

**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 8/23/2005 **Regular** ☐ **Consent** ☒ **Work Session** ☐ **Briefing** ☐
Public Hearing – 1:30 ☐ **Public Hearing – 7:00** ☐

MOTION/RECOMMENDATION:**CONSTRUCTION CONTRACTS**

10. **Accept and authorize the Chairman to execute the Certificate of Final Completion for CC-1233-04/DRS – Three Florida National Scenic Trail Bridges, with Cathcart Contracting Co., Oviedo (Certificate of Completion).**

CC-1233-04/DRS provided for all labor, materials, equipment, transportation, coordination and incidentals necessary for the construction of three (3) Florida National scenic trail bridges. As of July 25, 2005 all work and documentation have been satisfactory completed. Public Works Department/Engineering Division and Fiscal Services Department/Purchasing and Contracts Division recommend that the Board approve the acceptance and authorize the Chairman to execute the Certificate of Completion.

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| Reviewed by: |
| Co Atty: _____ |
| DFS: _____ |
| Other: _____ |
| DCM: <u>h4</u> |
| CM: <u>126</u> |
| File No. <u>CFSP00</u> |

REQUEST FOR PROPOSALS

11. Award RFP-4253-05/RPS – Performance Work Statement for Countywide Landscape Maintenance Services, to Hinton Enterprise Inc. Deltona (Term Contract).

RFP-4253-05/RPS will provide landscape maintenance services for multiple locations throughout the County. The Contractor shall provide a complete landscape maintenance program for all trees, plants, lawn, shrubs, and mulched areas such that the quality of all planting and lawns shall not deteriorate, and shall obtain vitality and healthy new growth for the duration of the Contract.

This project was publicly advertised and the County received two (2) submittals in response to the solicitation. The Evaluation Committee which consisted of Roxanne Robinson Verrechio, Facilities Maintenance Department; Richard Steiger, Facilities Maintenance Department and Cindi Tyre, Facilities Maintenance Department evaluated the submittals. The evaluation was based on the past performance of the firms and the proposed cost to the County to provide the required services.

The Evaluation Committee recommends award of the contract to the most responsive, responsible proposer, Hinton Enterprise, Inc, Deltona. Authorization for performance of services by the selected Contractor under this agreement shall be in the form of written Release Orders issued and executed by the County. The agreement shall take place on the date of its execution by the County and shall run for a period of five (5) years and, at the sole option of the County, may be renewed for two (2) successive five (5) year periods. The estimated annual usage of this agreement is \$400,000.00.

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

12. Award RFP-4254-05/JVP – Seminole County Pet License Program Operation and Maintenance Agreement for Public Safety/Animal Control, to PetData, Irving, TX (Basic Fee of \$3.65 per license).

RFP-4254-05/JVP will provide for a Contractor to assume the operation and maintenance of the Seminole County Pet License Program.

This project was publicly advertised and the County received one (1) submittal in response to the solicitation. The Evaluation Committee which consisted of Al Hill, Information Technologies/Programming & Applications Manager; Elaine Richarde, Senior Specialist and Mike Wittmer, Animal Control Manager, evaluated the submittal. The evaluation was based on the following criteria:

Technical Plan

- Understanding of the Scope of Services
- Approach plan to support the needs and objectives of the procurement.

Evaluation of Database

- Database capabilities and features.
- Project Manager Experience, qualifications.
- Reporting capabilities

Fee Schedule**Past Performance**

The Evaluation Committee recommends award of the contract to Pet Data, Irving, TX. The company has extensive experience in pet licensing program operation and maintenance. The fee schedule is deducted from the pet license collection. The Contractor shall pay the County on a monthly basis as outlined in the contract which will be in effect for a period of three (3) years with two (2) additional renewable periods of one (1) year each.

Public Safety/Animal Control Division, Information Technologies/IS and Fiscal Services/Purchasing and Contracts Division recommend the Board to award the project and authorize the County Manager to execute the contract as approved and prepared by the County Attorney's Office and pursuant to the RFP documents.

13. Amendment #1 to RFP-4227-04/GMG – Concession Operations Agreement for Snacks, Beverages, Hot/Cold Vending Services for County Services Building, Courthouse and Criminal Justice Center, with Snack Time Vending, Inc., Longwood (Revenue Generating Agreement).

RFP-4227-04/GMG provides for concession operations agreement for snacks, beverages, hot/cold vending services for County Services Building, Courthouse and Criminal Justice Center. Amendment #1 will provide for the addition of the Sheriff's locations, listed in the backup documents, Sheriff's Office/Public Safety Building, Red Bug Park, Sanlando Park and Juvenile Justice Center.

Administrative Services Department/Support Services; Sheriff's Office and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve and authorize the County Manager to execute the Amendment.

14. Approve Amendment #1 to RFP-4152-02/BJC – Medical Director with Todd M. Husty, D.O.PA, dba TMH D.O., P.A., Winter Park (\$16,686.00).

RFP-4152-02/BJC provides for a duly licensed medical or osteopathic physician, Board Certified in emergency medicine by the American Board of Emergency Medicine and possesses a Medical Director certification with the U.S. Department of Justice and DEA, to assist the County in operation of its Emergency Medical

System. Amendment #1 will allow for an increase of 6% for the first year extension and a 6% increase for the second year extension. The following is a summary of the cost of this agreement:

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| Original Contract Not to Exceed | \$135,000.00 |
| Amendment #1, 1 st year extension NTE | \$143,100.00 |
| Amendment #1, 2 nd year extension NTE | \$151,686.00 |

Public Safety Department and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve and authorize the Chairman to execute this amendment as prepared and approved by the County Attorney's Office.

BIDS

15. Revoke Approval of Amendment #3 to IFB-3059-02/GG – Term Contract for Purchase of FDOT Limerock to Bedrock Resources, Inc., Ocala (Revoke BCC Approval).

On February 22, 2005, the Board of County Commissioners approved Amendment #3 to IFB-3059-02/GG – Term Contract for Purchase of FDOT Limerock to Bedrock Resources, Inc., Ocala.

Amendment #3 provided for a price schedule increase of \$1.65 per ton in all items due to the escalations in costs associated with the materials, fuel and transportation. The Amendment document was forwarded to the Contractor for signatures, but was never executed by Bedrock Resources, Inc. After a number of follow-up calls, the Contractor determined that they were no longer able to haul and deliver the limerock product to the County under the conditions of the contract and the amendment. A Mutual Termination Agreement was signed and executed on July 29, 2005. The solicitation was re-issued and a new contract will be in place on or before September 1, 2005.

Public Works/Roads-Stormwater Division and Fiscal Services/Purchasing and Contracts recommend the Board to revoke the approval of Amendment #3.

16. Approve Amendment #3 to IFB-3079-03/GMG – Drink Vending Machine Services Agreement, with Florida Coca Cola Bottling Co., Orlando (Revenue Generating Contract).

IFB-3079-03/GMG provides for drink vending machine services throughout the County. Amendment #3 will provide for the deletion of all Sheriff's locations and the Sheriff's Office and Public Safety Building. These locations will be served under Contract RFP-4227-04/GMG – Term Contract for Concession Operations Agreement with Snack Time Vending, Inc. The Amendment #1 to RFP-4227-04/GMG is being presented to the Board of Commissioners simultaneously with this item.

Administrative Services Department/Support Service's; Sheriff's Office and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve and authorize the County Manager to execute the Amendment.

17. Approve Mutual Termination for IFB-3082-04/GMG – Snack Vending Machine Services Agreement, with Lance, Inc., Charlotte, North Carolina (Revenue Generating Agreement – Mutual Termination).

IFB-3082-04/GMG provides for snacks vending machine services for multiple locations throughout the County. The current Provider, Lance, Inc., was reorganized and has requested termination of the agreement effective August 31, 2005. Lance, Inc. is to remove all vending machines from the County's facilities by August 31, 2005.

These services are proposed to be incorporated in Amendment #1 to RFP-4227-04/GMG with Snack Time Vending, Inc., which is being presented to the Board of County Commissioners simultaneously with this item.

Administrative Services Department/Support Services; Sheriff's Office and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve and authorize the County Manager to execute the document.

INFORMATION ONLY

18. In accordance with the Seminole County Code, Section 220.41, Emergency Procurement; reporting of an emergency purchase exceeding the mandatory bid threshold concerning the main gravity sewer line feeding at Greenwood Lakes Waste Water Treatment Plant, with Sunshine Building & Development, Casselberry (\$30,137.50).

A Purchase Order was issued for the emergency repair of a main sewer line feeding at the Greenwood Lakes Waste water Treatment Plant. On July 28, 2005, a pipe crushed approximately 270 feet from Master splitter box on plant site and the repair was required to avoid blockage and spilling of sewage. Three (3) proposals were obtained and the Purchase Order was issued to Sunshine Building & Development who provided the County with the most advantageous, lowest price proposal.