

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

DATE: February 14, 2024

TO: BOARD OF COUNTY COMMISSIONERS

THROUGH: John A. Titkanich, Jr., County Administrator
Kristin Daniels, Director, Office of Management and Budget
Jennifer Hyde, Purchasing Manager

FROM: Shelby Ball, Purchasing Specialist

SUBJECT: Award of RFP 2024018 for Environmental Land Acquisition Consultant Services

BACKGROUND:

On behalf of the Parks, Recreation, and Conservation Department, a Request for Proposals (“RFP”) was issued to gather proposals from qualified firms to provide services to implement the County’s environmental lands acquisition program in coordination with the Indian River County Environmental Lands Acquisition Panel (ELAP) and County advising staff. The term of the award is three years or until completion of all project phases as defined by the County, with a single, one-year renewal available. The most recent agreement for these services was executed in 2005.

DISCUSSION:

A selection committee comprised of Wendy Swindell, Conservations Lands Manager, Andrew Sobczak, Planning and Development Services Director, Beth Powell, Parks, Recreation and Conservation Director, and Ashley Lingwood, Conservation Lands Program Coordinator independently reviewed and scored the received proposals. The committee then met to compile an initial ranking of firms. After discussions, the committee determined no interviews were necessary, and declared the ranking final.

Firm
1. NorthStar Contracting Group, Inc.
2. Contracted Land Staff
3. Florida Environmental Consulting

FUNDING:

Funding for the consultant services will initially be charged to the General Fund/Conservation Lands/ Other Professional Services account number 00121572-033190 by a future budget amendment. Once the Land Acquisition Bond proceeds are received, eligible expenses will be transferred to the Land Acquisition 2023/Other Professional Services account number 15514639-033190. These services will be utilized on an hourly basis at the rates stated in Exhibit 1 of the Agreement.

Account Number	Account Description
00121572-033190	General Fund/Conservation Lands/ Other Professional Services

RECOMMENDATION:

Staff recommends the Board approve the final ranking of firms, award the RFP to NorthStar Contracting Group, Inc., LLC, approve the agreement, and authorize the Chairman to execute it, after review and approval by the County Attorney as to form and legal sufficiency.

ATTACHMENT

Agreement