

**DATE:** February 3, 2020  
**TO:** Matt Jordan, General Manager  
**FROM:** Charles H. Carden, Chief Operating Officer *CHC*  
**SUBJECT:** Southern Hillsborough County Booster Pump Station, Project 01609— Consultant Ranking and Authorization to Negotiate Contract No. 2020-032 with top-ranked firm, Reiss Engineering, Inc. – *Approve*

**SUMMARY**

A Consultant's Competitive Negotiation Act (CCNA) procurement process was conducted to obtain professional services for the Southern Hillsborough County Pump Station, Project No. 01609. Professional services will include design, permitting, construction bidding, administration, construction management and inspection, and start-up assistance services.

**RECOMMENDATION**

Approve ranking and authorize staff to negotiate contract, scope, and fee starting with the top-ranked firm, Reiss Engineering, Inc., for the Southern Hillsborough County Pump Station, Project No. 01609/Professional Services Contract No: 2020-032.

**COST/FUNDING SOURCE**

Cost to be negotiated/Capital Improvement Fund

**DISCUSSION**

On September 30th, 2019, Tampa Bay Water posted the Request for Proposals on Demandstar.com for Design Engineering Services for the Southern Hillsborough County Booster Pump Station, Contract No. 2020-032. Over 800 firms were notified through advertisement on DemandStar and Tampa Bay Water's website. Fifty-One (51) firms downloaded the Request for Proposal. On November 14<sup>th</sup>, 2019, Tampa Bay Water received seven timely and responsive proposals.

The selection committee, comprised of Tampa Bay Water technical staff rated all respondents in several categories including project manager, team qualifications, recommended project approach and experience, volume of work previously awarded; and certified minority business. The committee ranked the respondents based upon their submittals. Ranking of the firms that are recommended for negotiation is as follows:

*mf*

From the following companies:

1. Reiss Engineering, Inc.
2. Jacobs Engineering Group, Inc.
3. Stantec Consulting Services, Inc.
4. GHD Services, Inc.
5. CDM Smith, Inc.
6. Kimley-Horn and Associates, Inc.
7. Greeley and Hansen, LLC

Staff recommends Board approval of this ranking and requests authorization to negotiate contract, scope, and fee with the top-ranked firm, Reiss Engineering, Inc., for the required services based on the contract form included in the solicitation packet. Should agreement with the top-ranked firm prove unsuccessful, negotiations would continue with the next highest-ranked firm and so on until negotiations are successful. Staff anticipates requesting Board approval of a professional services contract at the April 2020 Board meeting.

## **BACKGROUND**

Current demand projections show that Southern Hillsborough County will require additional potable water by 2024. One of the options is a new in-line booster pumping station. A booster station in this application represents an interim, short-term solution while other larger capacity projects are being brought online. This project is an entirely new asset and includes a new booster pump station to increase delivery capacity to the Regional Delivery Point of Connection at the Lithia Water Treatment Plant, from the existing Brandon-South Central Transmission Main.