

**SEMINOLE COUNTY GOVERNMENT
AGENDA MEMORANDUM**

SUBJECT: Contracts and Bids

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

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

Agenda Date <u>9/23/03</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

- 13. **Award CC-1217-03/AJP – Renovations to Fire Station #35, to Stieren Construction, Inc. of Longwood (\$187,600.00).**

CC-1217-03/AJP will provide for all labor, materials, equipment, coordination, and incidentals necessary for the renovations to Fire Station #35 including bringing the building up to ADA compliance.

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

This project was publicly advertised and the County received seven (7) responses. The Review Committee, which consisted of Walt Hamilton, Public Safety; William Kinley, Public Safety and Chuck Lawson, Facilities Maintenance, evaluated the submittals. Consideration was given to the firm's bid price, qualifications and experience.

The Review Committee recommends award of the contract to the lowest priced responsible, responsive Bidder, Stieren Construction, Inc. of Longwood, in the amount of \$187,600.00. The 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 are available in account number 0561006062 (Fire Rescue/Buildings), CIP #1170-01 DB30421x. Administrative Services/ Facilities Maintenance and Fiscal Services/Purchasing and Contracts Division recommend that the Board approve the project and authorize the Chairman to execute the agreement as prepared by the County Attorney's Office.

14. Accept and authorize the Chairman to execute the Certificate of Completion for CC-1169-02/BJC – Museum of Seminole County History, Agriculture Exhibit Building, with Pooley Enterprises, Orlando (Certificate of Completion).

CC-1169-02/BJC provided all labor, materials, equipment, coordination and incidentals necessary for the construction of the Seminole County History, Agriculture Exhibit Building. As of September 8, 2003 all work and documentation have been satisfactory completed. Library and Leisure and Fiscal Services/Purchasing and Contracts Division recommend that the Board approve the acceptance of this project and authorize the Chairman to execute the Certificate of Completion.

15. Approve Amendment #1 to CC-1188-02/BJC – Miscellaneous Roof Repairs and Inspection Reports for various projects within Seminole County, with Sunshine Roofing & Consulting, Orlando and The Roofing Connection, Casselberry.

CC-1188-02/BJC provides for all labor, materials, equipment, coordination, and incidentals necessary for roof repairs, reports and related appurtenances.

Amendment #1 will modify the agreement to include Exhibit "B" Sample Work Order.

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 Contractor. The work and dollar amount for each Work Order will be negotiated on an as-needed basis for each project. The total amount of all work

orders will not exceed \$200,000.00 per year as per the original Board approved contract on October 22, 2002.

Administrative Services/Facilities Maintenance and Fiscal Services/Purchasing and Contracts Division recommend that the Board approve the amendment and authorize the Chairman to execute Amendment #1 as prepared by the County Attorney's Office.

REQUEST FOR PROPOSALS

16. Award RFP-4203-03/AJP – Appraisal Services for Consumers/Lake Hayes Water Transmission Main Project, to HDR Acquisition Services, Inc. of Tampa. (Contract limitation of funds \$150,000.00 for a three-year term)

RFP-4203-03/AJP will provide a total of nineteen (19) utility easements that are required to complete the utility easement corridor necessary for the construction of the transmission line (between S.R. 426 Aloma Avenue and S.R. 434 Alafaya Trail). The County will acquire eighteen (18) separate "Utility Easements" from property owners. One parent tract containing lands identified for one utility easement is currently owned by the Seminole BCC. Additionally, all of the project identified utility easements are within a one hundred ten (110 LF) linear feet wide Florida Power & Light easement. A subordination agreement of utility interests will be required. The current land use within the proposed utility corridor varies from agricultural to residential usage. Altogether, there are eighteen (18) parcels to be appraised and acquired for the construction of this water transmission main project.

This project was publicly advertised and the County received twelve (12) submittals. The Evaluation Committee comprised of Henry Brown, Assistant County Attorney; Mark Gisclar, Road Projects Acquisition Manager; Robert Risner, Appraiser; Jeffrey Thompson, Senior Engineer; and Lynn Vouis, Assistant County Attorney, evaluated the submittals. Consideration was given to each firm's demonstrated ability/qualifications of the firms and individuals to provide all desired services; approach to work, and sample appraisal reports.

The Evaluation Committee recommends that the Board award a Master Agreement to HDR Acquisition Services, Inc., Tampa. The agreement will take effect upon execution and remain in effect for three (3) years. The Master Agreement's Limitation of Funds amount is set at \$150,000.00 for the three-year period. The Limitations of Funds amount may be increased as necessary to complete the scope of services by written notice to the consultant by the County Attorney or his designee with copies to the Purchasing Manager and the Board of County Commissioners. Environmental Services shall verify the availability of properly budgeted project funds prior to any such increase.

This is a budgeted project and funds are available in account number 40100-087816-56065000, CIP# DF85607X. (Water and Sewer, Professional Services). The County Attorney's Office and Fiscal Services/Purchasing and Contracts Division recommend that the Board award the project and authorize the Chairman to execute the Master Agreement as prepared by the County Attorney's Office.

INVITATION FOR BID

17. Approve Amendment #1 to IFB-3049-02/GMG – Term Contract for Roadway Markings, with Fausnight, Stripe & Line, Inc., Longwood.

IFB-3049-02/GMG provides for the supply and installation of new pavement striping, maintenance of existing striping and emergency striping throughout the County.

The original contract was approved by the Board of County Commissioners on May 28, 2002 with a not-to-exceed amount of \$498,148.50 for the initial three (3) years term. The contract may be renewed for an additional three (3) years, each not to exceed one (1) year with an estimated not-to-exceed amount of \$800,000.00 per year. Amendment #1 will provide for an increase to the estimated annual amount due to the fact that other County Departments and Divisions are utilizing this contract. Authorization for services by the Contractor will be on an as needed basis and authorized by the County in the form of Purchase Orders. The following is a summary of the cost of the project:

Original Contract Sum	\$ 498,148.50
Add Amendment #1	<u>1,100,000.00</u>
Revised Contract Not-to-Exceed Sum	\$1,598,148.50 (thru 6/17/05)

Public Works/Traffic Engineering and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve, authorize the Chairman to execute the Amendment as prepared and approved by the County Attorney's Office and authorize the Purchasing and Contracts Division to issue Purchase Orders on an as needed basis for services required.