

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

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**DATE:** November 16, 2023

**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:** Approval of Continuing Geotechnical Engineering Consulting Services Agreements

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**BACKGROUND:**

On October 31, 2023, the Board approved the final ranking of consultants in response to RFQ 2023061, and authorized staff to enter negotiations with six professional geotechnical engineering firms to enter into continuing agreements.

**DISCUSSION:**

Individual work orders will be issued under the agreement, most often with a lump sum, not to exceed cost. In order to establish foundational pricing for the agreement, Staff requested standard hourly rates from each firm, which will be effective for the initial two-year term of award. Staff has received acceptable hourly rates from three firms, which will be attached as Exhibit 1 of the appropriate firm's final agreement. Negotiations with the remaining three firms are ongoing.

**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 sample agreement and the hourly rates attached for the listed firms, and authorize the Chairman to execute the agreements after review and approval by the County Attorney as to form and legal sufficiency.

**Attachments:**

Sample Agreement  
Exhibit 1 Rate Schedules for Andersen Andre Consulting Engineers, Inc., Ardaman & Associates, Inc., and GFA International, Inc. dba Universal Engineering Sciences.