



**BOARD OF COUNTY COMMISSIONERS**

**DATE:** September 17, 2013

**AGENDA ITEM NO.** 8a.

**Consent Agenda** ☒

**Regular Agenda** ☐

**Public Hearing** ☐

**County Administrator's Signature:**

**Subject:**

Approval of Ranking of Consultant Selection - Professional Services - Construction Management - Terminal Renovations, Phase II, St. Pete-Clearwater International Airport  
Contract No. 123-0279-NC(RM)

**Department:**

Department of Environment and Infrastructure - Airport /  
Purchasing

**Staff Member Responsible:**

Noah Lagos / Joe Lauro

**Recommended Action:**

I RECOMMEND THE BOARD OF COUNTY COMMISSIONERS (BOARD) APPROVE THE RANKING OF FIRMS AND AUTHORIZE STAFF TO NEGOTIATE WITH THE NUMBER ONE RANKED FIRM, BILTMORE CONSTRUCTION COMPANY, INC., (BILTMORE), BELLEAIR, FLORIDA, FOR PROFESSIONAL CONSTRUCTION MANAGEMENT SERVICES-TERMINAL RENOVATIONS, PHASE II.

**Summary Explanation/Background:**

In October 2011, the Airport engaged the services of URS Corporation Southern, Inc. (URS), the Engineer of Record (EOR) to design an expansion of the Airport terminal's existing heating ventilation/air conditioning and fire alarm systems; the replacement of an existing "built-up" roof over the baggage claim area and the replacement of existing lights with more power efficient fixtures in various locations throughout the terminal building.

On May 10, 2013, in accordance with Consultant Competitive Negotiation Act (CCNA) requirements, the Purchasing Department, on behalf of the Airport, let a Request for Proposal (RFP) for the intent of obtaining the services of a firm to provide construction management services during the construction phase of the planned renovations. Because the terminal is an active facility, the renovation work must be done while maintaining operations. The construction manager (CM) will be coordinating and inspecting the construction process from the initial development to final construction. The CM coordinates construction activities with the Airport, inspects new facilities for compliance in the execution of the project plans and assists in keeping the project on budget. Additionally, the CM tracks all schedules and observes work performance to ensure the safety of the public and the employees on the job site.

Proposals were received from the following firms and ranked as follows:

1. Biltmore Construction Co., Inc.
2. Hanson Professional Services, Inc.
3. Michael Baker Jr., Inc.

An evaluation committee (committee) consisting of two representatives from the Airport, one representative from the Real Estate Management Department (REM), one representative from the Department of Environment and Infrastructure (DEI), Technical Services Division, and one representative from DEI Survey Division, along with a representative from the Purchasing Department acting as a facilitator, met on July 15, 2013, to evaluate and score the proposals received. The two highest ranked firms were then invited to the oral presentation process.

On August 9, 2013 oral presentations were conducted by each of the two firms. The final ranking of the firms by the committee is as follows:

1. Biltmore Construction., Inc. 888 Points
2. Michael Baker Jr., Inc. 879 Points

At the direction of the Board, staff will begin negotiations with the highest ranked firm in accordance with County CCNA procedures. A final negotiated contract will be presented to the Board for consideration at a future date.

**Fiscal Impact/Cost/Revenue Summary:**

The estimated cost for Construction Management Services is \$350,000. Funding for these services is derived as follows: fifty percent (50%) from Passenger Facility Charges and fifty percent (50%) from a Grant from the Florida Department of Transportation.

**Exhibits/Attachments:**

Contract Review  
Evaluation Criteria Tabulation



**PURCHASING DEPARTMENT  
CONTRACT REVIEW TRANSMITTAL**

CATS  
NO.: 42118

**PROJECT: Professional Services Construction Manager St. Petersburg-Clearwater Airport  
Terminal Renovations – Phase 2**

**RFP NUMBER: 123-0279-NC(RM)**

**REQ. NUMBER:**

**TYPE:** ☐ Purchase Contract ☒ Other: CCNA ☐ 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:

**PRODUCT ONLY** ☐

This is a continuing contract ☐ this is a non-continuing contract ☒

Estimated Expenditure: \$ 350,000.00 (CM)

REVIEW SEQUENCE	REVIEW AUTHORITY	REVIEW DATE	REVIEW SIGNATURE	COMMENTS (Attach Separate page if necessary)	COMMENTS INCORPORATED
1.	Purchasing Dept. J. Lauro, Director C. Mancuso, Ass't. Director Ruby McKenzie	4/15/13 4/18	CLM	Legal phase program 2 Agmts Airport sec payment Section Agmt	
2.	Airport Noah Lagos, Director Jeff Noa John Holt	4.23	J. Noa	SINGLE LUMP SUM AGREEMENT Section 27 Added	

Using Dept please provide below information:

☐ Yes, funding for this requisition is using grant Funding. ☐ No, funding for this requisition is not using grant Funding.  
If grant funding is being used you must provide Purchasing with the exact clauses that need to be on attached document.

3.	Risk Management Director Attn: Virginia E. Holscher (Check applicable box at right)	4/26/13	VEN	see ins. requirements discussed with J. Holt all prof. service no construction contract	HIGH RISK NOT HIGH RISK
4.	BCC Finance Attn: Cassandra Williams	5/3/13	2		
5.	Legal Attn: Michelle Wallace Attn: Mike's BELKNAP	5/3/13	MW	Will sign Final agreement	
6.	Asst. County Administrator Attn: David Scott				
7.	Asst. County Administrator Attn: M. Woodard	5/7/13			

**RETURN ALL DOCUMENTS TO PURCHASING**

Make all inquiries to: Ruby McKenzie at Extension 4-3795  
In order to meet the following schedule, please return your requirements to Purchasing by: 4/27/2013

**TENTATIVE DATES**

RFP Mail Out:  
RFP Opening:  
BCC Approval:

## PINELLAS COUNTY EVALUATION CRITERIA TABULATION SHEET

RFP TITLE: Professional Construction Management Services St. Pete Clearwater International Airport  
RFP # 123-0279-NC(RM) ORAL PRESENTATION

COMPANY NAME	EVALUATOR	EVALUATOR	EVALUATOR	EVALUATOR	EVALUATOR	TOTAL POINTS	TOTAL AVERAGE	RANK
	John Holt	Tom Jewsbury	Charles Gibson	Brian Landry	Paul Giuliani			
Biltmore Construction, Inc.	885.00	885.00	885.00	885.00	900.00	4440.00	888.00	1
Michael Baker Jr., Inc.	900.00	885.00	885.00	855.00	870.00	4395.00	879.00	2

Date: August 9, 2013

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