

**SEMINOLE COUNTY GOVERNMENT
AGENDA MEMORANDUM**

SUBJECT: Contracts and Bids

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

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

Agenda Date 05/13/03 Regular ☐ Consent ☒ Work Session ☐ Briefing ☐
Public Hearing – 1:30 ☐ Public Hearing – 7:00 ☐

MOTION/RECOMMENDATION:

BACKGROUND:

CONSTRUCTION CONTRACTS

15. Award CC-1207-03/BJC – Greenwood Lakes Water Treatment Plant – Sodium Hypochlorite Feed System, to McMahan Construction Co., Inc., DeLand (\$215,000.00).

CC-1207-03/BJC will provide for all labor, materials, equipment transportation, coordination and incidentals necessary for the conversion of the Greenwood Lakes Water Treatment Plant from gaseous chlorine to liquid chlorine (sodium

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

hypochlorite) for disinfection purposes. The work includes all necessary piping, site work, feed equipment, electrical work, and subsequent restoration of the construction area.

This project was publicly advertised and the County received seven (7) responses. The Review Committee, which consisted of Michael R. Harber, Senior Engineer; Jeffrey F. Thompson, P.E., Senior Engineer and J. Dennis Westrick, P.E., PEI Manager, 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, McMahan Construction Co., Inc., DeLand, in the amount of \$215,000.00. The completion time for this project is two hundred ten (210) 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 087801-56065000 (Water & Sewer, Construction in Progress) CIP #DG85543X. Environmental Services Department 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.

16. Approve Amendment #1 to FC-1168-01/BJC – Markham Regional Water Treatment Plant, with Wharton Smith, Inc., Lake Monroe (Retainage Reduction).

FC-1168-01/BJC provides for all labor materials, equipment, coordination and incidentals necessary for the construction of the new Markham Regional Water Treatment Plant, ground storage tank, high service pumps, chemical feed pumps emergency generators, electrical and control/instrumentation systems, yard piping and meters and off-site potable water transmission mains. Amendment #1 will allow for the payment of the retainage through Change Order #3 once the Contractor reaches Final Completion of those tasks. Change Order #4 which was approved on April 22, 2003 will continue to retain 10% on invoices for work authorized by the Change Order.

Environmental Services/Planning, Engineering, and Inspections and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve and authorize the Chairman to execute the Amendment as approved and prepared by the County Attorney's Office.

- 17. Accept and authorize the Chairman to execute the Certificate of Completion for FC-1189-02/BJC – Switchgear Replacement, West Penthouse at County Services Building, with Florida Industrial Electric, Inc., Longwood (Certificate of Completion).**

FC-1189-02/BJC provided for all labor, materials, equipment, coordination and incidentals necessary for the replacement of existing west wing Penthouse electrical switchboard/MCC with a new two section panel-board in the same location and rework all existing mechanical control wiring. As of April 21, 2003, all work and documentation have been satisfactory 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.

PROFESSIONAL SERVICES

- 18. Approve Amendment #4 to PS-362 – Juvenile Justice Center Project incorporated into the Courthouse Programming Services Agreement, with Architects Design Group, Inc., Winter Park (Time Extension - July 21, 2003 through December 31, 2003).**

PS-362 provided for the Courthouse Programming Services and was amended to incorporate the design criteria package for the Juvenile Justice Center. Amendment #3 will provide for a time extension to allow the agreement to remain open until final completion of the construction phase of the project. Architects Design Group, Inc. has agreed to extend the contract for the period of July 21, 2003 through December 31, 2003. No additional compensation is necessary. Administrative Services Department/Facilities Maintenance and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve and authorize the Chairman to execute the Amendment as approved and prepared by the County Attorney's Office.

- 19. Approve Work Order #10 to PS-561-00/BJC – Engineering and Professional Services Agreement – Wastewater Collection System Improvements and Operations, with PBS&J, Orlando (\$64,300.00).**

Work Order #10 will provide for the design, permitting, bidding and construction services for a Master Lift Station Bar Screen System at the Greenwood Lakes Wastewater Treatment Facility. Providing the bar screen system prior to the Master Lift Station not only will protect the Master Lift Station pumps from excessive wear but will also provide safer environment for the mechanism and operators to work on the equipment at ground level. The cost of the Work Order is not-to-exceed \$64,300.00.

Funds are available in account number 087801-56065000 (Water & Sewer, Construction in Progress) CIP #DG8561X. Environmental Services and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve and authorize the Chairman to execute the Work Order.

20. Approve Amendment #1 for PS-570-00/BJC – Engineering Services for the Consumers/Lake Hayes Water Transmission Main, with Inwood Consulting Engineers, Inc., Orlando (\$315,528.00) (Time Extension).

PS-570-00/BJC provides for professional engineering services to design a major water transmission main running generally east from Tuskawilla Road (at Dike Road) to SR 426 (Aloma at Chapman Road). Major crossings include Bear Gully Creek, SR 417 and Aloma Avenue. The elements of this project include, but are not limited to evaluation of transmission main capacity requirements to meet alignment, surveying and mapping, and geotechnical investigation; assistance with obtaining necessary easements; permitting; bidding and construction services.

Amendment #1 will provide for an extension to the contract due to project delays. The delays are resultant from problems associated with acquiring easements along the project route. Due to these delays, the construction portion of the project was split into two phases. Phase I is currently being constructed by Garney Companies, Inc. Phase II, easement acquisitions, are still in process and construction for that phase is expected to bid after all the required easements are acquired. The scope of services for PS-570-00/BJC includes work in both phases of construction.

Inwood Consulting Engineers, Inc. has agreed to extend their contract ninety (90) calendar days past the completion of construction at the current rates, terms and conditions. The estimated usage for this specific period will not exceed \$315,528.00. Authorization for performance of professional 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 Consultants. The work and dollar amount for each Work Order will be negotiated on an as-needed basis for each project.

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

21. Approve Final Renewal for PS-586-01/BJC – Solid Waste Management Engineering Services, with Brown and Caldwell, Maitland; SCS Engineers, Tampa; and S2Li, Inc., Maitland (Not-to-Exceed \$500,000.00/per year) (June 12, 2003 through June 11, 2005)

PS-586-01/BJC provides for full-service professional engineering services to the Solid Waste Management Division. The Consultants provide on-going professional engineering services on an as-when and needed basis to the active solid waste landfill, closed solid waste landfills, recycling facilities, transfer station, citizen service areas that support solid waste activities and other facilities as directed by the Solid Waste Manager.

Brown and Caldwell, Maitland; SCS Engineers, Tampa; and S2Li, Inc., Maitland have agreed to extend their agreements for the period June 12, 2003 through June 11, 2005 at the current rates, terms and conditions.

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.

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

22. Approve Final Renewal for PS-372-96/BJC – Monroe Basin Engineering Study and Drainage Inventory Update, with Camp Dresser & McKee, Maitland (Not-to-Exceed \$280,049.00/per year) (July 24, 2003 through July 23, 2004).

PS-372-96/BJC provides for stormwater system inventory, survey, analysis, permitting and implementation of the approved basin master plan for the Monroe Basin.

Camp Dresser & McKee, Maitland have agreed to extend their agreement for the period July 24, 2003 through July 23, 2004 at the current rates, terms and conditions.

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 renewal and authorize Purchasing and Contracts Division to notify the Consultant of such action.

REQUEST FOR PROPOSALS

- 23. Approve Amendment #1 for RFP-424-98/BJC – Broker Services, with Arthur J. Gallagher, Orlando (Time extension - August 12, 2003 through December 31, 2003).**

RFP-424-98/BJC provides for comprehensive brokerage and risk management services to include but not limited to marketing of insurance coverage, claims administration, loss control/prevention strategy, OSHA compliance, premium/loss allocations, stewardship reports, risk management advisory services and other related risk management services.

Broker services are used to market excess policies for the County's self-insurance program which include property, liability and workers' compensation. The Broker is also responsible for the County's Third Party Administrator who handles claims for these services. These programs are effective October 1st of each year. The marketing process begins in March of each year and is not finalized until the effective date of coverage and receipt of policies, which is normally the end of December. Arthur J. Gallagher has agreed to renew the agreement for Broker Services for the period of August 12, 2003 through December 31, 2003, at the same terms and conditions.

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

- 24. Approve Final Renewal for RFP-4109-01/BJC – Continuing Contract for Solid Waste Management Planning, Administrative and Contract Support Consulting Services, to Kessler Consulting, Inc., Tampa (Not-to-Exceed \$300,000.00 per year) (July 31, 2003 through July 30, 2005).**

RFP-4109-01/BJC provides for full-service Consulting services in support of the County's comprehensive solid waste management organization. The scope of services will include but not limited to the following tasks: Function Support including planning, administrative, and contract support of the Solid Waste Management Division, to include but not limited to: Solid waste collection activities, Recycling, Activities (including: collection, processing, and marketing), Program development and planning activities, Solid waste educational activities, Grant management and administration, and other functions as directed by the Solid Waste Manager.

Kessler Consulting, Inc., has agreed to renew the agreement for the period July 31, 2003 through July 30, 2005 at the same terms and conditions.

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.

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

BIDS

- 25. Approve Amendment #3 to BD-260-01/BJC – HVAC Maintenance and Repair Agreement, with The Trane Company, Orlando (\$85,634.27).**

BD-260-01/BJC provides for all labor, materials, equipment, refrigerant, oil, filters, components and other parts required to operate, maintain and correct any malfunctions in the County's heating, ventilation, air conditioning, and refrigeration system on all of the County's contracted buildings. Amendment #3 will provide for additional funds to include the addition and deletion of contracted buildings listed in exhibit C and exhibit C-1 (as part of the backup documentation). The following is a summary of the cost of the contract:

Annual Not-to-Exceed Amount	\$625,879.00
Amendment #1	Clarification
Amendment #2	10,083.50
Add Amendment #3	<u>85,634.27</u>
Revised Not-to-Exceed Amount	\$721,596.77

Funds are available in account numbers 010560-53034000(Facilities Maintenance, Contracted Services). Administrative Services/Facilities Maintenance and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve and authorize the Chairman to execute the Amendment as prepared and approved by the County Attorney's Office.

SOLE SOURCE

- 26. Authorize Sole Source Procurement and authorize the issuance of a Purchase Order for the installation of five (5) YSI Continuous Monitoring Water Quality Stations to AMJ Equipment Corp. of Lakeland, FL (\$26,325.00).**

Public Works/Stormwater requests sole source approval and waiver of the bid process to install five YSI Continuous Monitoring Water Quality Stations. At their August 13, 2002 meeting, the BCC approved the sole source purchase of the five Monitoring Systems from YSI, Inc. under a U.S. Environmental Protection Agency grant (USEPA). The five systems are now ready to be installed,

however AMJ is the only approved vendor for the installation of these systems in the State of Florida.

These monitoring stations will have a direct tie into the U.S. Geological Survey's (USGS) telemetry system at four locations. The price quoted includes all labor and material necessary for the installation, plus coordination with USGS to get the stations up and running. The data collected from these instruments will be used by the County to correlate and improve real-time water quality sampling in accordance with the FDEP.

Approval of this request for a waiver is consistent with the 2002 waivers granted by the USEPA and the BCC. Funds are available in account number 077600-56063000, Project #DC69 031X. Public Works /Stormwater 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 AMJ Equipment Corp. in the amount of \$26,325.00.