

**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 <u>11/7/2006</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

- 25. **Award CC-1237-06/TLR –Greenwood Lakes Reclaimed Water Interconnection Facilities to Wharton Smith, Inc, Lake Monroe (\$1,657,000.00).**

CC-1237-06/TLR will provide for all labor, materials, equipment, transportation, services and incidentals required to perform all work necessary to construct a reclaimed water ground storage tank with associated piping, electrical, instrumentation/controls, and site civil work. Two alternative bid items for ground storage tank sizes, valve repair work for the rapid infiltration basins and valves diverting to the basins are included in the award.

This project was publicly advertised and the County received three (3) responses. The Review Committee, consisting of Dennis Westrick, P.E., Manager, PEI; Ruth Hazard, Principle Coordinator; Gary Rudolph, Utilities Manager and Carol Hunter, P.E.; evaluated the responses. Consideration was given to the bid price, qualifications and experience.

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

The Review Committee recommends award of the contract including Alternate "D"-Rapid infiltration Basic Valve Replacement and Alternate "E"- Existing Influent Reclaimed Water Valve Assembly Modifications to the lowest priced, responsive, responsible bidder, Wharton Smith, Inc, Lake Monroe, in the amount of \$1,657,000.00. The completion time for this project is two hundred forty (240) calendar days from issuance of the Notice to Proceed by the County.

This is a budgeted project and funds will be available in conjunction with a BCR, in account number 040103.169100, CIP#182901. The Environmental Services Department/Water and Waste Water Division 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.

26. Award CC-0751A-06/TLR – CR 46A Phase III Widening and Realignment to Gibbs and Register, Inc. Winter Garden (\$7,108,000.00).

CC-0751A-06/TLR will provide for all labor, materials, equipment, transportation, coordination and incidentals necessary for the construction of a four lane urban roadway section approximately 1.026 miles in length along an existing 2-lane corridor, from Upsala Road to Old Lake Mary Road. The Contractor shall coordinate with the City of Sanford to avoid conflicts with muck removal.

This project was publicly advertised and the County received three (3) responses. The Review Committee consisting of Antoine Khoury, P.E.; William Glennon, P.E.; and Jerry Matthews, Project Manager, 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, Gibbs & Register, Inc., Winter Garden, in the amount of \$7,108,000.00. The completion time for this project is three hundred sixty (360) calendar days from issuance of the Notice to Proceed by the County.

This is a budgeted project and funds will be available in conjunction with a BAR, in account numbers 077515/077521.560670, CIP 11401. The Public Works Department/Engineering Division 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.

27. **Award CC-1284-06/TLR – Continuing Services for Sidewalks and Minor Construction less than \$250,000.00 to Stage Door II, Apopka; Central Florida Environmental, Longwood; Compilog International Co., Altamonte Springs; Paragon Development & Construction, Orlando; American Persian Engineers & Constructors, Inc., Orlando; and AJC Construction, LLC, Orlando (Estimated budget per year \$2,000,000.00).**

CC-1284-06/TLR will provide for all multiple contractors to perform sidewalk and minor construction (under \$250,000.00 per project) for the Public Works Department.

This project was publicly advertised and the County received six (6) responses. The Review Committee consisting of Antoine Khoury, Alan Ayash, and Eric Erickson evaluated the responses. Consideration was given to the firm's qualifications, experience and proposed costs.

The Review Committee recommends award of the contract to the lowest priced, responsive, responsible bidders, Stage Door II, Apopka; Central Florida Environmental, Longwood; Compilog International Co., Altamonte Springs; Paragon Development & Construction, Orlando; American Persian Engineers & Constructors, Inc., Orlando; and AJC Construction, LLC, Orlando, not to exceed the combined total of \$2,000,000.00 per year.

Authorization for performance of services by the Contractors under this agreement shall be in the form of written Work Orders issued and executed by the County and signed by the Contractors. Each of the contractors will be allowed to propose on each work order under a competitive environment. They may bid unit prices below their contract unit price, but may not bid higher. Each work order will be awarded to the contractor offering the lowest price that meets the County's schedule. When time is critical, the A + B method of evaluation will be utilized.

The work and dollar amount for each work order will be based on the project and will be negotiated on an as-needed basis, not to exceed \$250,000.00 per work order. The budget funding for this contract will be with each work order, since each work order has a unique scope and cost.

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

REQUEST FOR PROPOSALS

28. Award RFP-1221-06/BHJ – Strategic Planning for Seminole County to MGT of America, Inc., Tallahassee (Fixed Fee Amount of \$65,000.00).

RFP-1221-06/BHJ will provide for a qualified firm to conduct a strategic planning initiative for Seminole County. This process will involve elected officials, appropriate County staff, and key stakeholders from the community. The program will result in a vision statement, organizational values, a mission, short and long-term goals and objectives, and priorities that will set the direction for decision making in the County. In addition, the selected consultant will provide some team building activities for the County Commission and staff. The resulting contract will be for a period of one year.

This project was publicly advertised and the County received four (4) submittals (listed in alphabetical order):

- Active Strategy, Inc. (East Norriton, PA)
- Eagle Point (Dubuque, IA)
- MGT of America, Inc. (Tallahassee, FL)
- Open Minds (Gettysburg, PA)

The Evaluation Committee, which consisted of Janet Davis, Director, Human Resources Department; Don Fisher, Deputy County Manager; Gary Johnson, Director, Public Works Department; Michael Pollard, Training Program Manager, Human Resources Department; and Lisa Spriggs, Director, Fiscal Services Department evaluated the submittals.

The evaluation was based on the following criteria:

- Project Approach/Understanding of the Project and Proposed Planning Process (30%)
- Qualifications of the Proposed Personnel and the Firm (20%)
- Similar Projects Experience in Facilitation of Municipal or County Strategic Plans (25%)
- Fee Proposal (25%)

The Evaluation Committee recommends the Board to award the contract to the top ranked, most responsive, responsible Proposer, MGT of America, Inc., Tallahassee.

The amount for this agreement is \$65,000.00 with a contract term of one year. This is a budgeted project and funds are available in account number 010309.530340. The County Manager's Office and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve the project and authorize the County Manager to execute the Agreement as prepared and approved by the County Attorney's Office.