



**CITY OF FORT LAUDERDALE
City Commission Agenda Memo
REGULAR MEETING**

#19-0897

TO: Honorable Mayor & Members of the
Fort Lauderdale City Commission

FROM: Chris Lagerbloom, ICMA-CM, City Manager

DATE: October 2, 2019

TITLE: Motion Approving Negotiated Fee Schedule and Continuing Contracts for
Survey and Mapping Consulting Services – Various Consultants -
\$600,000 - **(Commission Districts 1, 2, 3 and 4)**

Recommendation

It is recommended that the City Commission approve the ranking of firms and award two-year continuing contracts, in substantially the forms attached, for survey and mapping consulting services with the top three ranked firms: Craven, Thompson & Associates, Inc.; Woolpert, Inc.; and, Wantman Group, Inc.; in the estimated aggregate, two-year amount of \$600,000. This amount is to be distributed among the consultants following the normal task order approval process. Staff also requests approval for the City Manager to approve two, one-year renewal options contingent upon appropriation of funds.

Background

The City of Fort Lauderdale solicited consulting engineering firms to provide survey and mapping consulting services for projects throughout the city, including but not limited to, construction layout, boundary surveys, preparation of sketches and legal descriptions, mapping, AutoCAD drafting, calculations and other survey and mapping related services.

The timeline of the solicitation process includes the following:

- January 3, 2019 – Request for Qualifications (“RFQ”) No. 12233-196 was issued for Survey and Mapping Consulting Services, continuing contract.
- February 6, 2019 – The RFQ closed with a total of 12 firms submitting proposals. Three of the 12 vendors that responded are either a Minority-Owned Business Enterprise, Women-Owned Business Enterprise, or Small Business Enterprise.
- March 28, 2019 – The Evaluation Committee (“Committee”) met to evaluate the proposals. The firms were ranked based on the evaluation criteria shown in the

table below. The top six firms selected for presentations were Craven Thompson & Associates, Inc., F.R Aleman, Keith & Associates, Inc., Keith & Schnars, Wantman Group, Inc. and Woolpert Inc.

Evaluation Criteria	Weight (%)
Qualifications of Firm	25
Qualification of Project Team	25
Approach to Scope of Work	25
Previous Similar Projects; References	25
TOTAL	100

- May 2 and 3, 2019 – The Committee met to evaluate the presentations of the six selected firms. The firms’ presentations were ranked based on the evaluation criteria shown in the table above and, after careful consideration, the Committee decided to select three firms.

The Committee has reviewed the submissions and presentations from each vendor and determined that the selected consultants listed below meet the criteria specified in the published RFQ. Negotiations with the three firms have been completed and staff recommends contract award to the three consultants at the hourly rates identified in Exhibit B of the respective contracts.

CONSULTANT	RANK
Craven, Thompson & Associates, Inc.	1
Wantman Group, Inc.	2
Woolpert, Inc.	3

Resource Impact

There will be a fiscal impact to the City in the amount of \$300,000 for the first year of this contract. Funds for this contract in the amount of \$300,000 are available in the FY2020 Community Investment Plan and the City’s operating budget. Future expenditures are contingent upon the approval and appropriation of the annual budget.

Funds available as of October 1, 2019

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
331-P12435.331-6534	Breakers Avenue Streetscape Improvements	Capital Outlay / Consultant Engineering	\$ 2,979,417	\$ 2,865,319	\$ 15,000
331-P12134.331-6534	Sidewalk and Paver Replacement	Capital Outlay / Consultant Engineering	\$ 1,000,000	\$ 481,758	\$ 10,000
331-P12117.331-6534	New Riverwalk Park Improvements	Capital Outlay / Consultant Engineering	\$ 1,000,000	\$ 724,137	\$ 20,000
454-P12272.454-6534	Citywide Forcemain Valve and Aire Release Valve Rehabilitation	Capital Outlay / Consultant Engineering	\$ 850,000	\$ 834,578	\$ 30,000
454-P12464.454-6534	Tarpon River A-11 Sewer Basin Rehabilitation	Capital Outlay / Consultant Engineering	\$ 1,030,162	\$ 642,157	\$ 20,000
454-P11881.454-6534	Pump Station D-45 Rehabilitation	Capital Outlay / Consultant Engineering	\$ 653,410	\$ 143,542	\$ 15,000
470-P12082.470-6534	Victoria Park Tidal and Stormwater Improvements	Capital Outlay / Consultant Engineering	\$ 3,030,000	\$ 102,668	\$ 15,000
470-P11869.470-6534	Citywide Stormwater Analysis	Capital Outlay / Consultant Engineering	\$ 1,115,160	\$ 213,900	\$ 12,500
331-P12118.470-6534	Survey for Citywide Stormwater Model	Capital Outlay / Consultant Engineering	\$ 650,000	\$ 100,000	\$ 12,500
001-PBS040101-3299	Engineering Administration	Services / Materials / Other Services	\$ 960,000	\$ 960,000	\$ 50,000
450-PBS060101-3299	Utilities Engineering Operations	Services / Materials / Other Services	\$ 3,070,197	\$ 3,070,197	\$ 100,000
TOTAL →					\$ 300,000

Strategic Connections

This item is a *Press Play Fort Lauderdale Strategic Plan 2018* initiative, included within the Public Places Cylinder of Excellence, specifically advancing:

- Goal 3: Be a community that finds opportunities and leverages partnerships to create unique, inviting, and connected gathering places that highlight our beaches, waterways, urban areas, and parks.
 - Objective 2: Enhance the City’s identity and appearance through well-

maintained green space, parks, corridors, gateways, and medians.

This item advances the *Fast Forward Fort Lauderdale 2035 Vision Plan: We Are Here*.

Attachments

Exhibit 1 – Solicitation

Exhibit 2 – Final Ranking

Exhibit 3 – Craven, Thompson & Associates, Inc. Contract

Exhibit 4 – Wantman Group, Inc. Contract

Exhibit 5 – Woolpert, Inc. Contract

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