

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

DATE: June 25, 2020

TO: BOARD OF COUNTY COMMISSIONERS

THROUGH: Jason E. Brown, County Administrator
Kristin Daniels, Director, Office of Management and Budget

FROM: Jennifer Hyde, Purchasing Manager

SUBJECT: Ranking of Firms and Authorization to Negotiate - RFQ 2020031 Professional Roof Design, Evaluation and Construction Oversight for Continuing Services Agreement

BACKGROUND:

On behalf of the Public Works Department and in accordance with Section 287.055, Florida Statute (Consultant’s Competitive Negotiation Act), a Request for Qualifications (RFQ) was issued for professional consulting services related to roof design, evaluation and construction oversight. Previous agreements were awarded by the Board on April 15, 2014 to REI Engineers, Inc. and Jay Ammon Architect, Inc. The proposed term of award is three years with one three-year renewal term.

RFQ RESULTS:

Advertising Date:	February 20, 2020
RFQ Opening Date:	March 18, 2020
DemandStar Broadcast to:	486 Subscribers
RFQ Documents Requested by:	21 Firms
Replies:	7 Firms

ANALYSIS:

A selection committee comprised of Rich Szpyrka, P.E., Public Works Director, Vincent Burke, P.E., Director of Utilities Services, James Ennis, P.E., Assistant Public Works Director/County Engineer, Michael Heller, Engineering Project Specialist, and Andy Sobczak, Chief of Environmental Planning and Code Enforcement independently evaluated and scored the received statements of qualifications in accordance with FS 287.055, the RFQ, and the Purchasing Manual.

The three top ranked firms were invited to participate in the discussion phase, and at the conclusion of the discussions, each committee member listed his or her overall ranking of firms, and a final ranking was established. The final ranking of firms is:

1. REI Engineers, Inc.
2. Jay Ammon Architect, Inc.

3. A/R/C Associates, Inc.
4. Raymond Engineering - GA Inc.
5. WJA Consultants, LLC
6. Gale Associates, Inc.
7. Jeffrey Igoe Architects

Staff is prepared to begin negotiations with the three top ranked firms and bring final agreements to the Board at a meeting in the near future.

FUNDING:

Although no funding is directly allocated for these continuing contract services, funds are available within project specific County Accounts for these services. Following extension of the Agreements, County Staff will present tasks to the Board as individual Work Orders prior to commencement.

RECOMMENDATION:

Staff recommends the Board approve the committee's final ranking and authorize negotiations with the three top ranked firms in accordance with FS 287.055, and the subsequently ranked firms, should negotiations with the top ranked firms fail.