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Title: AUTHORIZATION TO NEGOTIATE CONTINUING SERVICES AGREEMENTS FOR ENGINEERING WITH THE TOP FOUR RANKED FIRMS

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Attachments: 1. BACKGROUND - RANKING LETTERS, 2. BACKGROUND - SUBMISSION, 3. BACKGROUND - SUBMISSION, 4. BACKGROUND - SUBMISSION, 5. BACKGROUND - SUBMISSION, 6. BACKGROUND - SHORTLIST LETTERS, 7. BACKGROUND - ADDENDUM #1, 8. BACKGROUND - RFQ 2021-02

Date	Ver.	Action By	Action	Result
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TO: Margate CRA Chair and Members of the Board

FROM: Cale Curtis, CRA Executive Director

DATE: March 10, 2021

AUTHORIZATION TO NEGOTIATE CONTINUING SERVICES AGREEMENTS FOR ENGINEERING WITH THE TOP FOUR RANKED FIRMS

BACKGROUND: The MCRA’s Five-Year Financing and Implementation Plan includes several projects that will require engineering services. These include a variety of capital projects, infrastructure, streetscape and park improvements within the MCRA district as well as the future City Center development.

In January, 2021, the MCRA issued a Request For Qualifications (RFQ) for engineering consulting services on a continuing contract basis. Eleven (11) firms responded and were ranked by a Selection and Evaluation Committee consisting of the City’s Engineering Director Curt Keyser, MCRA Assistant Executive Director Larry Vignola, DEES Project Manager Cotter Christian, Finance Budget Manager Decia Burke, and Purchasing Supervisor Wylene Sprouse.

The top six ranked firm were invited to make presentations to the Committee, and a final ranking was conducted. The results are as follows:

Firm	Total Points
Calvin, Giordano & Associates, Inc.	488 points
Chen-Moore & Associates, Inc.	481 points

Kimley-Horn and Associates, Inc.	481 points
Keith Engineering, Inc.	468 points
Carnahan, Proctor & Cross, Inc.	465 points
Craven Thompson & Associates	457 points

The next step in the process is to negotiate agreements with the top four ranked firms to provide the MCRA with engineering services for a period of two (2) years, with up to three (3) one-year renewals (maximum of 5 years). The agreements will be brought back to the MCRA Board for approval.

RECOMMENDATION: Authorization to negotiate with the four top ranked firms - Calvin Giordano & Associates, Chen-Moore & Associates, Kimley-Horn & Associates, and Keith Engineering.

FISCAL IMPACT: Funds have been appropriated in the MCRA's capital accounts to cover engineering fees for planned projects. No costs will be incurred until services are utilized.

CONTACT PERSON: Cale Curtis, CRA Executive Director