




Yocelyn Galiano, ICMA-CM
Village Manager
manager@pinecrest-fl.gov

MEMORANDUM
Office of the Village Manager

DATE: August 31, 2023

TO: The Honorable Mayor and Members of the Village Council

FROM: Yocelyn Galiano, ICMA-CM, Village Manager 

RE: Resolution Authorizing the Village Manager to Negotiate a Professional Services Agreement with KEITH for the Gary Matzner Park Design

The Village published a Request for Qualifications (RFQ) for the Gary Matzner Park Design, which will provide professional services for the design and construction administration, based on the Conceptual Design approved by Village Council.

As a result of the RFQ, two (2) proposals were received by the August 25, 2023 deadline:

- KEITH
- Kimley-Horn

A staff committee evaluated the proposals based on the firms' experience and capability, project team and staffing, work plan, references, and completeness of the proposal. Based on these criteria, the committee selected KEITH.

I hereby respectfully recommend the Village Council adopt the attached resolution authorizing the Village Manager to negotiate a professional services agreement with KEITH for the Gary Matzner Park Design.



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RESOLUTION NO. 2023-

A RESOLUTION OF THE VILLAGE OF PINECREST, FLORIDA, AUTHORIZING THE VILLAGE MANAGER TO NEGOTIATE AN AGREEMENT WITH KEITH FOR PROFESSIONAL SERVICES AGREEMENT FOR THE GARY MATZNER PARK DESIGN; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Village issued a Request for Quotes for the *Gary Matzner Park Design*;
and

WHEREAS, the Village Manager received proposals by the published deadline; and

WHEREAS, a staff evaluation committee has ranked the top proposals as follows:

1. KEITH
2. Kimley-Horn

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF THE VILLAGE OF PINECREST, FLORIDA, AS FOLLOWS:

Section 1. That the Village Manager is hereby authorized to negotiate an agreement with *KEITH* for the *Gary Matzner Park Design*.

Section 2. This resolution shall be effective immediately upon adoption.

PASSED AND ADOPTED this 12th day of September, 2023.

Joseph M. Corradino, Mayor

Attest:

Priscilla Torres, MMC
Village Clerk

Approved as to Form and Legal Sufficiency:

Mitchell Bierman
Village Attorney

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