

**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

<b>Agenda Date</b> <u>1-11-2005</u> <b>Regular</b> <input type="checkbox"/> <b>Consent</b> <input checked="" type="checkbox"/> <b>Work Session</b> <input type="checkbox"/> <b>Briefing</b> <input type="checkbox"/> <b>Public Hearing – 1:30</b> <input type="checkbox"/> <b>Public Hearing – 7:00</b> <input type="checkbox"/>
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**MOTION/RECOMMENDATION:**

**BACKGROUND:**

**CONSTRUCTION CONTRACTS**

**AWARDS**

- 16 . **Award CC-1252-04/TLR – Removal/construction of Concrete Sidewalks, Curb Cut Ramps, Curbs and Gutter to Parthenon Construction, Orlando, (Primary), and Stage Door II, Inc., Apopka, (Secondary) (Estimated \$1,500,000.00 per year total).**

<b>Reviewed by:</b> <b>Co Atty:</b> _____ <b>DFS:</b> _____ <b>Other:</b> _____ <b>DCM:</b>  _____ <b>CM:</b>  _____  <b>File No.</b> <u>CFSP00</u>
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CC-1252-04/TLR will provide for all labor, materials, equipment, coordination, transportation and incidentals necessary for the removal and/or construction of concrete sidewalk, curb cut ramps, and curbs and gutters.

This project was publicly advertised and the County received five (5) responses. The Review Committee consisting of Jeff Thurman, Program Manager; Jimmie Beach, Program Manager; and Jose Perez, Lead Inspector, evaluated the responses. Consideration was given to the bid price, qualifications and experience.

The Review Committee recommends award of the contract to the two (2) lowest priced, responsive, responsible bidders, Parthenon Construction as primary and Stage Door II, as secondary. Each agreement will be effective for one year from the date of execution and at the option of the County may be renewed each year for two additional years (three year total).

Authorization for performance of services by the Contractor under this agreement shall be in the form of written work orders issued and executed by the County on an as-needed basis as long as the cumulative amount of the work order does not exceed budgetary constraints. The estimated annual amount will be \$1,500,000.00 per year for all County departments.

Public Works Department/Roads Division and Fiscal Services Department/Purchasing and Contracts Division recommend that the Board approve the project and authorize the Chairman to execute the agreements as prepared by the County Attorney's Office.

#### CHANGE ORDERS

**17. Approve Change Order #5 to CC-1196-02/BJC – Dodd Road Construction Project (Howell Branch Road to Red Bug Lake Road), with The Middlesex Corporation, Littleton, MA (\$296,616.00).**

CC-1196-02/BJC provides for all labor, materials, equipment, transportation, coordination and incidentals necessary for the construction of a four-lane urban roadway approximately 1.7 miles in length along the existing two-lane Dodd Road corridor, from Howell Branch Road to Red Bug Lake Road. Change Order #5 will provide for a 6-inch clay brick screen wall in lieu of the concrete masonry screen wall as shown on the original bid documents at the Garden Lakes Estates subdivision per property acquisition agreements.

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

Original Contract Sum	\$9,187,949.10
Amendments 1 through 4	8,155.50
Add Amendment #5	<u>296,616.00</u>
Revised Contract Sum	\$9,492,720.60

This is a budgeted project and funds are available in accounts numbered 077515-56067000 (Engineering, Roads) and 077525-56067000 (S. Central Collector, Roads) sub-ledger #000075-02. Public Works/Engineering, Environmental Services/Utilities and Fiscal Services/Purchasing and Contracts Division recommend that the Board approve the request and authorize the Chairman to execute the change order.

## **PROFESSIONAL SERVICES**

### AWARDS

- 18. Approve ranking list for PS-5171-04/AJR –Agreement for CEI Services for Elder Creek Stormwater Facility, with JEA Construction Engineering Services, Inc. of Winter Park (Estimated \$200,000.00).**

PS-5171-04/AJR will provide various professional services related to construction and engineering inspections for the construction of Elder Creek Stormwater Facility.

This project was publicly advertised and the County received five submittals (listed in alphabetical order):

- CPH Engineers, Inc., Sanford;
- Dyer, Riddle, Mills & Precourt, Inc., Orlando;
- F.R. Aleman & Associates, Inc., Orlando;
- JEA Construction Engineering Services, Inc., Winter Park;
- LBFH, Inc., Orlando.

The Evaluation Committee initially consisted of Mark Flomerfelt, P.E., Manager Roads-Stormwater; Ed Torres, P.E., Principal Engineer; Kathleen Myer, P.E., Principal Engineer; Tom Radzai, Sr. Engineer; and Patti Leviti, Sr. Coordinator. The Committee evaluated the submittals and short-listed the following three firms for presentations (listed in alphabetical order):

- CPH Engineers, Inc., Sanford;
- Dyer, Riddle, Mills & Precourt, Inc., Orlando;
- JEA Construction Engineering Services, Inc., Winter Park.

Subsequent to the evaluation of the submittals, Tom Radzai was replaced on the Committee by Robert Walter, P.E., Principal Engineer. (Tom Radzai transferred to Planning and Development Department/ Development Review.) The revised Evaluation Committee interviewed the three short-listed firms giving consideration to the following criteria:

- Approach to Project/Understanding of the Project;
- Similar Recent Project Experience;
- Project Team Qualifications.

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

1. JEA Construction Engineering Services, Inc., Winter Park;
2. CPH Engineers, Inc., Sanford;
3. Dyer, Riddle, Mills & Precourt, Inc., Orlando.

This is a budgeted project and funds are available in account number 077600.560680, sub-ledger # 002030-02. Public Works Department/ Stormwater Division and Fiscal Services Department/Purchasing and Contracts Division recommend that the Board approve the ranking, authorize staff to negotiate and authorize the Chairman to execute an Agreement as prepared by the County Attorney's Office.

#### AMENDMENTS

**19. Approve Amendment #6 to PS-333-96/BJC- Engineering Services Agreement for CR-46A Phase III to Professional Engineering Consultants, Inc. of Orlando (\$173,159.00).**

PS-333-96/BJC provides for preliminary engineering and final roadway design including landscaping and irrigation plans, design and right-of-way surveys, geotechnical surveys and right-of-way maps with title search for the construction of approximately 1.4 miles of multi-lane collector highway. Amendment #6 will provide additional engineering services to update the existing CR 46A Phase III roadway plans to reflect current conditions; including those that changed due to the completion of SR 417.

The summary of the cost of the Contract through Amendment #3 is as follows:

Original Contract Sum	\$313,755.00
Amendments 1 through 5	102,118.00
Add Amendment #6	<u>173,159.00</u>
Revised Contract Sum	\$589,032.00

This is a budgeted project and funds are available in accounts numbered 077515-560680 sub-ledger # 000114-01 and 077521.560680 sub-ledger # 000114-01.

Public Works Department/Engineering Division and Fiscal Services Department/Purchasing and Contracts Division recommend that the Board authorize the Chairman to execute the amendment as prepared by the County Attorney's Office.

**20. Approve Amendment #2 to PS-5125-02/BJC – Cross Seminole Trail South – Phase II with Reynolds, Smith and Hills, Inc., (\$27,985.91).**

PS-5125-02/BJC provides for professional design services for the Cross Seminole Trail North – Phase III project. Improvements will include the existing trail corridor between Red Bug Lake Road and Franklin Street East, also including a 15' wide paved multi-use trail and un-paved trail for hiking and equestrian use. Amendment #2 will provide for a small pedestrian bridge over Sweetwater Creek in conjunction with final alignment surveys during the engineering phase. The bridge will be 12 feet in width and span the entire creek.

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

Original Contract Sum	\$175,000.00
Add Amendment #1	18,955.27
Add Amendment #2	<u>27,985.91</u>
Revised Contract Sum	\$221,941.18

Funds are available in account number 077533-56068000, sub-ledger # 001877-02. Public Works/Engineering Division and Fiscal Services/Purchasing and Contracts Division recommend the Board approve and authorize the County Manager to execute Amendment #2.

**REQUEST FOR PROPOSALS**

**AWARDS**

**21. Award RFP-4232-04/TLR – Six General Consulting Services Agreements for Comprehensive Planning to: Calvin, Giordano & Associates of Orlando; Carter Burgess of Orlando; Glatting, Jackson, Kercher, Anglin, Lopez, Rinehart, Inc. of Orlando; Land Design Innovations of Winter Park; Reynolds, Smith & Hills, Inc. of Orlando; and Laura Turner Planning Services of Winter Park (Estimated \$150,000.00 per year total).**

RFP-4232-04/TLR will provide professional Consultant expertise and technical skills, on an as needed basis, to assist Seminole County staff in the implementation of the County's Comprehensive Plan and the fulfillment of the comprehensive planning work program activities.

This project was publicly advertised and the County received seven (7) responses (listed in alphabetical order):

- Calvin, Giordano & Associates, Orlando
- Carter Burgess, Orlando
- Economics Research Associates, Los Angeles, CA
- Glatting ,Jackson, Kercher, Anglin, Lopez, Rinehart, Inc., Orlando
- Land Design Innovations, Winter Park
- Reynolds, Smith & Hills, Orlando
- Laura Turner Planning Services, Winter Park

The Evaluation Committee, which consisted of Tony Walter, Assistant Planning Manager; Alice Gilmartin, Principal Coordinator; and Matt West, Planning Manager, evaluated the submittals. Consideration was given to the following criteria:

Experience/Qualifications

Methodology

Ability to Perform

Price

The Evaluation Committee recommends that the Board award to the top six (6) ranked firms (listed in alphabetical order):

- Calvin, Giordano & Associates, Orlando
- Carter Burgess, Orlando
- Glatting ,Jackson, Kercher, Anglin, Lopez, Rinehart, Inc., Orlando
- Land Design Innovations, Winter Park
- Reynolds, Smith & Hills, Orlando
- Laura Turner Planning Services, Winter Park

Authorization for performance of services by the consultants under this agreement shall be in the form of written Work Orders issued and executed by the County and signed by the Consultant(s). The Work and dollar amount for each Work Order will be within the constraints of the approved project budget and negotiated on an as-needed basis for the project. The total estimated value of services per year is \$150,000.00. Each agreement will be effective for one year and at the option of the County may be renewed each year for two additional years (three years total).

The Planning and Development Department/Planning Division and Fiscal Services Department/Purchasing and Contracts Division recommend that the Board approve the ranking, authorize staff to negotiate, and authorize the Chairman to execute the Agreements as prepared by the County Attorney's Office.

**22. Award RFP-4233-04/TLR – Six General Consulting Service Agreements for Transportation Planning/Technical Transportation Planning to: Glatting, Jackson, Kercher, Anglin, Lopez, Rinehart, Inc. of Orlando; GMB Engineers & Planners, Inc. of Orlando; Leftwich Consulting Engineers, Inc. of Orlando; Reynolds, Smith & Hills, Inc. of Orlando; Tindale-Oliver & Associates of Tampa; and Traffic Planning & Design of Maitland (Estimated \$150,000.00 per year all consultants combined).**

RFP-4233-04/TLR will provide expertise and technical skills, on an as needed basis, to assist Seminole County staff in the implementation of the County's Comprehensive Plan as it relates to Transportation Planning.

This project was publicly advertised and the County received eight (8) responses (listed in alphabetical order):

- F.R. Aleman & Associates, Orlando
- Ghyabi & Associates., DeLand
- Glatting ,Jackson, Kercher, Anglin, Lopez, Rinehart, Inc., Orlando
- GMB Engineers & Planners, Inc., Orlando
- Leftwich Consulting Engineers, Inc., Orlando
- Reynolds, Smith & Hills, Orlando
- Tindale-Oliver & Assoicates, Tampa
- Traffic Planning & Design, Maitland

The Evaluation Committee, which consisted of Tony Walter, Assistant Planning Manager; Alice Gilmartin, Principal Coordinator; and Matt West, Planning Manager, evaluated the submittals. Consideration was given to the following criteria:

Experience/Qualifications  
Methodology  
Ability to Perform  
Price

The Evaluation Committee recommends that the Board award to the top six (6) ranked firms (listed in alphabetical order):

- Glatting ,Jackson, Kercher, Anglin, Lopez, Rinehart, Inc., Orlando
- GMB Engineers & Planners, Inc., Orlando
- Leftwich Consulting Engineers, Inc., Orlando
- Reynolds, Smith & Hills, Orlando
- Tindale-Oliver & Associates, Tampa
- Traffic Planning & Design, Maitland

Authorization for performance of services by the consultants under this agreement shall be in the form of written Work Orders issued and executed by the County and signed by the Consultant(s). The Work and dollar amount for each Work Order will be

within the constraints of the approved project budget and negotiated on an as-needed basis. The total estimated value of services per year is \$150,000.00. Each agreement will be effective for one year and at the option of the County may be renewed each year for two additional years (three years total).

Planning and Development Department/Planning Division and Fiscal Services Department/Purchasing and Contracts Division recommend that the Board approve the awards and authorize the Chairman to execute the Agreements as prepared by the County Attorney's Office.

**23. Award RFP-4234-04/AJR – Residential Solid Waste Collection Services for Service Area 3 to Waste Pro of Florida, Inc. of Longwood, FL (\$193,771.01).**

RFP-4234-04/AJR will provide for an experienced and well-qualified entity to provide residential curbside Solid Waste, Recyclable Materials, and Yard Waste collection services for Service Area 3.

This project was publicly advertised and the County received four proposals, listed alphabetically:

- DisposAll, Inc., Orlando;
- Republic Services of Florida, Orlando;
- Waste Management, Inc., of Florida, Orlando;
- Waste Pro of Florida, Inc., Longwood.

The Evaluation Committee, which consisted of Robert G. Adolphe, P.E., Director of Environmental Services; David Gregory, Manager Solid Waste; Richard Meinert, Sr. Coordinator; Kathryn Moore, Manager MSBU; Colleen Puglisi, Sr. Coordinator; and Sally Sherman, Deputy County Manager evaluated the four submittals. The evaluation criteria consisted of the following:

- Approach to Project
- Ability to Perform
- Corporate Qualifications
- Relevant Experience & Operating Record
- Price Proposal

The Evaluation Committee recommends that the Board award a contract to Waste Pro of Florida. The Contract will take effect on April 1, 2005 and shall run until March 31, 2010, with an option to the County to renew for one additional five (5) year period.

This is a budgeted project and funds are available by the annual non-ad valorem assessments for Solid Waste Collection and Disposal as monitored by the MSBU Program (085200-530340). Environmental Services Department/Solid Waste Division and Fiscal Services Department/Purchasing and Contracts Division recommend that

the Board award the project and authorize the Chairman to execute the contract as prepared by the County Attorney's Office.

### **SOLE SOURCE/PROPRIETARY SOURCE**

- 24. Approve Sole Source Procurement and Award M-473-04/PWM for FSP-3000 Maintenance to ADVA Optical Networking, Inc. of Mahwah, NJ. (Estimated \$95,000.00 per year).**

M-473-04/PWM will provide for expertise and technical skills on an as needed basis to maintain the County's FSP-3000 system. ADVA Optical Networking, Inc (ADVA) is the original equipment manufacturer of the FSP-3000 system and is the sole provider of maintenance.

The FSP-3000 system was purchased and installed by Siemens Information and Communications Networks, Inc. (Siemens) under RFP-4171-02/BJC in 2002 and provides for the integration and optical connectivity of existing networks, switches, and Video broadcast equipment at various locations throughout the County. ADVA performed maintenance as a subcontractor (pass-through) under the Siemens contract. The FSP-3000 system's warranty and maintenance under the installation RFP has expired and we can now contract direct with ADVA.

This is a budgeted project and funds are available in account number 140200-530460. The 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 Miscellaneous Agreement as prepared by the County Attorney's Office.

- 25. Approve Sole Source Procurement and Award M-469-04/AJR – J.D. Edwards Production Support Agreement to MindSet, Inc. of Midlothian, VA (\$400,000.00 per year).**

The Office of the Clerk of the Circuit Court of Seminole County has entered into an agreement with PeopleSoft, USA, Inc. (as successor in interest to J.D. Edwards World Solutions Company) to implement County-wide a J.D. Edwards integrated financial solutions software package covering County Finance, Human Resources, and Purchasing. The Clerk has implemented these core functions in the County under an ongoing contract with MindSet, Inc. of Midlothian, VA.

M-469-04/AJR will provide for application and technical support for installed applications (except Payroll and Human Resources), maintain and manage an open item punch list and production issues task list. It will also provide trouble-shooting training for Seminole County power users and conduct problem-solving workshops.

The not-to-exceed price of \$400,000.00 per year consists of consulting time to be billed at a rate of \$165.00 per hour. This rate is applicable to all forms of consulting. Detailed invoices will be submitted twice each month and are payable upon receipt.

The Agreement will take effect on the date of its execution by the County and shall run for a period of one year, with an option for the County to renew for seven one year periods (eight years total).

This is a budgeted project and funds are available in account line 140300.530340. The Information Technology Department/Information Services Division and Fiscal Services Department /Purchasing and Contracts Division recommend that the Board approve the project and authorize the Chairman to execute the agreement with MindSet, Inc., as prepared by the County Attorney's Office.