

Information for Town Council Meeting on February 11, 2020

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

VIA: Jane Le Clainche, CPA, Director of Finance

FROM: Dean Mealy, II CPPO Town Purchasing Manager

RE: Resolution Approving the Selection Committee Recommendation of Award of RFQ No. 2020-02, Coastal Engineering Services to Applied Technology and Management, Inc., Coastal Protection Engineering LLC, GHD, Inc., and Cummins Cederberg, Inc. - Resolution No. **05-2020**

DATE: 30 January 2020

STAFF RECOMMENDATION

Staff recommends Town Council approval of Resolution No. 05-2020, approving the Selection Committee Recommendation of Award of RFQ No. 2020-02, Coastal Engineering Services to Applied Technology and Management, Inc., Coastal Protection Engineering LLC, GHD, Inc., and Cummins Cederberg, Inc. and authorize the Town Manager to execute Professional Service Agreements with the selected firms.

SUMMARY EXPLANATION/BACKGROUND

The Town experiences erosion of our beaches due to both the interruption of the natural north to south sand movement from the Lake Worth Inlet as well as storm impacts. Coastal Engineering Services are necessary to assist with implementation of the Town's Comprehensive Coastal Management Program and the current 10-Year Coastal Management Plan as adopted and approved by Town Council. These services include, but are not limited to, developing coastal protection alternatives, feasibility studies, coastal strategic planning, engineering and permitting, physical monitoring, and construction management of our storm protective and erosion-control projects.

The Town had previously issued a solicitation for Coastal Engineering Services September 2017. Town staff determined during the initial two (2) year period that there have been significant changes within the selected firms that had been awarded under RFQ No. 2017-35. These changes, ranging from significant personnel changes to company acquisitions, had altered the capabilities of the firms from the time they were reviewed by the Request for Qualifications.

PURCHASING METHODOLOGY

Purchasing issued RFQ No. 2020-02 for Coastal Engineering Services. The solicitation was broadcast to 779 firms through Demand Star, Public Purchase, Negometrix and outreach to known

qualified firms.

Six (6) firms responded to the solicitation. The approved Selection Committee consisted of Jennifer Bistyga, Coastal Program Manager for Boca Raton, Jason Debrincat, Senior Project Engineer, Robert Weber, Coastal Program Manager and Amy Wood, Assistant Finance Director. Duke Basha, Assistant Purchasing Manager and Eric Shibley, Buyer facilitated the Selection Committee Consensus Meeting.

The Selection Committee determined four firms met the qualifications set forth in the solicitation as follows:

- Applied Technology and Management Inc.
- Coastal Protection Engineering LLC
- GHD, Inc.
- Cummins Cederberg, Inc.

The award of the four firms will be for an initial three year period, with an option for an additional two year extension contingent upon satisfactory performance and market place stability.

USER DEPARTMENT CONCURRENCE

The Public Works Department has reviewed and is in full agreement with the Selection Committee Recommendation.

DUE DILIGENCE

Due Diligence was conducted to determine vendor responsibility, including corporate status and that there are no performance and compliance issues.

TOWN ATTORNEY REVIEW

This format has been utilized by the Town in previous recommendations and was approved by the Town Attorney.

CC: Jay Boodheshwar, Deputy Town Manager
H. Paul Brazil, P.E., Director of Public Works
Patricia Strayer, P.E., Town Engineer
Robert Weber, Coastal Program Manager
Duke Basha, Assistant Purchasing Manager