

**City of North Port Finance Department/Purchasing Division
Administrative Approval**

1. DEPARTMENT MAKING REQUEST/NAME/EXTENSION:

Public Works/Garrett Woods/8087

2. DATE:

June 6, 2023

3. REQUESTED MOTION/ACTION:

Recommend the City Manager to approve the second and final, one (1) year renewal of RFP No. 2019-23 Professional Engineering Services-Continuing Services Contract for the City of North Port Public Works effective June 25, 2023 through June 25, 2024 at the attached hourly rates.

(This section to be completed by the requesting Department)

4. IS THIS ITEM BUDGETED (IF APPLICABLE): YES NO **IF NO, STATE ACTION REQUIRED**

BUDGET DETAIL (LIST EACH PROJECT, ACCOUNT AND AMOUNT):

FINANCIAL IMPACT SUMMARY STATEMENT (EXCEL FILE):

DETAILED ANALYSIS ATTACHED (SUPPORTING DOCUMENTS): YES NO

The Department of Public Works has multiple projects budgeted for Roadway, Drainage, Traffic Studies, Sidewalk and other infrastructure improvements in fiscal year 2019 and future fiscal years with funding in various accounts. Budget information including account numbers and applicable project numbers will be provided with each work assignment.

5. BACKGROUND: (WHY THE ACTION IS NECESSARY, AND WHAT ACTION WILL BE ACCOMPLISHED)

On June 25, 2019 the City Commission approved the multi-award of RFP No. 2019-23 for Professional Engineering Services-Continuing Services Contract for the City of North Port for contracts 2019-23-01, 2019-23-02, 2019-23-03, 2019-23-04, 2019-23-05, 2019-23-06, 2019-23-07, 2019-23-08, 2019-23-09, 2019-23-10, 2019-23-11, 2019-23-12, 2019-23-13 between American Consulting Engineers of Florida, LLC., DMK Associates, Inc., GHD Services, Inc., Giffels-Webster Engineers, Inc., Hardesty & Hanover, LLC., HighSpans Engineering, Inc., Infrastructure Solution Services, LLC., Innovation Design & Consulting Engineers, LLC., Johnson Engineering, Inc., Kisinger Campo & Associates, Corp., Pennoni Associates, Inc., The Corradino Group, Inc. The RFP contains a renewal option for up to two (2) additional one (1) year terms at the same terms and conditions. Commission authorized the City Manager to approve renewals.

Original Term: 6/25/2019 to 6/25/2022


First Renewal Term: 6/25/2022 to 6/25/2023

Second and Final Renewal Term: 6/25/2023 to 6/25/2024

Consultants held their prices except for the following vendors: American Consulting Engineers of Florida, Inc., Hardesty & Hanover, LLC., HighSpans Engineering Inc., and Kisinger Campo & Associates.

Recommend the City Manager to approve the second and final, one(1) year renewal of RFP No. 2019-23 for Professional Engineering Services-Continuing Services Contract for the City of North Port Public Works at the attached hourly rates.

6. RECOMMENDED APPROVAL AND DATE

DEPARTMENT DIRECTOR	BUDGET ADMINISTRATOR	PURCHASING	FINANCE DIRECTOR	ASST. CITY MANAGER	CITY MANAGER
Chuck Speake <small>Digitally signed by Chuck Speake Date: 2023.06.20 10:30:14 -04'00'</small>	Lisa Herrmann <small>Digitally signed by Lisa Herrmann Date: 2023.06.20 14:27:26 -04'00'</small>	Ginny Duhn <small>Digitally signed by Ginny Duhn Date: 2023.06.20 16:33:57 -04'00'</small>	Lisa Herrmann <small>Digitally signed by Lisa Herrmann Date: 2023.06.20 16:51:47 -04'00'</small>	 Date: 2023.06.21 17:10:09 -04'00'	A. Jerome Fletcher <small>Digitally signed by A. Jerome Fletcher Date: 2023.06.23 15:48:48 -04'00'</small>
Date:	Date:	Date:	Date:	Date:	Date:



FINANCE DEPARTMENT/PURCHASING DIVISION
 4970 City Hall Boulevard
 North Port, Florida 34286
 Ph. (941) 429-7170 Fax (941) 429-7173



TO: **CHUCK SPEAKE, PUBLIC WORKS DIRECTOR**
 THRU: **GARRETT WOODS, PUBLIC WORKS BUSINESS MANAGER**
 FROM: **GEOFF THOMAS, CONTRACT ADMINISTRATOR I**
 DATE: **APRIL 13, 2023**
 RE: **SECOND RENEWAL FOR CONTINUING CONTRACTS 2019-23-01 THROUGH 2019-23-13 PROFESSIONAL**

ENGINEERING SERVICES FOR CITY FOR NORTH PORT PUBLIC WORKS

 The initial term for Continuing Contracts 2019-23-01 through 2019-23-13 Professional Engineering Services for City of North Port Public Works expires **June 25, 2023**.

By mutual agreement, this award may be renewed for two (2) additional one-year terms. The second renewal will extend the contract through **June 25, 2024**, under the same terms and conditions of the initial award. Per the contract, increases to hourly rates may be requested by the Consultant.

The following **thirteen (13)** Consultants have continuing contracts:

- **AMERICAN CONSULTING ENGINEERS OF FLORIDA, INC.**
- **DMK ASSOCIATES**
- **GHD SERVICES, INC.**
- **GIFFELS-WEBSTER ENGINEERS**
- **HARDESTY & HANOVER**
- **HIGHSPANS ENGINEERING, INC.**
- **INFRASTRUCTURE SOLUTIONS SERVICES**
- **INNOVATION DESIGN & CONSULTING SERVICES**
- **JOHNSON ENGINEERING**
- **KISINGER CAMPO & ASSOCIATES**
- **PENNONI ASSOCIATES, INC.**
- **THE CORRADINO GROUP**
- **WOOD ENVIRONMENT & INFRASTRUCTURE SOLUTIONS**

Public Works staff has provided Performance evaluations for firms they have utilized, and the evaluations have been excellent overall. If you decide to renew the contracts, we will prepare and send the consultants renewal letters to confirm mutual intent to renew. Upon receipt of their signed letters, we will prepare and send an administrative approval form for City Manager approval and a joint acceptance letter will be prepared and issued to finalize the renewal.

If you decide not to renew, we need to issue the new solicitation as soon as possible to secure new consultants. If an extension is not requested, there will be lapse in service as securing new contracts takes 120 days or more.

Sincerely,

Geoff Thomas

Geoff Thomas
 Contract Administrator I

APPROVE (CHECK ONE) DISAPPROVE THE RENEWAL

Chuck Speake
 Digitally signed by Chuck Speake
 Date: 2023.04.18 12:26:01 -0400
CHUCK SPEAKE, PUBLIC WORKS DIRECTOR

Date _____

NEW RATES EFFECTIVE JUNE 25, 2023

Exhibit B - 2 of 2

CITY OF NORTHPORT CONTINUING CONTRACT NO. 2019-23-01 PROFESSIONAL ENGINEERING SERVICES & CONTINUING SERVICES CONTRACTS FOR
CITY OF NORTH PORT PUBLIC WORKS

ATTACHMENT B- FEE SCHEDULE

AMERICAN CONSULTING ENGINEERS OF FLORIDA, LLC BILLING RATE TABLE -AGREEMENT NO. 2019-23-01

<i>Classification</i>	<i>Hourly Billing Rate</i>	<i>Hourly Billing Rate 2022</i>	<i>Hourly Billing Rate 2023</i>
<i>Principal</i>	\$344.00	\$368.42	\$383.53
<i>Senior Engineer</i>	\$242.44	\$259.65	\$270.30
<i>Project Engineer</i>	\$186.77	\$200.03	\$208.23
<i>Staff Engineer</i>	\$138.67	\$148.52	\$154.61
<i>Junior Engineer</i>	\$114.19	\$122.30	\$127.31
<i>Professional Surveyor</i>	\$248.32	\$265.95	\$276.85
<i>Senior CADD Designer</i>	\$17.36	\$183.53	\$191.05
<i>Senior Scientist</i>	\$187.68	\$201.01	\$209.25
<i>Junior Scientist</i>	\$73.60	\$78.83	\$82.06
<i>Planner</i>	\$137.60	\$147.37	\$153.41
<i>Construction Project Administrator</i>	\$166.08	\$177.87	\$185.16
<i>Senior Construction Manager</i>	\$226.56	\$242.65	\$252.60
<i>Administrative Assistant</i>	\$103.36	\$110.70	\$115.24

- Direct costs are not reimbursable. Direct costs are defined as, but not limited to, the use of communication equipment, computers, copiers, and all other equipment required to perform services. Mileage and meals are considered direct costs and are not reimbursable.
- Permit Fees: Cost
- The City will allow rate adjustments to be submitted for each successive year prior to the end of the current contractual year. Rates are to be firm for each one-year period. No price adjustments will be considered mid-year. Adjustments should not exceed the Bureau of Labor Statistics, Producer Price Index for the Industry in the North Port market area.

Bureau of Labor Statistics

**State and Area Employment, Hours, and Earnings
12-Month Percent Change**

Series Id: SMU12358406000000001
Not Seasonally Adjusted
State: Florida
Area: North Port-Sarasota-Bradenton, FL
Supersector: Professional and Business Services
Industry: Professional and Business Services
Data Type: All Employees, In Thousands
Years: 2021 to 2023

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2021	4.3	5.5	7.0	15.3	12.7	10.0	10.3	10.2	10.7	10.7	12.6	11.5
2022	5.1	4.3	4.1	2.2	1.5	2.2	4.2	3.8	2.9	1.9	-0.8	-1.9
2023	0.9	0.9	0.0	2.4								

Previous rates were adjusted using the March 2021 data. 2023/24 rates to be adjusted by 4.1%