

RESOLUTION 18-119

A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, AUTHORIZING THE CITY TO NEGOTIATE A PROFESSIONAL SERVICES AGREEMENT FOR CONTINUED ENGINEERING SERVICES FOR GENERAL WATER, SEWER AND RECLAIMED UTILITIES; AND PROVIDING AN IMMEDIATELY EFFECTIVE DATE.

WHEREAS, the City has requested statements of qualifications from firms for continuing engineering services for general water, sewer and reclaimed utilities; and

WHEREAS, 4 firms responded to the Request for Qualifications; and

WHEREAS, a five member evaluation committee individually reviewed the statements of qualifications; and

WHEREAS, based on the evaluations of the statements of qualifications and team presentations, the committee ranked Mott MacDonald No.1 for purposes of entering negotiations for a satisfactory contract for this work.

BE IT RESOLVED that appropriate officers of the City are authorized and directed to attempt to negotiate a Professional Services Agreement for the continued engineering services for general water, sewer and reclaimed utilities with one of the Firms in the following order of ranking:

First -	Mott MacDonald
Second-	CPH, Inc. and
Third-	Panhandle Engineering, Inc.

and to return the negotiated Agreement to the City Council for approval.

THIS RESOLUTION shall be effective immediately upon passage.

PASSED in regular session this 26th day of July, 2018.

CITY OF PANAMA CITY BEACH

By: 
MIKE THOMAS, Mayor

ATTEST:


JO SMITH, City Clerk

SOQ Scoring and Ranking Tabulation
Professional Consulting Engineering Services for General Water, Sewer and Reclaimed Utilities

Meeting Date 7/10/2018

[Signature] 7/12/18

Committee Member	Responding Firm					
	Mott MacDonald Ranking	CPH, Inc. Ranking	Panhandle Engineering, Inc. Ranking	McNeil Carroll/Anchor CEI Ranking		
Michael Roe	2	1	3			4
Wyatt Rothwell	1	3	2			4
Mark Shaeffer	1	2	4			3
Total Ranking Points	4	6	9			11
Average Score	1.33	2.00	3.00			3.67
Overall Committee Ranking	1	2	3			4



CITY OF PANAMA CITY BEACH AGENDA ITEM SUMMARY

1. DEPARTMENT MAKING REQUEST/NAME:

Utilities Department - Mark Shaeffer, Utilities Engineer

2. MEETING DATE:

July 26, 2018

3. REQUESTED MOTION/ACTION:

Approve staff rankings of engineering firms responding to a Request for Qualifications related to General Water, Sewer and Reclaimed Utility Facilities

4. AGENDA

PRESENTATION
PUBLIC HEARING
CONSENT
REGULAR

5. IS THIS ITEM BUDGETED (IF APPLICABLE)? YES NO N/A
BUDGET AMENDMENT OR N/A

DETAILED BUDGET AMENDMENT ATTACHED YES NO N/A

6. BACKGROUND: (WHY IS THE ACTION NECESSARY, WHAT GOAL WILL BE ACHIEVED)

The City recently terminated two continuing engineering contracts with the firm of Baskerville-Donovan, Inc.. Staff subsequently prepared and publicly advertised a Request for Qualifications (RFQ) in accordance with Florida Statute 287.055, related to General Water, Sewer and Reclaimed Utilities. The scope of services in the RFQ is for provision of continuing engineering services on a wide variety of general water, wastewater and reclaimed water projects on an as-needed basis.

Four (4) Statement of Qualifications (SOQ) packages from interested engineering firms were submitted in response to the advertisement. A review committee was appointed by the City Manager, comprised of Michael Roe, Wyatt Rothwell and Mark Shaeffer. The committee members individually reviewed each of the SOQ packages over a period of weeks and independently ranked each firm in accordance with the criteria established in the RFQ. Then a publicly-noticed meeting was held to discuss the submittals and committee member rankings (summary attached) of the responding engineering firms. Mott MacDonald was the highest ranked firm, second, third and fourth ranked firms are CPH, Inc., Panhandle Engineering, Inc. and McNeil Carroll Engineering, Inc./Anchor CEI respectively.

Staff recommends that the City Council accept the staff rankings and direct staff to begin negotiations with the highest ranked firm, Mott MacDonald on a continuing Master Services Agreement (MSA). The MSA will be presented to Council for approval. Note that the agreement will not authorize any particular engineering task. Future task orders requested by Staff under the agreement will require City Manager or City Council approval, depending on the cost of services.