



## Legislation Text

**File #:** 19-1022, **Version:** 1

**TO:** Honorable Mayor & Members of the North Port Commission

**FROM:** Peter D. Lear, CPA, CGMA, City Manager

**TITLE:** Approve Work Assignment No. 2019-07, under Continuing Contract No. 2016-23, with CDM Smith, Inc. in the amount of \$199,945.68 for Southwest Water Treatment Plant Design Review.

### **Recommended Action**

Approve Work Assignment No. 2019-07, under Continuing Contract No. 2016-23, with CDM Smith, Inc. in the amount of \$199,945.68 for Southwest Water Treatment Plant Design Review.

### **Background Information**

Pursuant to the 2019 Amended and Restated Utility Agreement between the City of North Port, West Villages LLLP and the West Villages Improvement District (WVID), WVID is to design and construct a fully operational water treatment facility for dedication to the City. In preparation to meet this covenant, WVID has notified the City that it has engaged Kimley Horn to design the Southwest Water Treatment Plant (SWWTP). To ensure the best interests of the City and its rate payers are served and that the new facility is designed and constructed in accordance with the Utilities Department standards and specifications, City needs and planning, and regulatory requirements, Utilities requires the professional services of a qualified firm to represent the City's interests in the review of the developer's design engineering as the project progresses. In accordance with Section 27 of the Agreement, all third-party engineering fees and costs will be reimbursed up to \$300,000 by the WVID.

On July 22, 2019, Utilities distributed a Request for Letters of Interest (RLI) to all engineers of record under continuing contract 2016-23. Two Letters of Interest and one Statement of Non-Submittal were received by the August 22, 2019 due date. Staff evaluated the Letters of Interest based on understanding of project, expertise and qualifications of personnel, timeline and availability, past experience on Department projects, proposed cost savings measures, quality of proposal, and references. Based on these established criteria, CDM Smith was selected to proceed with the development of a scope and fee schedule and submit it to Utilities by September 3, 2019. After careful review of the scope and fee schedule submitted, Utilities is recommending CDM Smith, Inc. be awarded the work assignment for this project.

Continuing Contract No. 2016-23 requires all work assignments of \$100,000 and over be presented to Commission for approval. Additionally, no amendments will be requested to increase this Work Assignment past the statutory threshold of \$200,000.

### **Strategic Plan**

Create and sustain a safe and healthy environment for residents and visitors of North Port.

### **Financial Impact**

The amount of \$200,000 is available in the account number below and budgeted in the respective account:

Account Number	Available Amount
420-6061-533.31-05	\$ 200,000.00

## **Procurement**

Continuing Contract No. 2016-23 was procured pursuant to Sec. 2-406 Professional Services Selection under Consultants' Competitive Negotiation Act (CCNA), F.S. § 287.055. Work Assignment No. 2019-07 is being issued under Continuing Contract No. 2016-23.

Vendor Information: CDM Smith, Inc. 4210 Metro Parkway Suite 230 Fort Myers, FL 33916

### **Attachments:**

1. Work Assignment #2019-07
2. CDM Smith, Inc. Scope & Fee Submittal
3. CDM Smith, Inc. Letter of Interest Submittal
4. Request for Letters of Interest
5. Continuing Contract No. 2016-23 with CDM Smith, Inc.
6. Florida Division of Corporations Documents

**Prepared by:** Nicole Brown, Business Services Coordinator

**Department Director:** Richard Newkirk, Utilities Director