

**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 3/8/2005 **Regular** ☐ **Consent** ☒ **Work Session** ☐ **Briefing** ☐
Public Hearing – 1:30 ☐ **Public Hearing – 7:00** ☐

MOTION/RECOMMENDATION:

BACKGROUND:

CONSTRUCTION CONTRACTS

- 6 . **Approve Amendment #1 to CC-1222-03/TLC – Continuous Contacts for Public Works Minor Construction – Construction Costs less than \$500,000.00 to Central Florida Environmental Corp., JCB Construction, Inc., American Persian Engineers & Contractors, Inc., and Schuller Contractors, Inc. (Cost Increases to Line Item Prices)**

Reviewed by:

Co Atty: _____

DFS: _____

Other: _____

DCM: SS

CM: [Signature]

File No. CFSP00

CC-1222-03/TLC provides agreements for all labor, materials, equipment, coordination and incidentals necessary to furnish continuing construction services for Public Works minor projects with an estimated construction cost of less than \$500,000.00. Each agreement was 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 years total).

On February 10, 2004 the Board awarded four contracts; each with firm fixed ceiling line item prices. In the past year, there have been significant increases in the cost of various construction materials. Based on the existing County contract, the four contractors were given an opportunity to present price increases covering their increased cost in material and labor. No increases were allowed for profit or overhead. All requests had to be fully justified and documented to show actual costs increases. Public Works/Engineering and Fiscal Services/Purchasing and Contracts has reviewed the requests and the supporting documentation and found the increases requested to be fair and reasonable and in line with CPI indexes.

| <u>INDEX</u> | <u>PERIOD</u> | | <u>% Increase</u> |
|--|------------------|------------------|-------------------|
| | <u>Dec, 2003</u> | <u>Dec, 2004</u> | |
| FDOT Steel Price Index | 0.0891 | 0.1370 | 34.96% |
| FDOT Fuel & Bituminous Price Index - Asphalt | 0.7305 | 0.9231 | 20.86% |
| FDOT Fuel & Bituminous Price Index - Diesel | 0.8695 | 1.4288 | 39.14% |

Authorization for performance of services by the Contractors under this agreement shall continue to be in the form of written Work Orders issued and executed by the County and signed by the Contractors. Each of the four contractors will continue to propose on each work order in a competitive environment. They may bid unit prices below their contract unit price, but may not bid higher. Each work order will be awarded to the contractor offering the lowest price that meets the County's schedule. When time is critical, the A+B method of evaluation may be utilized.

The work and dollar amount for each Work Order will be based on the project and will be negotiated on an as-needed basis, not to exceed \$500,000.00 per work order. The account lines funding this contract will be issued with each work order, since each work order has a project and account.

Public Works/Engineering Division and Fiscal Services/Purchasing and Contracts Division recommend that the Board approve the line item price increases as presented in the contract amendments and authorize the County Manager to execute the amendments as prepared by the County Attorney's Office. Upon approval staff will also exercise the renewal option for the second year.

7. **Approve Deductive Change Order #8 (\$39,840.00), accept and authorize the Chairman to execute the Certificate of Final Completion for CC-1193-02/BJC – Wilson Landing Park Construction (Certificate of Completion).**

CC-1193-02/TLR provided for all labor, materials, equipment, coordination, and incidental necessary for the construction of a park facility consisting of site work, drainage, utilities, paved path, parking lot, mooring dock and landscaping. Deductive Change Order #8 (\$39,840.00) will delete paving of the existing dirt roadway, due to economic conditions, and extended the completion date by 123 calendar days. As of December 20, 2004, all work and documentation have been satisfactory completed. Library and Leisure Services Department/Parks and Recreation Division and Fiscal Services Department/Purchasing and Contracts Division recommend that the Board approve Deductive Change Order #8 and the final acceptance and authorize the Chairman to execute both.

PROFESSIONAL SERVICES

8. **Approve Ranking List, Authorize Negotiations, and Award PS-5174-04/AJR – Master Agreement for Hydrogeologic and Well Construction/Repair Services to Connect Consulting, Inc., of Wellington.**

PS-5174-04/AJR will provide professional Hydrogeologic and well construction oversight services and turn key well construction services to permit, design, construct, and/or repair and test new and existing wells and associated well head appurtenances and pumps.

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

- Barnes, Ferland and Associates, Inc.;
- Black & Veatch Corporation, Orlando;
- Camp Dresser & McKee, Maitland;
- Connect Consulting, Inc.;
- Hartman & Associates, Inc., Orlando;
- Leggette, Brashears, & Graham, Inc., Tampa.

The Evaluation Committee, which consisted of Robert G. Adolphe, P.E., Director of Environmental Services; Robert Dehler, Principal Coordinator, Utilities; Gary Rudolph, Utilities Manager; Jeffrey F. Thompson, P.E., Senior Engineer; and Dennis Westrick, P.E., Manager PEI evaluated the submittals and short-listed three firms.

The Evaluation Committee interviewed the following three short-listed firms:

- Barnes, Ferland and Associates, Inc.;
- Black & Veatch Corporation, Orlando;
- Connect Consulting, Inc.

Consideration was given to the following criteria:

- Proposed Approach to Performing the Work/Strategy;
- Similar Project Experience;
- Innovative Ideas;
- Quality of Presentation.

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):

1. Connect Consulting, Inc.;
2. Black & Veatch Corporation, Orlando;
3. Barnes, Ferland and Associates, Inc.

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 approved project budget and negotiated on an as-needed basis for the project. The estimated contract value is \$500,000.00/year. The term of the agreement shall commence upon execution and shall run for a period of three (3) years and, at the sole option of the County, may be renewed for two (2) periods not to exceed one (1) year each.

Environmental Services/ Planning Engineering and Inspections 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.

9. Approve Amendment #1 to PS-577-00/BJC – Construction Engineering & Inspection Services for Dodd Road Expansion with HDR Construction Control Corp., Winter Park, FL. (\$127,319.50)

PS-577-00/BJC provides for construction, engineering & inspection services for Dodd Road Expansion. Amendment #1 will provide for additional construction, engineering and inspection services required to close out the project. The additional cost for CEI services for additional work incorporated into the project by the County per acquisition agreements and field changes is \$127,319.50. The following is a summary of the cost of the contract:

| | |
|-----------------------|----------------------|
| Original Contract Sum | \$ 1,060,977.50 |
| Amendment #1 | <u>\$ 127,319.50</u> |
| Revised Contract Sum | \$ 1,188,297.00 |

Funds are available in accounts 077515.560670 and 077525.560670, sub-ledger 007502. Public Works/Engineering Division and Fiscal Services/Purchasing and Contracts Division recommend that the Board approve and authorize the County Manager to execute Amendment #1.

REQUEST FOR PROPOSALS

- 10. Award four (4) agreements for RFP-4232-04/TLR – General Consulting Services 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; (Not to Exceed \$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 four (4) ranked firms:

- Land Design Innovations, Winter Park
- Glatting ,Jackson, Kercher, Anglin, Lopez, Rinehart, Inc., Orlando
- Calvin, Giordano & Associates, Orlando
- Carter Burgess, Orlando

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. This agreement is in effect for a period of one (1) year with two (2) additional renewable periods of one (1) year each. The total estimated value of services per year is \$150,000.00.

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.

11. Award four (4) agreements for RFP-4233-04/TLR –General Consulting Service 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; and Tindale-Oliver & Associates of Tampa (Not to Exceed \$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 & Associates, 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 four (4) ranked firms.

- GMB Engineers & Planners, Inc., Orlando
- Glatting ,Jackson, Kercher, Anglin, Lopez, Rinehart, Inc., Orlando
- Tindale-Oliver & Associates, Tampa
- Leftwich Consulting Engineers, Inc., Orlando

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. This agreement is in effect for a period of one (1) year with two (2) additional renewable periods of one (1) year each. The total estimated value of services per year is \$150,000.00.

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.

12. Award RFP-4227-04/GMG – Vending Agreement for Snacks, Drinks and Hot/Cold Food Vending for Seminole County Services Building, Courthouse and Criminal Justice Center, to Snack Time Vending, Inc., Longwood (15% commissions on snacks and beverages).

RFP-4227-04/GMG will provide for snacks, drinks and hot/cold food vending services for the Seminole County Services Building, Courthouse and Criminal Justice Center facilities.

This project was publicly advertised and the County received four (4) submittals in response to the solicitation. The Evaluation Committee which consisted of Jodi Doyle, Planning and Development Department; Carol Floyd, State Attorney's Office; Meloney Lung, Administrative Services Department/Support Services Division and Angi Thompson, Administrative Services Department/Support Services Division evaluated the submittals.

The evaluation was based on the following criteria:

Technical Plan

- Understanding of the Scope of Services and proposed approach.
- Qualifications of the firm to provide required services, response time.
- Availability of equipment, and demonstrated experience to provide high quality food service efficiently.
- Selection – Variety of items, guaranteed fresh, local service/local company

Price Proposal

- Expected financial return to Seminole County Government.
- Ability to provide reasonable prices to the customer.

Past Performance

- Performance on prior contracts with similar scope

The review committee evaluated the submittals and requested Best and Final Offers (BAFO) from the following firms (listed in alphabetical order):

- Canteen Vending Services, Altamonte Springs
- Snack Time Vending, Inc., Longwood

The firms were requested to submit the Best and Final Offer regarding the User Fees Payable to the County. The Evaluation Committee reviewed and compared the offered fees and the references received and based on that information, the committee recommends award of the contract to Snack Time Vending, Inc, Longwood.

The Contractor shall pay to the County a commission of 15% of gross sales for beverages and snacks. The hot/cold food vending will not receive sales commission. Commissions will be paid on a monthly basis for the term of the agreement which will be in effect for a period of three (3) years with three (3) additional periods of one (1) year.

Administrative Services Department/Support Services Division and Fiscal Services Department/Purchasing and Contracts Division recommend the Board to award the project and authorize the County Manager to execute the contract as prepared by the County Attorney's Office and pursuant to the RFP documents.

13. **Approve Amendment #4 to RFP-4128-01/BJC – Lake Drive Major Road Appraisal Services with Clayton, Roper & Marshall of Altamonte Springs, FL., for \$53,000.00.**

RFP-4128-01/BJC provides for appraisal services and associated engineering services for Lake Drive major road project. Amendment #4 will provide for complete appraisal updates including engineering services necessary for the acquisition of remaining Lake Drive: Phase II project parcels. The additional cost for Amendment #4 is \$53,000.00. The following is a summary of the cost of the contract:

| | |
|-----------------------|---------------------|
| Original Contract Sum | \$ 281,301.00 |
| Amendments 1-3 | \$ 260,205.00 |
| Add Amendment #4 | <u>\$ 53,000.00</u> |
| Revised Contract Sum | \$ 594,506.00 |

Funds are available in accounts 077515.560610 and 077525.560610 sub-ledger 012401. Public Works/Engineering and Fiscal Services/Purchasing and Contracts recommend that the Board approve and authorize the County Manager to execute Amendment #4.

14. **Approve Mutual Termination for RFP-4229-04/GMG - Mobile Unit Concession Operations Agreement for Seminole County Red Bug Lake Park, with P.T. Enterprises, Apopka and Award Agreement to Smooth Sunshine, Casselberry (20% commissions of gross receipts).**

RFP-4229-04/GMG provides for mobile concession services for the Seminole County Red Bug Lake Park.

On December 14, 2004, the Board of County Commissioners approved the award of this Concession Operations Agreement for Seminole County Red Bug Lake Park to P.T. Enterprises. This project was publicly advertised and the County received two (2) submittals in response to the solicitation.

P.T. Enterprises can no longer comply with the requirements of the scope of work due to the owner's primary permanent job commitments and has requested the termination of their agreement. The second bidder, Smooth Sunshine, Casselberry has accepted to continue the services of this contract upon award approval by the Board of County Commissioners, and to maintain their original offer of 20% commissions of gross receipts. Commissions will be paid on a monthly basis for the term of the agreement in effect for a period of three (3) years with three (3) additional renewable periods of one (1) year each.

Administrative Services Department/Support Services Division; Library & Leisure Services Department/Parks & Recreation Division and Fiscal Services Department/Purchasing and Contracts Division recommend the Board to approve the mutual termination and authorize the County Manager to execute the documents including the new agreement as approved and prepared by the County Attorney's Office and pursuant to the RFP documents.

- 15. Approve Mutual Termination for RFP-4230-04/GMG - Mobile Unit Concession Operations Agreement for Seminole County Sylvan Lake Park to P.T. Enterprises, Apopka and Award Agreement to Fred's Franks, Winter Springs (15% commissions of gross receipts).**

RFP-4230-04/GMG provides for mobile concession services for the Seminole County Sylvan Lake Park.

On December 14, 2004, the Board approved the award of this Concession Operations Agreement for Seminole County Sylvan Lake Park to P.T. Enterprises. This project was publicly advertised and the County received two (2) submittals in response to the solicitation.

P.T. Enterprises can no longer comply with the requirements of the scope of work due to the owner's primary permanent job commitments and has requested the termination of their agreement. The second bidder, Fred's Franks, Winter Springs has accepted to continue the services of this contract upon award approval by the Board of County Commissioners, and to maintain their original offer of 15% commissions of gross receipts. Commissions will be paid on a monthly basis for the term of the agreement in effect for a period of three (3) years with three (3) additional renewable periods of one (1) year each.

Administrative Services Department/Support Services Division; Library & Leisure Services Department/Parks & Recreation Division and Fiscal Services Department/Purchasing and Contracts Division recommend the Board to approve the mutual termination and authorize the County Manager to execute the documents including the new agreement as approved and prepared by the County Attorney's Office and pursuant to the RFP documents.

MISCELLANEOUS CONTRACTS

- 16. Approve Amendment #5 to M-56-98/BJC – Utility Relocations for SR 434 Phase II to Rockett & Associates of Orlando (\$34,899.00).**

M-56-98/BJC provides for a continuation of the design of the SR 434-Phase II relocation of the County's utilities for the Florida Department of Transportation (FDOT) road-widening project.

The construction of the County's water, sewer and reclaimed utilities are being performed by the FDOT construction contractor through a "joint project agreement" with the Florida Department of Transportation. The county has no contractual relationship with the FDOT construction contractor performing the work. Rockett and Associates (fka Blount Sikes and Assoc.) is the County's engineer of record for the design and for performing CEI services covering the County's Utility Relocations.

As is typical with roadway projects, the time period between starting design and finishing construction can be several years. This project started construction in June 2002, and final design was performed in 1998 after FDOT had changed the alignment of the roadway. The agreement with FDOT was approved by the BCC in June 2001 after which time the 100 percent level plans and specifications were finished prior to FDOT bidding the project. This project has been complex with multiple underground utilities including Seminole County and City of Oviedo, along with telephone, power and fiber optic, vying for limited right of way space along with roadway drainage infrastructure in multiple maintenance of traffic phased construction. The construction of the project is substantially complete with punch list items, preparing final certified as-built plans and outstanding construction related issues remaining to be resolved. The County's remaining issues necessitate a continuance of service by the Engineer of record, Rockett and Associates through FDOT's final closeout.

Amendment #5 will extend the term to coincide with FDOT final acceptance and close-out of this project and increase the not to exceed amount. The following is a summary of the cost of the contract:

| | |
|-----------------------|------------------|
| Original Contract Sum | \$122,552.59 |
| Amendment #1-4 | 337,068.22 |
| Add Amendment #5 | <u>34,899.00</u> |
| Revised Contract Sum | \$494,519.81 |

Funds are available in account number 087801-56065000 (Water and Sewer, Construction in Progress) CIP#DF885241X. Environmental Services and Fiscal Services/Purchasing and Contracts Division recommend the Board authorize the County Manager to execute the amendment as prepared by the County Attorney's Office.