



Public Works  
Department

April 10, 2019

**NOTICE OF INTENT TO AWARD**

RFP 101-2019 – Restoration of Historic Mirror Ballroom French Doors and Windows

To All Interested Parties,

Thank you for submitting your response to RFP 101-2019, Restoration of Historic Mirror Ballroom French Doors and Windows, dated February 14, 2019. The Town received one proposal, which has been evaluated and found to be fully responsible and responsive to all requirements. We announce our intent to award a contract to:

Specialized Property Services  
9605 US Highway 92 East  
Tampa, FL 33610

We would like to thank the vendor for their time and effort in preparing a response to this solicitation. We appreciate your interest in doing business with the Town of Lake Park.

Sincerely,

  
Richard Scherle  
Public Works Director

ATTACHED – Evaluation Committee Meeting Minutes

650 Old Dixie Highway  
Lake Park, FL 33403  
Phone: (561) 881-3345  
Fax: (561) 881-3349

[www.lakeparkflorida.gov](http://www.lakeparkflorida.gov)



**Minutes**  
**Evaluation Committee Meeting**  
Town of Lake Park, Florida  
Request for Proposal 101-2019  
Restoration of Mirror Ballroom French  
Windows and Doors  
Monday, March 18, 2019 1:00 p.m.  
Commission Chamber, Town Hall, 535 Park Avenue

The Evaluation Committee meeting was conducted on Monday, March 18, 2019 at 1:00 p.m. Present were Project Manager Agustin Hernandez, Public Works Director Richard Scherle, Grant Writer Merrell Angstreich, Finance Director Lourdes Cariseo and Town Clerk Vivian Mendez.

Finance Director Cariseo called the meeting to order at 1:00 p.m. and introduced staff. She explained that each staff member would provide their evaluation of the submittal and provide their total score (see Exhibit "A").

Project Manager Hernandez rated the submittal a total of 100 points.

Public Works Director Scherle rated the submittal a total of 100 points.

Grant Writer Angstreich rated the submittal a total of 98 points. She explained that two points were deducted because a sub-contractor was not identified to complete the gutter work should they be awarded the contract.

Public Works Director Scherle announced that the Town's Historical Architect had reviewed the submittal and gave a positive review of the submittal.

**ADJOURNMENT:**

The meeting adjourned at 1:07 p.m.

**Vivian  
Mendez**

Digitally signed by Vivian Mendez  
DN: cn=Vivian Mendez, o=Town of Lake  
Park, ou=Town Clerk,  
email=vmendez@lakeparkflorida.gov,  
c=US  
Date: 2019.03.20 14:20:39 -04'00'

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Town Clerk Vivian Mendez

# Exhibit "A"

101-2019

## REQUEST FOR PROPOSAL (RFP) NO. 113-2018

### TOWN HALL MIRROR BALLROOM

#### FRENCH DOOR

#### RESTORATION/REPLACEMENT

Name of Evaluator: Rowles - Totals

Name of Firm: Specialized Property Services

Criteria:

Points    A    R    M

a.	Quality of references, as included in Tab 2. Higher points awarded for References to successful work of Greater complexity, scope, and cost, with emphasis on Historical restoration.	20 ____/20	20	20	20
b.	number of days needed to complete work, as identified in Tab 1. Points awarded will be higher for a more aggressive Work schedule.	20 ____/20	20	20	20
c.	Firm's years of experience in construction and historical Restorations. Points awarded will be higher for more Experience. Firms without ten (10) years of experience will be recommended for disqualification.	20 ____/20	20	20	20
d.	Adequacy of written work plan, included within Tab 2	20 ____/20	20	20	18
e.	Price Proposal, with more points awarded for lower Proposed pricing	20 ____/20	20	20	20
		AA	RS	MA	
		100	100	98	

101-2019

REQUEST FOR PROPOSAL (RFP) NO. ~~123-2018~~

TOWN HALL MIRROR BALLROOM

FRENCH DOOR

RESTORATION/REPLACEMENT

Name of Evaluator: Agneta Hernandez

Name of Firm: Specialized Property Services

Criteria: Points

a. Quality of references, as included in Tab 2.  
 Higher points awarded for References to successful work of  
 Greater complexity, scope, and cost, with emphasis on 20 /20  
 Historical restoration.

b. number of days needed to complete work, as identified in  
 Tab 1. Points awarded will be higher for a more aggressive 20 /20  
 Work schedule. 7 weeks per Proposal

c. Firm's years of experience in construction and historical  
 Restorations. Points awarded will be higher for more 20 /20  
 Experience. Firms without ten (10) years of experience will be  
 recommended for disqualification.

d. Adequacy of written work plan, included within Tab 2 20 /20

e. Price Proposal, with more points awarded for lower  
 Proposed pricing 20 /20  
408 K - 5% state  
w/all - 10% Over  
alternates

100

101-2019

REQUEST FOR PROPOSAL (RFP) NO. 113-2018

TOWN HALL MIRROR BALLROOM

FRENCH DOOR

RESTORATION/REPLACEMENT

Name of Evaluator: Richard Scherle

Name of Firm: Specialized Property Services

Criteria: Points

a. Quality of references, as included in Tab 2.

Higher points awarded for References to successful work of Greater complexity, scope, and cost, with emphasis on Historical restoration.

20 / 20  
robust history of historical work, and work very similar to ~~our~~ 74.5 project

b. number of days needed to complete work, as identified in

Tab 1. Points awarded will be higher for a more aggressive Work schedule.

20 / 20  
7 weeks

c. Firm's years of experience in construction and historical

Restorations. Points awarded will be higher for more

Experience. Firms without ten (10) years of experience will be recommended for disqualification.

20 / 20

d. Adequacy of written work plan, included within Tab 2

20 / 20

looked thorough & liked that all doors will be removed at once

e. Price Proposal, with more points awarded for lower

Proposed pricing

20 / 20

Also, price includes all alternates.

← Only proposal received. However, the proposed base bid price of ~\$108k is below both internal and STATE estimates

101-2019  
~~113-2018~~

**REQUEST FOR PROPOSAL (RFP) NO. ~~113-2018~~**

**TOWN HALL MIRROR BALLROOM**

**FRENCH DOOR**

**RESTORATION/REPLACEMENT**

Name of Evaluator: Merrill Angstrich

Name of Firm: Specialized Property Services

<u>Criteria:</u>	<u>Points</u>
a. Quality of references, as included in Tab 2. Higher points awarded for References to successful work of Greater complexity, scope, and cost, with emphasis on Historical restoration.	<u>20</u> /20
b. number of days needed to complete work, as identified in Tab 1. Points awarded will be higher for a more aggressive Work schedule.	<u>20</u> /20
c. Firm's years of experience in construction and historical Restorations. Points awarded will be higher for more Experience. Firms without ten (10) years of experience will be recommended for disqualification.	<u>20</u> /20
d. Adequacy of written work plan, included within Tab 2	<u>18</u> /20
e. Price Proposal, with more points awarded for lower Proposed pricing	<u>20</u> /20