

**SEMINOLE COUNTY GOVERNMENT
AGENDA MEMORANDUM**

SUBJECT: Contracts and Purchasing

DEPARTMENT: Fiscal Services **DIVISION:** Purchasing and Contracts Division

AUTHORIZED BY: Lisa H. Spriggs **CONTACT:** Ray Hooper **EXT.** 7111

Agenda Date 1/10/2006 **Regular** ☐ **Consent** ☒ **Work Session** ☐ **Briefing** ☐
Public Hearing – 1:30 ☐ **Public Hearing – 7:00** ☐

MOTION/RECOMMENDATION:

BACKGROUND:

CONSTRUCTION CONTRACTS

20. **Approve Change Order #1 to CC-0018-05/BHJ – Renovation of the Central Transfer Station Tipping Floor with Delta Pacific Builders, Inc., Huntington Beach, CA (\$152,515.00 + 60 days).**

CC-0018-05/BHJ provides for all labor, materials, equipment, transportation, coordination and incidentals necessary to complete the renovation of the Central Transfer Station Tipping Floor with aggregate anvil topping.

During construction, it was determined that a portion of the Central Transfer Station drive-through area has experienced greater wear than anticipated during the design of the renovation project. It will be necessary to extend resurfacing of the tipping floor into this area to provide comparable service life. This Change Order #1 will provide for installation of one (1) inch of iron aggregate topping on a portion of the Central Transfer Station drive-through area. An additional sixty (60) days of contract time for this additional work is required for the completion of this project.

Reviewed by:
Co Atty: _____
DFS: _____
Other: _____
DCM: JS
CM: JS
File No. CFSP00

The Following is a summary of the cost of the contract:

Original Contract Sum	\$527,500.00
Add Change Order #1	<u>+ \$152,515.00</u>
Revised Contract Sum	\$680,015.00

This is a budgeted item and funds shall be available through a BAR that is submitted on this agenda. Environmental Services Department/Solid Waste Division and Fiscal Services Department/Purchasing and Contracts Division recommend that the Board approve and authorize the Chairman to execute Change Order #1.

21. Accept and authorize the Chairman to execute the Certificate of Final Completion for CC-1237-04/TLR – Cross Seminole Trail North (Certificate of Completion).

CC-1237-04/TLR provided for all labor, materials, equipment, transportation, coordination and incidentals necessary for the construction of a trail facility, including asphalt trail pavement, unpaved path, landscape, park furniture, and concrete sidewalk. As of December 01, 2005 all work and documentation have been satisfactory completed. Public Works Department/Engineering Division and Fiscal Services Department/Purchasing and Contracts Division recommend that the Board approve the acceptance and authorize the Chairman to execute the Certificate of Final Completion.

PROFESSIONAL SERVICES

22. Approve Ranking List, Authorize Negotiations and Award PS-0219-05/DRR - Big Econlockhatchee River Basin Engineering Evaluation and Drainage Inventory to Singhofen & Associates, Inc. of Winter Park, FL (\$200,000.00 per year).

PS-0219-05/DRR will provide a Consultant to administer an engineering study for the Big Econlockhatchee River Basin. There are four phases, Phase I will address the basin system inventory, Phase II will provide engineering analysis to determine the entire basin drainage system capacity and demands, Phase III is the implementation and Phase IV will be on an as need basis resulting from natural disasters.

The project was publicly advertised and the County received six submittals (listed alphabetically):

- Ayres Associates, Inc., Tampa;
- Brown and Caldwell, Maitland;
- Camp, Dresser & McKee Inc., Maitland;

- Carter & Burgess, Inc., Orlando;
- Reynolds, Smith and Hills, Inc., Orlando;
- Singhofen & Associates, Inc., Winter Park.

The Evaluation Committee, which consisted of Mark Flomerfelt, P.E., Manager, Roads-Stormwater; Kim Ornberg, P.E., Principal Engineer; Tom Radzai, Senior Engineer, Development Review; Roland Raymundo, P.E., Principal Engineer; and Ed Torres, P.E., Principal Engineer evaluated the submittals giving consideration to the following evaluation criteria:

- Methodology
- Experiences
- Qualifications
- Ability to Perform (Firms location and workload of key project staff)
- Other (Public involvement and presentation action plan)

The Evaluation Committee short-listed the following three firms:

- Brown and Caldwell, Maitland;
- Camp, Dresser & McKee, Inc., Maitland;
- Singhofen & Associates, Inc., Winter Park.

The short-listed firms were interviewed giving consideration to the following presentation criteria:

- Experience
- Methodology
- Qualifications
- Other (Public involvement and presentation action plan).

The Evaluation Committee recommends that the Board approve the ranking below and authorize staff to negotiate with the top ranked firm in accordance with F.S. 287.055, the Consultants Competitive Negotiation Act (CCNA):

- Singhofen & Associates, Inc., Winter Park;
- Camp, Dresser & McKee, Inc., Maitland;
- Brown and Caldwell, Maitland.

Authorization for performance of services by the Consultant under this agreement shall be in the form of written Work Orders issued and executed by the County and signed by the Consultant. The work and dollar amount for each Work Order will be within the constraints of the Board approved project budget and negotiated on an as-needed basis for the project. The agreement will run for a period of five years with the option of (2) five year renewals and is estimated to cost \$200,000.00 per year.

Public Works/Roads-Stormwater Operations Division and Fiscal Services/Purchasing and Contracts Division recommend that the Board approve the ranking, authorize staff to negotiate and authorize the Chairman to execute a Master Agreement as prepared by the County Attorney's Office.

REQUEST FOR PROPOSALS

23. Award RFP-0013-05/DRR – Hydrogeological Services for Solid Waste Management Division to The Colinas Group, Inc., Winter Park (NTE \$250,000.00 per year).

RFP-0013-05/DRR will provide a qualified hydrogeological consulting firm to give geological and groundwater expertise in support of on-going solid waste FDEP permit compliance requirements.

The project was publicly advertised and the County received four submittals (listed alphabetically):

- Ardaman & Associates, Inc., Orlando;
- The Colinas Group, Inc., Winter Park;
- PSI, Inc., Orlando;
- Shaw Environmental, Inc., Clermont.

The Evaluation Committee, which consisted of David Gregory, Solid Waste Manager; Gary Rudolph, Utilities Manager; and Tom Waters, Principal Coordinator, Solid Waste Division evaluated the submittals and short-listed two firms.

Consideration was given to the following criteria when evaluating the proposals:

- Qualifications/Experience
- Project Approach
- Ability to Perform
- Price Proposal

The Evaluation Committee conducted telephone interviews with the two short-listed firms:

- Ardaman & Associates, Inc., Orlando;
- The Colinas Group, Inc., Winter Park.

Consideration was given to the same criteria:

- Qualifications/Experience
- Project Approach
- Ability to Perform
- Price Proposal

The Evaluation Committee then requested the short-listed firms provide Best and Final Offers. The evaluation criteria were the same with a redistribution of the weights. Upon evaluation of these offers, the Evaluation Committee recommends that the Board award a contract to The Colinas Group, Inc. Although The Colinas Group, Inc.'s price proposal was just over 1% higher, their technical scoring was appreciably higher than that of Ardaman & Associates, Inc. The Colinas Group, Inc. specializes in only hydrogeological services. They also provided details that addressed specific Seminole County regulatory requirements and the time lines necessary to meet those requirements.

As the incumbent, The Colinas Group, Inc.'s, approach to the project provided historical review prior to sampling. The Colinas Group, Inc. has provided the County with excellent support and technical representation to the FDEP for permitting over the past five years. Therefore, the Committee determined The Colinas Group, Inc., provides the best value to the County.

The NTE amount for this agreement is \$250,000.00 per year with a contract term of three years and at the sole option of the County may be renewed for (2) one year periods. This is a budgeted project and funds are available in account number 087900-530310.

Environmental Services/Solid Waste Division and Fiscal Services/Purchasing and Contracts Division recommend that the Board award and authorize the Chairman to execute the agreement as prepared by the County Attorney's Office.

SOLE SOURCE/PROPRIETARY SOURCE

24. Award M-0232-05/BLH Sole Source Award of Annual Maintenance Contract for County-Wide Communications System to Motorola, Inc. of Schaumburg, Illinois (\$364,776.12).

M-232-05 will provide annual maintenance coverage, service plan and other support services for the County-wide communications system. The term of the contract is for one year with five one-year renewal options at the County's discretion. Award is sole source to Motorola, Inc. because the County uses Motorola 800 MHz system and components which can only be supported and maintained by Motorola.

The Consultant would be retained to furnish professional services for those tasks as described in the Service Agreement. Payment would be made against monthly invoices as provided by the Consultant.

This is a budgeted project, and funds are available in account line number 140200.530460. Information Technologies
Department/Telecommunications Division and Fiscal Services
Department/Purchasing and Contracts Division recommend that the Board approve the project and authorize the Chairman to execute the agreement as prepared by the County Attorney's Office.