



## **NOTICE OF AWARD**

**DATE:** September 17, 2020

**BID:** RFP 20-016

**PROJECT NAME:** City of Sebring CRA Master Plan Update

**CONTRACTOR:** S&ME, Inc.

This award was approved by the Sebring CRA Board on September 14, 2020 (see attached).

If not already provided, please 1) submit your certificate of insurance with coverage amounts described in the bid documents, endorsement listing the City of Sebring as additional insured for all coverages except worker's compensation, 2) complete the vendor application online at [vendorregistry.com](http://vendorregistry.com) within the next (10) ten days or prior to beginning work, whichever comes first, and 3) submit the signed contract within the next ten (10) days.

Bid bonds and bid guarantees received, if any, are released for all vendors other than the vendor being recommended for award.

Lisa Osha  
City of Sebring, Purchasing Agent  
368 South Commerce Avenue; Sebring, Florida 33870  
Phone: 863-471-5110

**Agenda Item # IV - A**

**CITY OF SEBRING  
COMMUNITY REDEVELOPMENT AGENCY  
AGENDA ITEM SUMMARY**

**MEETING DATE:** 9-14-20

**PRESENTER:** David Leidel  
*John Jones  
SME Orlando*

**AGENDA ITEM # IV - A:**

Request for Qualifications – CRA Master Plan Update.

**BACKGROUND:**

The selection committee met on September 1<sup>st</sup> to begin negotiations with the top ranked firm, S&ME. The firm has submitted the attached proposal detailing the scope of services for the CRA's master plan update at a price of \$107,270. The selection committee's recommendation is to approve of utilizing S&ME for these services at the stated price in the proposal.

For reference, the CRA's last master plan update that was conducted in 2004 at a total cost of around \$96,000.

**RECOMMENDED ACTION:**

Approve of the proposal from S&ME in the amount of \$107,270 for the CRA's master plan update, and authorize staff to instruct the CRA attorney to prepare a contract for these services.

Moved by: KC; Seconded by Re

☒ Approved  
☐ Denied  
☐ Tabled to: \_\_\_\_\_  
☐ Other

Badenhorst	<u>y</u>
Cosgrave	<u>y</u>
DiGiacomo	<u>not here</u>
Leidel	<u>y</u>
Lovett	<u>y</u>
McCoy	<u>not here</u>
Schult	<u>not here</u>

*Ally*