

**MEMORANDUM**

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**DATE:** February 27, 2023

**TO:** Honorable Mayor and City Commission

**VIA:** James Slaton, City Manager

**FROM:** Stephanie Lutton, Support Services / Recreation Manager

**REGARDING:** Purchase Authorization – Electro Mechanic Industries, Inc. DBA Vermana.

**SYNOPSIS:** *The City Commission will consider approving the proposal from Vermana for resurfacing the pool at the Lake Wales Family YMCA.*

**RECOMMENDATION**

It is recommended that the City Commission take the following action (s):

1. Approve the award of contract subsequent to RFP 23-523 to Vermana.
2. Authorize the City Manager to execute the contract on behalf of the City.

**BACKGROUND**

The City purchased the Lake Wales Family YMCA in March 2020. City staff was notified in 2022 the Health Department was requiring the pool to be resurfaced. City Commission approved \$200,000 in the FY 22/23 Capital Improvement Program budget for YMCA Rehab. The proposed submitted by Vermana is \$6,230 less than budget appropriations.

City Staff advertised a request for sealed proposals (RFP 23-523) and received two proposals. Each firm was independently-evaluated by City stff against the following criteria:

- Price
- Project Approach
- Qualifications of Proposer
- Previous Projects

Proposals were ranked as follows:

The 1st Ranked Firm is:	Electro-Mechanic Industries, Inc. BDA Vermana
The 2nd Ranked Firm is:	USA Construction

**OTHER OPTIONS**

The City Commission may direct staff to re-advertise the Request for Proposals or select an alternate vendor to perform the upgrades.

**FISCAL IMPACT**

\$200,000 is appropriated in the FY 22/23 budget for capital repair projects at the YMCA, of which \$193,770 would be allocated for the pool resurfacing.

**ATTACHMENTS**

Electro Mechanic Industries, Inc. DBA Vermana Bid Response  
RFP 23-523 Scoring Tabulation