



Cover Memorandum/Staff Report

File #: 18-0393 CRA

Agenda Date: 7/9/2019

Item #: E.

TO: CRA Board of Commissioners
FROM: Krista Walker, Contract Manager
THROUGH: Renée A. Jadusingh, CRA Executive Director
DATE: July 9, 2019

FIRST AMENDMENT TO CONTINUING CONSULTANT CONTRACTS FOR ENGINEERING SERVICES

Recommended Action:

Authorize the Board Chair to execute the Continuing Engineering Services Agreements with the following firms (separate motions required for each firm):

1. Wantman Group Inc.
2. Baxter & Woodman, Inc.
3. Calvin, Giordano and Associates, Inc.
4. Kimley-Horn and Associates, Inc.
5. Chen Moore & Associates, Inc.

Background:

At the March 24, 2016 CRA Board meeting, the Board authorized staff to issue a Request for Qualifications (RFQ) for Engineering Services on a Continuing Contract basis. The purpose of the RFQ was to solicit qualified engineering consultants to provide pre-design through construction services for various improvements on a continuing contract basis, for projects located within the CRA Work Plan for which construction costs generally do not exceed \$2,000,000, and for study activity when the fee for such professional service does not exceed \$200,000, pursuant to Florida Statute Section 287.055 (Consultants' Competitive Negotiation Act). The RFQ was issued March 27, 2016 with a closing date of April 28, 2016.

The RFQ the CRA retained the following firms for three (3) years beginning on June 23, 2016 with an option to renew for one (1) year:

1. Wantman Group Inc.
2. Baxter & Woodman, Inc.
3. Calvin, Giordano and Associates, Inc.
4. Kimley-Horn and Associates, Inc.
5. Chen Moore & Associates, Inc.

The initial three (3) year period is set to expire starting on June 30, 2019 for all five (5) firms and it is recommended that the CRA exercise its option to renew for an additional year (June 30, 2020). All five (5) firms have agreed to maintain their rates included in the 2016 agreement. The agreements are included as attachments for consideration.

Attachment(s): Exhibit A - First Amendment to Agreements with Wantman Group, Inc., Baxter & Woodman, Inc., Calvin Giordano & Associates, Inc., Kimley-Horn & Associates, Inc., Chen Moore & Associates, Inc.

CRA Attorney Review:

The CRA General Counsel has prepared the attached First Amendment to Continuing Consultant Contracts for Engineering Services to form and determined it to be acceptable.

Funding Source/Financial Impact:

N/A