

**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 <u>4/8/03</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

- 17. **Award CC-1198-02/BJC – Miscellaneous Bridge Rehabilitation Project, to CEM Enterprises, Inc., Apopka (\$338,500.00 per year).**

CC-1198-02/BJC will provide for all labor, materials, equipment, transportation, coordination and incidentals necessary for bridge rehabilitation in various locations, on an as needed basis throughout Seminole County.

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

This project was publicly advertised and the County received three (3) responses. The Review Committee, which consisted of Jimmy Beach, Program Manager/Roads Division; Fred Mueller, Sr. Technician and Jeff Thurman, Sr. Team Leader, 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, CEM Enterprises, Inc., Apopka, in the not-to-exceed amount of \$338,500.00 per year.

Public Works/Road 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.

18. Award CC-1202-03/BJC – Bookertown, Midway and Winwood Sidewalk Construction Projects, to Brown Brothers Concrete, Inc., Jacksonville (\$424,255.53).

CC-1202-03/BJC will provide for all labor, materials, equipment, coordination and incidentals necessary to construct approximately 1.20 miles of sidewalk in Midway, 1.20 miles of sidewalk in Bookertown and 1.02 miles of sidewalk in Winwood, including but not limited to connecting existing sidewalks and driveways to proposed sidewalks and driveway aprons within the county right-of-way.

This project was publicly advertised and the County received ten (10) responses. The Review Committee, which consisted of Rob Heenan, Principal Coordinator; Becky Heckters, Sr. Technician and Jaquie Laracuenta, DRC Construction Inspection Team, 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, Brown Brothers Concrete, Inc., Jacksonville, in the amount of \$424,255.53. The completion time for this project is one hundred eighty (180) calendar days from the issuance of the Notice to Proceed by the County.

This is a budgeted project and funds are available in account number 110922-56063000 (Block Grant, Improvements Other than Buildings). Planning and Development/CDBG 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.

19. Award CC-1206-03/BJC Phase II – Cell 2A – Landfill Gas Management System Expansion, to Shaw Constructors, Inc., Ohio (\$489,098.50).

CC-1206-03/BJC will provide for all labor, materials, equipment, transportation and incidentals necessary to provide a Landfill Gas Management System Expansion consisting of header pipe, laterals, gas extraction wells, condensate sump and pump, additional utility blower/flare station, and blind flanges for future expansion, complete, in place and ready for service, in accordance with drawings and specifications.

This project was publicly advertised and the County received nine (9) responses. The Review Committee, which consisted of Robert Adolphe, P.E., Director, Environmental Services Department; David Gregory, Manager of Solid Waste Division/Environmental Services Department and Carol Hunter, PEI/Environmental Services, evaluated the submittals. Consideration was given to the firm's qualifications, experience and cost of the project.

Bidder #1, Crews Construction Services, Inc., Clermont, was considered non-responsive by the Purchasing and Contracts Division. The company did not meet the minimum experience necessary in accordance to the requirements of the Bid Documents, Section 00160-2. The Review Committee recommends award of the contract to the lowest responsible, responsive Bidder, Shaw Constructors, Inc., in the amount of \$489,098.50. The first phase of this project must be completed in sixty (60) days and the final completion time for this project is one hundred fifty (150) calendar days from the issuance of the Notice to Proceed by the County.

This is a budgeted project and funds will be available in account number 087900-56065000 (Solid Waste, Construction in Progress) CIP #DH95011X, in conjunction with a BCR on this same agenda. Environmental Services 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.

20. Accept and authorize the Chairman to execute the Certificate of Completion for FC-1172-01/BJC – Consumers Water Treatment Plant Well #7, with Jaffer Associates, Ltd, Miami (Certificate of Completion).

FC-1172-01/BJC provided for all labor, materials, equipment, coordination and incidentals necessary for construction of one (1) new water supply well at the existing Consumers Water Treatment Plant including development, test pumping, logging and disposal of water from pumping. As of March 24, 2003, all work and documentation have been satisfactory completed. Environmental Services 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.

21. **Accept and authorize the Chairman to execute the Certificate of Completion for FC-1176-02/BJC – Central Transfer Station HVAC Renovations, to Air Mechanical & Service Corporation, Orlando (Certificate of Completion).**

FC-1176-02/BJC provided for all labor, materials, equipment, coordination and incidentals necessary for the HVAC equipment replacement with ductwork modifications and diffuser replacement. As of March 20, 2003, all work and documentation have been satisfactory completed. Environmental Services 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.

PROFESSIONAL SERVICES

22. **Approve ranking list for PS-5134-02/BJC – Master Agreement for Preliminary Engineering and Final Design for Celery Avenue (from Mellonville Avenue to Chickasaw Drive) Assessment and award an Agreement to CPH Engineers, Inc., Sanford (Not-to-Exceed \$400,000.00).**

PS-5134-02/BJC will provide for professional engineering design, permitting and bidding services for feasible solutions for retrofitting this road, explore the possibilities of capacity and safety enhancements along with rebuilding where structure failures are eminent.

This project was publicly advertised and the County received nine (9) submittals (listed in alphabetical order):

- Boyle Engineering Corporation, Orlando;
- CH2M Hill, Orlando;
- CPH Engineers, Sanford;
- GAI Consultants, Orlando;
- Keith & Schnars, P.A., Altamonte Springs;
- Johnson, Mirmiran & Thompson, Lake Mary;
- Lochrane Engineering, Inc., Orlando;
- Palmer Engineering, Orlando;
- STV Incorporated, Orlando.

The Evaluation Committee, which consisted of Antoine Khoury, P.E., Principal Engineer; Jerry McCollum, P.E., County Engineer and Tom Radzai, P.E., Senior Engineer, evaluated the submittals. The initial evaluation was based on the following criteria:

QUALIFICATIONS/EXPERIENCE:

- Qualifications of firm, proposed personnel and subconsultants, if any, and their role and participation in the team approach to this project
- Related experience within the last 5 years
- References and past performance related to providing sensitive, high quality services on time and on-budget
- Minority Business Enterprise certification

PROJECT APPROACH

ABILITY TO PERFORM:

- Location of the Firm in charge of this project
- Workload; ability and capacity of the Proposer to perform and comply with required services/scope of services

Based on the initial evaluation process, the Evaluation Committee interviewed the following firms (listed in alphabetical order):

- CH2M Hill, Orlando;
- CPH Engineers, Sanford;
- Keith & Schnars, P.A., Altamonte Springs;
- STV Incorporated, Orlando.

Consideration was given to the following criteria:

- General professional experience and qualifications;
- Specific professional experience for this work;
- Proposed use of Sub-consultants;
- Project manager's proposed approach;
- Qualification of proposed project manager;
- Project staff resources;
- Overall quality of interview presentation.

The Evaluation Committee recommends the Board to approve the ranking, authorize staff to negotiate and award a Master Agreement with the top ranked firm:

1. CPH Engineers, Sanford;
2. STV Incorporated, Orlando;
3. CH2M Hill, Orlando;
4. Keith & Schnars, P.A., Altamonte Springs.

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.

Public Works/Engineering and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve the ranking and authorize the Chairman to execute the Master Agreement as prepared and approved by the County Attorney's Office with no major deviation in terms and pursuant to the requirements of the Professional Services documents as long as the Agreement does not exceed \$400,000.00.

REQUEST FOR QUOTATIONS

23. Notice of Results, RFQ-0110-03/GMG –Sale of Surplus Fill Dirt Material (Approximately \$72,500.00 paid to the County per year)

RFQ-0110-03/GMG was issued for the sale of surplus unsifted and sifted fill dirt material, as available, on a continuous basis over the next 72 months. The purpose of the RFQ was to establish the market prices and to provide public notice of the sale.

The unsifted material is the fill dirt with no additional processing, and the sifted fill dirt is the same material which has been processed through a screen having an approximate 4" x 4" square grate. All material is a mixture of excavated products, primarily from Seminole County Right-of-Ways. All material being sold will be certified as surplus to the County's needs by Public Works/Road Operations.

This RFQ was publicly advertised and broadcast. The County only received two (2) submittals. In accordance with FS 273.055, the public has been properly notified of the public sale of this surplus material through this RFQ. Therefore, in addition to the two vendors identified through the RFQ, excess material may also be sold to any other party at the same or higher prices.

Public Works/Road Operations has reviewed the responses and recommends sale of surplus fill dirt at the prices received for up to 72 months. At the end of 72 months (or sooner if warranted), market prices will again be established through an RFQ.

Public Works/Road Operations and Fiscal Services/Purchasing and Contracts Division recommend that the Board approve the sale of surplus fill dirt material as available on a continuous basis at the market prices established for a period of seventy-two (72) months. Estimated potential sales revenue at these prices is \$72,500.00 per year.