



Legislation Text

File #: 18-200, Version: 1

TO: Mayor and Commissioners
FROM: Caryn Gardner-Young, Assistant City Manager
THROUGH: Mark R. Lauzier, City Manager
DATE: April 17, 2018

APPROVAL OF AMENDMENTS (NO. 1) TO THE CONTINUING ENGINEERING, LANDSCAPING ARCHITECTURE, AND/OR LAND SURVEYING CONSULTING SERVICES AGREEMENTS WITH 25 CONSULTANTS AND AUTHORIZE THE CITY MANAGER TO EXECUTE RELATED SERVICE AUTHORIZATIONS FOR CAPITAL IMPROVEMENT PROJECTS PREVIOUSLY APPROVED BY THE CITY COMMISSION THROUGH THE BUDGET APPROVAL PROCESS

Recommended Action:

Motion to Approve Amendments (No. 1) to the Agreements with A.D.A. Engineering, Inc., Aptim Environmental & Infrastructure, Inc., Avirom & Associates, Inc., Baxter & Woodman Inc., dba Mathews Consulting, Bermello Ajamil and Partners, Inc., Biscayne Engineering Company, Inc., Carollo Engineers, Inc., Calvin, Giordano & Associates, Inc., Carnahan Proctor and Cross, Inc., Chen Moore and Associates, Inc., Coastal Systems International, Inc., Craven, Thompson & Associates, Inc., EDSA, Inc., Engenuity Group, Inc., Erdman Anthony of Florida, Inc., GLE Associates, Inc., Gartek Engineering, Corp., Keith and Schnars, P.A., Marlin Engineering, Inc., Master Consulting Engineers, Inc., Michael B. Schorah and Associates, Inc., Pinnacle Ecological, Inc., SGM Engineering, Inc., T. Y. Lin International, and Wantman Group, Inc. for continuing engineering, landscaping architecture, and/or land surveying consulting services, and authorization to allow the City Manager to execute related service authorizations for Capital Improvement Projects previously approved by the City Commission through the budget approval process.

Background:

On August 2, 2017, the City of Delray Beach (City) Commission approved agreements with 25 consultants for continuing engineering, surveying, and landscaping architecture consulting services pursuant to Request for Qualifications (RFQ) No. 2017-048. The Agreements are effective through August 30, 2022, with one, two-year option to renew. Although the RFQ document stated that Consultants could be compensated in the form of a lump sum, the agreements inadvertently did not allow for a lump sum compensation method. Additionally, staff sought hourly rates with a multiplier of three times each hourly rate (Multiplier Option) for positions within each consulting discipline, but the agreements inadvertently did not incorporate the Multiplier Option. Therefore, staff requests approval of Amendment No. 1 to add to the agreements the Multiplier Option and the ability to compensate Consultants via method of a lump sum amount.

Staff evaluated the new hourly rates with the Multiplier Option against the hourly rates from the City's 2012 continuing consulting services agreements (which expired in 2017) and found that the new rates average approximately \$17 lower per hour, per position.

By adding the lump sum compensation method, the City can guarantee the consulting work will be completed without exceeding the allotted budget.

Service Authorizations will be utilized per project to bind the City and the Consultants to an agreed-upon project amount for an agreed-upon scope of work. Staff requests authorization to allow the City Manager to execute related service authorizations for Capital Improvement Projects (CIP) previously approved by the City Commission through the budget approval process in a total project value of \$200,000 or less. This approval will allow the City to operate more efficiently by reducing the number of items staff brings forth for City Commission approval. CIP projects are approved by the City Commission during the budget approval process. Consulting projects that are more than \$65,000 in total project value and not included in the approved CIP budget will be brought to City Commission for approval, regardless of their total dollar value, in compliance with City ordinance, policies and procedures.

Continuing consulting service agreements allow staff to obtain Consultants for various City projects at already agreed upon pricing, terms and conditions without completing the solicitation process for each individual project, baring the project doesn't exceed the thresholds set by the Consultants' Competitive Negotiation Act (CCNA).

This motion is in accordance with the City Code of Ordinances, Section 36 and City Policies and Procedures, Change Orders and Amendments.

City Attorney Review:

Approved as to form and legal sufficiency.

Funding Source/Financial Impact:

Funding will be provided from various operating and capital accounts in the approved and applicable fiscal year budget.