

**SEMINOLE COUNTY GOVERNMENT
AGENDA MEMORANDUM**

SUBJECT: Contracts and Purchasing

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

AUTHORIZED BY: Lisa H. Spriggs ^{1st} **CONTACT:** Ray Hooper **EXT.** 7111

Agenda Date <u>1/27/04</u> Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/> Work Session <input type="checkbox"/> Briefing <input type="checkbox"/> Public Hearing – 1:30 <input type="checkbox"/> Public Hearing – 7:00 <input type="checkbox"/>

MOTION/RECOMMENDATION:

BACKGROUND:

CONSTRUCTION CONTRACTS

- 14. **Award CC-1223-03/TLC – Repair Central Transfer Station Anvil Top Tipping floor with Intron Technologies, Inc. of Jacksonville, FL, (Not-to-Exceed \$132,740.00).**

CC-1223-03/TLC will provide for all labor, materials, equipment, transportation, coordination and incidentals necessary for the repair of the Central Transfer Station Anvil Top Tipping Floor.

Reviewed by:
Co Atty: _____
DFS: _____
Other: _____
DCM: <u>SS</u>
CM: <u>JTB</u>
File No. <u>CFSP00</u>

This project was publicly advertised and the County received three responses. One firm withdrew and one firm was considered non-responsive for failure to provide bid security. The Review Committee which consisted of David Gregory, Solid Waste; Carol Hunter, Environmental Services; and Greg Regan, Solid Waste, evaluated the submittal. Consideration was given to bid price, qualifications and experience.

The Review Committee recommends award of the contract to the lowest priced, responsive, responsible bidder, Intron Technologies, Inc., Jacksonville, in the not-to-exceed amount of \$132,740.00. The completion time for this project is 60 calendar days from issuance of the Notice to Proceed by the County.

This is a budgeted project and funds are available in account number 087900-53046 (Solid Waste, Repairs and Maintenance). Environmental Services/Solid Waste and Fiscal Services/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.

REQUEST FOR PROPOSALS

- 15. Approve the First Renewal to RFP-4127-01/BJC –Emergency Debris Management for Seminole County, with Grubbs Emergency Services, Inc, Brooksville (Primary Contractor) and DRC, Inc., Mobile, AL (Secondary Contractor) (February 7, 2004 through February 7, 2006) (Not to Exceed \$5,000,000.00).**

RFP-4127-01/BJC provides for the collection, clean-up, demolition, removal, processing and disposal of debris as directed by the County Project Manager or its designee in order to eliminate immediate threats to life, public health and safety.

The contractor's services shall include but are not limited to; collecting and removing debris including the clearing of roads; screening, sorting, grinding, mulching, burning and depositing of debris at designated sites within Seminole County; establishing and operating temporary debris staging and processing sites; providing project management services including emergency communications; and assisting the County's FEMA reporting and reimbursement efforts.

In the event of severe disaster the contract amount can be increased pursuant to the Purchasing Code via emergency procedures. If the event is declared a Federal disaster, it is likely that emergency debris management cost will be reimbursed 75% by FEMA and 12.5% by the State.

Grubbs Emergency Services, Inc. and DCR, Inc. have agreed to renew their agreement for an additional two (2) year period at the current pricing, terms and conditions.

Environmental Services/Solid Waste and Fiscal Services/Purchasing recommend the Board to approve the renewal and authorize Purchasing to notify the Contractors of such action.

PROFESSIONAL SERVICES

- 16. Approve Amendment #6 to PS-549-00/BJC – Architectural and Engineering Services for the Seminole County New Criminal Justice Center and Renovation of Existing Courthouse, with HKS Architects, Inc. of Tampa, FL (add \$91,000.00 to Existing Courthouse Renovations).**

PS-549-00/BJC was approved by the Board in November, 2000 and provides for programming, architectural and engineering services for the new Criminal Justice Center and for renovations to the existing courthouse. Amendment #6 will provide for additional services regarding the renovation of the existing courthouse.

The Architects fee for the renovation of the existing courthouse was based on the limited scope of services available at that time. Since then, the scope of services needed for renovation of the existing Courthouse has been refined and expanded. Piping failures this summer have shown the need for the replacement of the Heating and Condenser Water piping. This replacement was not anticipated at the time of contract award. The additional cost for the engineering services needed for this replacement is \$37,500.

Other additional services to be included in the architects scope of services are adding security vestibules in the lobby, extensive interior re-work to move CDD and the Sheriff's office to the third floor, additional furniture selection for public areas, more extensive redesign in the of the courtroom area and judges benches – including the re-design of Courtroom F to a jury courtroom. The fee for all of these additional services is \$53,500.

The total additional fixed fee to cover both of the additional scope items is \$91,000. This is an approximately 3% increase over the original contract amount. The following is a summary of the cost of PS-549-00/BJC:

Original Contract Amount-Professional Services	\$2,995,920
Original Contract Amount-Reimbursable Expense	<u>\$ 150,000</u>
Original Contract Amount-Total	\$3,145,920
Amendments #1 through #5	94,123
Amendment #6-Add	<u>91,000</u>

New Total Contract Amount

\$3,331.043

The new contract total amount is broken down into \$3,116,043 for professional services and \$215,000 for reimbursable expenses.

Administrative Services and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve and authorize the County Manager to execute the Amendment as prepared by the County Attorney's Office.

17. Approve First Renewal for PS-5135-02/BJC – Continuing Services for Miscellaneous Capacity and Safety Improvements Evaluation Services, with GMB Engineers & Planners, Orlando (Not-to-Exceed \$100,000.00 per year).

PS-5135-02/BJC provides for engineering consulting services to include, but not limited to, the following:

- Before and after evaluation of roadway improvements to determine changes in traffic volumes, delay, speed, and other measures of effectiveness;
- Minor traffic studies;
- Miscellaneous Maintenance of Traffic plans and signal modification plans;
- Miscellaneous Transportation Modeling (FSUTMS);
- Signal timing analysis;
- Trip generation and/or roadway impact fee land use studies.

GMB Engineers & Planners has agreed to renew their agreement for one (1) additional year at the current pricing, terms and conditions and at the sole option of the County may be renewed for a second additional year.

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 Consultants. The work and dollar amount for each Work Order will be negotiated on an as-needed basis for each project.

Public Works/Engineering; Environmental Services; Administrative Services/Facilities Maintenance and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve the renewal and authorize Purchasing to notify the Consultant of such action.

SOLE SOURCE

18. Authorize Sole Source Procurement and authorize the issuance of a Purchase Order for the purchase of (6) six LifePak 12 Systems, to Medtronic Physio Control Corporation, Redmond, WA (\$137,586.42).

The LifePak 12 System is an electrocardiogram monitor/defibrillator used on various rescue units throughout Seminole County. Medtronic Physio-Control Corporation is the only source for these units.

The LifePak 12 System units will enable us to complete the upgrade and installation of EKG units in all of our ALS vehicles with the latest and most advanced cardiovascular technology. The EMS section of the Fire division has been upgrading its EKG equipment over the last several years with the Lifepak 12 System. Medtronic Physio-Control is the only source for this unit, as they do not utilize the services of dealers or distributors for the sale of this product.

This is a budgeted project and funds are available in account number 056100-56064200 (Fire rescue Operations, Machinery and Equipment). Public Safety/Fire Rescue Division and Fiscal Services/Purchasing and Contracts Division recommend that the Board approve the Sole Source Procurement and authorize the issuance of a Purchase Order to Medtronic Physio-Control in the amount of \$137,586.42.

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