Item # 23-29

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 2/14/2006 **Regular** ☐ **Consent** ☒ **Work Session** ☐ **Briefing** ☐
Public Hearing – 1:30 ☐ **Public Hearing – 7:00** ☐

MOTION/RECOMMENDATION:

BACKGROUND:

CONSTRUCTION CONTRACTS

23. **Award CC-0295-05/BHJ – Red Bug Lake Park Sewer Improvements to Price Construction, Inc. of Orlando ($197,946.00)**

CC-0295-05/BHJ will provide all labor, materials, equipment, transportation, coordination and incidentals necessary for the abandonment of the septic tank/ drain field systems located in Red Bug Lake Park. Due to unreliable/ inefficient septic tank/ drain field systems located in Red Bug Lake Park, the County is abandoning the existing septic systems located on the park grounds and constructing grinder pump station(s) with associated piping and electrical system(s). The County's Environmental Services Department owns and maintains a 16-inch force main located at the front of Red Bug Park adjacent to Red Bug Road which will serve as the connection.

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

The project was publicly advertised and the County received two (2) responses. The Review Committee consisting of Mike Harber, Senior Engineer, Environmental Services; Dennis Westrick, PEI Manager; Environmental Services and Joe Gasparini, Manager, Parks and Leisure Services Division evaluated the responses. Consideration was given to the bid price, qualifications, and experience.

The Review Committee recommends award of the contract to the lowest priced, responsive, responsible bidder, Price Construction, Inc. in the amount of $197,946.00. The completion time for this project is two hundred forty (240) calendar days from issuance of the Notice to Proceed by the County.

This is a budgeted project, and funds are available in account number 40103.169100, CIP #0021703. Environmental Services Department/PEI Division, Library and Leisure Services Department/Parks and Recreation 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.

24. Accept and authorize the Chairman to execute the Certificate of Final Completion for CC-1216-03/TLC – Mayfair Oaks Subdivision Barrier Wall with Schuller Contractors, Inc., Orlando (Certificate of Completion)

CC-1216-03/TLC provided for all labor, materials, equipment, transportation, coordination and incidentals necessary for the construction of the Mayfair Oaks Subdivision Wall. As of January 20, 2006, all work and documentation have been satisfactory completed. Public Works Department/Engineering Division, Fiscal Services Department/ MSBU and Purchasing and Contracts Divisions recommend that the Board approve the acceptance and authorize the Chairman to execute the Certificate of Completion.

PROFESSIONAL SERVICES

25. Authorize Negotiations and Award Master Agreements for PS-0381-06/BLH – Master Agreement for Continuing Architectural and Engineering Services for Projects Not Exceeding $1,000,000.00 to Bentley Architects & Engineers, Inc. of Longwood; Matern Professional Engineering, P.A. of Maitland; MLM-Martin Architects, Inc. of Maitland; Rhodes & Brito Architects of Orlando; Starmer Ranaldi Planning and Architecture, Inc. of Winter Springs; and Vision IV Architecture, LLC of Orlando (estimated $450,000.00/per year).

PS-0381-06/BLH will provide Architectural/Engineering design services for various renovation, restoration, construction and general consulting projects under $1,000,000.00 in Seminole County. The Architectural and Engineering services will also include CEI for various restoration, renovation and other construction projects whose estimated cost does not exceed $1,000,000.00.

This project was publicly advertised and the County received twelve (12) submittals (listed in alphabetical order):

- Bentley Architects & Engineers, Inc., Longwood
- CPH Engineers, Inc., Sanford
- GLE Associates, Inc., Orlando
- Gurri Matute PA, Coral Gables
- Matern Professional Engineering, P.A, Maitland
- MLM- Martin Architects, Inc., Maitland
- Rhodes & Brito Architects, Orlando
- rk collaborative, inc., Orlando
- S.G.M. Engineering, Inc., Orlando
- Starmer Ranaldi Planning and Architecture, Inc., Winter Springs
- TEK Science & Engineering Corp., Winter Park
- Vision IV Architecture, LLC, Orlando

The Evaluation Committee which consisted of Scott Werely, Construction Manager, Administrative Services; Amy Rossi, Program Manager, Public Safety; Rafael Fernandez, Principal Coordinator, Administrative Services and Richard Steiger, Facilities Planner, Administrative Services evaluated the submittals. The Evaluation Committee short listed and interviewed the following nine (9) firms:

- Bentley Architects & Engineers, Inc
- CPH Engineers, Inc.
- GLE Associates, Inc.
- Matern Professional Engineering, P.A.
- MLM-Martin Architects, Inc.
- Rhodes & Brito Architects
- S.G.M. Engineering, Inc.
- Starmer Ranaldi Planning and Architecture, Inc.
- Vision IV Architecture, LLC

Consideration was given to the following criteria:

- Cost control & estimating
- Scheduling
- Technology
- Understanding of project
- Quality of presentation

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

1. Rhodes & Brito Architects
2. Starmer Ranaldi Planning and Architecture, Inc.
3. Vision IV Architecture, LLC
4. MLM-Martin Architects, Inc.
5. Bentley Architects & Engineers, Inc.
6. Matern Professional Engineering, P.A.
7. CPH Engineers, Inc.
8. GLE Associates, Inc.
9. S.G.M. Engineering, Inc.

The six agreements will remain in effect for a period of three (3) years. At the sole option of the County, the agreements may be renewed for two additional terms not to exceed one year each for a total term of five years.

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. The work and dollar amount for each Work Order will be negotiated on an as-needed basis for each project. The work and amounts for all work orders issued will be in accordance with the Board approved budget.

Administrative Services Department/Facilities Division, Public Safety Department/EMS/Fire/Rescue Division and Fiscal Services Department/Purchasing and Contracts Division recommend that the Board approve the award of six agreements and authorize the Chairman to execute the Master Agreements as prepared by the County Attorney's Office.

26. Approve Amendment #2 to PS-5146-03/AJP – Construction Engineering and Inspection Services for S.R. 434 Access Management Project (U.S. Highway 17-92 to S.R. 419) with AB/WCG Joint Venture of Orlando ($119,764.60).

PS-5146-03/AJP provides professional services related to construction and engineering inspections for the construction of the S.R. 434 Access Management Project from US 17-92 to S.R. 419.

Amendment #2 will provide for additional construction engineering and inspection services necessary to be concurrent with time extensions for additional work on the construction project.

The following is a summary of the agreement's cost:

Agreement Award Amount	$575,000.00
Amendment #1	24,637.82
Amendment #2	119,764.60
Revised Agreement Amount	$719,402.42

Funds are available in accounts 077501.560670 CIP 173501 and 077501.530310. Public Works Department/Engineering Division and Fiscal Services Department/Purchasing and Contracts Division recommend that the Board approve Amendment #2 and authorize the Purchasing and Contracts Manager to execute it.

REQUEST FOR PROPOSALS

27. Award RFP-0268-05/BHJ – Collection Services for various County Departments to Credit Solutions Plus Group, Harrisburg, PA (14% of collected amounts).

RFP-0268-05/BHJ will provide a qualified firm to perform a complete review of outstanding receivables and engage in the appropriate activities required to collect the outstanding receivables for the Public Defender's Office (Liens); Environmental Services Department/ Water and Sewer Division; Public Safety Department/Animal Services; EMS/Fire/Rescue Divisions; Library and Leisure Services Department; and Planning and Development Department.

This project was publicly advertised and the County received three (3) submittals (listed in alphabetical order):

- Credit Plus Solutions Group
- Municipal Services Bureau
- National Commercial Services

The Evaluation Committee, which consisted of Bob Briggs, Financial Manager, Environmental Services Department; Stephanie Kobrin, Business Manager, Library and Leisure Services Department; Elaine Richarde, Senior Specialist, Public Safety/Animal Services Division and Amy Rossi, Program Manager, Public Safety/EMS/Fire/Rescue Division evaluated the submittals.
The evaluation was based on the following criteria:

- Qualifications and Experience
- Methodology/Approach to Work
- Proposed Percentage of collection

The Evaluation Committee recommends that the Board award the contract to the lowest cost, responsive, responsible Proposer, Credit Solutions Plus Group of Harrisburg, PA. The County will compensate the Contractor with 14% of the collected amounts. The agreement will remain in effect for a period of three (3) years. At the sole option of the County, the agreement may be renewed for two additional terms not to exceed one (1) year each.

Environmental Services Department/ Water and Sewer Division; Public Safety Department/Animal Services and EMS/Fire/Rescue Divisions; Library and Leisure Services Department; Planning and Development Department 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.

TERM CONTRACTS

28. Award IFB-3129-05/GMG – Term Contract for Grounds Maintenance of Neighborhood Parks, Trailheads and Kewannee Trail (Phase I) to Ameriscapes Landscape Management Services, Inc., Orlando (Term Contract estimate $100,000.00 per year)

IFB-3129-05/BJC will provide for labor, materials, equipment, coordination and incidentals necessary for the complete care of various park locations to include unmanned neighborhood parks, trailheads and Phase I and II of Kewannee Trail.

The project was publicly advertised and the County received three (3) submittals in response to the solicitation. The Review Committee which consisted of Joe Gasparini, Library Leisure Services-Parks & Recreation Division; Larry Morrell, Library Leisure Services-Parks & Recreation Division; and Johnnie Williams, Library Leisure Services-Parks & Recreation Division reviewed the responses. The Review Committee recommends award of the contract to the lowest, responsible, responsive Bidder, Ameriscapes Landscape Management Services, Inc., Orlando. Consideration was given to past performance, approach to work and price proposal. As part of this agreement, the County will incorporate the services described in A/B-3025A-01/GMG which is also awarded to Ameriscapes Landscape Management Services, Inc., through a competitive process. This action will consolidate the agreements and will simplify the contract administration. The agreement shall take effect on the date of its execution by the County and shall run for an initial period of three (3) years with three (3) one (1) year renewal options. The estimated contract value for three years is $300,000.00.

Authorization for performance of services by the Contractor under this agreement shall be in the form of written Release Orders issued and executed by the County on an as-needed basis as long as the cumulative amount of the Release Orders does not exceed budgetary constraints.

Library Leisure Services-Parks & Recreation Division and Fiscal Services/Purchasing and Contracts Division recommend the Board to award the project and authorize the Purchasing and Contracts Manager to execute the contract as approved and prepared by the County Attorney's Office and pursuant to the IFB documents including the consolidation of A/B-3025-A-01/GMG.

SOLE SOURCE/PROPRIETARY SOURCE

29. Proprietary Source Award M-0636-06/BHJ – Consultant Services Agreement in support of the Field Operations Asset Maintenance Management System for Seminole County's Roads, Stormwater, and Traffic Infrastructure, with LA Consulting, Inc., Manhattan Beach, CA (estimated $50,000.00 per year, three (3) Year Term).

In the late 1990s, the Department of Public Works (DPW) undertook a review to determine the efficiency and effectiveness of its services delivery. Toward that end, Board approval was sought and given to retain the services of a consulting firm specializing in public works management. LA Consulting, Inc. (LAC, Inc.) was competitively selected under RFP-484-00 and retained by the County in September, 2000.

Under their services agreement with the County, LAC, Inc. reviewed the maintenance operations of that time and assisted the DPW in identifying, then implementing, more effective and efficient business practices to manage the assets of its multi-million dollar operation. More specifically, LAC, Inc.: reviewed existing work processes and systems; provided extensive technical and professional support to the development of a management approach and supporting work practices, including implementation of an integrated work management system which eliminated 27 separate independent databases; assisted in software selection and subsequent tailoring for Seminole County (the Maintstar system); trained and encouraged the DPW staff to use and apply the system; and provided periodic ongoing monitoring. After a five plus year relationship with LAC, Inc., this firm has successfully met and completed all of its contractual obligations on time and within budget.

With LAC, Inc.'s assistance, significant productivity improvements in the DPW's maintenance efforts, as well as considerable companion fiscal savings, have been realized. It is estimated that total savings of between $3 million and $5 million have been realized thus far, based upon on a measured overall productivity increase in the range of 16% to 17%. During the same period, the DPW was able to reduce its staff by approximately 4% while experiencing a 42% jump in infrastructure assets to be maintained.

M-0306-06/BHJ is a proprietary source award that provides for continued professional services for on-going maintenance, development and enhancement of the now established Asset Maintenance Management System and its utilization. These services include, but are not necessarily limited to, the following types of tasks (see Scope Of Services appendix to the proposed contract for more itemized listing).

- Further linkage of MaintStar and other County automated initiatives, including SCINet.
- Assistance in the investigation and potential implementation of wireless technologies.
- Periodic updated benchmarking of Seminole County with other agencies and identification of opportunities for improvements.
- Independent review of in-house work plans, performance reports and analyses.
- Developing or verifying comparisons across time, reconciliations to budgetary/fiscal projections and performance, and identifications of more precise fleet needs and work activity candidates for outsourcing.
- Providing technical support to other in-house refinements, such as enhancements to the customer service/work order processes to address issue management.
- Training for key staff and management as required due to software updates, turnover, and evolution of the County's needs/uses of the system.

LAC, Inc. has distinct expertise in public works operational processes and systems that enable the County to more effectively implement adjustments, refinements and enhancements as needs evolve and grow. For example:

1. LAC, Inc. is a unique specialty firm with its total focus on assisting public works agencies to improve, and has applied the same process to accomplish that in nearly 70 cases. Five other public works agencies in Florida have utilized LAC, Inc. to achieve improvement results. For all of its Florida projects, LAC, Inc. was either competitively selected or sole sourced as a result of its unique qualifications.

2. LAC, Inc. works with many different software vendors used by public works agencies and understands how these various vendors' systems work and how to apply them. Seminole County utilizes the proprietary MaintStar software system, and LAC, Inc. has assisted twelve other public works agencies in the use of this particular system. The MaintStar vendor (Bender Engineering, sole source provider) of course has experience in their specific software implementation, but lacks the companion improvement process background that LAC, Inc. provides. LAC, Inc.'s services additionally provide the County with implementation enhancements in common-use applications such as Microsoft Access.

3. LAC, Inc. has been recognized by its peers as a unique public works management consultant. This firm has been selected by the American Public Works Association (APWA) to make presentations on maintenance improvements on 27 occasions within the last five years, more than any other firm in the country. Further, the American Society of Civil Engineers (ASCE) chose LAC, Inc. to conduct a national training session on public works improvement. In addition, various technical and trade journals have published fourteen articles written by LAC, Inc. on public works performance improvement.

4. LAC, Inc. has a complete benchmark database of over 35 public works agencies, and has the background of documenting actual productivity and cost data by specific activities. This allows for direct comparisons with other agencies and associated benchmarking for improvement.

The proposed proprietary source contract will take effect upon the date of execution and shall run for a base period of three years with two one-year renewal options at the County's discretion. 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 negotiated on an as-needed basis for each project. The work and amounts for all work orders issued will be in accordance with the Board approved budget.

This is a budgeted project, and funds will be available in account number 077400.530310. Public Works Department and Fiscal Services Department/Purchasing and Contracts Division recommend that the Board approve and authorize the Chairman to execute the Agreement as prepared by the County Attorney's Office.