



Legislation Text

File #: 19-1307, **Version:** 1

MOTION TO APPROVE THE FINDINGS AND RECOMMENDATION OF THE EVALUATION COMMITTEE AND TO AWARD PSEN-18-02-05 "DESIGN & POST SERVICES-POINCIANA DRIVE" TO KIMLEY-HORN AND ASSOCIATES, 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 is 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 (10) 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 recommendations of the evaluation committee and approved 35 firms to be used in the pool of professional service providers in no particular order, based on the ten (10) separate professional services 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 Engineering Division desired to utilize a firm from the pool of Professional Service Providers and collaborated with the Procurement Department to issue PSEN-18-02-05 "Design & Post Services - Poinciana Drive" to the qualified firms in the General Civil and Environmental Engineering Services discipline, which was advertised on April 26, 2019.

5. The purpose of this solicitation was to seek proposals from qualified firms to provide roadway design engineering, geotechnical, permitting and post design services for the improvements to Poinciana Drive from Pembroke Road to Cypress Drive.

6. On May 13, 2019, the City opened two (2) proposals from the following vendors:

Vendor Name

Baxter & Woodman, Inc.
Kimley-Horn and Associates, Inc.

7. On July 2, 2019, the City convened an evaluation committee to evaluate the qualifications of the proposers based on the weighted criteria provided for in the bid documents and listed below:

- Ability of Professional Personnel (30%)
- Whether a firm is a Certified Minority Business Enterprise (5%)
- Past Performance (30%)
- Willingness to meet time and budget requirements (15%)
- Location (10%)
- Recent, current, and projected workloads of the firms (10%)

8. At the meeting, the evaluation committee conducted discussions with the two (2) firms regarding their qualifications, approach to the project, and ability to furnish the required services.

9. At the July 2, 2019 meeting, the evaluation committee ranked the vendors as shown below:

| Rank | Vendor Name |
|------|---------------------------------------|
| 1 | Kimley-Horn and Associates, Inc. |
| 2 | Baxter & Woodman Consulting Engineers |

10. Based on the scoring results, the evaluation committee unanimously approved a motion to recommend the City Commission to award PSEN-18-02-05 "Design & Post Services - Poinciana Drive" to the first ranked vendor, Kimley-Horn and Associates, 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. In addition, Kimley-Horn and Associates, Inc. has also completed the Equal Benefits Certification Form and has stated that the "Contractor currently complies with the requirements of this section."

13. Request Commission to approve the findings and recommendation of the evaluation committee and to award PSEN-18-02-05 "Design & Post Services - Poinciana Drive" to Kimley-Horn and Associates, 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 available in account #100-541-6003 -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: Not Applicable.

e) Detail of additional staff requirements: Not Applicable.

