



Pinellas County

Staff Report

File #: 19-2168A, **Version:** 1

Subject:

Ranking of firms and agreement with Stantec Consulting Services, Inc. for professional consulting services for the Surface Water Assessment Governance and Rate Study Update project.

Recommended Action:

Approval of ranking of three firms submitting for professional consulting services for the Surface Water Assessment Governance and Rate Study Update project and award of Agreement with the top ranked firm, Stantec Consulting Services, Inc. (Stantec).

- This contract is for professional consulting services for completion of a comprehensive level of services-based funding and assessment rate update to the 2013 Governance Study.
- The 2013 Governance Study was the basis for funding surface water management activities within the unincorporated services area through a non-Ad Valorem assessment rate.
- Award recommendation is to Stantec Consulting Services, Inc. per the Consultant Competitive Negotiation Act in the amount of \$520,541.90.
- Two Small Business Enterprise firms are included with Stantec's submittal for stormwater engineering, asset management expertise and GIS assistance for total SBE fees of \$99,294.00, or approximately 19% of the total award.

Contract No. 190-0107-NC (SS); in the amount of \$520,541.90. The Surface Water Assessment Governance and Rate Study Update project is expected to be completed within thirty-six consecutive calendar months. Authorize the Chairman to sign and the Clerk of the Circuit Court to attest.

Strategic Plan:

Deliver First Class Services to the Public and Our Customers

- 5.1 Maximize partner relationships and public outreach
- 5.2 Be responsible stewards of the public's resources
- 5.3 Ensure effective and efficient delivery of county services and support

Summary:

This contract is for professional consulting services consisting of completion of a comprehensive LOS based update to the 2013 Governance Study to achieve the following objectives:

- Evaluate the current status and trends of similar stormwater management programs.
- Identify opportunities to improve operational LOS.
- Determine operational and financial impacts resulting from varying LOS.
- Develop a sustainable ten-year financial management program.
- Perform a cost-of-service analysis to ensure equity between customers.

- Evaluate and update the fee structure and calculation methodology to increase equity between customer classes and reduce administrative burden.
- Assess overall operational and financial sustainability.
- Evaluate opportunities to address maintenance needs in multi-jurisdictional major drainage channels.
- Inform the Board of County Commissioners and community about recommendations to achieve operational and financial sustainability.

The firms in order of ranking are attached on the ranking spreadsheet.

Background Information:

The County developed the 2013 Surface Water Assessment Governance and Rate Study as a planning document used to provide a rational framework for the operation and management of the County’s surface water program. In 2014, the LOS outlined in the 2013 Governance Study was used as the basis for funding surface water management activities within the unincorporated services area through a non-Ad Valorem assessment.

The final negotiated Agreement includes a not-to-exceed amount of \$520,541.90, inclusive of \$473,129.00 for basic design services, and \$47,412.90 for owner contingency services. The Surface Water Assessment Governance and Rate Study Update project is expected to be completed within thirty-six (36) consecutive calendar months.

A Request for Qualifications (RFQ) to comply with CCNA per Florida Statute 287.055 was released January 6, 2020; the negotiation and scoping process was concluded in October 2020.

The contract includes negotiated fully burdened hourly rates including all labor, direct/indirect overhead margins/profits, and travel within the Tampa Bay Metropolitan Statistical Area (TBMSA). Travel outside of the TBMSA will be reimbursed in accordance with Section 112.061, Florida Statutes.

Fiscal Impact:

Basic Services not-to-exceed:	\$473,129.00
Contingency:	\$ 47,412.90
Total expenditure not-to-exceed:	\$520,541.90

Funding is projected to be 75% Surface Water Assessment and 25% General Fund to account for portion of the study in incorporated areas. The amount of \$300,000 is included in the Public Works’ FY21 Adopted operating budget under the Surface Water Assessment Fund and \$100,000 under General Fund.

Staff Member Responsible:

Kelli Hammer Levy, Director, Public Works
Merry Celeste, Division Director, Purchasing and Risk Management, Administrative Services
Joe Lauro, Director, Administrative Services

Partners:

N/A

Attachments:

Agreement

Ranking Spreadsheet