



# CITY OF TARPON SPRINGS, FL

## PROCUREMENT SERVICES

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### MEMORANDUM

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**TO:** Honorable Mayor and Board of Commissioners  
**FROM:** Jay Jackus, CPPO, CPPB, Procurement Services Director  
**DATE:** 11/6/2018  
**SUBJECT:** Select Icon Consulting Group, Inc. for RFQ No. 180147-S-JJ Stormwater Engineering Services Continuing Contract

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### RECOMMENDATION:

Select Icon Consulting Group, Inc. as the Professional Consultant for RFQ No. 180147-S-JJ, the firm ranked number one in the following list of firms deemed to be the most highly qualified to perform the required services for Stormwater Engineering Services Continuing Contract. 1) Icon Consulting Group, Inc. 2) DRMP, Inc. 3) Cardno, Inc. 4) Tetra-Tech, Inc. 5) Pennoni Associates, Inc. 6) Florida Design Consultants, Inc. 7) GAI Consultants, Inc. in the annual not-to-exceed amount of \$500,000.00, from the date of the City's notice to proceed for a five (5) year period.

### BACKGROUND:

The agreement provides for miscellaneous professional stormwater engineering services to include; conveyance and treatment practices, master planning, modeling & design, associated regulatory requirements and programs, project construction and available project funding sources and administration within such programs (see attached memo). The Evaluation Committee evaluated fourteen (14) responses received to the Request for Qualifications and short-listed seven (7) firms. Oral presentations were held with each of the short-listed firms and the top ranked firm was selected. The award is in accordance with the Consultants' Competitive Negotiation Act (CCNA), Section 287.055 Florida Statutes.

**FUNDING:** Funding will be identified as projects arise

**TABULATION OF SUBMITTALS FOR**

**RFQ No. 180147-S-JJ**

Stormwater Engineer Continuing Contract

Tuesday, July 31, 2018 @ 3:00 P.M.

Company
Icon Consulting Group, Inc. Tampa, FL
DRMP, Inc. Tampa, FL
Cardno, Inc. Clearwater, FL
Tetra-Tech, Inc. Tampa, FL
Pennoni Associates, Inc. Clearwater, FL
Florida Design Consultants, Inc. New Port Richey, FL
GAI Consultants, Inc. Tampa, FL


Broadcast: 1020      Packages Issued: 47      Responses: 7



**Public Works Department  
Office of the Director**

Thomas Funcheon  
Public Works Director

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To: Jay Jackus, Procurement Services Director  
From: Tom Funcheon, Public Works Director   
Date: October 24, 2018  
Re: Stormwater Engineering Services Continuing Contract (RFQ 180147-S-JJ)

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**RECOMMENDATION:**

To authorize and award a five (5) year continuing services contract to ICON in an annual amount not to exceed \$500,000.

**BACKGROUND:**

The purpose of this contract is to provide professional stormwater engineering services from an experienced firm. This will allow the City to continue to work on numerous projects while minimizing costs and maintaining productivity.

ICON was selected from a competitive request for qualifications (RFQ) process. They will provide support services on an as-needed basis related to stormwater conveyance and treatment practices, stormwater master planning, stormwater modeling and design, associated regulatory requirements and programs, stormwater project construction, and available stormwater project funding sources and administration within such programs.

Funding is budgeted by the department/project utilizing these services, but will primarily be used by the Stormwater Division (406-4802-838).