



BOARD OF COUNTY COMMISSIONERS

DATE: December 10, 2013
AGENDA ITEM NO. 9

Consent Agenda ☒

Regular Agenda ☐

Public Hearing ☐

County Administrator's Signature:

Subject:

Approval of Ranking of Consultant Selection - Professional Design Services - Courts Consolidation
Contract No. 123-0386-NC(RM)

Department:

Real Estate Management / Purchasing

Staff Member Responsible:

Paul Sacco / 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 THE NUMBER ONE RANKED FIRM MASON BLAU AND ASSOCIATES, INC., (MASON BLAU) CLEARWATER, FLORIDA. TO PROVIDE PROFESSIONAL DESIGN SERVICES FOR THE COURTS CONSOLIDATION PROJECT.

Summary Explanation/Background:

On July 26, 2013 the Purchasing Department, on behalf of the Department of Real Estate Management, (REM) released a Request for Proposal (RFP) for the intent of obtaining the services of a qualified design firm to provide design criteria for the judicial consolidation at the Pinellas County Justice Center (CJC) Annex building to be constructed at the location of the CJC on 49th Street North, Clearwater, Florida. More specifically, the overall objective of the project is to consolidate and centralize several court operations, including Traffic Court and to create higher occupancy densities in existing County-owned space. The general scope of work will require the selected Design Professional (DP) firm to conduct a comprehensive review and analysis of existing programs, functions and spaces at the St. Petersburg Judicial Campus, the North and South County Service Centers and the CJC. Once the DP firm has established a complete document of existing programmed spaces, it shall then develop a new program with internal stakeholders for spaces to be relocated to the new CJC Annex and for renovating the vacated space in the St. Petersburg Judicial Complex. The DP firm shall continue to work with the internal stakeholders and prepare design and developmental documents for each program. Additionally, the DP firm shall attend preliminary meetings and coordinate and document permitting requirements with jurisdictional permitting authorities.

Proposals were received from the following firms:

1. CGA Facilities Services, LLC
2. Heery Design
3. Hellmuth, Obata & Kassabaum, Inc. (HOK)
4. Mason Blau
5. Rañon & Partners, Inc., Architects
6. Strollo Architects, Inc.
7. Williamson Dacar Associates, Inc.

An evaluation committee (committee) consisting of one (1) representative from the Real Estate Management Department (REM) Design and Construction Division, one (1) representative from REM, Facility Management Division, one (1) representative from the Department of Environment and Infrastructure (DEI) Engineering and Technical Support Division, one (1) representative from DEI Civil and Structural Division, one (1) DEI Division Manager along with a representative from the Purchasing Department acting as facilitator, met on October 9, 2013 to evaluate and score the proposals received. The three (3) highest ranked firms were then invited to the oral presentation process.

On November 5, 2013 oral presentations were presented by the three (3) highest ranked firms. The final ranking of firms by the committee is as follows:

- | | | |
|----|---|------------|
| 1. | Mason Blau | 930 Points |
| 2. | Rañon & Partners, Inc. Architects | 885 Points |
| 3. | Hellmuth, Obata & Kassabaum, Inc. (HOK) | 879 Points |

At the direction of the Board, staff will begin negotiations with the number one ranked firm, Mason Blau, 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:

Estimated project cost prior to negotiations: \$1,500,000.00 to \$2,000,000.00

Exhibits/Attachments Attached:

Contract Review
Evaluation Criteria Tabulation



**PURCHASING DEPARTMENT
CONTRACT REVIEW TRANSMITTAL**

CATS
NO.:
42506

PROJECT: Professional Design Services for ~~CJC-Judicial~~ ^{County} Consolidation

RFP NUMBER: 123-0386-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:13-15 **PRODUCT ONLY** ☐

This is a continuing contract ☐ this is a non-continuing contract ☒ Estimated Expenditure: \$ 1.5 to \$2 Million

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 PA	6/7 CLM		REM - see general info under scope of work Sec E Risk - PLS see agmt Sec 15 also <i>see AIT-10</i>	
2.	Requesting Dept. Paul Sacco, Dir REM Tom Borawski - REM	6/20/13 6/19/13	 TSB	See edits in 'RED' (PSS) SEE TSB COMMENTS IN RED	

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)	6/21/13	VEH	Pls see changes - Section C 14-15, and Sample contract Section 16.	HIGH RISK NOT HIGH RISK
4.	BCC Finance Attn: Cassandra Williams	7/11/13	CBW		
5.	Legal Attn: Miles Belknap	7/11/13	MW	Miles will sign final agreement	
6.	Asst. County Administrator Attn: M. Woodard	7/16/13			

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: June 17, 2013

TENTATIVE DATES

RFP Mail Out: TBD
RFP Opening: TBD
BCC Approval: TBD

PINELLAS COUNTY EVALUATION CRITERIA TABULATION SHEET

RFP TITLE: Professional Design Services Courts Consolidation
RFP # 123-0386-NC(RM) ORAL PRESENTATION

COMPANY NAME	EVALUATOR	EVALUATOR	EVALUATOR	EVALUATOR	EVALUATOR	TOTAL POINTS	TOTAL AVERAGE	RANK
	Paul Bellhorn	Ivan Fernandez	Brian Landry	Mark Pistillo	Dennis Simpson			
Mason Blau & Associates, Inc	930.00	930.00	930.00	930.00	930.00	4650.00	930.00	1
Ranon & Partners, Inc Architects	885.00	885.00	885.00	885.00	885.00	4425.00	885.00	2
Hellmuth Obata & Kassabaum, Inc (HOK)	900.00	885.00	855.00	855.00	900.00	4395.00	879.00	3

Date: October 5, 2013
