

**SEMINOLE COUNTY GOVERNMENT  
AGENDA MEMORANDUM**

**SUBJECT:** Contracts and Bids

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

**AUTHORIZED BY:** Cindy Hall *CH* **CONTACT:** Ray Hooper *RH* **EXT.** 7111

**Agenda Date** 10/22/02 **Regular** ☐ **Consent** ☒ **Work Session** ☐ **Briefing** ☐  
**Public Hearing – 1:30** ☐ **Public Hearing – 7:00** ☐

**MOTION/RECOMMENDATION:**

**BACKGROUND:**

**CONSTRUCTION CONTRACTS**

16. **Award CC-1188-02/BJC – Continuing Contracts for Miscellaneous Roof Repairs and Roof Inspection Reports to Sunshine Roofing & Consulting, Inc., Orlando and The Roofing Connection, Inc., Casselberry (Not-to-exceed \$200,000/year).**

CC-1188-02/BJC will provide for all labor, materials, equipment, coordination, and incidentals necessary for roof repairs, reports and related appurtenances. The work will be on an as needed basis.

**Reviewed by:**  
**Co Atty:** \_\_\_\_\_  
**DFS:** \_\_\_\_\_  
**Other:** \_\_\_\_\_  
**DCM:** *[Signature]*  
**CM:** \_\_\_\_\_

**File No.** CFSP00

A time and materials contract will be utilized to procure these services. The time and materials contract provide for the acquisition of services based on direct labor hours and materials. Direct labor hours are paid for at specified fixed hourly rates that include wages, overhead, general and administrative expenses, and profit. Materials are paid generally at cost, including, if appropriate, material handling costs. The fixed hourly rates shall include all costs for work in place, including, but not limited to general administrative overhead, fringe and benefits, profit, transportation of material to the project site, tools and related items, costs associated with company officers and support staff, superintendents, inspectors, project managers, estimators, administrators, buyers, etc., and clean up.

This project was publicly advertised and the County received six (6) responses. Advanced Roofing, Inc., Ft. Lauderdale withdrew his submittal. The Review Committee, which consisted of Rafael Fernandez, Facilities Maintenance Division; Mark Geving, Facilities Maintenance Division and Speed Thomas, Facilities Maintenance Division Manager evaluated the submittals. Consideration was given to the firm's qualifications, experience, personnel, response time, and proposed hourly rate for various categories.

The Review Committee recommends award of the Contracts to Sunshine Roofing & Consulting, Inc., Orlando, and The Roofing Connection, Inc., Casselberry in the not-to-exceed amount of \$200,000.00 per year for both Contractors.

This is a budgeted project and funds are available in account number 010560-53046000 (Facilities Maintenance, Maintenance and Repairs). Administrative Services/Facilities Maintenance and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve the project and authorize the Chairman to execute the Agreements 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.

**17. Award CC-1190-02/BJC – Southeast Regional/Lake Hayes Water Transmission Main – Phase I (Tuskawilla Road to S.R. 426) Construction Project, to Garney Companies, Inc., Kansas City, MO (\$1,479,470.00).**

CC-1190-02/BJC will provide for all labor, materials, equipment and coordination necessary for the installation of a water transmission main that is approximately 11,200 linear feet of 30-inch and 12-inch water main, along with fittings, valves, miscellaneous appurtenances, testing, site restoration, clean-up, and any incidentals necessary to provide a completed water main, ready for operation. The work also includes installation of a fiber optic conduit and cable system parallel to the water transmission main. The fiber optic conduit and cable system will be installed in the pipe trench and will include all conduit, pull boxes, fiber optic cable, terminal connections or connections to existing cable segments and any incidentals necessary to provide a fiber optic cable system completed and ready for service. The Contractor shall perform the work with continuous service and

shall include repairs, tie-ins, by-pass pumping, testing, permits, cleanup, replacements and restoration required as a result of damages caused during the construction. The Contractor shall comply with all County, State, Federal and other codes and regulation applicable to the above construction work.

This project was publicly advertised and the County received eight (8) responses. The Review Committee, which consisted of Jeffrey Thompson, P.E., Senior Engineer/Environmental Services Department; Carol Hunter, Senior Engineer/Environmental Services Department and Hugh Sipes, Senior Engineer/Environmental Services department evaluated the submittals. Consideration was given to the firm's qualifications, experience and proposed cost of the project.

The Review Committee recommends award of the contract to the lowest responsible, responsive Bidder, Garney Companies, Inc., Kansas City, MO, in the amount of \$1,479,470.00. Garney Companies, Inc. has been doing work in the State of Florida since the early 90's. They have 4 crews currently working on numerous projects in the area. Their local office is in Kissimmee and their headquarters' is located in Kansas City. The completion time for this project is two hundred and 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 numbers 087801-56065000 (Water & Sewer, Construction in Progress) and 087816-56065000 (W/S 21M Debt Proceeds, Construction in Progress) CIP# DF85607X. Environmental Services/Planning, Engineering and Inspections (PEI) 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.

**18. Approve Change Order #6 to FC-1169-02/BJC - Museum of Seminole County History, Agriculture Exhibit Building, with Pooley Enterprises, Inc., Orlando (\$47,382.42).**

FC-1169-02/BJC provides for all labor, materials, equipment, coordination and incidentals necessary to construct an agricultural machinery exhibit building directly behind the existing museum located at 300 Bush Boulevard, Sanford, Florida. Change Order #6 will provide for expanding the limits of the perimeter fence. Sixty (60) additional calendar days are required for the completion of this project. The following is a summary of the cost of the contract:

Original Contract Sum	\$271,153.00
Change Orders 1 thru 5	58,242.16
Add Change Order #6	<u>47,382.42</u>
Revised Contact Sum	\$376,777.58

Funds are available in account number 044500-56062000 (Historical Museum, Buildings) CIP DM20162X. Library and Leisure Services/Museum and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve and authorize the Chairman to execute the Change Order.

## **PROFESSIONAL SERVICES**

- 19. Approve ranking list for PS-5125-02/BJC – Design and Environmental Permitting Services for Cross Seminole Trail South – Phase III project and award an agreement to Reynolds, Smith & Hills, Inc., Orlando (Not-to-Exceed \$175,000.00).**

PS-5125-02/BJC will provide for professional design services for the Cross Seminole Trail North – Phase III project. Improvements will include the existing Cross Seminole Trail Corridor between Red Bug Lake Road and Franklin Street East, approximately 2.3 miles. The Scope of Services will also include a 15' wide paved multi-use trail and a 6-8' wide un-paved trail for hiking and equestrian use located on the north and west side of the corridor.

This project was publicly advertised and the County received six (6) submittals (listed in alphabetical order):

- CPH Engineers, Sanford;
- Dyer, Riddle, Mills & Precourt, Inc., Orlando;
- Inwood Consulting Engineers, Orlando;
- Keith & Schnars, P.A., Altamonte Springs;
- Reynolds, Smith & Hills, Inc., Orlando; and
- Wilbur Smith Associates, Orlando.

Dyer, Riddle, Mills & Precourt, Inc., Orlando and Inwood Consulting Engineers, Orlando withdrew their firms from further consideration for this project. The Evaluation Committee, which consisted of Kimberly Dixon, P.E., Principal Engineer; Joe Gasparini, Parks & Recreation Manager; David Martin, P.E., Principal Engineer; Jerry McCollum, P.E., County Engineer and Frank Van Pelt III, CPM, Principal Engineer evaluated the submittals.

The Evaluation Committee interviewed all of the remaining firms, listed in alphabetical order:

- CPH Engineers, Sanford;
- Keith & Schnars, P.A., Altamonte Springs;
- Reynolds, Smith & Hills, Inc., Orlando;
- Wilbur Smith Associates, Orlando.

Consideration was given to the following criteria:

- General professional experience and qualifications;
- Specific professional experience for this work;
- Proposed use of sub-consultants;
- Project manager's proposed approach;
- Qualification of proposed project manager;
- Project staff resources;
- Overall quality of interview presentation.

The Evaluation Committee recommends the Board to approve the following ranking, authorize negotiations with the top ranked firm and the second ranked firm, if negotiation with the top ranked firm fail, and award an agreement with the top ranked firm:

1. Reynolds, Smith & Hills, Inc., Orlando;
2. CPH Engineers, Sanford;
3. Wilbur Smith Associates, Orlando;
4. Keith & Schnars, P.A., Altamonte Springs.

This is a budgeted project and funds are available in account number 077533-56068000 (Trails Development 2001, Construction and Design) CIP #DI50291X. Public Works/Engineering and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve the ranking and authorize the Chairman to execute an agreement as prepared and approved by the County Attorney's Office with no major deviation in terms and pursuant to the requirements of the Professional Services documents as long as the contract does not exceed \$175,000.00.

**20. Approve ranking list for PS-5128-02/BJC – Engineering Services and Construction Engineering and Inspection Services for Country Club Well #3 project, authorize negotiations and award an agreement to Inwood Consulting Engineers, Inc., Orlando (Not-to-Exceed \$153,000.00).**

PS-5128-02/BJC will provide for the design, permitting, bidding specifications and drawings and construction administration for the installation of a new raw water supply well, piping and plant modifications located within the property boundaries of Seminole County's Country Club Water Treatment Plant.

This project was publicly advertised and the County received six (6) submittals (listed in alphabetical order):

- Black & Veatch Corporation, Orlando;
- CPH Engineers, Inc., Sanford;
- Dyer, Riddle, Mills & Precourt, Inc., Orlando;
- Hartman & Associates, Inc., Orlando;
- Inwood Consulting Engineers, Orlando; and

- Rockett & Associates Consulting Civil Engineers & Surveyors, Orlando.

The Evaluation Committee, which consisted of Chris Reeves, Operations, Environmental Services Department; Gary Rudolph, Manager, Environmental Services Department; Hugh Sipes, PEI, Environmental Services Department; Jeffrey Thompson, P.E., Environmental Services Department and Dennis Westrick, P.E., PEI Manager, Environmental Services Department evaluated the submittals.

The initial evaluation criteria was based on the following:

***Qualifications/Experience:***

- Qualifications of firm, proposed personnel & sub-consultants, if any, and their role and participation in multi-disciplinary team approach to this project
- Related field acquisition and analysis of travel time and delay data experience within the last 5 years
- References and past performance
- Minority Business Enterprise certification

***Project Approach:***

- Project approach including innovative concepts

***Ability to Perform:***

- Location of the firm in charge of this project
- Workload; ability and capacity of the Proposer to perform and comply with required services/scope of services

The Evaluation Committee conducted discussions with the following firms, listed in alphabetical order:

- Black & Veatch Corporation, Orlando;
- Hartman & Associates, Inc., Orlando; and
- Inwood Consulting Engineers, Inc., Orlando.

Consideration was given to the following criteria:

- General professional experience and qualifications;
- Specific hydro geological experience of the firm a/or sub-consultants;
- Anticipated challenges related to this work;
- Experience related to conversion;
- Qualification of proposed project manager.

The Evaluation Committee recommends the Board to approve the following ranking, authorize negotiations with the top ranked firm and the second ranked

firm, if negotiation with the top ranked firm fail, and award an agreement with the top ranked firm:

1. Inwood Consulting Engineers, Inc., Orlando;
2. Hartman & Associates, Inc., Orlando; and
3. Black & Veatch Corporation, Orlando.

This is a budgeted project and funds are available in account number 087816-56065000 (W/S 21M Debt Proceeds, Construction in Progress) CIP #DF85614X. Environmental Services Department and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve the ranking and authorize the Chairman to execute an agreement as prepared and approved by the County Attorney's Office with no major deviation in terms and pursuant to the requirements of the Professional Services documents as long as the contract does not exceed \$153,000.00.

**21. Approve Amendment #1 to PS-537-99/BJC – Preliminary Engineering and Final Design Services for C-15 (from S. R. 46 to S. R. 600/US 17-92), with Bowyer-Singleton & Associates, Inc., Orlando (Not-to-exceed \$72,540.00) (Time Extension).**

PS-537-99/BJC provides for project planning, preliminary engineering, environmental analysis and design services in connection with the reconstruction of C-15 (from S. R. 46 to S. R. 600/US 17-92) project.

Preliminary design, final design, environmental permitting and utilities updates have been completed and/or are in progress. Final construction specifications and drawings and final design services updates will be completed in this final renewal year. 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.

The additional time is necessary because the project design has been delayed due to coordination efforts with the County regarding the proposed regional water retention area and due to plan revisions required to realign the roadway and widen the proposed trail along CR 15. The time extension will facilitate the addition of the post design services to the contract. CR 15 is currently scheduled to be let in 2004, with construction completion in 2006. The estimated usage of this contract for the specified period is not-to-exceed \$72,540.00.

Public Works Department/Engineering and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve the continuation of the project and authorize the Chairman to execute the Amendment and Renewal as approved and prepared by the County Attorney's Office.

## **REQUEST FOR PROPOSALS**

- 22. Approve the ranking for RFP-4167-02/BJC – Miscellaneous Improvements to the nine (9) Water Treatment Plants and two (2) Wastewater Treatment Plants Facilities – Phase II, authorize negotiations and award the agreement to Wharton-Smith, Inc., Lake Monroe (Not-to-Exceed \$2,000,000.00).**

RFP-4167-02/BJC will provide for a comprehensive and centralized security solution for nine (9) water treatment plants and two (2) wastewater treatment facilities. The scope of services will include area of protections such as lighting, detection, assessment, conditional access system, system integration and control and third-party monitoring solution. This project was publicly advertised and the County received three (3) submittals in response to the solicitation, firms listed in alphabetical order:

1. InfrSAFE, Orlando;
2. NuTech Fire and Security, Inc., Maitland; and
3. Wharton-Smith, Lake Monroe.

Each of the firms was instructed to present to the County a proposal including the following information:

### **Qualifications:**

- A. Brief history of the firm and organizational chart and submit a Statement of Qualifications of your firm's credentials and experience.
- B. Name all key personnel which will be part of the team for this agreement. Describe in detail the experience and expertise of each team member. (Note: Key personnel must be committed to this project for its duration unless excused by the Owner.)
- C. Name any Sub-Contractors which are included as part of the proposed team. Describe each Sub-Contractor's proposed role in the project and its related experience.
- D. List of previous public sector projects and clients for whom your firm has performed similar services. Please include individual contact names, telephone numbers and fax numbers for each listed assignment/project.
- E. Description of the way your firm maintains quality control.
- F. Provide any supplemental information that you feel may assist Seminole County's evaluation of your firm's qualifications and individual personnel.
- G. Disclosure of any potential conflict of interest due to any other clients, contracts, etc. related to this assignment/project.

### **Methodology:**

- A. Information to describe the following:



- B. Project approach
- C. Understanding of County needs and requirements
- D. Innovations in saving County money
- E. Flexibility for expansion and reconfiguration of system

**Effectiveness of Technology:**

- A. Brief overview of recommended technology systems, products and specifications.
- B. Include detailed information, which will address the following:
- C. Ability of proposed technology to accomplish County goals
- D. Reliability and serviceability of proposed equipment
- E. Ability to utilize existing County communications infrastructure
- F. Cost for required maintenance and scheduled component replacement
- G. County labor required to maintain and monitor the system.

**Fee Proposal:**

- A. This section shall include all costs associated with the proposed services.

The Evaluation Committee evaluated based on the following criteria:

**Experience / Qualifications of the firm (25%)**

- Experience in similar work
- Previous contracting experience with governmental entities
- Reliability of the firm
- Location of the firm and proximity to County facilities

**Methodology (25%)**

- Project approach
- Understanding of County needs and requirements
- Innovation in saving County money
- Flexibility for expansion and reconfiguration of system

**Effectiveness of Technology (40%)**

- Ability of proposed technology to accomplish County goals
- Reliability and serviceability of proposed equipment
- Ability to utilize existing County communications infrastructure
- Cost for required maintenance and scheduled component replacement
- County labor required to maintain and monitor the system

**Fees and Expenses (10%)**

The Evaluation Committee which consisted of Robert G. Adolphe, P.E., Director, Environmental Services Department; Robert Frank, Deputy County Manager; Greg

Holcomb, Telecommunications Division Manager; Tom Owens, Environmental Services Department; Jeffrey F. Thompson, P.E., Environmental Services Department and Dennis Westrick, P.E., PEI Division Manager, Environmental Services Department evaluated the proposals, met with all firms individually and based on the evaluation criteria, recommends the following ranking:

1. Wharton-Smith, Inc., Lake Monroe;
2. NuTech Fire & Security, Inc., Maitland; and
3. InfrSAFE, Orlando.

Environmental Services Department, Telecommunications Division, Administration and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve the short list, authorize negotiations with the top ranked firm and second ranked firm, if negotiations with the top ranked firm fail, and authorize the Chairman to execute an agreement as prepared by the County Attorney's Office with no major deviation in terms and pursuant to the requirements of the RFP documents, as long as the contract does not exceed \$2,000,000.00.

**23. Approve Work Order #1 to RFP-4130-01/BJC - Review Appraisal Services for East Lake Mary Boulevard, Phase II-B, with P.A.R.A.R.A., Inc., Deland (\$87,500.00).**

RFP-4130-01/BJC provides for appraisal review services on an as-needed basis. Work Order #1 will provide for appraisal review services for the East Lake Mary Boulevard, Phase II-B project. The scope of services will include partial fee taking not requiring and requiring before and after appraisals; whole taking; stand alone Temporary Construction Easement (TCE) and Permanent Easement (PE); and incremental amount added for associated TCE, PE and complex cost to cure. The total amount of this Work Order with P.A.R.A.R.A is \$87,500.00.

Funds are available in account number 077515-56061000 (Engineering, Land) CIP #DE56251Z. Public Works/Engineering and Fiscal Services/Purchasing and Contracts Division recommend to Board to approve and authorize the Chairman to execute the Work Order.

**24. Approve Amendment #2 to RFP-4117-01/GG for Display Wall & Display Wall Controller for Seminole County Advanced Traffic Management Controller, with Advanced Video Inc., Columbia, SC (Increasing the contract value by \$49,872.00).**

RFP-4117-01/GG provides for the purchase and installation of a Display Wall and Display Controller System as part of the Control Center for the County's Advanced Traffic Management System (ATMS). The display system will be installed in the 911 Operations Center located in the Sheriff's Office and Public Safety Building.

The additional equipment was not part of the original solicitation back in May 2001. Several factors attributed to this unknown need for equipment, including: (a) the final dimensions of the area where the Traffic Management Center will be located; (b) advancements in display wall controller equipment; (c) specifications of the computer hardware necessary to operate the display wall, and (d) needs and available options for audio equipment and spare parts.

Original Contract	\$389,580.00
Amendment #1	(Time extension only)
Add Amendment #2	<u>49,872.00</u>
Revised Contract Sum	\$439,452.00

Public Works/Traffic Engineering and Fiscal Services/Purchasing and Contracts Division recommend the Board to authorize the Chairman to execute the Amendment.

### **INVITATION FOR BID**

**25. Award IFB-3055-02/JVP – Term Contract for Overhead Door Maintenance, to J B Mathews Company, Apopka (\$350,000.00).**

IFB-3055-02/JVP will provide for the repair and replacement of overhead doors throughout the County.

This project was publicly advertised and the County received three (3) submittals. Public Safety/Fire has reviewed the responses and recommends award of the contract to the lowest priced, responsive, responsible Bidder, J B Mathews Company, Apopka.

The term of the contract is for a thirty-six (36) months base period with three (3) 12-month renewable options at current terms, conditions and prices; for a total term of seventy-two (72) months. The estimated usage of the contract for a one-year period is \$50,000.00.

This is a budgeted project and funds are available in various account numbers Public Safety/Fire and Fiscal Services/Purchasing and Contracts Division recommend the Board to award the contract and authorize the issuance of Purchase Orders on an as needed basis.

### **ANNUAL BID**

**26. Approve Amendment #3 to A/B-3023-01/PE – Landscape Maintenance, Fine Cut Mowing with Hinton Enterprises, Deltona (\$4,800.00).**

A/B-3023-01/PE provides for landscape maintenance and fine cut mowing of structures at various locations throughout the County. The term of the contract is

two year base period with three 1-year options. The following is a summary of the cost of the contract:

Original Contract Sum	\$341,270.00 (2/year)
Amendments 1 & 2	20,423.50
Add Amendment #3	<u>4,800.00</u>
New NTE Contract Amt.	\$366,493.50

Amendments #1 and #2 were necessary for additional services required due to security implemented at various County locations following Sept. 11<sup>th</sup>.

Amendment #3 is required to cover additional services needed at the Fire Rescue Airport Facility and the Lynwood and Greenwood Water Treatment Plants. The proposed price was found to be fair and reasonable based on a comparison with current contract pricing and additional quotes received.

Funds are available in accounts numbers 010560-53034000 (Facilities Maintenance, Contracted Services), 087900-53034000 (Solid Waste, Contracted Services) and 087801-53034000 (Water and Sewer, Contracted Services).

Administrative Services/Support Services and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve, authorize the Chairman to execute the Amendment and authorize the issuance of Purchase Orders on an as needed basis.

**27. Approve Amendment #3 to AB-382-00/GG – Landscape Construction Services, with Vila & Son Landscaping Corporation, Winter Garden (\$350,000.00).**

AB-382-00/GG provides for landscape projects to include planning, construction, furnishing and installing plant materials, and site maintenance for roadway median islands throughout the County.

On April 25, 2000 the Board approved the award of this Term Contract. This project was publicly advertised, twenty-four (24) packages were solicited and the County received two (2) submittals: Vila and Son Landscaping Corporation, Winter Garden; and JAMS-DOD, Morristown, New Jersey. JAMS-DOD did not include as part of his bid the cost for landscape work. It only included the cost for the plant materials.

The County also received five (5) No Bid Statement Forms from the vendors who declined to bid on this project because their production schedule did not permit them to perform.

Amendment #3 will fulfill commitments identified and approved by the Board of County Commissioners in January 2002 for the Florida Gas Tree Replacement

Fund. In addition, other County departments are utilizing this contract. Two projects in particular, the Crossings Trail Beautification and the 5 Points/SCC Entrance will be implemented upon this approval.

Amendment #3 increases the contract price by \$350,000.00 per year for this year and each of the two remaining option years. Following is the summary of the cost of the contract:

Original Contract Sum	\$407,132.10
Add Amendment #1	112,500.00
Add Amendment #2	50,000.00
Add Amendment #3	<u>350,000.00</u>
Revised Contract Sum	\$919,632.10

This contract is used for multiple projects throughout the County. Funds are available in various account lines. Purchase Orders will be issued against the contract as needed. Public Works/Engineering and Fiscal Services/Purchasing & Contracts recommend the Board to approve the amendment and authorize the Purchasing and Contracts Division to make the appropriate changes.