



## Legislation Text

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Agenda Item: 12(d)	Prepared By: Lina Upham, Purchasing & Risk Manager/Deputy City Clerk
Business: Discussion Item	Department: Finance

Subject:

Award of Contract #19-033 (Phase I/Tasks 1-12) for Consulting Services for Nutrient Source Evaluation and Assessment to Environmental Research & Design, Inc. in the Amount not to Exceed \$131,065.16

### **BACKGROUND:**

On September 8, 2019 City advertised an RFP 19-033 for the Consulting Services for Nutrient Source Evaluation and Assessment. The City received six (6) responses to this solicitation that were subsequently reviewed and ranked.

The top three-ranked firms (Environmental Research & Design, Inc., Turrell, Hall & Associates, Inc., and Wood Environmental & Infrastructure Solutions, Inc.) were invited to the oral presentations for the further evaluation.

After the oral presentations, the following final ranking was developed:

1. Environmental Research & Design, Inc.
2. Wood Environmental & Infrastructure Solutions, Inc.
3. Turrell, Hall & Associates, Inc.

On December 2, 2019, City Council unanimously voted to accept the selection committee ranking of the RFP 19-033 and authorized the City Manager to negotiate a contract with the highest ranked firm Environmental Research & Design, Inc.

City's contract along with the proposal submitted by the consultant are attached to this agenda item for the City Council's review and approval. Please be advised that this project is funded by the operating funds and will take longer than one year, spanning past the end of FY2020. However, per State law (Sec. 166.241, Florida Statutes) City can legally contract only for the FY2020 portion (Phase I), commit only the funds that have been approved in the current fiscal year. Further phase(s) will have to be authorized only after funds for that fiscal year are appropriated.

As outlined on page 14 of the consultant's proposal, Phase I or FY2020 portion, will encompass Tasks 1-12, totaling \$131,065.16. Total project cost is \$164,271.40. However, should City decide to have additional services as the project progresses, those services could be added based on the rates outlined on pages 10-13 of the proposal.

**FUNDING SOURCE / FISCAL IMPACT:** \$100,000.00 has been approved for this project in FY2020

Public Works operating budget. Additional \$31,065.16 will be transferred from the General Fund unassigned contingency.

**RECOMMENDATION:** Award the Contract #19-033 (Phase I/Tasks 1-12) for Consulting Services for Nutrient Source Evaluation and Assessment to Environmental Research & Design, Inc. in the Amount not to Exceed \$131,065.16.

**POTENTIAL MOTION:** "I Move to Award the Contract #19-033 (Phase I/Tasks 1-12) for Consulting Services for Nutrient Source Evaluation and Assessment to Environmental Research & Design, Inc. in the Amount not to Exceed \$131,065.16.