

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

DATE: October 6, 2017

TO: BOARD OF COUNTY COMMISSIONERS

THROUGH: Jason E. Brown, County Administrator
Mike Smykowski, Director, Office of Management and Budget

FROM: Jennifer Hyde, Purchasing Manager

SUBJECT: Recommended Approval of Ranking of Firms and Award of Annual Maintenance at Spoonbill Marsh (RFP 2017066)

BACKGROUND:

On behalf of the Indian River County Department of Utility Services (IRCDUS), Requests for Proposals (RFPs) were solicited for annual maintenance at the Spoonbill Marsh treatment facility. Work included under the solicitation includes periodic mowing, invasive species control, boardwalk maintenance and repairs, and cleaning of ditches, runnels, screens and breeches. The work has not previously been formally solicited.

RFQ RESULTS:

Advertising Date:	June 30, 2017
RFP Opening Date:	August 24, 2017
DemandStar Broadcast to:	611 Subscribers
RFP Documents Requested by:	33 Firms
Replies:	2 Firms

ANALYSIS:

A selection committee comprised of Arjuna Weragoda, P.E., Capital Projects Manager, Terry Southard, Utility Operations Manager, Eric Charest, Environmental Compliance Specialist, Art Pfeiffer, Project Specialist and Mike Wyatt, Chief Operator, North County RO Plant independently evaluated and scored the received proposals in accordance with the County Purchasing Manual. These scores were compiled by the committee and an overall ranking of the submittals developed. After the initial ranking was developed, the committee determined interviews are not necessary and declared their ranking final.

The final ranking established by the committee is:

	Proposing Firm	Location
1.	Southern Management, LLC	Vero Beach
2.	Florida Environmental Consulting, Inc.	Vero Beach

FUNDING:

The total estimated annual cost for work under this award is \$269,608.00 and will be funded using Other Professional Services as well as Renewal and Replacement funds in the operating budget. Operating funds are derived from water and sewer sales.

Account Name	Account Number	Amount
Other Professional Services	47129236-033190	\$182,048.00
Spoonbill Marsh Boardwalk	47123536-044699-18501	\$ 87,560.00
	Total	\$269,608.00

RECOMMENDATION:

Staff recommends the Board approve the committee's final ranking and award RFP 2017066 to Southern Management, LLC of Vero Beach. Staff further recommends the Board approve the sample agreement and authorize the Chairman to sign once it has been reviewed and approved by the County Attorney as to form and legal sufficiency and after receipt of all required insurance by the Risk Manager.

Attachment

Sample Agreement