



City of Plantation
City Council Chambers

Subject:

Agreement No. 014-25; Continuing Services Agreement for: Water Distribution & Wastewater Collection Infrastructure Improvements and Repairs.

Summary:

Requesting authorization and approval of the following:

- Approval of the Selection Committee's scores, shortlisting and final scores for RFQ No. 014-25; Continuing Services Agreements for: Water Distribution & Wastewater Collection Infrastructure Improvements and Repairs. Identifying Craven, Thompson & Associates, Inc as the highest scored Firm.
- Authorization and approval to execute the attached successfully negotiated agreement between the City of Plantation and Craven, Thompson & Associates, Inc. (highest scored firm) for Continuing Services Agreement for: Water Distribution & Wastewater Collection Infrastructure Improvements and Repairs.

Procurement:

On October 27, 2025, pursuant to Section 2-220(c) of the City's Code and Florida Statute Section 287.055, the Procurement Department issued Request for Qualifications (RFQ) No. 014-25 for *Continuing Services Agreements for Water Distribution and Wastewater Collection Infrastructure Improvements and Repairs*.

A total of nine (9) firms submitted sealed qualification packages, which were publicly opened and read on December 3, 2025. The solicitation was advertised for thirty-six (36) calendar days and distributed to 2,557 suppliers/firms.

Following a thorough review of all submittals, the Procurement Department determined that all nine (9) firms were responsive. The proposals were subsequently forwarded to the Selection Committee for evaluation.

The Selection Committee convened on the following dates to conduct discussions, scoring, shortlisting, interviews, and final rankings:

- January 12, 2026, from 10:00 AM to 11:00 AM – Selection Committee Discussion
- January 26, 2026, from 3:00 PM to 4:30 PM – Discussion, Scoring, and Shortlisting
- February 20, 2026, from 1:00 PM to 4:30 PM – Oral Presentations/Interviews with Shortlisted Firms and Final Scoring

During these meetings, the Selection Committee evaluated, scored, shortlisted, interviewed, and finalized rankings in accordance with the procedures outlined in the solicitation documents and applicable Florida Statutes.

Below you find the Firm(s) scores as it relates to the above mentioned processes.

January 26, 2026 Meeting:

SELECTION & COMMITTEE	Caulfield & Wheeler, Inc.	CPH Consulting, LLC	Craig A. Smith & Associates, LLC	Craven Thompson & Associates, Inc.	EXP US Services, Inc.	HBC Engineering Company	Kimley-Horn and Associates, Inc.	Premiere Design Solutions, Inc.	SSN Engineering, LLC
TOTAL SCORE	186 187	237	230	263	196	242	245	220	211

February 20, 2026 Meeting:

SELECTION & COMMITTEE	Craven Thompson & Associates, Inc.	Kimley-Horn and Associates, Inc.	HBC Engineering Company
TOTAL SCORE	56	56	40

February 20, 2026 Meeting continued (Total Cumulative Score)

SELECTION & COMMITTEE	Craven Thompson & Associates, Inc.	Kimley-Horn and Associates, Inc.	HBC Engineering Company
TOTAL CUMULATIVE SCORE	319	301	282

RFQ No. 014-24 stated that the City would endeavor to award a minimum one (1) Firm to provide the required services.

Selection Committee Members:

- Samira Shalan, Engineering Department
- Danny Pollio, Utilities Department
- Laura Karpaviciute, Administration

On March 24, 2026, the City conducted a negotiation meeting with Craven, Thompson & Associates, Inc., which resulted in the agreement now being presented for consideration. The

agreement includes several key provisions, including: termination for convenience; an initial term of two (2) years with the option to extend for two (2) additional two (2)-year periods; fixed maximum billing rates, prices, and fees as outlined in Exhibit "D"; and specified insurance requirements.

Based on the foregoing information, and on behalf of the Selection Committee and Procurement Department we request authorization and approval of the following:

- Approval of the Selection Committee's scores, shortlisting and final scores for RFQ No. 014-25; Continuing Services Agreements for: Water Distribution & Wastewater Collection Infrastructure Improvements and Repairs. Identifying Craven, Thompson & Associates, Inc as the highest scored Firm.
- Authorization and approval to execute the attached successfully negotiated agreement between the City of Plantation and Craven, Thompson & Associates, Inc. (highest scored firm) for Continuing Services Agreement for: Water Distribution & Wastewater Collection Infrastructure Improvements and Repairs.

Due to the size and number of the Firms' submittal packages, these documents are not being uploaded. However, all documents will be made available for review in the City Clerks Office upon request.

Background:

The Consultant agrees to diligently perform various professional services pertaining to **WATER DISTRIBUTION & WASTEWATER COLLECTION INFRASTRUCTURE IMPROVEMENTS AND REPAIRS**. The below scope relates to Water Distribution & Wastewater Collection Infrastructure Improvements and Repairs. This includes, but is not limited to the following.

- The provision of consulting services for sanitary sewer facilities installation, maintenance, repair, replacement, and rehabilitation of infrastructure, including but not limited to valve pits, pump stations, lift stations, sewer vacuum stations, pipelines, emergency interconnections, and valves.
- The provision of consulting services for water facilities installations, maintenance, repair, replacement, and rehabilitation of infrastructure, including but not limited to pumps, pipes, lines, emergency interconnections, valves, and hydrants.
- Perform evaluations, preliminary designs, cost estimates, analyses of alternatives, or

other studies pertaining to any utilities infrastructure facilities project or equipment as required by the Utilities Department.

- Provide engineering and consulting services in assisting the CITY to determine which contractor on projects is the lowest responsive bidder or most advantageous proposer, and assist the CITY in rendering advice, evaluative, and consulting services in connection with bid/proposal protests, and bid/proposal appeals.
- Provide civil engineering planning and design or review of water and wastewater infrastructure, and provide consultation as to needs and prepare necessary drawings.
- Engineering Consulting studies with respect to supervisory control of data and data acquisition.
- Provide feasibility studies, and implementation analyses where desired and as directed by Utilities Director (including design, construction drawings for new or upgraded water and/or sanitary sewer infrastructure facilities, cost estimates, preparation of assessments rolls., studies, plats, and reports for special assessments), for areas of Plantation not currently served by the CITY public sewer system including but not limited to the Country Club Estates, Plantation Acres, East and West Tropical Way.
- Perform services in preparing design criteria packages for design/build projects for water or wastewater infrastructure as directed by the Utilities Director.
- Provide services in connection with inflow and infiltration studies and recommended repairs.
- Review development plans for privately funded projects, including new development and redevelopment, to assess potential impacts on existing water distribution and wastewater collection systems.
- Further, to provide professional recommendations and identify required system improvements or replacements to ensure compliance with capacity, safety and regulatory standards.

- To perform additional services, as requested by the City on an as-needed basis, that align with the Consultant's expertise. Such services may not be directly related to water and wastewater operations but will fall within the Consultant's professional capabilities.

Funding:

No financial Impact at this time.

Amount:

These agreements may be used by Department(s) on an as-needed basis, based on available funding. For any work/services that that exceeds the Mayor's monetary threshold shall require City Council consideration.

See Exhibit "D" contained in the agreement for the Fixed Maximum Billing Rates/Prices and Fees.

Finance Director/Budget Manager Recommendation:

There is no financial impact for this item at this time; however, the Utilities Water and Wastewater Departments budget annually for these services.

Prepared By:

Charles Spencer

ATTACHMENTS:

[Assembled Agreement_Firm Signed.pdf](#)

[Final Committee Evaluation Tabulation Sheet.pdf](#)

[Advertised Solicitation with Addendums.pdf](#)