

**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

<b>Agenda Date</b> <u>12/12/2006</u> <b>Regular</b> <input type="checkbox"/> <b>Consent</b> <input checked="" type="checkbox"/> <b>Work Session</b> <input type="checkbox"/> <b>Briefing</b> <input type="checkbox"/>
<b>Public Hearing – 1:30</b> <input type="checkbox"/> <b>Public Hearing – 7:00</b> <input type="checkbox"/>

**MOTION/RECOMMENDATION:**

**BACKGROUND:**

**CONSTRUCTION CONTRACTS**

- 31. **Award CC-1075-06/TRJ – Continuous Contracts for Public Works Minor Construction Projects with Costs less than \$1,000,000.00 to American Persian Engineers & Constructors, Inc., Orlando (APEC); Central Florida Environmental Corp. Longwood (CFE); AJC Construction, LLC., Orlando (AJC); JCB Construction, Inc., Orlando (JCB); and Southland Construction, Apopka (Southland) (Estimated value of \$5,000,000.00 combined per year).**

CC-1075-06/TRJ will provide for all labor, materials, equipment, coordination and incidentals necessary to furnish continuing construction services for Public Works minor projects with an estimated construction cost of less than \$1,000,000.00. The contract term will be for a total of three years, a one year base period and two one-year options. The options may be exercised at the sole discretion of the County. Contractors may request price adjustments at the time of renewal. Price adjustments will be made to the contract provided increases are adequately justified and found reasonable by the County.

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

This project was publicly advertised and the County received five responses. The Review Committee consisting of Antoine Khoury, P.E., Principal Engineer, Alan Ayash, Principal Engineer; and Eric Erickson, Senior Coordinator, evaluated the responses. Consideration was given to the firm's qualifications, experience and proposed costs.

The Review Committee recommends awarding contracts to all bidders, APEC, CFE, AJC, JCB and Southland Construction. Authorization for performance of services by the Contractors under these contracts will 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. 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 may be utilized.

The scope of work and dollar amount for each Work Order will be negotiated on an as-needed basis for each project and will be contingent upon budget availability. Each Work Order will be limited to \$1,000,000 per project. The estimated total annual amount is \$5,000,000 per year for all contracts combined.

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

- 32. Award CC-1284-06/TLR – Continuing Services Contracts for Sidewalks and Minor Construction less than \$250,000 to: Stage Door II, Apopka; Compilog International Co., Altamonte Springs; AJC Construction, LLC, Orlando; and Central Florida Environmental, Longwood (Estimated value of \$2,000,000 per year).**

CC-1284-06/TLR will provide multiple contractors to perform sidewalk and minor construction (under \$250,000 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, P.E., Principal Engineer, Alan Ayash, Principal Engineer; and Eric Erickson, Senior Coordinator, evaluated the responses. Consideration was given to the firm's qualifications, experience and proposed costs.

At the November 7, 2006 Board meeting, staff recommended awarding contracts to all six bidders. Discussions revealed that the solicitation limited award to four (4) bidders. Staff is presenting this project back to the Board with the following recommendation. The Review Committee recommends award of contracts to the four (4) lowest priced, responsive, responsible

bidders, Stage Door II, Apopka; Compilog International Co., Altamonte Springs; Central Florida Environmental, Longwood; and AJC Construction, LLC, Orlando.

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. 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 scope of work and dollar amount for each Work Order will be negotiated on an as-needed basis for each project and will be contingent upon budget availability. Each Work Order will be limited to \$250,000 per project. The contract term will be for one (1) year with one (1) year renewable term. The combined total of the four contracts is estimated at \$2,000,000.00 per year.

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 and approved by the County Attorney's Office.

**33. Award CC-1422-06/BLH – HVAC Equipment Replacement at the County Services Building to Shaw Mechanical Services, LLC, Orlando (\$263,172.00).**

CC-1422-06/BLH will provide for all labor, materials, equipment, transportation, coordination and incidentals necessary for the replacement of HVAC equipment at the County Services Building (CSB) located at 1101 East 1<sup>st</sup> St., Sanford, Florida 32771. The project was publicly advertised and the County received four (4) responses. The Review Committee consisting of Rafael Fernandez, Project Manager II, Greg Wheatley, Certified Tradesworker, and Scott Werley, Construction Manager, reviewed 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, Shaw Mechanical Services, LLC, in the amount of \$263,172.00. The total contract time is 189 calendar days from the issuance of the Notice to Proceed by the County. The AC will be operational in all parts of the CSB during normal working hours for the entire time. Most of the work will be accomplished nights, weekends and holidays in order to meet this requirement.

This is a budgeted project and funds are available in account number 010560.560620, CIP#00240801. Administrative Services/Facilities 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 and approved by the County Attorney's Office.

### **PROFESSIONAL SERVICES**

34. **Approve ranking, authorize negotiations and award PS-1074-06/TRJ – Professional Geotechnical Services and Construction Material Testing and Inspection Agreements to: Ardaman & Associates, Inc., Orlando; Nodarse & Associates, Inc., Winter Park; and Professional Service Industries, Inc., Orlando (Estimated Value of \$100,000.00 per year).**

PS-1074-06/TRJ will provide for soils and material testing services for various construction projects within Seminole County. This project was publicly advertised and the County received thirteen (13) submittals (listed in alphabetical order):

- Ardaman & Associates, Inc., Orlando;
- Ascgeosciences, Lakeland;
- BCI Engineers & Scientists, Lakeland;
- Deatrick Engineering Associates, Inc., Orlando;
- ECS-Florida, LLC., Orlando;
- Ellis & Associates, Inc., Ormond Beach;
- Florida Testing of Daytona, Inc., Deland;
- Geotechnical and Environmental Consultants, Inc., Orlando;
- GFA International, Orlando;
- Nodarse & Associates, Inc., Winter Park;
- Professional Service Industries, Inc., Orlando;
- Terracon Consultants, Inc., Orlando
- Universal Engineering Sciences, Inc., Orlando.

The Evaluation Committee, which consisted of Alan Ayash, Principal Engineer, Public Works; Al Collock, Lead Inspector, Public Works; Jerry McCollum, P.E., County Engineer, Public Works; Patti Leviti, Senior Coordinator, Environmental Services; and Bill Glennon, Principal Engineer, Public Works, evaluated the submittals. The initial evaluation consisted of:

***Qualifications:***

- Qualifications of firm & Sub consultants
- Individuals' educational background and training

- Similar work experience
- References

***Project Approach:***

- Project Approach
- Quality Control

***Ability to Perform:***

- Location of the firm
- Workload; ability and capacity of the Proposer to perform in a timely manner

Based on the initial evaluation criteria, the Evaluation Committee interviewed the top five (5) firms, listed alphabetically:

- Ardaman & Associates, Inc., Orlando;
- Geotechnical and Environmental Consultants
- Nodarse & Associates, Inc., Winter Park.
- Professional Service Industries, Orlando
- Universal Engineering Sciences, Orlando

Consideration was given to the following:

- Qualification of Project Staff
- Specific Laboratory Equipment and Capabilities
- Project Approach
- Quality Control Measures

The Evaluation Committee recommends that the Board approve the ranking below and authorize staff to negotiate with the top three (3) firms in accordance with F.S. 287.055, the Consultants Competitive Negotiation Act (CCNA):

- Ardaman & Associates, Inc., Orlando;
- Nodarse & Associates, Inc., Winter Park.
- Professional Service Industries, Inc., Orlando
- Universal Engineering Sciences, Inc., Orlando
- Geotechnical and Environmental Consultants, Inc., Orlando

Authorization for performance of 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 scope of work and dollar amount for each Work Order will be issued on a rotating basis for each project based on the negotiated rates and will be contingent upon budget availability. The contract term will be for a base period of two (2) years with three (3) one year renewable options.

Public Works/Engineering Division; Environmental Services, Water and Waste Water Division; Administrative Services/Facilities Maintenance Division and Fiscal Services/Purchasing and Contracts Division recommend that the Board approve the ranking list, authorize staff to negotiate with the three top ranked firms and authorize the Chairman to execute the Master Agreements as prepared and approved by the County Attorney's Office.

**35. Approve the ranking, authorize negotiations and award PS-1175-06/DRR – Markham Woods Road Final Design Services to Avcon, Inc., Orlando (Estimated value of \$700,000.00).**

PS-1175-06/DRR will provide professional engineering services for the final design and post design of Markham Woods Road from E.E. Williamson Road to Lake Mary Boulevard. Included in the scope of service is a needs assessment study for Lake Mary Boulevard to Markham Road and if necessary, final and post design services for that road section. The project was publicly advertised and the County received ten (10) submittals (listed alphabetically):

- Avcon, Inc., Orlando;
- The Balmoral Group, Maitland;
- Consul-Tech Transportation Inc., Orlando;
- Earth Tech Consulting, Inc., Orlando;
- Eisman & Russo, Inc., Orlando;
- GAI Consultants, Inc., Orlando;
- Johnson, Mirmiran & Thompson, Lake Mary;
- Lochrane Engineering, Inc., Orlando;
- The LPA Group Incorporated, Lake Mary;
- Volkert & Associates, Inc., Altamonte Springs.

The Evaluation Committee which consisted of Brett Blackadar, P.E., Principal Engineer; Patti Leviti, Senior Coordinator; Jerry McCollum, P.E., County Engineer and CoCo Wu, P.E., Principal Engineer, evaluated the submittals and short-listed four (4) firms based on the following criteria:

- Approach / Understanding of the Project;
- Qualifications of Proposed Personnel and the Firm;
- Similar Project Experience;
- Location of the Firm.

The Evaluation Committee interviewed the following short-listed firms (listed alphabetically):

- Avcon, Inc., Orlando;
- Eisman & Russo, Inc., Orlando;

- GAI Consultants, Inc., Orlando;
- Lochrane Engineering, Inc., Orlando.

The short-listed firms were evaluated based on the following criteria:

- Approach / Understanding of the Project;
- Innovative & Cost Savings;
- Qualifications / Similar 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. Avcon, Inc., Orlando;
2. Lochrane Engineering, Inc., Orlando;
3. Eisman & Russo, Inc., Orlando;
4. GAI Consultants, 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. Each Work Order will be issued on an as needed basis according to the negotiated rates and will be contingent upon budget availability. The contract term shall be seven (7) years and at the sole option of the County may be renewed for two (2) successive periods of one (1) year each. The estimated contract value is \$700,000.00.

Public Works/Engineering 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 and approved by the County Attorney's Office.

- 36. Approve First Amendment for PS-5155-04/AJR – CEI Services for East Lake Mary Blvd., Segment IIB, with URS Construction Services, Inc., of Orlando (\$120,325.58).**

PS-5155-04/AJR provided various professional services related to construction and engineering inspections for the construction of East Lake Mary Blvd., Segment IIB. Amendment #1 will provide for an additional ten (10) weeks of CEI services in conjunction with the time extension granted to this construction project and will cover all necessary time to close-out the final construction contract. Staff is assessing liquidated damages from the construction contractor. The additional work will require an increase in the not-to-exceed amount of \$120,325.58, for a revised total contract amount of \$1,709,049.00.

Funds are available in account 077515.560670 CIP 10701. Public Works/Engineering Division and Fiscal Services/Purchasing and Contracts Division recommend that the Board approve the amendment and authorize the Chairman to execute an Agreement as prepared by the County Attorney's office.

## **REQUEST FOR PROPOSALS**

**37. Award RFP-1248-06/BHJ – Central Transfer Station Truck Wash Metal Building Repair to McKee Construction Company, Sanford (\$155,805.46).**

RFP-1248-06/BHJ will provide for a qualified, licensed metal building contractor to determine repairs necessary to restore the Central Transfer Station (CTS) Truck Wash Building, perform the needed repairs, and provide engineered drawings for the CTS Metal Truck Wash Building. This project was publicly advertised and the County received two (2) submittals (listed in alphabetical order):

- McKee Construction Company (Sanford, FL)
- Pro Steel Construction, Inc. (Port Orange, FL)

The Evaluation Committee, which consisted of David Gregory, Manager, Solid Waste Division/Environmental Services Department; Carol Hunter, Principal Engineer, PEI Division/ Environmental Services Department; Rich Meinert, Program Manager, Solid Waste Division/Environmental Services Department; and Scott Werley, Construction Manager, Facilities Maintenance Division/Administrative Services Department evaluated the submittals. The evaluation was based on the following criteria:

- Experience with Similar Projects
- Project Approach and Project Completion
- Price Proposal

The Evaluation Committee recommends that Board award the contract to the top ranked, responsive, responsible Proposer, McKee Construction Company in the amount of \$155,805.46. This is a budgeted project and funds are available in account number 40201.169100 CIP #00245001. Environmental Services/Solid Waste Division 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.

**38. Award RFP-1347-06/DRR – Traffic Data Collection Project to TCR of Oviedo (Estimated value of \$110,000.00 per year).**

RFP-1347-06/DRR will provide traffic data collection throughout the County. This service is required to support and monitor growth management activities as well as provide traffic data to support traffic studies to meet the needs of the Traffic Engineering Division. This project was publicly advertised and the County received three (3) submittals (listed alphabetically):

- DE Traffic, Deltona;
- Metric Engineering, Inc., Winter Park;
- TCR, Oviedo.

The Evaluation Committee, which consisted of Melonie Barrington, County Traffic Engineer; Mark Bevis, Senior Engineer; and Charlie Wetzel, Assistant Traffic Engineer, evaluated the proposals. The evaluation was based on the following criteria:

- Price Proposal and Timetable for Required Services
- Qualifications to Provide Services
- Approach to Work

The Evaluation Committee recommends the Board to award the contract to the most responsive, responsible Proposer, TCR, Oviedo. The contract will have a one (1) year base period with three (3) one-year renewal options. Renewal options may be exercised at the sole discretion of the County.

This is a budgeted project and funds are available in account number 077700.530340. Public Works/Traffic Engineering Division and Fiscal Services/Purchasing and Contract Division recommend that the Board authorize the Chairman to execute the agreement as prepared and approved by the County Attorney's Office.

**39. Award RFP-1187-06/TRJ – Fire/Rescue/EMS Comprehensive System Assessment to Matrix Consulting Group of Palo Alto, CA (Not to Exceed \$120,000.00).**

RFP-1187-06/TRJ will provide a consultant to study the present County-wide Emergency Services Systems and identify areas where effectiveness can be increased and duplications reduced or eliminated. The primary focus of the study is to reduce costs and improve efficiencies. The study's scope is defined as response to fire, medical and rescue emergencies. Law Enforcement is not included in the study's scope. The following agencies are included in the study group: Seminole County, City of Altamonte Springs, City of Casselberry, City of Lake Mary, City of Longwood, City of Oviedo, City of Sanford and City of Winter Springs. This project was publicly advertised and the County received five submittals (listed alphabetically):

- Emergency Services Consulting of Wilsonville, OR.
- JAT Risk Solutions of Forest, VA.
- JLN Associates of Old Lyme, CT.
- Matrix Consulting Group of Palo Alto, CA
- TriData of Arlington, VA.

The Evaluation Committee consisting of William Baer, Public Works Director, Altamonte Springs; Leeana Raw, Fire Chief, Seminole County; Bob Goff, Mayor, Casselberry; Laurie Mooney, Fire Chief, Longwood; Ron McLemore, City Manager, Winter Springs; Gerard Ransom, Fire Chief, Sanford; Craig Haun, Fire Chief, Lake Mary; and Lars White, Fire Chief, Oviedo evaluated the proposals. The evaluation was based on the following criteria:

- Project Approach/Understanding of the Project
- Qualifications of Personnel and Firm
- Similar Project Experience
- Fee Proposal
- Innovative Techniques or Solutions

The Evaluation Committee recommends the Board to award the contract to the most responsive, responsible Proposer, Matrix Consulting Group in the amount of not-to-exceed \$120,000.00.

This project will be funded by a BCR concurrent with this agenda item. The Cities of Altamonte Springs, Casselberry, Longwood, Winter Springs, Sanford, Lake Mary and Oviedo; along with the Public Safety Department/Fire Department and Fiscal Services / Purchasing and Contract Division recommend that the Board authorize the Chairman to execute the agreement as prepared and approved by the County Attorney's Office.

**40. Approve Amendment #3 and Renewal of RFP-4190-03/JVP – Lease/Purchase of Computer Equipment, with Pomeroy Computer Resources, Jacksonville (1/01/2007 – 12/31/2007) (Modifications to the Scope of Services).**

RFP-4190-03/JVP provides for the lease/purchase of computer equipment for Seminole County Government on an as needed basis. Amendment #3 will provide for modification to the existing agreement and the scope of services. Modifications include extension to the time for equipment coverage, extension of the warranty period, changes in the rate for installation and de-installation services and others as indicated in the attached documents. Amendment #3 will also provide for the one-year extension of the contract which will cover from 1/01/2007 through

12/31/2007 permissible under the renewal option included in the agreement.

Information Services 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.