



# City of Pembroke Pines, FL

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## Agenda Request Form

**Agenda Number: 13.**

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**Agenda  
Section:**

**In Control:** City Commission

**File Created:** 10/07/2019

**Short Title:** Advertise Solicitations for CCNA Continuing Contracts

**Final Action:** 10/16/2019

**Title:** MOTION TO APPROVE THE REQUEST TO ADVERTISE THE FOLLOWING SOLICITATIONS IN ORDER TO ESTABLISH A CONTINUING CONTRACT, FOR EACH OF THE SERVICES SPECIFIED BELOW, IN ACCORDANCE WITH FLORIDA STATUTE 287.055, CONSULTANT'S COMPETITIVE NEGOTIATION ACT (CCNA):

- (A) PSEN-19-07 "CIVIL ENGINEERING, INSPECTION, PERMIT REVIEW SERVICES AND DEVELOPMENT REVIEW COMMITTEE (DRC) ASSISTANCE"
- (B) PSEN-19-08 "TRAFFIC ENGINEERING SERVICES AND DEVELOPMENT REVIEW COMMITTEE (DRC) ASSISTANCE"
- (C) PSEN-19-09 "LAND SURVEYING SERVICES"

**\*Agenda Date:** 10/16/2019

**Agenda Number:** 13.

### Internal Notes:

**Attachments:** (A) PSEN-19-07 Civil Engineering Services Permit Review, 2. (A1) 2019-207 (CCNA Compliance - RFQ #PSEN-19-07), 3. (B) PSEN-19-08 Traffic Engineering Services, 4. (B1) 2019-208 (CCNA Compliance - RFQ PSEN-19-08), 5. (C) PSEN-19-09 Land Surveying Services, 6. (C1) 2019-209 (CCNA Compliance - RFQ PSEN-19-09), 7. (D) Boiler Plate

1 City Commission 10/16/2019 approve

Pass

**Action Text:** A motion was made to approve on the Consent Agenda

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

Nay: - 0

MOTION TO APPROVE THE REQUEST TO ADVERTISE THE FOLLOWING SOLICITATIONS IN ORDER TO ESTABLISH A CONTINUING CONTRACT, FOR EACH OF THE SERVICES SPECIFIED BELOW, IN ACCORDANCE WITH FLORIDA STATUTE 287.055, CONSULTANT'S COMPETITIVE NEGOTIATION ACT (CCNA):

- (A) PSEN-19-07 "CIVIL ENGINEERING, INSPECTION, PERMIT REVIEW SERVICES AND DEVELOPMENT REVIEW COMMITTEE (DRC) ASSISTANCE"
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- (C) PSEN-19-09 "LAND SURVEYING SERVICES"

**SUMMARY EXPLANATION AND BACKGROUND:**

1. The City of Pembroke Pines is seeking qualification statements from qualified firms to serve in the capacity of Development Review Committee (DRC), Engineering Reviews of projects submitted for permitting, Engineering Reviews of Traffic Issues and Land Surveyors, in accordance with the terms, conditions, and specifications contained in these solicitations and in accordance with the Consultant's Competitive Negotiation Act (C.C.N.A. - Florida Statute 287.055)
2. The City's Engineering Division provides Engineering input into the DRC process and issues Engineering Construction Permits to the public.
3. The City's Engineering Division requires the assistance of consultants to fulfill these roles in a timely manner.
4. The City's Engineering Division has utilized consultants consistently for many years. However, due to the nature of the work, consistency is desired in the review of DRC projects and plan review, some of which are large and lengthy.
5. The City anticipates establishing a Continuing Contract with one firm that can be used on an as needed basis, for each of these solicitations.
6. The City intends to enter into a "continuing contract", as defined by the Consultant's Competitive Negotiation Act in Florida Statute 287.055(2)(g), for these services.
7. The use of a continuing contract will assist the Engineering Department, and the City as a whole, to complete projects and services in a more efficient and effective manner.
8. The City Attorney's office has reviewed the Request for Qualifications (RFQs) for compliance with Section 287.055, F.S., the Consultants Competitive Negotiation Act ("CCNA") and has provided their legal opinion, the RFQs legally complies with the requirements of the CCNA. Attached to the agenda is a copy of the City Attorney's memorandum.

9. This process will NOT preclude any consultants, including the thirty-five consultants in the current Pool of Professional Service Providers that were previously approved by the City Commission on September 17, 2018 for the ten different professional service disciplines, from submitting a response to these solicitations and being selected for award of a continuing contract.
10. Request the City Commission to approve the following solicitations in order to establish a continuing contract, for each of the services specified below, in accordance with Florida Statute 287.055, Consultant's Competitive Negotiation Act ("CCNA"):

**(A) PSEN-19-07 "Civil Engineering, Inspection, Permit Review Services and Development Review Committee (DRC) Assistance"**

The City of Pembroke Pines is seeking firms to provide engineering reviews of plans associated with new and modified projects for the Development Review Committee (DRC) and to perform engineering reviews of projects submitted for permitting and miscellaneous engineering analysis and engineering and study services along with engineering reviews of miscellaneous projects submitted for permitting for compliance with City Standards, Codes and Engineering Standards as requested by the Planning and Economic Development and Engineering Departments as well as engineering inspections on an as needed basis.

**(B) PSEN-19-08 "Traffic Engineering Services and Development Review Committee (DRC) Assistance"**

The City of Pembroke Pines is seeking firms to provide engineering reviews of traffic issues associated with new and modified projects for the Development Review Committee (DRC) and to perform traffic engineering reviews of projects submitted for permitting and miscellaneous traffic analysis and traffic engineering study services along with engineering reviews of miscellaneous projects submitted for permitting for compliance with City Standards, Codes and Engineering Standards as requested by the Planning and Economic Development and Engineering Departments on an as needed basis.

**(C) PSEN-19-09 "Land Surveying Services"**

The City of Pembroke Pines is seeking qualification statements from qualified firms to serve in the capacity of Land Surveyors.

**(D) Boiler Plate**

This attachment is the standard boiler plate language that is used for the solicitations listed above. It is attached to this agenda item separate from the solicitations to reduce the repetition of this item.

**FINANCIAL IMPACT DETAIL:**

**(A) PSEN-19-07 "Civil Engineering, Inspection, Permit Review Services and Development Review Committee (DRC) Assistance"**

Funds are available in account # 1-519-6006-31100 (Professional Services - Engineering).

**(B) PSEN-19-08 "Traffic Engineering Services and Development Review Committee (DRC) Assistance"**

Funds are available in account # 1-519-6006-31100 (Professional Services - Engineering).

**(C) PSEN-19-09 "Land Surveying Services"**

Funds are available in account # 1-519-6006-31100 (Professional Services - Engineering).