



# City of Pembroke Pines, FL

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## Agenda Request Form

Agenda Number: 10.

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In Control: City Commission

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Short Title: Pines Village Water Main Improvements Phase II

Final Action: 11/13/2019

**Title:** MOTION TO APPROVE THE FINDINGS AND RECOMMENDATION OF THE EVALUATION COMMITTEE AND TO AWARD CCNA # PSEN-18-02-04 "DESIGN AND POST SERVICES - PINES VILLAGE WATER MAIN IMPROVEMENTS PHASE II" TO CPH, INC. AND TO DIRECT THE CITY MANAGER TO NEGOTIATE A CONTRACT FOR SERVICES.

### Internal Notes:

**Attachments:** 1. PSEN-18-02-04 - Bid Tabulation, 2. Submittal by CPH, Inc., 3. Conflict of Interest Forms, 4. 5-28-2019 Meeting Minutes, 5. 5-28-2019 Summary Rankings and Score Sheets, 6. 6-17-2019 Meeting Minutes, 7. 6-17-2019 Summary Rankings and Score Sheets, 8. PSEN-18-02-04 Design Post Services – Pines Village Water Main Improvements Phase II

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1 City Commission 11/13/2019 approve as Pass  
amended

**Action Text:** A motion was made by Commissioner Good, Jr., seconded by Commissioner Schwartz, to approve Item 10 as amended to include sewer mains in Phase II of the water mains improvement project. The motion carried by the following vote:

Aye: - 5 Mayor Ortis, Commissioner Castillo, Siple, Commissioner Good Jr., and Commissioner Schwartz

Nay: - 0

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### Text of Legislative File 19-1303

MOTION TO APPROVE THE FINDINGS AND RECOMMENDATION OF THE EVALUATION COMMITTEE AND TO AWARD CCNA # PSEN-18-02-04 "DESIGN AND POST SERVICES - PINES VILLAGE WATER MAIN IMPROVEMENTS PHASE II" TO CPH, INC. AND TO DIRECT THE CITY MANAGER TO NEGOTIATE A CONTRACT FOR SERVICES.

### SUMMARY EXPLANATION AND BACKGROUND:

1. On June 6, 2018, the City Commission authorized the advertisement of PSEN-18-02

"Professional Service Providers (Architectural, Engineering, Surveying & Mapping)", which was advertised on June 26, 2018.

2. The purpose of this solicitation was to provide various Professional Services that the City may need or that may arise, in accordance with the Consultant's Competitive Negotiation Act (CCNA - Florida Statute 287.055). Services may include, however not limited to, the need of the selected professionals to create specifications, designs/plans, design criteria packages, etc. The solicitation allowed for firms to submit responses to qualify for one, multiple, or all of the ten Professional Service disciplines listed below:

- General Civil and Environmental Engineering
- Treatment Plant Process Engineering
- Electrical Engineering
- Geotechnical
- Structural Engineering
- Land Surveying
- General Architectural
- Landscape Architecture
- Hydro-Geological
- FDOT Roadway Engineering

3. On September 17, 2018, the City Commission approved the findings and recommendation of the evaluation committee and approved the following 35 firms to be used in the pool of professional service providers in no particular order, based on the ten separate professional service disciplines:

- 1. General Civil and Environmental Engineering (16 firms)**
- 2. Treatment Plant Process Engineering (5 firms)**
- 3. Electrical Engineering (8 firms)**
- 4. Geotechnical (6 firms)**
- 5. Structural Engineering (7 firms)**
- 6. Land Surveying (15 firms)**
- 7. General Architectural (9 firms)**
- 8. Landscape Architecture (9 firms)**
- 9. Hydro-Geological (4 firms)**
- 10. FDOT Roadway Engineering (10 firms)**

4. The Utilities Division would like to utilize a firm from the pool of Professional Service Providers to complete PSEN-18-02-04 "Design and Post Services - Pines Village Water Main Improvements Phase II".

5. The purpose of this solicitation was to seek proposals from qualified firms to provide design engineering, and permitting services for the second phase of water main improvements located at Pines Village.

6. On February 28, 2019 PSEN-18-02-04 "Design and Post Services - Pines Village Water Main Improvements Phase II" was advertised on BidSync, and on March 8, 2019, the City opened nine (9) proposals from the following vendors:

**Vendor Name**

A.D.A. Engineering, Inc.  
Kimley-Horn and Associates, Inc.  
CES Consultants, Inc.  
CPH, Inc.  
Calvin, Giordano & Associates, Inc.  
Craven Thompson & Associates, Inc.  
Florida Technical Consultants  
Chen and Associates  
Premiere Design Solutions, Inc.

7. On May 28, 2019, the City convened an evaluation committee that was tasked with selecting, in order of preference, no less than three firms that they deem to be the most highly qualified to perform the required services. In determining whether a firm is qualified, the Evaluation Committee shall evaluate the qualifications of the proposers based on the weighted criteria listed below:

- 1) Ability of professional personnel (30%)
- 2) Whether a firm is a certified minority business enterprise (5%)
- 3) Past performance (30%)
- 4) Willingness to meet time and budget requirements (15%)
- 5) Location (10%)
- 6) Recent, current, and projected workloads of the firms (10%)

In the event a score for an individual evaluator results in a tie or the overall score results in a tie, the evaluator or evaluation committee will be asked to break the tie and rank the tied vendors based on the volume of work previously awarded to each firm by the City, with the object of effecting an equitable distribution of contracts among qualified firms, provided such distribution does not violate the principle of selection of the most highly qualified firms.

8. At the May 28, 2019, meeting, the evaluation committee made a motion, which passed unanimously, to recommend the top (4) vendors to be shortlisted and brought back for presentations and a question/answer period:

- (1) CPH, Inc.
- (2) Calvin, Giordano & Associates, Inc.
- (3) Kimley-Horn and Associates, Inc.
- (4) A.D.A. Engineering, Inc.

9. On June 17, 2019, the evaluation committee re-convened and ranked the vendors

deemed to be the most highly qualified to perform the required services, in the order as shown below:

<b>Rank</b>	<b>Vendor Name</b>
1	CPH, Inc.
2	Kimley-Horn and Associates, Inc.
3	A.D.A. Engineering, Inc.
4	Calvin, Giordano & Associates, Inc.

10. Based on the scoring results, the evaluation committee unanimously approved a motion to recommend the City Commission to award PSEN-18-02-04 "Design and Post Services - Pines Village Water Main Improvements Phase II" to the first ranked vendor, CPH, Inc., and to direct the City Manager to negotiate a contract for services.

11. An agenda item will be brought back to present to the Commission the negotiated contract executed by the vendor.

12. Recommend the City Commission to approve the findings and recommendation of the evaluation committee and to award the contract for PSEN-18-02-04 "Design and Post Services - Pines Village Water Main Improvements Phase II" to CPH, Inc. and to direct the City Manager to negotiate a contract for services.

**FINANCIAL IMPACT DETAIL:**

- a) Initial Cost:** None at this time. A negotiated contract will be brought back to the Commission, and executed by the vendor.
- b) Amount budgeted for this item in Account No:** Funds are currently budgeted for this project in account # 471-533-6032-63233 (Water Main).
- c) Source of funding for difference, if not fully budgeted:** Not Applicable.
- d) 5 year projection of the operational cost of the project:** Not Applicable.
- e) Detail of additional staff requirements:** Not Applicable.