

STAFF REPORT REGULAR MEETING

AGENDA DATE: March 21, 2023

DEPARTMENT: City Wide

TITLE:

Continuing Contracts for Professional Services for Architecture Category

SUMMARY:

Continuing Contracts for Professional Services for Architecture with CPZ Architects, Inc., ACAI Architects, Inc. Song + Associates, Inc. and WGI, Inc. consistent with Florida's Consultants' Competitive Negotiations Act (CCNA)

BACKGROUND AND JUSTIFICATION:

The City of Lake Worth Beach has a requirement for professional consulting firms to provide civil engineering, geotechnical engineering, surveying, architecture, hydrogeological services, energy management and engineering services. The services consist of engineering studies, reports, design and construction phase services for capital improvements projects and other needs within the municipal limits of the City of Lake Worth Beach and the water and electric utility service areas. The City desires to establish "continuing contracts" with a manageable number of firms for each engineering category, with the intent of affording the City a diverse consultant base, and to facilitate the issuance of engagements for studies, design, engineering, construction inspection and other services across a range of CCNA disciplines.

The City issued Request for Qualifications RFQ#23-300 to acquire select professional services for the City consistent with the Florida's Consultants' Competitive Negotiations Act (CCNA) (section 287.055, Florida Statutes). The RFQ included seven different engineering service categories: Architecture, Civil Engineering for Water and Transportation; Geotechnical, Hydrogeological Sciences, Surveying and Energy Management and Engineering Services. It is the intent of the City to award multiple non-exclusive agreements for the initial period of three years with the possibility to extend the agreements for three additional one-year terms.

The City received 60 qualifications from interested firms across all categories.

The City assembled Evaluation Committees comprised of City staff for each of the seven categories that met publicly to evaluate received qualifications. The first step of the evaluations included shortlisting of the firms based on the personnel availability, capability, experience and skill, firm's past performance, client management, past terminations and litigations and evidence of veteran business enterprise, small business and local business preference. Shortlisted firms were invited to prepare presentations at the final evaluation meeting. Evaluation Committees evaluated shortlisted firms after their presentations based on firm's ability of professional personnel, evidence of successful past performance for similar projects, recent and current workload and location/convenience to City staff and recommended the awards for each of the categories.

For the Architecture category, the City received seven qualification submittals. The Evaluation Committee shortlisted six firms for presentations and in the final evaluation meeting recommended award to four firms: CPZ Architects, Inc., ACAI Architects, Inc. Song + Associates, Inc. and WGI, Inc. City staff negotiated rates with each of the recommended firms.

MOTION:

Move to approve/disapprove the Agreements for Continuing Contracts for professional services for Architecture with CPZ Architects, Inc., ACAI Architects, Inc. Song + Associates, Inc. and WGI, Inc.

ATTACHMENT(S):

Fiscal Impact Analysis – N/A
Shortlist Results Architecture
Final Results Architecture
CPZ Architects, Inc. Agreement
ACAI Architects, Inc. Agreement
Song + Associates, Inc. Agreement
WGI, Inc. Agreement