



Legislation Text

File #: 19-0914, **Version:** 1

MOTION TO APPROVE THE NEGOTIATED CONTINUING CONTRACT WITH HILLERS ELECTRICAL ENGINEERING, INC., PURSUANT TO THE AWARD OF PSUT-19-01 "POWER ELECTRICAL ENGINEERING SERVICES FOR THE UTILITIES DIVISION", IN ACCORDANCE WITH FLORIDA STATUTE 287.055, CONSULTANT'S COMPETITIVE NEGOTIATION ACT (CCNA), FOR AN INITIAL THREE (3) YEAR PERIOD AND FOR AN ANNUAL AMOUNT NOT TO EXCEED \$225,000.

SUMMARY EXPLANATION AND BACKGROUND:

1. On April 3, 2019, the City Commission authorized the advertisement of PSUT-19-01 "Power Electrical Engineering Services for the Utilities Division", which was advertised on April 9, 2019.
2. The purpose of this solicitation was to establish a "continuing contract," as defined by Florida Statute 287.055(2)(g), with the most highly qualified firm to serve in the capacity of Power Electrical Engineers for the Utilities Division.
3. Florida Statute 287.055(2)(g) states: A "continuing contract" is a contract for professional services entered into in accordance with all the procedures of this act between an agency and a firm whereby the firm provides professional services to the agency:
 - for projects in which the estimated construction cost of each individual project under the contract does not exceed \$2 million,
 - for study activity if the fee for professional services for each individual study under the contract does not exceed \$200,000, or
 - for work of a specified nature as outlined in the contract required by the agency, with the contract being for a fixed term or with no time limitation except that the contract must provide a termination clause. Firms providing professional services under continuing contracts shall not be required to bid against one another.
4. On August 21, 2019, the City Commission approved the findings and recommendation of the

evaluation committee and awarded PSUT-19-01 "Power Electrical Engineering Services for the Utilities Division", to Hillers Electrical Engineering, Inc., and directed the City Manager to negotiate a contract for services.

5. City Staff was able to negotiate a contract with rates, which staff determines are fair, competitive and reasonable.

6. In making such determination, the City's Administrative Staff has conducted a detailed analysis of the cost of the professional services required in addition to considering their scope and complexity.

7. Pursuant to the agreement, the Utilities Division may request Hillers Electrical Engineering, Inc. from time to time, on an as needed basis, specific Power Electrical Engineering Services. These requests will describe the scope of work, desired time frame for its completion and the method of payment to be used, lump sum or time and materials. Upon receipt of these requests, Hillers Electrical Engineering, Inc. shall timely review the scope of work and schedule described in each request and provide the Utilities Division with a not to exceed fee or a list of professionals required for the assignment and an estimate of the work hours required to accomplish the work. Once an understanding is reached between the City and Hillers Electrical Engineering, Inc. regarding the scope, schedule and fee, the City will issue an amendment to the original Agreement or a work order in a form approved by the City authorizing Hillers Electrical Engineering, Inc. to do the work.

8. The City Attorney's Office has reviewed the PSUT-19-01 procurement process for compliance with Section 287.055, F.S., the Consultants Competitive Negotiation Act ("CCNA") and has provided their legal opinion, PSUT-19-01 legally complies with the requirements of the CCNA. Attached to the agenda is a copy of the City Attorney's memorandum.

9. Request City Commission to approve the negotiated continuing contract with Hillers Electrical Engineering, Inc., pursuant to the award of PSUT-19-01 "Power Electrical Engineering Services for the Utilities Division," in accordance with Florida Statute 287.055, Consultant's Competitive Negotiation Act (CCNA), for an initial three (3) year period and for an annual amount not to exceed \$225,000.

FINANCIAL IMPACT DETAIL:

a) Initial Cost: \$225,000

b) Amount budgeted for this item in Account No: Funds are available in account # 471-535-6022-31100 (Professional Services - Engineering) and account # 471-533-6031-31100 (Professional Services - Engineering).

c) Source of funding for difference, if not fully budgeted: Not Applicable.

d) 5 year projection of the operational cost of the project:

	2019-20 FY	2020-21 FY	2021-22 FY	Year 4	Year 5
Revenues	\$0	\$0	\$0	\$0	\$0
Expenditures	\$225,000	\$225,000	\$225,000	\$0	\$0
Net Cost	\$225,000	\$225,000	\$225,000	\$0	\$0

e) Detail of additional staff requirements: Not Applicable.