

Agenda Item: 2.c

Meeting Date: May 4, 2023

MEMORANDUM

To: City Commission

Date: 2023-03-24

From: Chuck Ankney, Purchasing Agent

Subject: Award of RFQ 23-1221 "Miscellaneous Engineering, Landscape Architecture, Surveying and Planning Consultant Services"

Presenter(s): Jorge M. Quintas, P.E., Deputy City Manager; George Kinney, Director of Community Development; and Chuck Ankney, Purchasing Agent

Recommend: Approve the award of continuing services contracts to various consultants and to add those consultants to the City's "Short List" of pre-qualified consultants.

Epic Goal(s): Goal #4 - Be the statewide model for environmental sustainability stewardship.

Boards & Committees: N / A

Budget Impact: No immediate impact. Service Authorizations are issued when services are required. Funds are budgeted for individual projects as necessary.

Past Action: The Commission approved the renewal / assignment of several existing (GEC) Consultant Continuing Contracts at their meeting on March 21, 2023, under Consent Agenda Item #2.c.

Next Action: Subject to Commission approval, the recommended firms will be added to the City's "Short List" of prequalified consultants.

Attachments: [A. Purchasing Agent Memo, March 21, 2023](#), [B. RFQ 23-1221 Tabulation - List of Submitting Firms.pdf](#), [Contract Template.pdf](#),

Background:

The City utilizes consultants for engineering, architectural, and miscellaneous services on an as needed basis. Historically, the City has entered into contracts with a group of consultants for these services. Those contracts are known as “continuing services contracts.” Continuing services contracts (a.k.a. GEC contracts) must be procured in compliance with Florida Statute 287.055, commonly referred to as the “Competitive Consultants Negotiating Act” (CCNA). As a result, the City issued Request for Qualifications (RFQ) 23-1221 titled "Miscellaneous Engineering, Landscape Architecture, Surveying and Planning Consulting Services" to comply with the CCNA requirements.

The purpose of the RFQ was to identify firms qualified to provide specific professional services to the City. The selected firms will provide engineering, landscape architecture, surveying, and planning services to the City. The selected firms will enter into a Continuing Services Contract with the City. These contracts are for a term of five (5) years and may be renewed for additional periods of two (2) years.

The RFQ requested submittals in four (4) Work Divisions. Firms were permitted to submit in any, or all, Work Divisions. Evaluation Teams (Team) were developed to review and rank the submittals. A separate Team was developed for each Division to assess and determine the list of qualified Consultants by Division. Each Team recommends the City enter into a Continuing Services Contract with the qualified consultants. Upon contract approval, each consultant will be added to the City's “Short List.” The recommended firms for the Short List are as follows:

DIVISION 2 – Water & Wastewater Engineering Services

Arcadis U.S. Inc.;
Ardurra Group, Inc.;
CHA Consulting, Inc.;
Chen Moore & Associates, Inc.;
CivilSurv Design Group, Inc.;
Engineering Design Technologies Corp.;
Halff Associates, Inc.;
Hazen and Sawyer;
Kennedy / Jenks Consultants, Inc.;
Kimley-Horn and Associates, Inc.;
Madrid Engineering Group, Inc., (d/b/a Madrid CPWG);
McKim & Creed, Inc.;
Mead & Hunt, Inc.;
Pennonni Associates, Inc.; and
Tetra Tech, Inc.

DIVISION 4 – Hydrogeological & Engineering Services
WSP USA, Inc.**DIVISION 6 – Planning Services**

The Image Network, Inc., (d/b/a Dover, Kohl & Partners);

Stantec Consulting Services, Inc.;
Toole Design Group, Inc.

DIVISION 7 – Miscellaneous Services

CivilSurv Design Group, Inc.;
Halff Associates, Inc.;
Hyatt Survey Services, Inc.;
Johnson, Mirmiran & Thompson, Inc.;
Kimley-Horn and Associates, Inc.;
McKim & Creed, Inc.;
Pennoni Associates, Inc.;
Stantec Consulting Services, Inc.;
SurvTech Solutions, Inc.

It should be noted, no firm is guaranteed any work as a result of these contracts. In addition, funds for work assignments are budgeted as part of each individual project. Therefore, there is no budget impact as a result of these contract awards.

As a result, staff hereby recommends the Commission award contracts per RFQ 23-1221, to the selected firms detailed herein. Upon approval, those firms will be subsequently added to the City's "Short List" of prequalified consultants.