CITY OF CHIPLEY

MEMO

To: City Council

From: Patrice Tanner, City Administrator

Date: November 5, 2026

Re: RFQ No. 2026-01 – Engineering Design, Planning, Preliminary Engineering, CEI Services – Continuing Contract

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SUMMARY:

The City advertised for Engineering Design, Planning, Preliminary Engineering, CEI Services – Continuing Contract. We received fifteen (15) submittals which were scored by SERCAP, Inc. Mrs. Mary Gavin will be present to review the overall process of evaluations of the firms.

RECOMMENDATION:

Recommendation is that the City Council approve award of RFQ No. 2026-01 – Engineering Design, Planning, Preliminary Engineering, CEI Services – Continuing Contract to the following firms:

Water and Wastewater Infrastructure: LJA Engineering, Inc., Ardurra Group, Inc., and Mott MacDonald Florida, LLC.

Roadway and Drainage Infrastructure: David H. Melvin, Inc., Volkert, Inc., Anchor CEI, and Fisher Arnold.

Construction Engineering and Inspection (CEI): North Florida Professionals, and Alday-Howell Engineering, Inc.

This will be subject to negotiations per CCNA for fair and reasonable compensation. Once this has been established, we will work with each firm to prepare contracts and bring them back to the City Council for approval.