

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

**DATE:** April 25, 2023

**TO:** BOARD OF COUNTY COMMISSIONERS

**THROUGH:** John A. Titkanich, Jr., County Administrator  
Kristin Daniels, Director, Office of Management and Budget

**FROM:** Jennifer Hyde, Purchasing Manager

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

**BACKGROUND:**

On April 18, 2023, the Board authorized staff to enter negotiations with several professional engineering firms interested in providing services under a new continuing agreement. Most of the negotiations are complete, and staff is ready to enter into agreements with many of the firms.

**DISCUSSION.:**

Individual work orders will be issued under the agreement, most often with a lump sum, not to exceed cost. In order to establish pricing for the agreement, Staff requested standard hourly rates from each firm, which will be effective for the three-year initial term of award. Staff has received acceptable hourly rates from the firms listed in the table below, which will be attached as Exhibit 2 of the appropriate firm's final agreement. Rates not yet received or accepted for the remaining seven proposed firms will be presented to the Board at a later meeting, before their agreements are executed, or any work orders issued.

The disciplines authorized by firm are also reflected on the table below.

	Environmental	Infrastructure	Site/ Civil	Utilities
Aptim Environmental & Infrastructure, LLC	√			
Arcadis U.S., Inc.				√
Atkins North America, Inc.	√	√	√	√
Bowman Consulting Group, Ltd.		√	√	√
Carter Associates, Inc.			√	√
Coastal Waterways Design and Engineering LLC	√			
Conzor Engineers, LLC		√		
Dredging & Marine Consultants, LLC	√			
EXP US Services, Inc.			√	
Johnson, Mirmiran & Thompson, Inc.		√		
Jones, Edmunds, Associates, Inc.	√			
Masteller & Moler, Inc.		√	√	√
MBV Engineering, Inc.			√	√
Metric Engineering, Inc.		√		
OCI Associates, Inc.			√	
Rummel, Klepper & Kahl, LLP				√
Schulke, Bittle & Stoddard, LLC			√	
TLC Engineering Solutions			√	
V&A Consulting Engineers, Inc.				√

**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.

**Attachments:**

Sample Agreement

Exhibit 2 Rate Schedules