

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

DATE: June 30, 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 Selection of Consultants for RFQ 2017029 – Asset Management Services for Utilities

BACKGROUND:

On behalf of the Indian River County Department of Utility Services (IRCDUS) and in accordance with FS 287.055, Requests for Qualifications (RFQs) were solicited for professional consulting engineering services for development and implementation of a comprehensive Asset Management Program (AMP). The fundamental objective of the project is to provide a planning document to strategically guide a phased implementation of Asset Management.

RFQ RESULTS:

Advertising Date: February 12, 2017
 RFQ Opening Date: March 22, 2017 at 2:00 pm
 DemandStar Broadcast to: 624 Subscribers
 RFQ Documents Requested by: 52 Firms
 Replies: 7 Firms

ANALYSIS:

A selection committee comprised of Vincent Burke, P.E., Director of Utility Services, Arjuna Weragoda, P.E., Capital Projects Manager, Terry Southard, Utilities Operations Manager, Will Rice, GIS Manager and Kevin Osthus, GIS Coordinator, independently evaluated and scored the received statements of qualifications in accordance with FS 287.055 and the County Purchasing Manual. These scores were compiled by the committee and an overall ranking of the submittals developed. The top four ranked firms were invited to participate in interviews, with the fourth ranked firm declining. After interviews with the top three firms, the committee members again independently ranked the firms and a committee ranking was compiled.

The final ranking established by the committee is:

	Proposing Firm	Location
1.	Arcadis U.S., Inc.	Tampa
2.	Atkins North America, Inc.	Tampa
3.	CDM Smith, Inc.	Vero Beach

	Proposing Firm	Location
4.	Carollo Engineers, Inc.	Sarasota
5.	EMA Inc.	St. Paul, MN
6.	Raftelis Financial Consultants	Casselberry
7.	Buchanan & Associates	Salem, OR

FUNDING:

Funding for this work is budgeted in the Administrative and Engineering Division operating budget. Once negotiations are complete, the funds will be transferred to the Other Professional Services Account 47123536-033190. Operating funds are derived from Water and Sewer Sales.

RECOMMENDATION:

Staff recommends the Board approve the committee’s final ranking and authorize negotiations with the top ranked firm (and the subsequently ranked firms, should negotiations with any higher ranked firms fail) in accordance with FS 287.055, Consultant’s Competitive Negotiation Act.