

**SEMINOLE COUNTY GOVERNMENT
AGENDA MEMORANDUM**

SUBJECT: Contracts and Bids

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

AUTHORIZED BY: Cindy Hall  **CONTACT:** Ray Hooper  **EXT.** 7111

Agenda Date 3/11/03 **Regular** ☐ **Consent** ☒ **Work Session** ☐ **Briefing** ☐
Public Hearing – 1:30 ☐ **Public Hearing – 7:00** ☐

MOTION/RECOMMENDATION:

BACKGROUND:

CONSTRUCTION CONTRACTS

23. **Award CC-1196-02/BJC – Dodd Road Construction Project (Howell Branch Road to Red Bug Lake Road), to The Middlesex Corporation, Littleton, MA (\$9,187,949.10).**

CC-1196-02/BJC will provide 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 an existing two-lane corridor Dodd Road, from Howell Branch Road to Red Bug Lake Road.


Reviewed by:

Co Atty: _____

DFS: _____

Other: _____

DCM:  _____

CM:  _____

File No. CFSP00

This project was publicly advertised and County received five (5) responses. The Review Committee, which consisted of Steve Krug, Construction Management Team Engineering Division, Jerry Matthews, Engineering Division and Jim Pullen, Construction Management Team Engineering Division, evaluated the submittals. Consideration was given to the firm's qualifications, experience and cost of the project.

The Review Committee recommends award of the contract to the lowest responsible, responsive Bidder, The Middlesex Corporation, Littleton, MA, in the amount of \$9,187,949.10. The completion time for this project is six hundred ten (610) calendar days from the issuance of the Notice to Proceed by the County.

This is a budgeted project and funds are available in account numbers 077515-56067000 (Engineering, Roads) and 077525-56067000 (S. Central Collector, Roads) CIP #DE55012X. Public Works/Engineering, Environmental Services/Utilities and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve the project and authorize the Chairman to execute the agreement as prepared and approved by the County Attorney's Office with no major deviation of terms and pursuant to the scope of services in the Bid Documents.

24. Accept and authorize the Chairman to execute the Certificate of Completion for FC-1180-02/BJC – Five Points Water Main Loop with Masci Corp., Harbor Oaks (Certificate of Completion).

FC-1180-02/BJC provided for all labor, materials, equipment, coordination and incidentals necessary for the installation of an 8-inch master meter assembly, fire hydrants, valves, piping from 4 inch to 8 inches in diameter, service connections from ¾-inch to 2 inches in size, backflow preventers from ¾-inch to 6 inches in size, building service tin-ins, water main and water service abandonment, and the co-installation of 2-inch schedule 40 PVC conduit and pull boxes, maintenance of service and traffic, restoration, and other incidental work required to make a complete and operational system. As of February 24, 2003 all work and documentation have been satisfactorily completed. Administrative Services/Facilities Maintenance and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve the acceptance of this project and authorize the Chairman to execute the Certificate of Completion.

25. Accept and authorize the Chairman to execute the Certificate of Completion for CC-1185-02/BJC – Kewannee Park Restroom and Boardwalk with Core Construction Group, Inc, Orlando (Certificate of Completion).

CC-1185-02/BJC provided for all labor, materials, equipment, incidentals and coordination necessary for the construction of the Kewannee Park restroom and boardwalk project. As of February 24, 2003, all work and documentation have been satisfactorily completed. Libraries and Leisure Services/Parks and

Recreation and Fiscal Services/Purchasing and Contracts Division recommend to Board to approve the acceptance of this project and authorize the Chairman to execute the Certificate of Completion.

REQUEST FOR PROPOSALS

- 26. Approve Second Renewal for RFP-468B-99/GG – Snack Vending Services Agreement with Lance Inc., Charlotte, N.C. (April 18, 2003 through April 17, 2004) and approve a 5 cent increase in vending machine snack prices. (17% commissions received from sales).**

RFP-468B-99/GG provides for snack vending services throughout the County. The contract provides for a 17% commission paid to the County on gross sales of snacks.

This project was publicly advertised, twenty (20) packages were solicited and the County received five (5) submittals. The contract was awarded on an item-by-item basis to Lance, Inc. based on the evaluation factors of quality, service, experience, and percent commission offered on the snack vending category.

Lance, Inc., Charlotte, N.C. has agreed to renew their agreement for the period of April 18, 2003 through April 17, 2004 at the commission rate, terms and conditions of the original contract and the First Renewal with the following exception.

Due to increased costs from their suppliers, they are requesting an increase of 5 cents on their snack machine items (Chips, Crackers, Candy, Cookies, Pastry, Gum and Mints). To support their request, Lance, Inc. submitted documentation substantiating their increased costs.

The Purchasing and Contracts Division recently completed an extensive analysis of snack item costs increases to substantiate a similar request from Snack Time Vending (RFP-4104-01/GG). Snack Time's request for a 5 cent increase was approved by the Board on 2/11/03. These are the identical items and that analysis still applies. The Purchasing and Contracts Division has determined the requested increase is fair and reasonable.

Fiscal Services /Purchasing & Contracts and Administrative Services/Support Services recommend the Board to approve the renewal with the price increase, and authorize the Purchasing and Contracts Division to notify the Contractor of such action.

BIDS

27. **Award BD-288-03/BJC – Windscreen Protection for Lawton Chiles Middle School in Oviedo, to Home Systems, Inc. dba Roll-a-Way of Central Florida, Orlando (\$77,578.00).**

BD-288-02/BJC will provide for all labor, materials, equipment, coordination and incidentals necessary for the installation of windows and doors protection at Lawton Chiles, Middle School. The State of Florida Division of Emergency Management (DEM) allotted Seminole County a total of \$ 80,000.00 for window screen protection to this designated local school. The remaining amount will be utilized by DEM to provide window and door protection in other sectors of the state.

This project was publicly advertised and the County received two (2) responses. The Review Committee which consisted of Joe McCluan, Public Safety department; Maureen Long, Public Safety Department and Rick Moore, Public Safety Department evaluated the submittals. Consideration was given to the firm's qualifications, experience and proposed cost of the project. Hunter-Nelson was offering an alternate item to our specification, but could not provide the necessary documentation for this alternate item to be approved and therefore is non-responsive to our solicitation. The Purchasing and Contracts Division negotiated Roll-a-Way of Central Florida's bid from \$99,000.00 to \$77,578.00.

The Review Committee recommends award of the contract to the Roll-a-Way of Central Florida in the amount of \$77,578.00. The completion of the project is anticipated to be on or before May 15, 2003.

Funds will be available as provided by DEM. Public Safety and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve the project and authorize the Chairman to execute the Agreement as prepared and approved by the County Attorney's Office with no major deviation of terms and pursuant to the Scope of Services in the Bid Documents.

OTHER

28. **Approve Amendment #1 to M-342-02/BJC and waive the Procurement Code for the additional scope of services – Miscellaneous Improvements for Water Treatment Plants and Wastewater Treatment Plants – Phase II, with Wharton-Smith, Lake Monroe (\$95,000.00).**

M-342-02/BJC provides for miscellaneous improvements for Seminole County Water Treatment Plants and Wastewater Treatment Facilities – Phase II. Amendment #1 will provide for the expansion of the security management control system provided under the agreement to control the ingress and egress of authorized County personnel and public at the County Services Building, five (5)

libraries and the Administrative Services Building including the Wellness Center. The proposed access system will utilize existing County owned hardware and communications infrastructure. The tasks included in the amendment will include retrofitting existing door and latch hardware for electronic access and installing card readers. The proposed system will also utilize existing County fiber optic communication infrastructure to connect the sub locations. Administration of ID cards, access level determination and assignment must be able to be managed and monitored from authorized terminals over the County's existing network. The current scope of services will be modified to include, but not limited to the following:

- Determine operational requirements and plan a system to implement them;
- Provide installation schedule and estimated date of final completion to Seminole County;
- Install and configure, where necessary, the access control administration software and an access control administrative workstation;
- Install and integrate access control, alarm monitoring and related security hardware;
- Install emergency power backup system/UPS;
- Enter security system database;
- Test security system communication and operation; and
- Train personnel on proper system operation.

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

Original Contract Sum	\$1,700,000.00
Add Amendment #1	<u>95,000.00</u>
Revised Contract Sum	\$1,795,000.00

Funds are available in account number 010530-56062000 (Support Services, Buildings) CIP #DM10055X. Administrative Services, Environmental Services and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve the project, waive the procurement process and authorize the Chairman to execute the Amendment as approved and prepared by the County Attorney's Office.

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