



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

#19-0882

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

FROM: Chris Lagerbloom, ICMA-CM, City Manager

DATE: November 19, 2019

TITLE: Motion Approving Negotiated Fee Schedule and Two-Year Contracts for
Mechanical, Electrical, and Plumbing Consultant Services – Various
Consultants – \$600,000 (estimated two-year total) - **(Commission
Districts 1, 2, 3 and 4)**

Recommendation

It is recommended that the City Commission approve three two-year contracts, in substantially the forms attached, as well as the negotiated fee schedule for Mechanical, Electrical and Plumbing (“MEP”) Consultant Services with the top three ranked firms: Hammond & Associates, Inc., SGM Engineering, Inc., and CES Engineering Services, LLC, in the estimated aggregate, two-year amount of \$600,000. Staff also requests approval for the City Manager to approve three, one-year renewal options per contract, contingent upon appropriation of funds.

Background

The City of Fort Lauderdale solicited consulting engineering firms to provide MEP services for projects throughout the City, including but not limited to, comprehensive MEP services as outlined below:

1. Specifications
2. MEP Design
3. Contract Administration
4. Cost Estimating, Planning and Scheduling
5. Building Information Modeling
6. Sustainable Design
7. Building Performance Analysis
8. LEED Design
9. Structural Design

The timeline of the solicitation process includes the following:

- February 1, 2019 – Request for Qualifications (“RFQ”) 12246-196 was issued for Mechanical, Electrical, and Plumbing (MEP) Consultant Services Contract.

- March 5, 2019 – The RFQ closed with a total of nine firms submitting proposals. Four of the 12 vendors that responded indicated that they are a Minority-Owned Business Enterprise, Women-Owned Business Enterprise, or Small Business Enterprise.
- April 11, 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 five firms selected for presentations were CDM Smith, Inc., CES Engineering Services, LLC, Crain Atlantis Engineering, Inc., Hammond & Associates, Inc., and SGM Engineering, 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

- June 4, 2019 – The Committee met to evaluate the presentations of the five 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 consultant and determined that the selected firms listed below meet the criteria specified in the published RFQ. Negotiations with the three firms have been completed and staff recommends contract award to all three firms at the hourly rates identified in Exhibit B of each contract. The total of \$600,000 will be distributed among the consultants following the normal task order approval process.

VENDOR	RANK
Hammond & Associates, Inc	1
SGM Engineering, Inc	2
CES Engineering Services, LLC.	3

Resource Impact

There will be a current FY 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 FY 2020 General Fund and Water and Sewer Fund accounts listed below. Future

year expenditures are contingent upon the approval and appropriation of the annual budget.

<i>Funds available as of October 1, 2019</i>					
ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
001-PBS040101-3199	Engineering Administration	Services & Material / Other Professional Services	\$ 1,234,000	\$ 1,234,000	\$ 150,000
450-PBS060101-3199	Utilities Engineering Operations	Services & Material / Other Professional Services	\$ 3,070,197	\$ 3,070,197	\$ 150,000
TOTAL →					\$ 300,000

Strategic Connections

This item supports the *Press Play Fort Lauderdale Strategic Plan 2024 Strategic Plan*, specifically advancing:

- The Infrastructure Focus Area
- Goal 1: Build a sustainable and resilient community.
- Objective: Proactively maintain our water, wastewater, road, bridge infrastructure.

This item advances the *Fast-Forward Fort Lauderdale Vision Plan 2035: We are Ready*.

Attachments

Exhibit 1 – Solicitation
 Exhibit 2 – Final Ranking
 Exhibit 3 – CES Engineering Services, LLC Contract
 Exhibit 4 – Hammond & Associates, Inc. Contract
 Exhibit 5 – SGM Engineering, Inc. Contract

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