



## Legislation Text

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**File #:** 19-1024, **Version:** 1

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

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

**TITLE:** Approve Contract No. 2020-02, Professional Engineering Services for Neighborhood Expansion Phase 2, with Giffels-Webster Engineering, Inc. in the amount of \$597,610.00.

### **Recommended Action**

Approve Contract No. 2020-02, Professional Engineering Services for Neighborhood Expansion Phase 2, with Giffels-Webster Engineering, Inc. in the amount of \$597,610.00.

### **Background Information**

The Neighborhood Water/Wastewater Line Extensions Capital Improvement Program includes design and construction of distribution and collection system expansions into neighborhoods in a methodical and economical manner. The first two areas, identified in the 2014 Water Demand Analysis (Madagascar 28.2 & 28.3), were constructed in 2016. At the January 14, 2019 Commission Special Meeting, staff presented the proposed Neighborhood Expansion Phase 2 project to the Commission for discussion. Commission directed staff to bring back more information regarding questions, concerns and alternatives to the proposed expansion plans. At the May 6, 2019 Commission Workshop, staff responded to Commission's questions and concerns and Commission directed staff to move forward with the Request for Proposal process for engineering design and permitting, but not construction at this time. Additional questions that were brought forward by Commission at the workshop were addressed in a June 27, 2019 memo which was submitted, with backup documentation, through the City Manager.

Request for Proposal (RFP) No. 2020-02 Professional Engineering Services for Neighborhood Expansion Phase 2 was advertised on June 26, 2019, with the purpose of soliciting design, permit, and bid phase services for the expansion of water and wastewater service into a portion of the Madagascar, including the evaluation of wastewater collection system technologies to determine the best options for the City. Four proposals were received by the deadline of July 26, 2019. On August 7, 2019, telephone discussions were held with each of the potential firms, giving all four firms the opportunity to answer any questions the evaluation committee had regarding their proposals. The committee then met on August 8, 2019 to evaluate all four proposals, and a selection was made based on RFP proposal ranking guidelines. After deliberation and discussion, Giffels-Webster Engineering, Inc. was selected as the firm most qualified for this project and the negotiation process ensued. A negotiations meeting was held on August 16, 2019 to negotiate the scope of services, fee schedule and project schedule which are reflected in Exhibits A, B and C of the Contract.

Once the design process is completed and the Consultant has developed the Wastewater Line Extension Fee, an Ordinance will be brought back to Commission for the adoption of the fee and to implement all the various provisions as discussed at the May 6, 2019 workshop.

Legal has reviewed the Contract and has approved it as to form and correctness.

### **Strategic Plan**

Continue to expand the wastewater and water system distribution

**Financial Impact**

The amount of \$1,492,760.00 is available in the account number below and budgeted in the respective project:

Account Number	Project	Available Amount
306-6064-536.63-00	U19NEP	\$ 1,492,760.00

**Procurement**

Professional Services were procured pursuant to Sec. 2-406 of the City of North Port Procurement Code and Florida Statute 287-055 Consultants' Competitive Negotiation Act.

Vendor Information: Giffels-Webster Engineers, Inc.; 900 Pine St, Suite 225, Englewood, FL 34223

**Attachments:**

1. Contract No. 2020-02 with Giffels-Webster Engineering, Inc.
2. Notice of Intent to Award
3. Notice of Intent to Negotiate
4. City Manager Recommendation to Negotiate and Ranking Tabulation
5. RFP Submittal by Giffels-Webster Engineering, Inc.
6. RFP No. 2020-02 with Addenda
7. Florida Division of Corporations Document
8. Memo Regarding Additional Commission Requested Information

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

**Department Director:** Rick Newkirk, Utilities Director