

**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** 9/27/2005 **Regular** ☐ **Consent** ☒ **Work Session** ☐ **Briefing** ☐  
**Public Hearing – 1:30** ☐ **Public Hearing – 7:00** ☐

**MOTION/RECOMMENDATION:****BACKGROUND:****CONSTRUCTION CONTRACTS**

14. **Award CC-1267-05/TLR – County Wide Fence Repair and Installation to KMG Fence, LLC of St. Cloud (Estimated Annual Usage of \$250,000.00).**

CC-1267-05/TLR will provide for all labor, materials, equipment, coordination, transportation and incidentals necessary for the construction, installation and removal of all fencing materials throughout Seminole County in conformance to the most recent "ASTM Standards for Fence materials and Products" and FDOT "Roadway and Traffic Design Standards", sections 450, 451 and 452, most recent editions.

**Reviewed by:**  
**Co Atty:** \_\_\_\_\_  
**DFS:** \_\_\_\_\_  
**Other:** \_\_\_\_\_  
**DCM:** 3  
**CM:** 1/6

**File No.** CFSP00

This project was publicly advertised and the County received two responses. The Review Committee consisting of Jeff Thurman, Program Manager, Roads-Stormwater; and Neal Miller, Lead Inspector, Roads-Stormwater, evaluated the responses. Consideration was given to the bid price, qualifications and experience.

The Review Committee recommends award of the contract to the lowest priced, responsive, responsible bidder, KMG Fence, LLC of St. Cloud. This agreement will be effective for one year from the date of execution and at the option of the County may be renewed each year for two additional years.

Authorization for performance of services by the Contractor under this agreement shall be in the form of written Work Orders issued and executed by the County and signed by the Contractor. This agreement will be used by multiple County Departments, including Public Works, Administrative Services, Library & Leisure Services and Environmental Services.

The work and dollar amount for each work order will be based on the project and will be negotiated on an as-needed basis. The funding for this contract will be provided with each work order, since each work order has a unique scope and cost. The total annual not to exceed amount will be in accordance with the Board approved annual budget.

Public Works/Roads-Stormwater Division and Fiscal Services/Purchasing and Contracts Division recommend that the Board approve the agreement and authorize the Chairman to execute the agreement as prepared by the County Attorney's Office.

**15. Approve Change Orders #2, 3, & 4 to CC-1255-05/TLR – Ditch Debris Clean-up, Clearing and Grubbing at Various Locations with Garland Construction (\$66,500).**

CC-1255-05/TLR provides all labor, materials, equipment, coordination, transportation and incidentals necessary for removal and disposal of fallen vegetation, or vegetation that is threatening to fall into the County's canals, ditches and drainage easements as a result of Hurricane Charlie, Hurricane Frances and Hurricane Jeanne on or into the locations listed in this bid. The Contractor shall be responsible for all necessary erosion control. Change Order #2 will allow for additional quantity of linear footage of debris to be removed from the ditch at Black Hammock. Change Order #3 will allow for additional quantity of linear footage of debris to be removed from the ditch at Geneva/Osceola Road site. Change Order #4 will allow for additional quantity of linear footage of debris to be removed from the ditch at Howell Creek Dam area.

▪ Original Contract Sum	\$440,200.00
▪ Previous Change Order #1	21,480.00
▪ Add Change Order #2	11,400.00
▪ Add Change Order #3	17,100.00
▪ Add Change Order #4	<u>38,000.00</u>
▪ Revised Contract sum	\$528,180.00

CC-1255-05/TLR is funded under an NRCS grant and there are funds available in accounts 077600.530340 2336-09; 077600.530340 2336-08 and 077600.560650 2336-02 to cover these change orders.

Public Work/Engineering Division and Fiscal Services/Purchasing and Contracts Division recommend that the Board approve and authorize the Chairman to execute Change Orders 2, 3 and 4.

**16. Approve Change Order #3 to CC-1256-05/TLR – Sweetwater Cove Tributary Surface Water Restoration and Erosion Control/Stormwater Treatment with InterTech, Inc. of Jacksonville (\$82,530.00).**

CC-1256-05/TLR provides all labor, materials, equipment, coordination, transportation and incidentals necessary for construction of a wet sedimentation basin, the restoration of specific areas, and the installation of multiple detention weirs including approximately 450 linear feet of 3' high sheet pile along Sweetwater Creek. The work includes clearing and grubbing, earthwork, detention weirs, sodding, concrete drive, staked silt fence, floating turbidity barrier, concrete rubble riprap, erosion control blanket with plantings, and geocell with plantings and/or gravel infill. The project extends from Wekiva Springs Road south approximately 2800 linear feet along Sweetwater Creek.

Change Order # 3 will provide for additional landscaping as requested by the County as a result of SJRWMD permitting requirement. Due to the accelerated construction schedule imposed by NRCS, the original bid was based upon a 90% construction drawing set. When 100% drawings were completed, they included the SJRWMD permit requirement, which includes wetland plantings along the bank, thus requiring this change order.

▪ Original Contract Sum	\$461,070.00
▪ Change Order #1 & #2	(11,085.00)
▪ Add Change Order #3	<u>82,350.00 &amp; 14 days</u>
▪ Revised Contract sum	\$532,335.00

CC-1256-05/TLR is funded under an NRCS grant and there are funds available in account 077600.560650 2336-04 to cover this change order.

Public Work/Engineering Division and Fiscal Services/Purchasing and Contracts Division recommend that the Board approve and authorize the Chairman to execute Change Order #3.

## **PROFESSIONAL SERVICES**

- 17. Approve Ranking List, Authorize Negotiations, and Award Agreement for PS-5191-05/TLR – Engineering Design, Permitting, and Post-Design Services for the Central Transfer Station Citizen Area to Brown and Caldwell of Maitland (\$150,000.00).**

PS-5191-05/TLR will provide all required professional services for the complete construction of the Citizen Drop-Off Area at the Central Transfer Station, including, but not limited to preparation of a public involvement plan, preliminary engineering analysis, final engineering, permitting and construction plans, signing and pavement marking plans, lighting plans, technical specifications, special provisions, and any jurisdictional agency permits necessary to provide an unloading area for deliveries of solid waste, yard waste, and other waste materials delivered to the Central Transfer Station located at 1950 State Road 419, Longwood, Florida, in small self-haul loads.

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

- Bentley Architects & Engineers
- Brown and Caldwell

The Evaluation Committee, which consisted of David Gregory, Solid Waste Manager; Greg Regan, Sr. Coordinator; and Dennis Westrick, PEI Manager, evaluated the submittals and conducted interviews with both firms.

Consideration was given to the following criteria:

- Project approach
- Qualifications/Experience
- Ability to perform

The Evaluation Committee recommends that the Board approve the ranking below and authorize staff to negotiate with the top ranked firm in accordance with F.S. 287.055, the Consultants Competitive Negotiation Act (CCNA).

- Brown and Caldwell
- Bentley Architects & Engineers

Environmental Services/Solid Waste Division and Fiscal Services/Purchasing and Contracts Division recommend that the Board approve the ranking, authorize staff to negotiate, and authorize the Chairman to execute the Agreement as prepared by the County Attorney's Office.

#### **TERM CONTRACTS:**

- 18. Award IFB-3124-05/LJS – Term Contract for Tree Trimming and Stump Removal Services for Library and Leisure Services/Parks and Recreation Department, to SunState Trees & Property Maintenance, Inc, Casselberry (Term Contract).**

IFB-3124-05/LJS will provide for all labor, materials, equipment, fuel, coordination and incidentals necessary for tree trimming, stump removal and clean up, technical assistance and the ability to respond to emergencies to the park grounds when necessary due to dangerous situations and public safety and access to the facilities throughout the County for the Parks and Recreation Division.

The project was publicly advertised and the County received two (2) submittals in response to the solicitation. The Review Committee which consisted of Joe Gasparini, Parks and Recreation Division, Jeff Hayes, Parks and Recreation Division reviewed the responses and recommends award to the most responsible, responsive, lowest Bidder, SunState Trees and Property Maintenance, Inc., Casselberry. The evaluation was based on the proposed cost to the County and the ability/capability of the firm to provide required services.

The 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 on an as-needed basis as long as the cumulative amount of the Release Orders does not exceed budgetary constraints.

The agreement shall take effect on the date of its execution by the County and shall run for an initial period of three (3) years with two (2) one (1) year renewal options. The estimated contract value for three years is \$195,000.00.

Library and Leisure Service Department/Parks and Recreation 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 IFB documents.

#### **SOLE SOURCE:**

- 19. Authorize Sole Source Procurement and authorize the issuance of Purchase Order Grant Locator Services, to eCivis, Inc., Pasadena, CA (Subscription Agreement - \$33,750)**

eCivis, Inc., provides a web-based software and database of all grant opportunities on Federal, State, and Foundation levels. Access rights, training, and instructional support are given to county employees for locating grant funding opportunities specific to their projects. Details of the grant criteria and required documentation to prospective funders are made available through this grant locator service. A demonstration of the software was conducted to staff members on August 30, 2005. A 30 day trial (test) of the software is currently being utilized by the Staff. The software is very beneficial in searching for grant opportunities.

It is intended for county employees to work with our grant writing consultant to pursue eCivis identified opportunities as well as those identified by the consultant. Utilization of both services is anticipated to significantly improve Seminole County grant activity. Furthermore, the subscription agreement allows for access rights to be given to nonprofit organizations in Seminole County, so they too can utilize the services of eCivis to locate and secure funding sources. The cost of the annual software for unlimited users is \$33,750.00.

Fiscal Services/Grant 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(s) to eCivis, Inc.

#### **MISCELLANEOUS CONTRACTS**

**20. Approve Amendment #2 to M-374-A-04/TLR – Boat Ramp Construction at C.S. Lee and Mullet Lake with Randall G. Tedder Construction, Ocala (\$12,329.92).**

M-374-A-04/TLR Sole Source procurement provides for all labor, materials, equipment, coordination, and incidentals necessary to install floating turbidity screens, installation of two boat ramps at C.S. Lee and one Pre-Stress Tedder Boat Ramp System at Mullet Lake Park. Amendment #2 will allow for additional Permit Considerations, Construction Considerations and increased expenses for concrete, steel, gas and oil, and material costs as follows:

▪ Revised Price Proposal for Mullet Lake	\$94,829.92
▪ Original 2002 Price for Mullet Lake	<u>82,500.00</u>
▪ Increase for Amendment #2	\$12,329.92

The summary of the contract costs is as follows:

▪ Contract Award Amount	\$170,000.00
▪ Amendment #1	1,875.00
▪ Add Amendment #2	<u>12,329.92</u>
▪ New Contract Amount	\$184,204.92

This is a budgeted project and funds are available in account number 043804.560630. Library and Leisure Services/Parks and Recreation Division and Fiscal Services/Purchasing and Contracts Division recommend that the Board approve the amendment and authorize the County Manger to execute the agreement as prepared by the County Attorney's Office.