



Office of the Town Manager

Rafael G. Casals, ICMA-CM, CFM
Town Manager

MEMORANDUM

To: Honorable Mayor and Town Council

From: Rafael G. Casals, ICMA-CM, CFM, Town Manager

Date: October 16, 2019

Re: Selecting Wood Environment & Infrastructure Solutions, Inc. (F/K/A Amec Foster Wheeler Environment & Infrastructure, Inc.) to Update the Floodplain Mitigation Plan; Waiving Competitive Bidding Due to Impracticability

REQUEST

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, SELECTING WOOD ENVIRONMENT & INFRASTRUCTURE SOLUTIONS, INC. (F/K/A AMEC FOSTER WHEELER ENVIRONMENT & INFRASTRUCTURE, INC.) TO UPDATE THE FLOODPLAIN MITIGATION PLAN; WAIVING COMPETITIVE BIDDING DUE TO IMPRACTICABILITY; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.

BACKGROUND AND ANALYSIS

On October 17, 2012, the Town of Cutler Bay (the “Town”) adopted Resolution No. 12-56 authorizing the issuance of a Request for Qualifications (RFQ) for Professional Services for the development of the Town’s Floodplain Mitigation Plan. On February 20, 2013, the Town awarded RFQ No. 12-03 to AMEC Foster Wheeler (the “Consultant”). On June 20, 2013, the Town executed a Professional Services Agreement with the Consultant for the development of the Town’s Floodplain Mitigation Plan via Resolution No. 13-14. The Consultant, working closely with Town Staff and the Town’s Floodplain Mitigation Committee, developed the Town’s Floodplain Mitigation Plan which identified seventeen (17) measures to reduce flooding throughout the Town. On April 16, 2018, the Consultant registered its change of name with the Florida Department of State Division of Corporations and is now known as “Wood Environment & Infrastructure Solutions, Inc”.

The Town has been an active participant in the Federal Emergency Management Agency’s (FEMA) National Flood Insurance Program’s (NFIP) Community Rating System (CRS) Program, which encourages communities to voluntarily implement standards, policies, and programs that go above and beyond the minimum NFIP regulations in return for lower flood insurance premiums.





The Town entered into the CRS Program on May 2011 with a classification rating of six (6), which resulted in an annual savings of twenty percent (20%) to all property owners who purchased flood insurance policies. On May 20, 2015, the Town adopted the Floodplain Mitigation Plan via Resolution No. 15-27 and accomplished the goal of lowering the CRS rating from a six (6) to a five (5) which resulted in an annual savings of twenty-five (25%) to all property owners who purchase flood insurance policies. On January 16, 2019, the Town adopted and implemented the Watershed Master Plan via Resolution No. 19-04 and satisfied the prerequisite required for eligibility for a CRS Classification Rating of four (4).

On September 16, 2019, after review of the Town's efforts in implementing the projects identified in the Floodplain Mitigation Plan, the Town was informed by FEMA that our community earned a CRS rating of four (4) effective October 1, 2019 (*Attachment "A"*). A CRS classification rating of a four (4) saves an average \$220.00 on the cost of flood insurance annually.

The Town wishes to seek the maximum benefit to property owners by maintaining the Class four (4) rating. Due to the Consultant's familiarity with the NFIP/CRS Rating System and their extensive work toward the development of the Town's adopted Floodplain Mitigation Plan, as well as the adopted Watershed Master Plan, Town Staff is requesting a waiver of competitive bidding due to impracticability. This will allow the quick update of the Floodplain Mitigation Plan (the "Services") as the Consultant is the best qualified to maintain and improve success in the NFIP/CRS Program.

Town Staff has negotiated a proposal with the Consultant for additional Professional Services to update Floodplain Mitigation Plan. (*Attachment "B"*).

The cost of Professional Services for updating Floodplain Mitigation Plan will be funded through the Stormwater Utility Fund. Additionally, the Consultant's Services for updating the Floodplain Mitigation Plain shall not include engineering services.

RECOMMENDATION

It is recommended that the Town Council approve the attached Resolution, waiving the competitive bidding based upon the Town Manager's recommendation to contract with Wood Environment & Infrastructure, Inc. (the "Consultant") for the Services, and authorizing the Town Manager to negotiate and execute a Professional Services Agreement for the Services in an amount not to exceed \$44,310.00 consistent with the Consultant's proposal.

ATTACHMENT(S)

- Attachment "A" – FEMA CRS Verification Report (*dated September 16, 2019*)
- Attachment "B" – Consultant's Proposal