

**INDIAN RIVER COUNTY  
OFFICE OF MANAGEMENT AND BUDGET  
PURCHASING DIVISION**

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**DATE:** June 12, 2023

**TO:** BOARD OF COUNTY COMMISSIONERS

**THROUGH:** John A. Titkanich, Jr., County Administrator  
Kristin Daniels, Director, Office of Management and Budget

**FROM:** Jennifer Hyde, Purchasing Manager

**SUBJECT:** Approval of Continuing Consulting Engineering Services Rates for Agreements

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**BACKGROUND:**

On April 18, 2023, the Board authorized staff to enter negotiations with several professional engineering firms interested in providing services under a new continuing agreement. The Board approved the standard agreement, as well as rates for most firms at its May 2, 2023 meeting. Negotiations with the final two firms are complete, and staff is ready to execute agreements with these firms.

**DISCUSSION.:**

Individual work orders will be issued under the agreement, most often with a lump sum, not to exceed cost. In order to establish pricing for the agreement, Staff requested standard hourly rates from each firm, which will be effective for the three-year initial term of award. Staff has received acceptable hourly rates from the firms listed in the table below, which will be attached as Exhibit 2 of the appropriate firm's final agreement.

The disciplines authorized by firm are also reflected on the table below.

	Environmental	Infrastructure	Site/ Civil	Utilities
CDM Smith, Inc.	√			√
Kimley-Horn and Associates, Inc.	√	√	√	√

**FUNDING:**

Funding for work orders under the agreements will vary, based on project and department. Individual work orders over \$35,000 will be brought before the Board for review and approval. Per Section 105.01, Indian River County Code, the County Administrator may approve work orders for Continuing Consulting Services up to \$35,000. A monthly list of work orders approved by the Administrator will be presented to the Board as an informational item.

**RECOMMENDATION:**

Staff recommends the Board approve the hourly rates attached for the listed firms, and authorize the Chairman to execute the agreements, after the County Attorney has reviewed and approved as to form and legal sufficiency.

**Attachment:**

Exhibit 2 Rate Schedules