<b>Documents</b>
<b>Coteur &amp; Hearing</b>	5617476336	5617471377	1			<b>Documents</b>
<b>Hayes e-Government Resources, Inc.</b>	8502970551	8502970644	1	1. Woman Owned		<b>Documents</b>
<b>Keith &amp; Schnars</b>	9547761616	9547717690	1			<b>Documents</b>
<b>Manpower</b>	5616942902	5616946767	1			<b>Documents</b>

Page 1 of 2    first | previous | next | last

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User: **Williams, Glendora**

Organization:

**City of Riviera Beach**

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### Broadcast List

Member Name City of Riviera Beach

Bid Number RFP-952-18-3-0-2018/GVW

Bid Name BID 952-18-3 PARKS AND RECREATION MASTER PLAN

1131 item(s) found.

[Modify Search](#)

Date	Member ▲	Status	Type	Fax Number/E-Mail Address	Attributes	Programs
5/15/2018 4:24:56 AM	1st Fire & Security, Inc.: Bill Andrews	Complete	Email	lena@1stfire.com	1. Small Business	
5/15/2018 4:24:57 AM	1st Fire & Security, Inc.: Lauren Carroll	Complete	Email	lena@1stfire.com	1. Small Business	
5/15/2018 4:24:57 AM	1st Fire & Security, Inc.: Lena Andrews	Complete	Email	lena@1stfire.com	1. Small Business	
5/15/2018 4:23:05 AM	A / R / C Associates, Incorporated: Jewel Smith	Complete	Email	jewel@arc-arc.com		
5/15/2018 4:23:05 AM	A / R / C Associates, Incorporated: Joe Williams	Complete	Email	jjw@arc-arc.com		
5/15/2018 4:25:55 AM	A.D.A. Engineering, Inc.: Kevin Noriega	Complete	Email	mkg@adaeng.net	1. Hispanic Owned 2. Small Business 3. Woman Owned	
5/15/2018 4:24:14 AM	Abilaire Solutions: Paul Hunt	Complete	Email	paul@abilaire.com		
5/15/2018 4:25:57 AM	ACA Contractors, Inc.: Alfonso Canales	Complete	Email	al@acacontractorsinc.com	1. Hispanic Owned	
5/15/2018 4:23:22 AM	ACAI Associates Inc.: Jennifer Shields	Complete	Email	jshields@aecmworld.com		
5/15/2018 4:23:22 AM	ACAI Associates Inc.: Melvern Atencio	Complete	Email	matencio@aecmworld.com		

Page 1 of 114 first | previous | **next** | last

#### Search Criteria

Member

Initial / Addendum  ▼

Fax #

E-Mail

Format for Printing  ▼

When printing, for best results set page layout to landscape

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