



TOWN OF CUTLER BAY

ATTACHMENT “C”

RFP #15-04

**Cutler Bay Town Center
Property Management Services**

Bidder Evaluations



Town of Cutler Bay
Cutler Bay Town Center Building
10720 Caribbean Blvd., Suite 105
Cutler Bay, Florida 33189
Phone: (305) 234-4262 Fax: (305) 234-4251
Website: www.cutlerbay-fl.gov

Cutler Bay Town Center
Property Management Services
RFP #15-04
Evaluation Criteria

CUTLER BAY TOWN CENTER
PROPERTY MANAGEMENT SERVICES
Final Committee Ranking

BIDDER'S NAME	YANI RAMOS	SANDRA ARONOFF	ROBERT DADDARIO	AVERAGE SCORE
Avison Young	67.31	52.31	66.31	61.98
AJP Ventures	90.00	75.00	69.00	78.00



Department of Administrative Services

Yani Ramos
Administrative Services Director

MEMORANDUM

To: Rafael G. Casals, Town Manager

From: Selection Committee Members:

Yani Ramos, Committee Chair

Robert Daddario, Finance Director

Sandra Aronoff, Building & Code Compliance Director

Date: April 23, 2015

Re: RFP 15-04 Property Management Services

The Selection Committee Members met Thursday, April 23, 2015, at 10:00 A.M. to evaluate the proposals received in response to RFP #15-04. After tabulating each of the member's evaluations, the firms were ranked as follows:

Company	Points
1. AJP Ventures	78.00
2. Avison Young	61.98

Attached please find each member's evaluation criteria form, as well as, ranking sheets with all of the committee member's scores.





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Bidder's Name: Avison Young

Committee Member: Yani Ramos

RFP #15-04

CUTLER BAY TOWN CENTER

PROPERTY MANAGEMENT SERVICES

Evaluation Criteria

CATEGORIES	MAX POINTS	AWARDED POINTS
CREDENTIALS AND ACCOMPLISHMENTS OF THE MANAGEMENT FIRM	20	20
QUALITY OF THE PROJECTS AND ACCOMPLISHMENTS OF THE CONSULTANT IN PROVIDING SIMILAR PROPERTY MANAGEMENT SERVICES TO ENTITIES COMPARABLE TO THE TOWN	20	10
CONSULTANT'S MAINTENANCE AND SAFETY OF SIMILAR TRACK RECORD PROJECT PERFORMANCE	20	5
CONSULTANT'S MONTHLY MANAGEMENT FEE	25	17.31
CREDENTIALS AND ACCOMPLISHMENTS OF THE CONSULTANT IN GENERAL	10	10
COMPLIANCE WITH THE RESPONSE PREPARATION AND SUBMISSION REQUIREMENTS.	5	5
TOTAL POINTS	100	67.31

Additional Notes:



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Bidder's Name: AJP Ventures

Committee Member: Yani Ramos

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Evaluation Criteria

CATEGORIES	MAX POINTS	AWARDED POINTS
CREDENTIALS AND ACCOMPLISHMENTS OF THE MANAGEMENT FIRM	20	20
QUALITY OF THE PROJECTS AND ACCOMPLISHMENTS OF THE CONSULTANT IN PROVIDING SIMILAR PROPERTY MANAGEMENT SERVICES TO ENTITIES COMPARABLE TO THE TOWN	20	15
CONSULTANT'S MAINTENANCE AND SAFETY OF SIMILAR TRACK RECORD PROJECT PERFORMANCE	20	15
CONSULTANT'S MONTHLY MANAGEMENT FEE	25	25
CREDENTIALS AND ACCOMPLISHMENTS OF THE CONSULTANT IN GENERAL	10	10
COMPLIANCE WITH THE RESPONSE PREPARATION AND SUBMISSION REQUIREMENTS.	5	5
TOTAL POINTS	100	90

Additional Notes:



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Bidder's Name: Avison Young

Committee Member: Sandra Aronoff

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CATEGORIES	MAX POINTS	AWARDED POINTS
CREDENTIALS AND ACCOMPLISHMENTS OF THE MANAGEMENT FIRM	20	18
QUALITY OF THE PROJECTS AND ACCOMPLISHMENTS OF THE CONSULTANT IN PROVIDING SIMILAR PROPERTY MANAGEMENT SERVICES TO ENTITIES COMPARABLE TO THE TOWN	20	10
CONSULTANT'S MAINTENANCE AND SAFETY OF SIMILAR TRACK RECORD PROJECT PERFORMANCE	20	0
CONSULTANT'S MONTHLY MANAGEMENT FEE	25	17.31
CREDENTIALS AND ACCOMPLISHMENTS OF THE CONSULTANT IN GENERAL	10	5
COMPLIANCE WITH THE RESPONSE PREPARATION AND SUBMISSION REQUIREMENTS.	5	2
TOTAL POINTS	100	52.31

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Bidder's Name: AJP Ventures

Committee Member: Sandra Aronoff

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CATEGORIES	MAX POINTS	AWARDED POINTS
CREDENTIALS AND ACCOMPLISHMENTS OF THE MANAGEMENT FIRM	20	15
QUALITY OF THE PROJECTS AND ACCOMPLISHMENTS OF THE CONSULTANT IN PROVIDING SIMILAR PROPERTY MANAGEMENT SERVICES TO ENTITIES COMPARABLE TO THE TOWN	20	18
CONSULTANT'S MAINTENANCE AND SAFETY OF SIMILAR TRACK RECORD PROJECT PERFORMANCE	20	10
CONSULTANT'S MONTHLY MANAGEMENT FEE	25	25
CREDENTIALS AND ACCOMPLISHMENTS OF THE CONSULTANT IN GENERAL	10	5
COMPLIANCE WITH THE RESPONSE PREPARATION AND SUBMISSION REQUIREMENTS.	5	2
TOTAL POINTS	100	75

Additional Notes:



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Bidder's Name: Avison Young

Committee Member: Robert Daddario

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CATEGORIES	MAX POINTS	AWARDED POINTS
CREDENTIALS AND ACCOMPLISHMENTS OF THE MANAGEMENT FIRM	20	19
QUALITY OF THE PROJECTS AND ACCOMPLISHMENTS OF THE CONSULTANT IN PROVIDING SIMILAR PROPERTY MANAGEMENT SERVICES TO ENTITIES COMPARABLE TO THE TOWN	20	19
CONSULTANT'S MAINTENANCE AND SAFETY OF SIMILAR TRACK RECORD PROJECT PERFORMANCE	20	20
CONSULTANT'S MONTHLY MANAGEMENT FEE	25	17.31
CREDENTIALS AND ACCOMPLISHMENTS OF THE CONSULTANT IN GENERAL	10	8
COMPLIANCE WITH THE RESPONSE PREPARATION AND SUBMISSION REQUIREMENTS.	5	3
TOTAL POINTS	100	66.31

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Bidder's Name: AJP Ventures

Committee Member: Robert Daddario

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CATEGORIES	MAX POINTS	AWARDED POINTS
CREDENTIALS AND ACCOMPLISHMENTS OF THE MANAGEMENT FIRM	20	17
QUALITY OF THE PROJECTS AND ACCOMPLISHMENTS OF THE CONSULTANT IN PROVIDING SIMILAR PROPERTY MANAGEMENT SERVICES TO ENTITIES COMPARABLE TO THE TOWN	20	17
CONSULTANT'S MAINTENANCE AND SAFETY OF SIMILAR TRACK RECORD PROJECT PERFORMANCE	20	20
CONSULTANT'S MONTHLY MANAGEMENT FEE	25	25
CREDENTIALS AND ACCOMPLISHMENTS OF THE CONSULTANT IN GENERAL	10	8
COMPLIANCE WITH THE RESPONSE PREPARATION AND SUBMISSION REQUIREMENTS.	5	2
TOTAL POINTS	100	69

Additional Notes: