



CITY OF FORT LAUDERDALE
City Commission Agenda Memo
CONFERENCE MEETING

#26-0552

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

FROM: Rickelle Williams, City Manager

DATE: July 2, 2026

TITLE: Motion Approving the Final Ranking of Firms, Negotiated Fee Schedules, and Agreements for Request for Qualifications (RFQ) No. 320 - Design of Sidewalk Improvements Citywide (Surtax Project Fort-104) - Craven, Thompson & Associates, Inc., and HBC Engineering Company - \$360,000 (estimated aggregate amount) - **(Commission Districts 1, 2, 3 and 4)**

Recommendation

Staff recommends the City Commission approve the final rankings of firms, negotiated fee schedules, and agreements, in substantially the forms attached, for Request for Qualifications (RFQ) No. 320 - Design of Sidewalk Improvements Citywide (Surtax Project Fort-104) with Craven, Thompson & Associates, Inc., and HBC Engineering Company; and further authorize the City Manager to execute and approve the agreements effective through January 31, 2027, which time may be extended by the City, in the estimated aggregate amount of \$360,000.

Background

On February 15, 2024, Broward County and the City of Fort Lauderdale entered an Interlocal Agreement for a Surtax-Funded Municipal Transportation Project entitled Roadway Improvement (Fort-104). All county, state and municipal projects funded by the transportation surtax are evaluated for eligibility under Section 212.055(1), Florida Statutes, by the independent Transportation Surtax Oversight Board before the Broward County Board of County Commissioners makes any final decision regarding project funding.

On August 22, 2025, the initial term of the Interlocal Agreement was extended through January 31, 2027. This First Amendment changed Section 2 of Exhibit A of the original agreement by updating deliverable and project schedule deadlines.

On December 22, 2025, the City, via the Procurement Services Department, issued Request for Qualifications (RFQ) aiming at selecting a consultant(s) to design sidewalk improvements citywide funded by Broward County Surtax Project Fort-104 in accordance with Section 31½-71, et seq., of the Broward County Code of Ordinances ("County Surtax Ordinance"). Consequently, the City's solicitation also incorporated the Transportation

Surtax Addendum for Municipal Consultant Contracts, which establishes a County Business Enterprise (CBE) participation requirement of thirty percent (30%). In summary, the surtax funding structure required the inclusion of the CBE participation goal to ensure compliance with the County’s Surtax procurement requirements.

On January 27, 2026, the RFQ closed with the following four (4) firms submitting proposals in response to the solicitation:

1. Colliers Engineering & Design, Inc.
2. Craven, Thompson & Associates, Inc.
3. HBC Engineering Company
4. Thompson & Associates, Inc.

On March 19, 2026, the Evaluation Committee met to evaluate, discuss, and hear presentations. The firms and proposals were ranked based on the following evaluation criteria shown in the table below:

CRITERIA	WEIGHT (%)
Qualifications and Experience of the Firm	20%
Qualifications and Experience of Project Team	20%
Approach to Scope of Work and Proposed Project Schedule	40%
History and Past Performance of the Firm	20%
TOTAL:	100%

Upon completion of presentations and final scoring, the Evaluation Committee recommended to negotiate with the following two (2) highest-ranked, responsive, and responsible firms:

1. Craven, Thompson & Associates, Inc.
2. HBC Engineering Company

Staff have completed negotiations with the two (2) above-mentioned firms and recommends them for award.

No specific dollar amount or volume of work is guaranteed to either firm. Work assignments will be issued based on project-specific needs.

Resource Impact

There is a current Fiscal Year (FY) impact to the City in the amount of \$360,000. Funds for these agreements are available in the account listed below:

<i>Funds available as of June 11, 2026</i>					
ACCOUNT NUMBER	PROJECT NAME (Program)	CHARACTER/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	PURCHASE AMOUNT
10-338-8999-541-60-6534-P12596	Sidewalk Connections Design	Capital Outlay /Consultant Engineering Fees	\$360,000	\$360,000	\$360,000
PURCHASE TOTAL ►					360,000

Strategic Connections

This item supports the *Press Play Fort Lauderdale 2029 Strategic Plan*, specifically advancing:

- The Infrastructure and Resilience Focus Area
- Goal 4: Facilitate an efficient, multimodal transportation network

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

This item supports the *Advance Fort Lauderdale 2040 Comprehensive Plan*, specifically advancing:

- The Infrastructure Focus Area
- The Transportation & Mobility Element
- Goal 1: Ensure the equitable development of a Complete Network for transportation that prioritizes safety and emphasizes multimodal mobility and accessibility.

Attachments

- Exhibit 1 – Solicitation
- Exhibit 2 – Final Ranking
- Exhibit 3 - Craven, Thompson & Associates, Inc. Proposal
- Exhibit 4 - Craven, Thompson & Associates, Inc. Fee Schedule
- Exhibit 5 - Craven, Thompson & Associates, Inc.,. Agreement
- Exhibit 6 - HBC Engineering Company Proposal
- Exhibit 7 - HBC Engineering Company Fee Schedule
- Exhibit 8 - HBC Engineering Company Agreement
- Exhibit 9 – Interlocal Agreement First Amendment
- Exhibit 10 – Interlocal Agreement between Broward County & City of Fort Lauderdale

Prepared by: Danica Grujicic, Senior Project Manager, Capital Projects
 Inessa Rubin, Senior Procurement Specialist, Procurement Services
 Jane Gaston, Senior Administrative Assistant, Procurement Services

Department Director: Milos Majstorovic, Transportation and Mobility
Glenn Marcos, Procurement Services