



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

TO: Ed Lavalley, City Manager *EL 11/5/16*

THROUGH: Linda Senne, Finance Director *LS*

FROM: Peter Boers, Procurement Manager *PB*

DATE: November 7, 2016

MEETING DATE: November 30, 2016

SUBJECT: **Approval of Continuing Contracts for RFQ 3032-16 Engineer of Record / Civil Engineering Services**

Background:

At the request of the Engineering Department, Procurement has solicited a Request for Qualifications (RFQ) for Civil Engineering Services in accordance with Chapter 287.055 Florida Statutes, the Consultants' Competitive Negotiation Act (CCNA).

On July 14, 2016, eighteen (18) proposals were received. All the proposals were deemed "responsive" to the requirements of the request for qualifications. On September 29, 2016 the evaluation review committee met to review, discuss, and score the proposals. The proposing firms were ranked, and a recommendation of award to the top seven (7) ranked firms was posted on September 30, 2016.

Staff has negotiated continuing contracts with six (6) of the seven (7) ranked firms: Stantec Consulting Services, Inc., Jones Edmunds & Associates, Inc., King Engineering Associates, Inc., Kimley-Horn, Atkins North America, Inc., and ZNS Engineering, 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. Staff was unable to negotiate an Agreement with Jensen and Group (JAG) due to dissolution of the firm. Articles of Dissolution are attached.

Requested Action:

Approval of Continuing Contracts for RFQ 3032-16 Engineer of Record / Civil Engineering Services with the top six (6) 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 the agreements.

Risk Management Review:

The Risk Manager has reviewed the agreements and finds no risk management objections.

Funds Availability (account number):

Funds appropriated in department account for fiscal year 2017

Cc: Kathleen Weeden, City Engineer

Attachments



CITY OF VENICE
401 W. Venice Avenue Venice, FL. 34285

NOTICE OF ACTION

REQUEST FOR QUALIFICATIONS (RFQ) # 3032-16

RFQ TITLE: ENGINEER OF RECORD – CIVIL ENGINEERING

SUBMITTAL DEADLINE: 07/14/2016

SUBJECT: NOTICE OF RECOMMENDED AWARD

Based on Evaluation Committee's review of proposals on September 29, 2016. The City of Venice (City) has ranked proposers responding to the above referenced RFQ as follows:

Firm	Sum of Rankings	Rank
Stantec Consulting Services, Inc	4	1
Jones Edmunds & Associates Inc	5	2
King Engineering Associates Inc	11	3
Jensen and Group	14	4
Kimley-Horn and Associates Inc	14	4
Atkins North America Inc	15	6
ZNS Engineering	18	7
Wade Trim Inc	23	8
Arcadis U.S. Inc	29	9
Cardno Inc	29	9
Vanasse-Hangen-Brustlin Inc	31	11
Fisher Engineering	34	12
DMK Associates Inc	35	13
Giffels-Webster Engineer Inc	35	13
American Infrastructure Dev.	37	15



CITY OF VENICE
401 W. Venice Avenue Venice, FL. 34285

NOTICE OF ACTION

CPH	37	15
Southwest Engineering & Design Inc	44	17
DTC	53	18

It is the City's intent to initiate contract negotiations with the top 7 ranked firms **(in bold font above)**. Upon completion of negotiations a contract will be submitted to the Venice City Council.

By: 
Peter A. Boers, Procurement Manager

Date: 09/30/2016

NOTICE OF MEETING

Members of the City of Venice staff shall meet on Thursday, September 29, 2016 beginning at 2:00 p.m. in Conference Room 106 of Venice City Hall, 401 West Venice Avenue, Venice, Florida 34285; to evaluate, discuss and rank the submittals received by the city in response to the Request for Qualifications 3032-16: "Engineer of Record – Civil Engineering".

The public is invited to attend this meeting and observe the City's staff member's work.

No stenographic record by a certified court reporter is made of this meeting nor will a verbatim record be prepared. Minutes will be written for the public record.

If you are disabled and need assistance, please contact the City Clerk's office at least 24 hours prior to the meeting.

Cc: bid file

	Project Team Organization Chart, Resumes, and Key Personnel Experience - 40%	Project Team Experience with Governments of similar size to the City - 30%	Ability to Perform the Services expeditiously. Location and availability of Firm - 20%	Completeness of RFQ submittal -10%	TOTAL POINTS
	8 points	6 points	4 points	2 points	
American Infrastructure Development, Inc.	5	4	2	2	13
Arcadis U.S. Inc.	6	3	2	2	13
Atkins North America, Inc.	7	6	3	2	17 18
Cardno, Inc.	6	4	1 2	2	14
CPH	3	3	1	2	9
DMK Associates, Inc.	5	5	3	2	15
DTC	3	3	1	2	9
Fisher Engineering	6	4	1 2	2	14
Giffels-Webster Engineer, Inc.	6	4	4	2	16
Jensen and Group	7	5	3	2	17

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EVAL #2

	Project Team Organization Chart, Resumes, and Key Personnel Experience – 40%	Project Team Experience with Governments of similar size to the City – 30%	Ability to Perform the Services expeditiously. Location and availability of Firm – 20%	Completeness of RFQ submittal –10%	TOTAL POINTS
	8 points	6 points	4 points	2 points	
Jones Edmunds & Associates, Inc.	8	5	4	2	19
Kimley-Horn and Associates, Inc.	7	6	4	2	19
King Engineering Associates, Inc.	8	6	2	2	18
Southwest Engineering & Design, Inc.	3	3	2	2	10
Stantec Consulting Services, Inc.	8	6	4	2	20
Vanasse-Hangen-Brustlin, Inc.	6	5	2	2	15
Wade Trim, Inc.	6	4	2	2	14
ZNS Engineering	6	5	3	2	16

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EVAL #2

	Project Team Organization Chart, Resumes, and Key Personnel Experience – 40%	Project Team Experience with Governments of similar size to the City – 30%	Ability to Perform the Services expeditiously. Location and availability of Firm – 20%	Completeness of RFQ submittal –10%	TOTAL POINTS
	8 points	6 points	4 points	2 points	
American Infrastructure Development, Inc.	7	5	4	2	
Arcadis U.S. Inc.	8	5	4	2	
Atkins North America, Inc.	7	5	4	2	
Cardno, Inc.	7	4	3	2	
CPH	7	5	3	2	
DMK Associates, Inc.	6	6	2	1	
DTC	4	3	2	1	
Fisher Engineering	6	6	2	1	
Giffels-Webster Engineer, Inc.	4	8.5 ^{LH} _{FIVE}	2	1	
Jensen and Group	8	6	4	2	

EVAL
#1

	Project Team Organization Chart, Resumes, and Key Personnel Experience – 40%	Project Team Experience with Governments of similar size to the City – 30%	Ability to Perform the Services expeditiously. Location and availability of Firm – 20%	Completeness of RFQ submittal –10%	TOTAL POINTS
	8 points	6 points	4 points	2 points	
Jones Edmunds & Associates, Inc.	8	5	4	2	
Kimley-Horn and Associates, Inc.	6	5	3	2	
King Engineering Associates, Inc.	7	5	4	2	
Southwest Engineering & Design, Inc.	5	4	2	1	
Stantec Consulting Services, Inc.	8	5	4	2	
Vanasse-Hangen-Brustlin, Inc.	5	4	2	1	
Wade Trim, Inc.	7	6	4	2	
ZNS Engineering	7	5 ⁴⁶ Six	3	2	

EVAL
#1

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	Project Team Organization Chart, Resumes, and Key Personnel Experience – 40%	Project Team Experience with Governments of similar size to the City – 30%	Ability to Perform the Services expeditiously. Location and availability of Firm – 20%	Completeness of RFQ submittal –10%	TOTAL POINTS
	8 points	6 points	4 points	2 points	
American Infrastructure Development, Inc.	6	4	3	1	
Arcadis U.S. Inc.	7	4	2	2	
Atkins North America, Inc.	8	5	4	1 1	
Cardno, Inc.	7	5	3	2	
CPH	7	5	2	2	
DMK Associates, Inc.	6	4	3	2	
DTC	4	3	1	2	
Fisher Engineering	6	4	4	2	
Giffels-Webster Engineer, Inc.	6	4	4	1	
Jensen and Group	6	5	4	2	

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	Project Team Organization Chart, Resumes, and Key Personnel Experience – 40%	Project Team Experience with Governments of similar size to the City – 30%	Ability to Perform the Services expeditiously. Location and availability of Firm – 20%	Completeness of RFQ submittal –10%	TOTAL POINTS
	8 points	6 points	4 points	2 points	
Jones Edmunds & Associates, Inc.	8	6	3	2	
Kimley-Horn and Associates, Inc.	8	5	4	2	
King Engineering Associates, Inc.	8	5	4	2	
Southwest Engineering & Design, Inc.	6	4	3	2	
Stantec Consulting Services, Inc.	8	6	4	1	
Vanasse-Hangen-Brustlin, Inc.	7	5	4	1	
Wade Trim, Inc.	7	4	3	2	
ZNS Engineering	7	5	4	2	

RFQ 3032-16

Summary Score Sheet

	Eval 1	Rank 1	Eval 2	Rank 2	Eval 3	Rank 3	SUM Rank	Rank	total pts.
American Infrastructure Dev.	18	6	13	14	14	17	37	15	45
Arcadis U.S. Inc	19	2	13	14	15	13	29	9	47
Atkins North America Inc	18	6	18	4	18	5	15	6	54
Cardno Inc	16	11	14	11	17	7	29	9	47
CPH	17	10	9	17	16	10	37	15	42
DMK Associates Inc	15	13	15	9	15	13	35	13	45
DTC	10	18	9	17	10	18	53	18	29
Fisher Engineering	15	13	14	11	16	10	34	12	45
Giffels-Webster Engineer Inc	12	15	16	7	15	13	35	13	43
Jensen and Group	20	1	17	6	17	7	14	4	54
Jones Edmunds & Associates Inc	19	2	19	2	19	1	5	2	57
Kimley-Horn and Associates Inc	16	11	19	2	19	1	14	4	54
King Engineering Associates Inc	18	6	18	4	19	1	11	3	55
Southwest Engineering & Design Inc	12	15	10	16	15	13	44	17	37
Stantec Consulting Services, Inc	19	2	20	1	19	1	4	1	58
Vanasse-Hangen-Brustlin Inc	12	15	15	9	17	7	31	11	44
Wade Trim Inc	19	2	14	11	16	10	23	8	49
ZNS Engineering	18	6	16	7	18	5	18	7	52

ARTICLES OF DISSOLUTION
OF
JENSEN AND GROUP ENGINEERING CONSULTANTS, LLC

JENSEN AND GROUP ENGINEERING CONSULTANTS, LLC, a limited liability company organized under the laws of the State of Florida on February 15, 2005 (the "Company"), and assigned document number L05000015674, having taken action to dissolve under the provisions of Section 605.0707, Florida Statutes, hereby submits these Articles of Dissolution for filing with the Florida Department of State.

1. The name of the Company is: JENSEN AND GROUP ENGINEERING CONSULTANTS, LLC.
2. The effective date of the Company's dissolution is: December 2, 2016.
3. Pursuant to Section 605.0707, Florida Statutes, the Company is dissolved due to the death of its sole member.
4. The Company currently has no members, and the name and address of the person appointed to wind up the company's activities and affairs is:

Jared H. Jensen, Personal Representative of the Estate of Kurt William Jensen
c/o Riddell Law Group
3400 S. Tamiami Trail, Suite 202
Sarasota, FL 34239

5. There are no suits pending against the Company in any court.

IN WITNESS WHEREOF, the undersigned, duly authorized representative of the Company, has executed these Articles of Dissolution this 1 day of October, 2016.

JENSEN AND GROUP ENGINEERING CONSULTANTS, LLC,
a Florida limited liability company

By:



Jared H. Jensen, Authorized Representative