



# Pinellas County

## Staff Report

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File #: 22-1060A, Version: 1

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### **Subject:**

Ranking of firms and agreement with Aptim Environmental & Infrastructure, LLC for coastal management environmental consulting services.

### **Recommended Action:**

Approval of the ranking of firms and agreement with Aptim Environmental & Infrastructure, LLC (Aptim) for coastal management environmental consulting services.

- The purpose of this continuing Consultant Competitive Negotiation Act (CCNA) contract per Florida Statue 287.055 is to provide professional engineering services on an as needed basis to assist the Environmental Management Division of Public Works with implementation of the County's Coastal Management Program.
- Award recommendation with Aptim, with a total upset limit over the 5-year term of \$1,250,000.00.
- Aptim has committed to utilizing multiple certified Small Business Enterprise (SBE) firms for individual work assignments resulting from this agreement. Percentage goals are not established for CCNA continuing contracts. When the County utilizes a firm for an individual work assignment, the requesting department, working with Economic Development, ensures SBEs are utilized.
- This contract replaces Contract No. 167-0486-CN which contains the same upset limit amount; however, the rates on average for the services has increased 9% since 2018.
- This contract is primarily for projects funded by county funds and state or federal grants. Rates were evaluated to determine competitiveness based on current market conditions. Staff negotiations achieved rate reductions from the original proposal submittal for this new contract ranging from twenty to five percent. Rates are fully burdened and fixed for the term of the contract.

Contract No. 22-0612-CN (JJ); total contract upset limit over the five-year term is \$1,250,000.00; Authorize the Chairman to sign and the Clerk of the Circuit Court to attest.

### **Strategic Plan:**

Practice Superior Environmental Stewardship

3.2 Preserve and manage environmental lands, beaches, parks, and historical assets.

### **Summary:**

This contract provides for coastal consulting services on a continuing basis to assist with the County's Coastal Management Program. The contract incorporates the continuation of existing projects and initiation of new projects to protect coastal infrastructure, enhance recreational opportunities, and to survey physical and biological beach conditions.

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

**Background Information:**

On August 23, 2022, in accordance with the Consultant Competitive Negotiation Act (CCNA), the Purchasing Division, on behalf of the Public Works Environmental Management Division, released a Request for Proposal (RFP) with the intent of obtaining the services of qualified consulting firms for coastal management environmental services. The ranking of firms was completed October 27, 2022.

An agreement has been negotiated by staff and is presented to the Board of County Commissioners (Board) for consideration. All rates for contractor and subcontractors were evaluated to determine competitiveness based on current market conditions. Staff negotiations achieved rate reductions from the original submittals ranging from twenty (20) to five (5) percent.

The rates provided by all firms are fully burdened. The hourly rates include labor, direct and indirect overhead, profit, and travel within the Tampa Bay Metropolitan Statistical Area. Travel outside of the Tampa Bay Metropolitan Statistical Area will be reimbursed in accordance with Florida Statutes. There is no markup allowed for sub-consultants and the rates are fixed for the term of the contract. The contract period is for five (5) years and is effective upon execution of the agreement. The County reserves the right to renegotiate rates if there is a change in market conditions.

**Fiscal Impact:**

The total upset limit over the five (5) year term of the contract is \$1,250,000.00.

Funding is derived from various federal grant programs, state grants, or county operating budgets.

**Staff Member Responsible:**

Kelli Hammer Levy, Director, Public Works

Merry Celeste, Division Director, Purchasing and Risk, Administrative Services

Joe Lauro, Director, Director, Administrative Services

**Partners:**

N/A

**Attachments:**

Agreement

Ranking Spreadsheet