



LOXAHATCHEE RIVER DISTRICT

2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

TO: D. Albrey Arrington, Ph.D., Executive Director
FROM: Kris Dean, P.E., Deputy Executive Director
DATE: February 6, 2024
SUBJECT: Consultants Competitive Negotiation Act Acceptance of Qualified Firms – Continuing Contracts

In compliance with the District's Purchasing Policies and Procedures and Florida Statute 287.055 the District engaged in the CCNA process with advertisement of Request For Qualifications #24-002-00132. Qualification Statements were received from 6 firms on January 30, 2024 for Continuing Contracts to cover the attached Scope of Services.

Concluding February 6, 2024 the Selection Committee determined firms listed in the attached Final Qualification as qualified (average score > 3.75) to perform the Scope of Services within each area of operation.

Staff recommend the following motion.

“THAT THE DISTRICT GOVERNING BOARD approve RFQ 24-002-00132 Final Qualification as follows:

- A. Wastewater Collection & Transmission System**
 - 1. Carollo
 - 2. Chen-Moore
 - 3. Kimely-Horn
- B. Reuse Distribution System**
 - 1. Carollo
 - 2. Chen-Moore
 - 3. Hazen and Sawyer
 - 4. Kimley-Horn
- C. Wastewater Treatment Facility**
 - 1. Carollo
 - 2. Hazen and Sawyer
 - 3. Kimley-Horn”

Please note, we anticipate returning to the Board with recommended engineering services contracts with the most highly qualified firm with which we were successful with competitive compensation negotiation for specific projects at a later date.

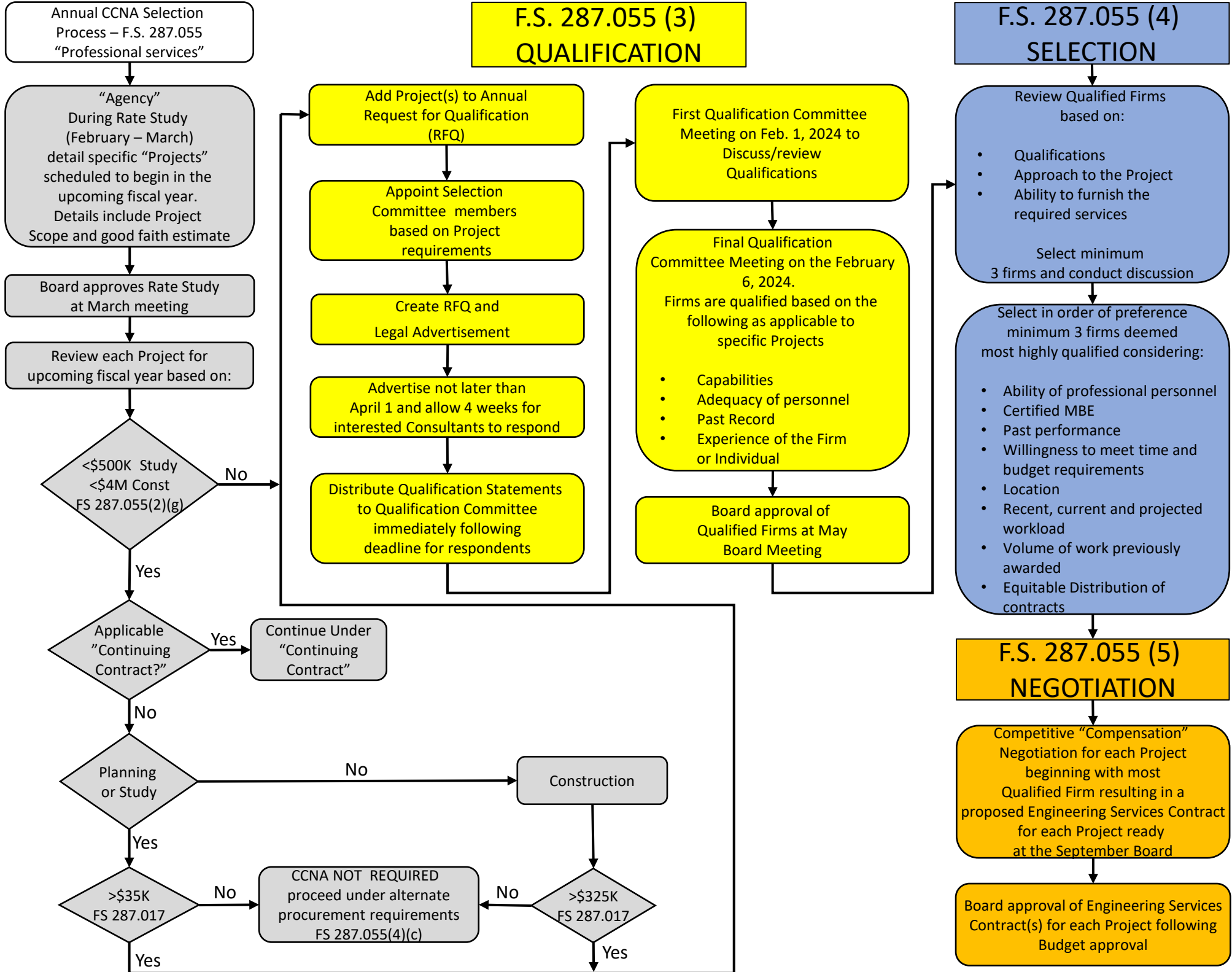
Stephen B. Rockoff
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Gordon M. Boggie
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER

Clinton R. Yerkes
BOARD MEMBER



F.S. 287.055 (3) QUALIFICATION

F.S. 287.055 (4) SELECTION

F.S. 287.055 (5) NEGOTIATION

Annual CCNA Selection Process – F.S. 287.055 “Professional services”

“Agency” During Rate Study (February – March) detail specific “Projects” scheduled to begin in the upcoming fiscal year. Details include Project Scope and good faith estimate

Board approves Rate Study at March meeting

Review each Project for upcoming fiscal year based on:

<\$500K Study
<\$4M Const
FS 287.055(2)(g)

Applicable “Continuing Contract?”

Continue Under “Continuing Contract”

Planning or Study

Construction

>\$35K
FS 287.017

CCNA NOT REQUIRED proceed under alternate procurement requirements FS 287.055(4)(c)

>\$325K
FS 287.017

Add Project(s) to Annual Request for Qualification (RFQ)

Appoint Selection Committee members based on Project requirements

Create RFQ and Legal Advertisement

Advertise not later than April 1 and allow 4 weeks for interested Consultants to respond

Distribute Qualification Statements to Qualification Committee immediately following deadline for respondents

First Qualification Committee Meeting on Feb. 1, 2024 to Discuss/review Qualifications

Final Qualification Committee Meeting on the February 6, 2024. Firms are qualified based on the following as applicable to specific Projects

- Capabilities
- Adequacy of personnel
- Past Record
- Experience of the Firm or Individual

Board approval of Qualified Firms at May Board Meeting

Review Qualified Firms based on:

- Qualifications
- Approach to the Project
- Ability to furnish the required services

Select minimum 3 firms and conduct discussion

Select in order of preference minimum 3 firms deemed most highly qualified considering:

- Ability of professional personnel
- Certified MBE
- Past performance
- Willingness to meet time and budget requirements
- Location
- Recent, current and projected workload
- Volume of work previously awarded
- Equitable Distribution of contracts

Competitive “Compensation” Negotiation for each Project beginning with most Qualified Firm resulting in a proposed Engineering Services Contract for each Project ready at the September Board

Board approval of Engineering Services Contract(s) for each Project following Budget approval

RFQ 24-002-00132
SCOPE OF SERVICES

Services to be provided under this CCNA selection process include Continuing Contracts for general consulting services associated including but not limited to the following.

1. Wastewater Collection & Transmission System

- a. Vulnerability Assessments
- b. Risk (probability/criticality) Assessments
- c. Master Planning
- d. Hydraulic Modeling using:
 - i. The Districts existing hydraulic model with Innovyze InfoWorks ICM, latest version.
- e. Studies
- f. Pilot programs
- g. Environmental Studies
- h. Energy Audits
- i. Facility Assessments
- j. Grant research, writing and assistance

Firm(s) submitting Qualification Statements shall be registered to provide engineering, surveying, landscape architect and hydrogeological services through the Florida Department of Business and Professional Regulation. Specific experience shall include surveying, hydrogeology and the following engineering disciplines: civil, mechanical, structural, electrical, instrumentation & controls, and environmental.

2. Reuse Distribution System

- a. Vulnerability Assessments
- b. Risk (probability/criticality) Assessments
- c. Master Planning
- d. Hydraulic Modeling
- e. Studies
- f. Pilot programs
- g. Supplemental Water
- h. Environmental Studies
- i. Energy Audits
- j. Facility Assessments
- k. Grant research, writing and assistance

Firm(s) submitting Qualification Statements shall be registered to provide engineering, surveying and hydrogeological services through the Florida Department of Business and Professional Regulation. Specific experience shall include surveying, hydrogeology and the following engineering

disciplines: civil, mechanical, structural, electrical, instrumentation & controls and environmental.

3. Wastewater Treatment Facility (WWTF)
 - a. Vulnerability Assessments
 - b. Risk (probability/criticality) Assessments
 - c. Master Planning
 - d. Hydraulic Modeling
 - e. Studies
 - f. Pilot programs
 - g. Environmental Studies
 - h. Energy Audits
 - i. Facility Assessments
 - j. Regulatory compliance consultation on current, potential, and changing regulatory requirements
 - k. Process/Operational modeling and consultation on various aspects of treatment and plant operation using:
 - a. Existing Biowin Model (Biowin latest version)
 - b. Artificial Intelligence
 - c. Machine Learning
 - d. Digital Twin
 - l. Grant research, writing and assistance

Qualification Committee Evaluation

RFQ 24-002-00132

Date:

Area of Operation:	Reuse Distribution System						
Project:	Continuing Services						
FIRM	Clint Yerkes	Kara Fraraccio	Courtney Jones	Jason Pugsley	Jim Novak	TOTAL	TOTAL/5
Carollo Engineers	5	5	5	4	5	24	4.8
Chen Moore	5	5	5	2	5	22	4.4
Florida Technical Consultants	1	5	1	0	1	8	1.6
Hazen and Sawyer	5	5	5	4	5	24	4.8
Kimley-Horn	5	5	5	0	5	20	4
Reina Engineering	1	5	1	0	1	8	1.6

0 = N/A, Did Not Submit on Area of Operation or Unsatisfactory

Qualification Committee Evaluation

RFQ 24-002-00132

Date:

Area of Operation:	Wastewater Treatment Facility						
Project:	Continuing Services						
FIRM	Clint Yerkes	Kara Fraraccio	Courtney Jones	Jason Pugsley	Jim Novak	TOTAL	TOTAL/5
Carollo Engineers	5	5	5	4	5	24	4.8
Chen Moore	0	0	0	0	5	5	1
Florida Technical Consultants	1	5	1	0	1	8	1.6
Hazen and Sawyer	5	5	5	4	5	24	4.8
Kimley-Horn	5	5	5	0	5	20	4
Reina Engineering	1	5	1	0	1	8	1.6

0 = N/A, Did Not Submit on Area of Operation or Unsatisfactory

Qualification Committee Evaluation

RFQ 24-002-00132

Date:

Area of Operation:	Wastewater Collection & Transmission System						
Project:	Continuing Services						
FIRM	Clint Yerkes	Kara Fraraccio	Courtney Jones	Jason Pugsley	Jim Novak	TOTAL	TOTAL/5
Carollo Engineers	5	5	5	4	5	24	4.8
Chen Moore	5	5	5	2	5	22	4.4
Florida Technical Consultants	3	5	1	0	1	10	2
Hazen and Sawyer	0	0	5	0	5	10	2
Kimley-Horn	5	5	5	4	5	24	4.8
Reina Engineering	1	5	2	0	1	9	1.8

0 = N/A, Did Not Submit on Area of Operation or Unsatisfactory

RFQ 24-002-00132
FINAL QUALIFICATION

1. Wastewater Collection & Transmission System

- a. Continuing Services – Provide continuing services for renewal/replacement and new projects within the Loxahatchee River District’s wastewater collection and transmission system. The continuing services will typically be provided on projects whose estimated construction cost is less than F.S. 287.017 Category 5 and on individual studies whose estimated cost is less than F.S 287.017 Category 2.

- 1. Carollo**
- 2. Chen-Moore**
- 3. Kimely-Horn**

2. Reuse Distribution System

- a. Continuing Services – Provide continuing services for renewal/replacement and new projects within the Loxahatchee River District’s reuse distribution system. The continuing services will typically be provided on projects whose estimated construction cost is less than F.S. 287.017 Category 5 and on individual studies whose estimated cost is less than F.S 287.017 Category 2.

- 1. Carollo**
- 2. Chen-Moore**
- 3. Hazen and Sawyer**
- 4. Kimley-Horn**

3. Wastewater Treatment Facility (WWTF)

- a. Continuing Services – Provide continuing services for renewal/replacement and new projects within the Loxahatchee River District’s WWTF. The continuing services will typically be provided on projects whose estimated construction cost is less than F.S. 287.017 Category 5 and on individual studies whose estimated cost is less than F.S. 287.017 Category 2.

- 1. Carollo**
- 2. Hazen and Sawyer**
- 3. Kimley-Horn**