



**CITY MANAGER'S REPORT AGENDA ITEM REQUEST
FINANCE DEPARTMENT**

TO: Ed Lavallee, City Manager *6/8/16*

THROUGH: Walter Pierce, Finance Director *Walt*

FROM: Peter Boers, Procurement Manager *PB*

DATE: June 7, 2016

MEETING DATE: June 28, 2016

SUBJECT: **Approval of Continuing Contracts for RFQ 3022-16 Utility System Engineer of Record**

Background:

At the request of the Utilities Department, Procurement has solicited a Request for Qualifications (RFQ) for Utility System Engineer of Record in accordance with Florida Statute 287.055, the Consultants' Competitive Negotiation Act (CCNA).

On February 5, 2015, twenty (20) proposals were received. All the proposals were deemed "responsive" to the requirements of the request for qualifications. On April 4, 2016 the evaluation review committee met to review, discuss, and score the proposals. The proposing firms were ranked, and a recommendation to award to the top eight (8) ranked firms; Arcadis, Stantec, King Engineering, Hazen & Sawyer, Black & Veatch, Jones Edmunds, MWH, and Kimley-Horn was brought to City Council on May 10, 2016. City Council approved the recommendation of award and authorized staff to begin negotiations with the top ranked firms.

Staff has negotiated continuing contracts with the top eight (8) ranked firms, with no guarantee of contract amount, for an initial term of three (3) years with the option for two (2) one-year renewals. Separate Work Assignments (WA) will be issued for each project.

Requested Action:

Approval of Continuing Contracts for RFQ 3022-16 Utilities Engineer of Record with the top eight (8) ranked firms for an initial term of three (3) years with the option for two (2) one-year renewal periods.

City Attorney Review:

The City Attorney has reviewed and approved this agreement.

Risk Management Review:

The Risk Manager has reviewed this agreement and finds no risk management objections.

Funds Availability (account number):

Funds appropriated in department account for fiscal year 2016

Cc: Tim Hochuli, Utilities Director

Attachments