

**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 <u>12/10/02</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

- 20. **Approve Amendment #2 to DB-605-00/BJC – Design Build for the Seminole County Juvenile Justice Center, with The Collage Company/Scott Partnership, Lake Mary (\$174,050.00).**

DB-605-00/BJC provides for design-build services for the expansion of Seminole County Juvenile Justice Center, Sanford. Amendment #2 will provide for the incorporation of various site and civil improvements for the construction phase of

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

the project. These improvements were not part of the original scope of services due to the fact that they were not finalized at the time of estimating the cost. The following is a summary of the cost of the contract:

Phase I of the project (design)	\$139,720.00
Phase II of the project (amend #1)	\$3,440,153.00
Add Amendment #2	<u>174,050.00</u>
Total Cost of the Contract	\$3,753,923.00

The construction phase is expected to be substantially completed on or before November 10, 2003.

This is a budgeted project and funds are available in account number 010572-56062000 (Juvenile Justice Center, Buildings) CIP #DN10161X. Administration Services/Facilities Maintenance and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve and authorize the Chairman to execute the Amendment as approved and prepared by the County Attorney's Office.

Professional Services

- 21. Approve ranking for PS-5129-02/BJC – Continuing Contracts for Surveying Services for Miscellaneous projects throughout Seminole County, authorize negotiations and award Master Agreements to Bowyer-Singleton & Associates, Inc., Orlando; Harding ESE, Inc., Orlando; Lochrane Engineering, Inc., Orlando and Southeastern Surveying and Mapping, Inc., Maitland (Not-to-Exceed \$400,000.00 per year).**

PS-5129-02/BJC will provide for surveying services including but not limited to the preparation of land surveys, maintenance plats, right-of-way location surveys, ground truthing for aerial topography, cross-sections for drainage analysis, design surveys and construction state out.

This project was publicly advertised and the County received fourteen (14) submittals in response to the solicitation, firms listed in alphabetical order:

1. Berryman & Henigar, Inc., Orlando;
2. Bowyer-Singleton & Associates, Inc., Orlando;
3. CPH Engineers, Inc., Sanford;
4. Creech Engineers, Inc., Melbourne;
5. The Doudney Companies, Inc., Sanford;
6. Harding ESE, Inc., Orlando;
7. Lochrane Engineering, Inc., Orlando;
8. PEC, Inc., Orlando;
9. McKim & Creed, P.A., Daytona Beach;
10. Rockett & Associates, Inc., Orlando;
11. Sliger & Associates, Inc., Port Orange;

12. Southeastern Surveying & Mapping, Inc., Maitland;
13. Tinklepaugh Surveying, Inc., Orlando; and
14. Weidener Surveying, Inc., Orlando.

The Evaluation Committee, which consisted of Keith Brown, PSM, Senior Coordinator/Public Works; Michael Garcia, PSM, Senior Coordinator/Stormwater; Hugh Sipes, Principal Engineer/Environmental Services; Robert Walter, PE, Principal Engineer/Public Works and Steve Wessels, PLS, County Surveyor/Public Works evaluated the submittals. The initial evaluation consisted of:

Qualifications/Experience:

- Qualifications of the firm, individuals, and sub-consultants;
- Individuals' educational background and training related to required services;
- Similar work experience and relevant confirmation of references and past performances;
- 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

Based on the initial evaluation criteria, the Evaluation Committee interviewed the following firms, listed alphabetically:

1. Bowyer-Singleton & Associates, Inc., Orlando;
2. Harding ESE, Inc., Orlando;
3. Lochrane Engineering, Inc., Orlando;
4. PEC, Inc., Orlando;
5. Southeastern Surveying & Mapping, Inc., Maitland and
6. Tinklepaugh Surveying, Inc., Orlando.

Consideration was given to the following criteria:

- General professional experience and qualifications of the firm;
- Proposed approach to performing the work;
- Qualifications of proposed Project Engineer;
- Proposed project staff resources.

The Evaluation Committee recommends the Board to approve the ranking, authorize staff to negotiate and award Master Agreements to the top four (4) firms as listed above. Authorization for performance of professional services by the Consultants under this agreement shall be in the form of written Work Orders issued and executed by the County and signed by the Consultants. The work and dollar amount for each Work Order will be negotiated on an as-needed basis for each project.

The Master Agreements will take effect on the date of its execution by the County and shall run for a period of two (2) years and, at the sole discretion of the County, may be renewed for two (2) successive periods not to exceed one (1) year each.

Public Works/Stormwater/Engineering; Environmental Services and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve the short list, authorize negotiations with the top four (4) firms; and authorize the Chairman to execute the Master Agreements as prepared by the County Attorney's Office with no deviation in terms and pursuant to the requirements of the PS documents as long as the contracts do not exceed \$400,000.00 per year for all Consultants.

Request for Proposals

- 22. Approve ranking list for RFP-4171-02/BJC - Wide Area Network (WAN) Managed Optical Services - Integration of existing equipment, authorize negotiations and award an agreement to Siemens Enterprise Networks LLC, Orlando (Not-to-Exceed \$221,777.00).**

RFP-4171-02/BJC will provide for the integration of the existing Magellan Passport network, Cisco switches, and Video broadcast equipment without increasing the physical fiber plant; and successfully integrate a solution between the County Services Building (1101 E. 1st Street Sanford, Florida) and SOPS Building (150 Bush Blvd. Sanford, Florida). The integration/migration shall be in a manner that does not affect the operability and/or redundancy of the existing network. The solution will incorporate the connectivity of an additional Storage Area Network (SAN) located at 150 Bush Blvd, Sanford, Florida. The (2) SAN shall be connected using a minimum of dedicated 100Mbps TCP/IP over the proposed solution. This backbone link has a minimum capacity of OC-48 and is scalable to a higher platform without total replacement. It will support at least 4 separate protected channels initially and can be scalable to support a minimum of 16.

This project was publicly advertised and the County received four (4) proposals from the following firms (listed in alphabetical order):

- Global Partners in Networking, Inc., Orlando;
- NextiraOne, LLC, Sunrise;
- Siemens Enterprise Networks LLC, Orlando; and
- The Presidio Corporation, Lanham, MD.

The Evaluation Committee, which consisted of Greg Holcomb, Information Technologies Manager; David Johnson, Technology Engineer; Kim Patterson, Information Services Manager; Lucie Poynter, Technology Engineer and John Taylor, Principal Coordinator, evaluated the submittals.

The evaluation of the submittals was based on the following criterion:

Project Approach:

1. Project approach
2. Understanding of County needs and requirements
3. Innovations in providing solutions and savings
4. Flexibility for expansion and reconfiguration of system

Technical Specifications:

1. Proposed System Specifications
2. System Power Consumption
3. Commercial Power and Grounding Requirements
4. System Operating Environment
5. Air Conditioning Requirements
6. Equipment Dimensions and Weight and required Layout
7. Floor Loading Estimates

Options/Additional Considerations - Optional configurations and considerations that could meet the needs of Seminole County. Any incentive programs to accomplish all sites or a portion there of above and beyond this proposal should be included as an option. Any incentives to accomplish this solution will be considered.

Effectiveness of Technology:

1. Ability of proposed technology to accomplish County goals
2. Reliability and serviceability of proposed equipment
3. Ability to utilize existing County communications infrastructure
4. Cost for required maintenance and scheduled component replacement
5. County labor required to maintain and monitor the system.
6. Software Matrix
7. System

Fee Proposal:

Based on the evaluation, staff interviewed the following firms, listed in alphabetical order:

- NextiraOne, LLC, Sunrise;
- Siemens Enterprise Networks LLC, Orlando; and
- The Presidio Corporation, Lanham, MD.

The interviews allowed the Committee to further evaluate the capabilities of the firms and its team to provide the County the most advantageous solution. The Evaluation Committee recommends the Board to approve the following ranking,

authorize negotiations with the top ranked firm and the second ranked firm, if negotiations with the top ranked firm fail.

1. Siemens Enterprise Networks LLC, Orlando;
2. NextiraOne, LLC, Sunrise; and
3. The Presidio Corporation, Lanham, MD.

This is a budgeted project and funds are available in account number 140200-56064000 (Division Operations, Machinery and Equipment). Information Technologies/Telecommunications and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve the ranking, authorize negotiations and authorize the Chairman to execute the agreement as prepared and approved 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 \$221,777.00.

23. Approve Amendment #3 to Work Order #5 to RFP-489-00/BJC – Appraisal Services for Airport Boulevard – Phase III, with Diversified Property Specialists, Inc., DeBary (\$20,000.00).

Work Order #5 provides for the original appraisal reports for Airport Boulevard – Phase III. Appraisal services are necessary to secure the appraisal reports needed to acquire properties for construction of the proposed County roadway improvements through negotiated settlements or through the eminent domain process. Amendment #3 will provide for additional appraisal services necessary for appraisal reports updates at one-half of the basic appraisal fee rate for remaining parcels to be acquired. Additional eminent domain appraisal services may include hearings, depositions, mediations, trial preparation and court testimony, when authorized by the County Attorney's Office. The following is a summary of the cost of the project:

Original W/O #5 Sum	\$159,820.00
Amendments #1 and #2	41,125.00
Add Amendment #3	<u>20,000.00</u>
Revised W/O #5 Amount	\$220,945.00

Funds are available in account numbers 077515-56061000 (Engineering, Land) and 077521-56061000 (Arterial Road Projects, Land) CIP# DE51021Z. Public Works/Engineering and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve and authorize the Chairman to execute the Amendment as prepared and approved by the County Attorney's Office.

24. Approve the Third (Final) Renewal to RFP-474-99/BJC – Consultant Services Agreement for Wide Area Network Nortel Passport Maintenance, with Sprint-Florida, Maitland (January 1, 2003 through December 31, 2003) (Not-to-Exceed \$107,000.00).

RFP-474-99/BJC provides for consulting services and maintenance services for the Wide Area Network Nortel Passport through the County. Sprint-Florida has agreed to renew their contract for the period January 1, 2003 through December 31, 2003 at a cost of not to exceed \$107,000.00.

Funds are available in account number 140210-53046000 (Phone System Maintenance, Repairs and Maintenance). Information Technologies/Telecommunications and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve the renewal and authorize Purchasing to notify the Consultant of such action.

25. Award RFP-4174-02/GMG – Term Contract for Trails Ground Maintenance to Villa & Sons Landscaping Corp., Winter Garden (Not-to-Exceed \$86,768.00 per year).

RFP-4174-02/GMG will provide for turf ground maintenance for the County's trails. This project was publicly advertised and the County received four (4) submittals. One offeror (Millenium Lawn Maintenance) was disqualified for not completing the mandatory pre-proposal conference and site visits. The three offerors remaining were American Services, Inc., South Daytona; Ameriscapes Landscape, Inc., Orlando; and Vila & Son Landscaping Corp., Orlando.

The Evaluation Committee, which consisted of Joe Gasparini, Manager, Parks & Recreation; Mark Flomerfelt, Manager, Stormwater; Larry Morrell, Team Leader, Parks & Recreation; Jeffrey Hayes, Trails Coordinator, Parks & Recreation and Skip Groeneveld, Program Manager, Engineering reviewed the three remaining submittals. In accordance with the RFP, the following evaluation criteria were considered in determining the best value:

- ◆ Technical Plan - Understanding of the Technical Specifications and Scope of Services, approach plan to support the needs and objectives of the County, including labor and equipment proposed. (35%)
- ◆ Qualifications - Company stability, past performance, experience, references and customer service (35%)
- ◆ Price Proposal - Cost effectiveness and reasonableness of proposed price and total price (30%).

The Evaluation Committee found the lowest priced offeror, American Services, had limited experience in lawn care and maintenance. American Services' experience is in the area of pest control services and they have only recently started the lawn care business. The Committee also questioned American Services ability to perform to County standards with the labor and equipment they proposed. As

shown in the following comparison, American Services may have underestimated the resources required.

Proposed	American Services	Villa & Son
Labor	3 men-3 days/wk	5 men-4 days/wk
Equipment	2 mowers 2 gas trimmers 2 pack blowers 2 edgers	2 riding mowers 1 walk-behind mower 2 weed eaters 2 blowers 1 industrial blower 2 pick-up trucks 1 maintenance trailer w/equipment box and racks 1 mule
PRICE	\$79,375.00	\$86,768.00

American Services' lack of experience and commitment of resources creates an unacceptable performance risk and places them second in the ranking despite their low price.

The Evaluation Committee found Villa & Son Landscaping Corp's proposal showed an excellent understanding of the project, adequate availability of labor and equipment and a solid background of experience. The Evaluation Committee determined that the additional \$7,393.00 per year necessary to award to Villa & Son represented the best value for the County; therefore the Evaluation Committee recommends award of RFP-4174-02/GMG to Villa & Son Landscaping Corp., Orlando. The contract will be for a three (3) year base period with three (3) one (1) year options to renew at current terms and conditions and prices. The total annual estimated usage is \$86,768.00.

This is a budgeted project and funds are available in 043800/53034000. (Parks/Contracted Services). Library & Leisure Services/Parks & Recreation and Fiscal Services/Purchasing and Contracts recommend that the Board authorize the Chairman to execute the agreement as prepared by the County Attorney's office.

26. Approve Amendment #1 to RFP-4157-02/BJC - Appraisal Services East Lake Mary Boulevard Phase II-B (Airport entrance to SR 46) improvement project, with The Spivey Group, Inc., Orlando (\$150,000.00).

RFP-4157-02/BJC provides for professional appraisal services necessary to determine the market value of property for acquisition purposes for East Lake Mary Boulevard Phase II-B. There were approximately forty-nine (49) parcels to be acquired in the original contract and has increased to approximately one hundred (100) parcels to be acquired for the construction of this roadway improvement.

Amendment #1 will provide a revised scope of services providing a limited summary appraisal report to be prepared for the needed property. Changes to appraisal support by sub-consultants; and a revised fee proposal/schedule. Amendment # 1 will also revise the term of this agreement to remain in effect until completion of the Scope of Services. The following is a summary of the cost of the contract:

Original Contract Sum	\$300,000.00
Add Amendment #1	<u>150,000.00</u>
Revised Contract Sum	\$450,000.00

Funds are available in account number 077515-56061000 (Engineering, Roads) CIP #DE56251Z. Public Works/Engineering, County Attorney's Office and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve and authorize the Chairman to execute the Amendment.