

**Indian River County, Florida  
Department of Utility Services  
Board Memorandum**

**Date:** June 6, 2024

**To:** Indian River County Board of County Commissioners

**Through:** John A. Titkanich, Jr., County Administrator

**From:** Sean C. Lieske, Director of Utility Services

**Prepared by:** Howard G. Richards, P.E., Manager - Capital Projects

**Subject:** Final Ranking of Firms and Selection of HDR Engineering, Inc. for RFQ 2024039 Integrated Water Master Plan for the Department of Utility Services  
IRCDUS Project ID 00.23.547

**Background:**

Indian River County Department of Utility Services (IRCDUS) provides water, wastewater, and reuse water services to major portions of the County, including the City of Sebastian and Town of Orchid. IRCDUS also has interlocal agreements (ILA) for emergency water service to the Cities of Fellsmere and Vero Beach. Altogether, water and sewer services include over 50,000 accounts, serving a population of over 110,000 across an Urban Service Area (USA) of 96.44 square miles.

Indian River County (IRC) is experiencing significant growth, which is expected to continue while even accelerating during the foreseeable future. To ensure that IRCDUS will continue to provide adequate water, wastewater, and reuse services to its customers, IRCDUS plans to complete an Integrated Water Master Plan (IWMP), to undergo a comprehensive analysis and assessments of the future demand for water, wastewater, and reuse services, and to define short- and long-term capital improvements projects (CIP) for IRCDUS.

On behalf of IRCDUS, the Purchasing Division issued a Request for Qualifications (RFQ) 2024039 on February 22, 2024, to identify qualified consulting engineering firms to develop an IWMP for its water, wastewater, and reuse utility systems. Five statements of qualifications (SOQs) were received on April 2, 2024.

**Analysis:**

A selection committee comprised of Howard Richards, Utilities Capital Projects Manager; Sean Lieske, Utilities Director; Nancy Bunt, Assistant County Administrator; Eric Charest, Assistant Natural Resources Director; and Richard Meckes, Utilities Operations Manager, independently reviewed and scored each SOQ in compliance with the instructions and criteria established in the RFQ. All five firms were invited to participate in discussions with the selection committee. At the conclusion of discussions, a final selection committee meeting was held, during which each committee member read their overall ranking of firms, and the final ranking determined:

## Consent Item

1. HDR Engineering, Inc.
2. Dewberry Engineers Inc.
3. Jacobs Engineering Group Inc.
4. Kimley-Horn and Associates, Inc. and  
AtkinsRéalis (team)
5. Tetra Tech

IRCDUS staff propose to negotiate the scope of work and associated fees with the top firm, HDR Engineering, Inc., to develop a professional services agreement to perform the IWMP for water, wastewater, and reuse systems. The negotiated agreement will be presented to the BCC for review and approval for execution of the same.

### **Funding:**

No funding is being requested by this agenda item.

### **Recommendation:**

Staff recommends that the Indian River County Board of County Commissioners approve the final ranking of firms and authorize negotiations with the top ranked firm, and the subsequently ranked firms should negotiations with the top ranked firm fail.