



**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 10/11/2005 **Regular** ☐ **Consent** ☒ **Work Session** ☐ **Briefing** ☐
Public Hearing – 1:30 ☐ **Public Hearing – 7:00** ☐

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

10. **Accept and authorize the Chairman to execute the Certificate of Final Completion of CC-1241-04/AJR – Markham Water Treatment Plant Expansion (Certificate of Final Completion).**

CC-1241-04/AJR provided for all labor, materials, equipment, transportation, coordination and incidentals necessary for the expansion of Phase IIA at the Markham Regional Water Treatment Plant. As of August 25, 2005, all work and documents have been satisfactorily completed. Environmental Services Department 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.

Reviewed by:
Co Atty: _____
DFS: _____
Other: _____
DCM:  _____
CM:  _____
File No. CFSP00

11. Accept and authorize the Chairman to execute the Certificate of Final Completion of CC-1246-04/TLR – E.E. Williamson Pedestrian Bridge (Certificate of Final Completion).

CC-1246-04/TLR provided for all labor, materials, equipment, transportation, coordination and incidentals necessary for the construction of the E. E. Williamson Pedestrian Bridge. As of August 2, 2005, all work and documents have been satisfactorily 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.

PROFESSIONAL SERVICES

12. Approve Ranking List, Authorize Negotiations and Award PS-5192-05/DRR – Master Agreement for Yankee Lake Water Reclamation Facility and Re-Rate Professional Services to Boyle Engineering Corporation of Orlando, FL (\$624,000.00).

PS-5192-05/DRR will provide professional engineering services for the expansion and re-rate of the County's Yankee Lake Water Reclamation Facility (Northwest Area Regional Wastewater Treatment Facility) from its current capacity to a capacity of 5.0 MGD.

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

- Boyle Engineering Corp., Orlando;
- Camp, Dresser & McKee Inc., Maitland;
- CPH Engineers, Inc., Sanford;
- HDR Engineering, Inc., Orlando;
- Malcolm Pirnie, Inc., Maitland.

The Evaluation Committee consisting of David Gregory, Environmental Services Manager; Ruth Hazard, Environmental Services Principal Coordinator; Kim Ornberg, P.E. Public Works; Jeffrey Thompson, P.E., Principal Engineer, Environmental Services; Gary Rudolph, Utilities Manager; and Dennis Westrick, P.E., PEI Manager, evaluated the proposals and agreed to interview all the firms.

Consideration was given to the following criteria:

- Approach to the Project;
- Innovative Solutions;
- Similar Recent Project Experience.

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):

1. Boyle Engineering Corporation, Orlando;
2. Camp, Dresser & McKee, Inc., Maitland;
3. CPH Engineers, Inc., Sanford;
4. Malcolm Pirnie, Inc., Maitland;
5. HDR Engineering, Inc., Orlando.

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 within the constraints of the approved project budget (account 40103.169100 sub-ledger 195201) and negotiated on an as-needed basis for the project. The estimated cost of this project is \$624,000.00.

Environmental Services/PEI 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 a Master Agreement as prepared by the County Attorney's Office.

REQUEST FOR PROPOSALS

13. Award RFP-4258-05/BLH – Substance Abuse Services to The Grove Counseling Center, Inc., Longwood (Not to Exceed \$100,000.00 per year).

RFP-4258-05/BLH will provide nationally accredited (CARF or JCAHO) program(s) for male, female, children and/or adult clients for substance abuse and behavioral issues, including, but not limited to a full range of therapeutic services, including individual, group, and family therapy. The resulting contract will be for a base period of two years with two one year renewal options giving a total contract term of four years. Work under this contract will not exceed amounts in the County's Approved Budget for any given year.

The project was publicly advertised and the County received two (2) responses. The Evaluation Committee comprised of David Medley, Community Services Manager; Kelly Metcalf, Program Manager; and Robert Heenan, Community Development HUD Grants Manager, evaluated the submittals. Consideration was given to qualification and experience, accessibility of services, outcome measurement and cost of services. The Evaluation Committee recommends that the Board award a contract to The Grove Counseling Center, Inc.

The estimated amount for these services is \$100,000 per year. This is a budgeted project and funds are available in General Fund account number 001-066204-58083099 (\$50,000) and in Trust Fund account number 001-066900-58083004 (\$50,000). Community Services/Community Development Division and Fiscal Services/Purchasing and Contracts Division recommend that the

Board approve the award and authorize the Chairman to execute the agreement as prepared by the County Attorney's Office.

14. **Award RFP-4259-05/BLH – Disaster Debris Planning and Support Management to Primary Contractor: Beck Disaster and Recovery Services, Inc. of Orlando, Florida and to Secondary Contractor: Malcolm Pirnie, Inc. of White Plains, New York (This is a contingency contract for emergency use; dollar value will depend on the scope of any disaster).**

RFP-4259-05/BLH will provide professional services to assist with the management of disaster debris collection services for the County, to include seeking reimbursement for covered activities from FEMA.

The Consultant will be retained to furnish professional services for those tasks as described in the Scope of Services. Required services shall be specifically enumerated, described and depicted in the Work Orders authorizing performance of the specific project, task or study. This Agreement standing alone does not authorize the performance of any work or require the County to place any orders for work.

This project was publicly advertised and the County received four (4) responses: Beck Disaster and Recovery Services, Inc, CPH Engineers, Inc., Eisman & Russo, Inc., and Malcolm Pirnie, Inc. The Review Committee consisting of David Gregory, Environmental Services (Solid Waste Manager); Stephen Watts, Public Safety (Emergency Management Manager); Tom Waters, Environmental Services (Solid Waste Coordinator); Mark Flomerfelt, Public Works (Stormwater Manager), evaluated the responses. Consideration was given to experience, qualifications, personnel resources, similar projects, references and price.

The Review Committee recommends award to a Primary and Secondary Contractor for this agreement. The Primary contractor will be offered the work order first provided the Primary's contract performance has been satisfactory. Each work order will have scheduled start and completion dates. The Primary contractor must be able to meet the County's schedule. If the Primary contractor is unable to meet the County's schedule, the work may be offered to the Secondary contractor(s), provided they can meet the schedule. The term of the contract is for two years with two one-year renewal options at the County's discretion.

This is not a budgeted project, and funds will be taken out of contingency accounts if needed. Environmental Services Department, Public Works Department, Public Safety Department and Fiscal Services Department/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.

15. **Approve Amendment #3 to RFP-4168-02/BJC – Collection Services for Public Defender Liens/Finance, Environmental Services Department/Utilities Division, Public Safety/Animal Control and EMS Divisions, and Library & Leisure Services Department to Merchants Association Collection Division, Inc. of Tampa, FL (Extend contract term until March 1, 2006).**

RFP-4168-02/BJC provides for a qualified firm to perform a complete review of outstanding receivables and engage in the appropriate activities required to collect the outstanding receivables for various Seminole County Departments.

RFP-4168-02/BJC was awarded on October 24, 2002 for a period of three years, expiring on October 23, 2005. Amendment #1 added Parks and Recreations collections to the contract and Amendment #2 added EMS/Fire Rescue collections to the contract. Merchants receives 18% of collected accounts. Collections were audited last September and indicated a collection rate of 22%.

Amendment #3 will extend the existing contract until March 1, 2006 (129 days) to provide continued services while a new contract is solicited and awarded.

The Public Defender's Office, Environmental Services Department, Public Safety Department, Library & Leisure Services Department and Fiscal Services Department/Purchasing & Contracts Division recommend that the Board approve Amendment #3 as prepared by the County Attorney's Office and authorize the County Manager to execute same.

16. **Approve Amendment #6 to RFP-4187-03/BJC – Performance Work Statement for Custodial Services for Miscellaneous County Buildings, to A1A Cleaning Service, Inc., Longwood (Increase of \$52,189.65/per year).**

RFP-4187-03/BJC provides all necessary management, supervision, personnel, materials, transportation, general and specialized tools and equipment required to accomplish all custodial services for Seminole County Buildings, as specified in the Scope of Services.

Amendment #6 will provide contract cleaning services to the Geneva Wilderness bathroom for \$100 per month (\$1,200 per year). It will also increase the contract by 5% or \$50,989.65 to cover the contractor's increased costs of labor and materials. The new Not-To-Exceed amount will be \$1,077,782.65 per year.

The Administrative Services Department/Support Services Division and Fiscal Services Department/Purchasing and Contracts Division recommend that the Board approve the amendment as prepared by the County Attorney's Office and authorize the County Manager to execute same.

INVITATIONS FOR BID

- 17. Approve Amendment #9 to BD-260-01/BJC – HVAC Maintenance and Repair Agreement with The Trane Company of Orlando (\$24,798.82).**

BD-260-01/BJC provides 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 systems at all of the County's contracted buildings.

Amendment #9 will provide for additional funds to cover the addition and deletion of units at contracted buildings listed in Exhibits A and B of the Amendment.

The following is a summary of the cost of the contract:

Awarded Annual Not-To-Exceed Amount	\$625,879.00
Amendments # 1-8	\$264,933.90
Add Amendment #9	<u>\$24,798.82</u>
Revised Annual Not-To-Exceed Amount	\$915,611.72

Funds are available in accounts numbered 010560.530340 sub ledger 002340-01 and 010560.530340. The Administrative Services Department/Facilities Maintenance Division and Fiscal Services Department/Purchasing & Contracts Division recommend that the Board approve the amendment as prepared by the County Attorney's Office and authorize the County Manager to execute same.