

**CITY OF OAKLAND PARK, FLORIDA
CITY COMMISSION AGENDA ITEM REPORT**

AGENDA ITEM NO. 20

MEETING DATE: 9/11/2019

PREPARED BY: Albert Carbon, Director **DEPARTMENT HEAD APPROVAL:** ECD Engineering and Building Services
Public Works

Jennifer Frastai,
Director
Engineering &
Community
Development

SUBJECT: Continuing Professional Architectural and Engineering Services (CCNA) - Execution of Contracts

1. BACKGROUND/HISTORY

Issue Statement: On July 17, 2019, the City Commission approved the ranking of firms for the Request for Qualifications: RFQ 052819 - Continuing Professional Architectural and Engineering Services and authorized staff to begin negotiations. The negotiated contracts for the Geotechnical Environmental Services firms were approved on August 7, 2019. The remaining negotiations are now complete and are presented here for Commission consideration.

Recommended Action: City Commission adopt a resolution to authorize execution of Continuing Contracts with the ranked firms in response to the City's Request for Qualifications RFQ 052819 Continuing Professional Architectural and Engineering Services For Various Projects Consultant Services.

Background: On July 17, 2019, the City Commission approved the ranking recommendation pursuant to Request for Qualifications RFQ 052819 - Continuing Professional Architectural and Engineering Services and authorized the negotiations with the shortlisted firms. The RFQ is to award contracts to firms in each of the following identified disciplines:

1. Architecture
2. Landscape Architecture
3. General Civil Engineering
4. Mechanical/Electrical/Plumbing Engineering
5. Transportation/Transit Engineering
6. Water/Wastewater/Stormwater Engineering
7. Geotechnical Engineering (*Awarded 8/7/19*)
8. Other Services - to include but not be limited to:
 - Bridges
 - Unsafe Structures
 - Land Surveying
 - Construction Engineering and Inspection (CEI) FDOT Certified
 - CEI Non-FDOT Certified
 - Project Management
 - Owners Representative
 - Cost Estimating

To adhere to the State Consultant Competitive Negotiation Act (CCNA), the RFQ could not request price quotes for services until after the firms had been ranked based upon their qualifications and abilities.

2. CURRENT ACTIVITY

Staff met with each of the firms and negotiated a schedule of hourly rates. As a result of the negotiations, the attached schedules in Exhibit A were agreed upon and will be incorporated as attachments to the continuing contracts for each firm.

Staff recommends that the City enter into a continuing contract with each of the selected firms so that the City will have multiple consultant teams on continuing contracts available for use. The standard contract is attached to this item for reference.

The contracts are proposed to be effective for an initial term period of 4 years. Negotiated costs are fixed for the first 2 years and may be renegotiated for the remaining 2 years of the initial contract. Contracts may be renewed for two additional 2-year terms.

3. FINANCIAL IMPACT

Approving the execution of Continuing Contracts with the ranked firms does not have immediate financial impact. The Schedule of Hourly Rates in each of these contracts will be used to develop all future work authorizations with these firms. The proposed FY 20 Operating and Capital budgets includes funding for the utilization of these consultants, as may be required, and funds will be available upon approval by the City Commission.

4. RECOMMENDATION

City Commission adopt a resolution to authorize execution of Continuing Contracts with the ranked firms in response to City's Request for Qualifications RFQ 052819 Continuing Professional Architectural and Engineering Services For Various Projects Consultant Services.

ATTACHMENTS:

[Resolution](#)

[CCNA Ranking by Discipline](#)

[CCNA Professional Services Contract](#)

[CCNA Negotiated Fees](#)