

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA, APPROVING THE FINAL RANKING OF ARCHITECTURE FIRMS TO PROVIDE ARCHITECTURAL AND ENGINEERING CONSULTING SERVICES FOR THE SUNSET PARK MASTER PLAN IMPLEMENTATION; AND AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO NEGOTIATE A CONTRACT WITH THE HIGHEST RANKED FIRM, MILLER, LEGG & ASSOCIATES, INC.

WHEREAS, on March 12, 2019, the City electorate voted to approve a General Obligation Bond that included the purchase of the privately owned 40+ acre site of the former Sunset Golf Course; and

WHEREAS, the Department of Parks, Recreation and Cultural Arts ("PRCA") and Chen Moore and Associates developed a master plan for the site called the Sunset Park Master Plan; and

WHEREAS, on March 20, 2024, the City Commission passed and adopted Resolution No. R-2024-094, adopting the Sunset Park Master Plan; and

WHEREAS, it is in the best interest of the City to hire a consultant to provide architectural and engineering consulting services required to implement the approved Sunset Park Master Plan; and

WHEREAS, Section 38.43 of the Procurement Code states that when the estimated annual cost of goods, supplies, materials, equipment, or services exceeds \$50,000.00, a formal solicitation process shall be completed that may result in written contracts and/or purchase orders after due public notice inviting bids or proposals; and

WHEREAS, on September 12, 2024, Request for Qualifications RFQ-224-24-AR ("RFQ") was electronically advertised on OpenGov.com to solicit the desired architectural and engineering consulting services in accordance with Section 38.43(A) of the Procurement Code; and

WHEREAS, on October 22, 2024, the Office of Procurement and Contract Compliance received Statement of Qualifications packages from the following nine architecture firms (listed in alphabetical order):

1. Bermello Ajamil & Partners, LLC
2. Brooks + Scarpa Architects, Inc.
3. Calvin, Giordano & Associates, Inc.

4. Craven, Thompson & Associates, Inc.
5. Keith and Associates, Inc.
6. Kimley-Horn and Associates, Inc.
7. Miller Legg & Associates, Inc.
8. Urban Robot Associates, Inc.
9. Weston & Sampson Engineers, Inc;

; and

WHEREAS, a Selection Committee comprised of in-house professionals including the Chief Resiliency Officer, Deputy Director of the Department of Design and Construction Management (“DCM”), the Assistant Director of PRCA, the Special Events Program Manager of PRCA, and the Planning Director of Development Services, were assigned the task of evaluating the Statements of Qualifications and ranking the submittals; and

WHEREAS, on November 18, 2024, the Selection Committee met to evaluate and rank the submittals based upon the approved Evaluation Criteria established in the RFQ: Firm Qualifications and Experience, Organizational Profile and Project Team Qualifications, Approach to Scope of Work, and Past Performance and References; and

WHEREAS, based on the Evaluation Criteria, the Selection Committee evaluated the nine submittals and the top three ranked firms were shortlisted and invited to provide oral presentations for further consideration by the Selection Committee; and

WHEREAS, on December 5, 2024, oral presentations were provided by the three shortlisted firms, followed by a public Selection Committee meeting during which the Selection Committee ranked the shortlisted firms; and

WHEREAS, scores were compiled to arrive at the following final rankings, with the lowest score being the highest ranked:

- |    |                                     |           |
|----|-------------------------------------|-----------|
| 1. | Miller Legg & Associates, Inc.      | 7 points  |
| 2. | Calvin, Giordano & Associates, Inc. | 11 points |
| 3. | Keith and Associates, Inc.          | 12 points |

;and

WHEREAS, a Notice of Intent to Award was posted on December 5, 2024 and no protests were received; and

WHEREAS, the Director of the DCM and the Chief Procurement Officer recommend that the City Commission approve the final rankings and authorize the appropriate City officials to negotiate an Architectural and Engineering Consulting Services Agreement with the highest-ranked firm.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA:

Section 1: That the foregoing "WHEREAS" clauses are ratified and confirmed as being true and correct and are incorporated in this Resolution.

Section 2: That it approves the final rankings of the firms as follows:

1. Miller Legg & Associates, Inc.
2. Calvin, Giordano & Associates, Inc.
3. Keith and Associates, Inc.

Section 3: That it authorizes the appropriate City officials to negotiate an Architectural and Engineering Consultant Services Agreement with Miller Legg & Associates, the highest-ranked firm.

Section 4: That if the appropriate City officials are unable to negotiate an agreement with the highest-ranked firm, they are authorized to terminate negotiations with that firm and commence negotiations with the next highest-ranked firm, in order, until an agreement is reached.

Section 5: That this Resolution shall be in full force and effect immediately upon its passage and adoption.

PASSED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
JOSH LEVY, MAYOR

ATTEST:

\_\_\_\_\_  
PATRICIA A. CERNY, MMC  
CITY CLERK

APPROVED AS TO FORM:

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DAMARIS HENLON  
INTERIM CITY ATTORNEY