



BOARD OF COUNTY COMMISSIONERS

DATE: November 16, 2010
AGENDA ITEM NO. 24

Consent Agenda

Regular Agenda

Public Hearing

County Administrator's Signature: 

Subject:

Approval of Ranking of Consultant Selection - Subsurface Utility Locating Services
Contract No. 090-0345-CN (AM)

Department:

Public Works / Purchasing

Staff Member Responsible:

Pete Yauch / Joe Lauro

Recommended Action:

I RECOMMEND THE BOARD OF COUNTY COMMISSIONERS (BOARD) APPROVE THE RANKING OF FIRMS AND AUTHORIZE STAFF TO NEGOTIATE AN AGREEMENT WITH EACH OF THE FOUR (4) TOP RANKED FIRMS FOR SUBSURFACE UTILITY LOCATING SERVICES ON A CONTINUING BASIS AS OUTLINED IN THE REQUEST FOR PROPOSAL.

Summary Explanation/Background:

On August 6, 2010, in accordance with the Consultants' Competitive Negotiation Act (CCNA) requirements, the Purchasing Department on behalf of the Public Works Department let a Request for Proposal (RFP) to obtain the services of consultants to perform subsurface utility locating consulting services. The intent of the RFP was to obtain resources from qualified professional firms to provide a wide range subsurface utility locating services as part of the County's design and construction of certain capital project types which include but are not limited to, roadway, sidewalk, drainage, permitting activities, structural, and construction.

The evaluation committee consisting of one (1) representative from the Public Works Department, one representative from the Airport, a representative from the Utilities Department, a representative from the Real Estate Management Department, along with a representative from the Purchasing Department acting as a facilitator met on October 14, 2010 to evaluate and rank the eleven (11) proposals received

The committee evaluated the firms per the following criteria based on a potential score of 1000 points:

- | | | |
|----|--|------------|
| 1. | Ability of the Firm and its Professional Personnel | 375 points |
| 2. | Firm's Experience with Projects of Similar Size and Past Performance | 350 points |
| 3. | Volume of Work Previously Awarded by the County | 50 points |
| 4. | Effect of the Firm's Current and Projected Workload | 125 points |
| 5. | Minority Business Status | 50 points |
| 6. | Location | 50 points |

The order of ranking of qualified firms after evaluation of the proposals are as follows:

| | | |
|-----|--|---------------|
| 1. | CUMBey AND FAIR, INC., CLEARWATER, FLORIDA | 869.69 POINTS |
| 2. | TBE GROUP, INC., D/BA CARDNO TBE, CLEARWATER, FLORIDA | 847.50 POINTS |
| 3. | GEORGE F. YOUNG, INC., ST. PETERSBURG, FLORIDA | 839.38 POINTS |
| 4. | ASH ENGINEERING, INC., TAMPA, FLORIDA | 819.38 POINTS |
| 5. | GEOMASTERS, INC., PALM HARBOR, FLORIDA | 758.75 POINTS |
| 6. | F.R. ALEMAN & ASSOCIATES, INC., TAMPA, FLORIDA | 755.31 POINTS |
| 7. | MCKIM & CREED, PA, SARASOTA, FLORIDA | 753.75 POINTS |
| 8. | DYER, RIDDLE, MILLS & PRECOURT, INC., TAMPA, FLORIDA | 719.69 POINTS |
| 9. | KCI TECHNOLOGIES, INC., TAMPA, FLORIDA | 707.50 POINTS |
| 10. | INFRAMAP COPR., WEST PALM BEACH, FLORIDA | 654.06 POINTS |
| 11. | ADVANCED TECHNOLOGICAL SYSTEMS, INC., PINELLAS PARK, FLORIDA | 507.81 POINTS |

At the direction of the Board, Public Works Department staff will begin negotiation with the four (4) most qualified firms in accordance with County CCNA procedures. Final negotiated agreements will be presented to the Board for consideration at a later date.

Fiscal Impact/Cost/Revenue Summary:

Prior to negotiations, the total estimated aggregate value of this contract is in an amount not to exceed two million (\$2 million) dollars for the potential three year term of the agreements with four (4) firms. The County Administrator has delegated authority to increase the upset limits of agreements as long as the negotiated rates remain the same.

Exhibits/Attachments Attached:

Contract Review
Evaluation Criteria Tabulation



**PURCHASING DEPARTMENT
CONTRACT REVIEW TRANSMITTAL**

CATS
NO.:

33464

PROJECT: SUBSURFACE UTILITY LOCATING SERVICES

BID NUMBER: 090-0345-CN (AM)

REQ. NUMBER:

TYPE: Purchase Contract Other: Construction-Less than \$100,000 One Time

In accordance with the policy guide for Contract Administration, the attached documents are submitted for review and comment.

Upon completion of review, complete Contract Review Transmittal and forward to next Review Authority listed. Please indicate suggested changes by revising, in RED, the appropriate section of the document reflecting the exact wording of the change.

RISK MANAGEMENT: Please enter required liability coverage on pages: *12* **PRODUCT ONLY**

This is an annual contract. Good Faith Estimate Expenditure from Department: 500,000 FOR EACH CONSULTANT PER REQUEST FORM. Contract is capped at 5 million.

| REVIEW SEQUENCE | REVIEW AUTHORITY | REVIEW DATE | REVIEW SIGNATURE | COMMENTS (Attach Separate page if necessary) | COMMENTS INCORPORATED |
|-----------------|---|-------------------------------|-----------------------------------|---|--------------------------------|
| 1. | Purchasing Dept. Joseph Lauro, Director Candy Mancuso, Asst. Director Amelia McFarlane, Sr. PA | 5/21/10 5/24/10 4/21/10 | Amelia McFarlane Candy Mancuso | | |
| 2. | Using Department Jan Herbst DOROTHY LENNOX | 6/4/10 6/14/10 | JNH D. Lennox | See comments provided by survey in red. Page 7 | |
| 3. | Risk Management Attn: Beth Winger (Check applicable box at right) | 6/15/10 | BW | | HIGH RISK NOT HIGH RISK |
| 4. | BCC Finance Attn: Cassandra Williams | 6/21/10 | CPW | | |
| 5. | Asst. County Administrator Pete Yauch | 6/24/10 | PY | | |
| 6. | Asst. County Administrator/Chief of Staff Attn: Mark Woodard | 6/25/10 | MW | See comments on related - Indexing CCNA items: - Initial Teen | OK aw |
| 7. | Legal Attn: Michelle Wallace | 6/28/10 | MW | Agreements Attached | |

****RETURN ALL DOCUMENTS TO PURCHASING****

Make all inquiries to: Amelia McFarlane, CPPB Sr. Procurement Analyst at Extension 43149

Please return your requirements to Purchasing by: Upon Completion

10/2006 (ag)

| TENTATIVE DATES |
|--|
| Legal Ad-BID/RFP Mail Out: TBD |
| BID/RFP Opening: TBD |
| Board/County Admin/Purchasing Director Approval: TBD |

| |
|-------------------|
| RECEIVED |
| JUN 28 2010 |
| PURCHASING |

PINELLAS COUNTY EVALUATION CRITERIA TABULATION SHEET

**Subsurface Utility Locating Services (Continuing Services)
090-0345-CN(AM)**

| COMPANY NAME | EVALUATOR | EVALUATOR | EVALUATOR | EVALUATOR | TOTAL POINTS | TOTAL AVERAGE | RANK |
|--------------------------------------|----------------|-----------|-----------|--------------|--------------|---------------|------|
| | Charlie Gibson | Jim Hall | Jeff Noa | Andrew Pupke | | | |
| Cumbey & Fair, Inc. | 915.00 | 866.25 | 836.25 | 861.25 | 3478.75 | 869.69 | 1 |
| TBE Group, Inc. D/B/A Cardno TBE | 847.50 | 847.50 | 847.50 | 847.50 | 3390.00 | 847.50 | 2 |
| George F Young, Inc. | 865.00 | 822.50 | 841.25 | 828.75 | 3357.50 | 839.38 | 3 |
| Ash Engineering, Inc. | 805.00 | 817.50 | 836.25 | 818.75 | 3277.50 | 819.38 | 4 |
| Geomasters, Inc. | 745.00 | 751.25 | 751.25 | 787.50 | 3035.00 | 758.75 | 5 |
| F.R. Aleman & Associates, Inc. | 745.00 | 751.25 | 762.50 | 762.50 | 3021.25 | 755.31 | 6 |
| McKim & Creed, PA | 737.50 | 761.25 | 761.25 | 755.00 | 3015.00 | 753.75 | 7 |
| Dyer, Riddle, Mills & Precourt, Inc. | 720.00 | 713.75 | 713.75 | 731.25 | 2878.75 | 719.69 | 8 |
| KCI Technologies, Inc. | 702.50 | 685.00 | 721.25 | 721.25 | 2830.00 | 707.50 | 9 |
| Inframap Corp | 645.00 | 645.00 | 681.25 | 645.00 | 2616.25 | 654.06 | 10 |
| Advanced Technological Systems, Inc. | 487.50 | 470.00 | 525.00 | 548.75 | 2031.25 | 507.81 | 11 |

Date: October 14, 2010.
