



Cover Memorandum/Staff Report

File #: 18-0884 CRA

Agenda Date: 8/31/2021

Item #: 80.

TO: CRA Board of Commissioners
FROM: Tara Toto, Redevelopment Manager
THROUGH: Renée A. Jadusingh, Executive Director
DATE: August 31, 2021

AWARD OF BID FOR INVITATION TO BID 2021-04 - HISTORIC WELLBROCK HOUSE RENOVATION PROJECT

Recommended Action:

1. Award the Bid to Waypoint Contracting, Inc. in the amount of \$465,000 for the Historic Wellbrock House Renovation Project; and
2. Authorize the CRA Board Chair to execute an agreement with Waypoint Contracting, Inc., for the Project, and any related documents, in a form acceptable to the CRA Legal Advisor.

Background:

The Historic Wellbrock House was relocated from 215 NE 7th Avenue to the CRA owned property located at 20 N Swinton Avenue on November 17, 2019. On January 30, 2020, the CRA entered a Consulting Work Assignment with Synalovski Romanik Saye for professional architectural design and consulting services in order to renovate and convert the structure for additional CRA office space. The CRA applied to the Delray Beach Development Services Department for approval of Local Historic Designation for the structure and received approval on September 10, 2020, adding the Wellbrock House to the City's Local Register of Historic Places (Ordinance 44-20). In addition, a Class IV Site Plan was approved by the Historic Preservation Board on October 7, 2021. The Certified Site Plan and Building Permit Construction Drawings have been approved by the Development Services Department for technical compliance and issuance is pending.

An Invitation to Bid (ITB 2021-02) for the necessary interior and exterior conversion and renovation construction work was initially issued on March 29, 2021, with an extended submittal deadline of May 10, 2021. On May 10, 2021, the CRA received two (2) Bids in response to ITB 2021-02, however, on May 25, 2021, the CRA Board voted to reject the Bids received due to deficiencies and to reissue the Invitation to Bid.

A subsequent Invitation to Bid (ITB 2021-04) for the necessary interior and exterior conversion and renovation construction work was re-issued on June 21, 2021, with a submittal deadline of July 22, 2021.

On July 22, 2021, the CRA received two (2) Bids in response to ITB 2021-04:

1. Waypoint Contracting, Inc. (WPC) - \$465,000
2. Hatcher Construction and Development, Inc. (HCD) - \$675,000

CRA Staff reviewed each submitted Bid based on the criteria stated in the ITB, as well as the CRA's Purchasing & Procurement Policies Manual; Competitive and/or Sealed Bids (Proposals) Procedures.

Per the table below, examination of the two (2) Bids received revealed the following:

Required Information	WPC	HCD
Bid Pricing Amount	\$465,000	\$675,000
FL GC License	Provided	Provided
FL DBPR	Provided	Provided
Required Years of Experience	*	Provided
Required Years of Historic Experience	**	**
List of Projects (Required 5)	Provided	Provided
Narrative	Provided	Provided
Affidavits	Provided	Provided

* The ITB required that the Bidder “must have been in business under its current business name for a minimum of five (5) years prior to the Bid Submission Due Date and Time.” At the time of submission, WPC will have been in business under its current business name for a period of approximately four years and nine months and falls shy of meeting the five-year requirement. However, based on the project references submitted by WPC, CRA Staff recommends the CRA Board waive the five-year requirement.

** The ITB required that the Bidder “shall have experience as the Prime Contractor for at least five (5) completed or currently ongoing projects of similar size, scope, and complexity (e.g., renovating historic structures), within the last seven (7) years.” Both Bidders submitted the necessary number of project references completed or ongoing within the seven (7) years. WPCs project references did not specify renovation of historic structures, while HCD submitted one (1) project reference that specified renovation of a historic structure. CRA Staff provided the architectural consultant, Synalovski Romanovski Saye both Bids for review, and based on the submitted Bids and the Project’s scope of work, they provided their professional recommendation of WCP.

Based on the above, CRA Staff recommends the CRA Board award the Bid to Waypoint Contracting, Inc. in the amount of \$465,000 subject to the negotiation of an acceptable agreement. Additionally, CRA Staff recommends that the CRA Board authorize the CRA Board Chair to execute the negotiated agreement and any related documents for the Project in a form that is acceptable to the CRA Legal Advisor.

Attachments: Exhibit A - Colored Elevation; Exhibit B - Location Map; Exhibit C - Bid Sufficiency Checklist

CRA Attorney Review:

N/A

Funding Source/Financial Impact:

Funding has been allocated from GL#8405