



## Staff Report

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**File #:** 15-1078, **Version:** 1

**Agenda Date:** 1/26/2016

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**Subject:**

Receipt and file of procurement items approved by the County Administrator for the quarter ending December 31, 2015.

**Recommended Action:**

Receive and file the attached list of County Administrator approvals of competitive sealed bidding, Florida State contract, master purchase agreement increase and contract extensions as per County code 2-62, 2-164, 2-176, 2-180, 2-184 and 2-185.

**Strategic Plan:**

Deliver First Class Services to the Public and Our Customers

5.3 Ensure effective and efficient delivery of county services and support

**Summary:**

The Board of County Commissioners (Board) has delegated authority to the County Administrator to approve purchases and other purchasing related processes as per County Code with the requirement that all delegated approvals be submitted for receipt and file on a quarterly basis.

**Background Information:**

The County Administrator has delegated authority to award contracts up to \$250,000.00. For purchases initiated from Florida State bid or negotiated contracts, the County Administrator is delegated to approve in any amount. The County Administrator has delegated authority to increase master/contract purchase orders previously approved by the Board subject to the same unit pricing and terms; the County Administrator has delegated authority to extend Board approved contracts above the threshold of \$250,000.00, pending all prices, terms and conditions remain the same. And lastly, the County Administrator has been delegated authority to approve change orders and release retainage and close out construction type contracts when the change order does not exceed \$250,000.00 or ten percent (10%) of the total award, whichever is less.

**Fiscal Impact:**

See attached.

**Staff Member Responsible:**

Mark S. Woodard, County Administrator

Joe Lauro, Director, Purchasing Department

**Partners:**

N/A

**Attachments:**

Procurement Items Approved by County Administrator - Quarter Ending December 31, 2015

Delegated Item Approved Prior to Commencement of Legistar

Procurement Items Approved by the County Administrator(CA)  
Period: October 1, 2015 Through December 31, 2015

<b>No.</b>	<b>File ID / Contract No.</b>	<b>Action</b>	<b>Commodity</b>	<b>Department</b>	<b>Vendor</b>	<b>CA Approval Dollar Value County Code</b>	<b>Award Date</b>	<b>Contract Annual/Total Value</b>
1.	<b>15-191 145-0482-P (RG)</b>	Approve Ranking of Firms and Final Agreement	<b>Collection Agency Services for Emergency Medical Services</b>	Safety and Emergency Services	Gulf Coast Collection Bureau, Inc	250,000.00 2-176	12/28/15	1,250,000.00 60 Mo.
2.	<b>15-967 123-0319-B (PF)</b>	Sixth Amendment and Increase in Funds to Blanket Purchase Agreement  Addition of inspection locations.	<b>Fire Protection Systems – Safety Testing, Inspection and Certification.</b>	Real Estate Management (REM)	Piper Fire Protection, Inc	50,000.00	12/22/15	669,691.00 Total
3.	<b>15-963 145-0458-CP (PF)</b>	Award of Bid	<b>Energy Reduction Measures at 315 Court Street, Clearwater</b>	REM	Kenyon & Partners, Inc	245,212.00	12/22/15	245,212.00 Total
4.	<b>15-942 156-0011-P (SS)</b>	Approve Ranking of Firms and Agreement	<b>Marketing Services for the St. Pete-Clearwater International Airport</b>	St Pete-Clearwater International Airport (Airport)	Boston Fox Tigue International DBA BFT International LLC	225,000.00	12/22/15	1,125,000.00 60 Mo.
5.	<b>15-975</b>	Approval of Construction Contractor Limits	<b>Recommended limits set by Pre-Qualification Committee – December 10, 2015.</b>	Purchasing	N/A	0.00	12/21/15	N/A
6.	<b>15-944 156-0131-E (DF)</b>	Approval of Emergency Purchase  Located in commercial district, numerous complaints received.	<b>Odor Control Improvements at Pump Station 16 (PS 016)</b>	Public Works	Rowland, Inc	200,000.00	12/21/15	200,000.00 Total
7.	<b>15-852 145-0464-S (RG)</b>	Revised Notice and Consent Agreement	<b>Acknowledgement and Execution of Revised Notice and Consent Agreement</b>	Business Technology Services (BTS)	Microsoft Corporation	0.00	12/8/15	4,707,303.60 36 Mo
8.	<b>15-657 145-0453-CN (RW)</b>	Approval of Ranking of Firms and Execution of Agreement	<b>Professional Services – Photogrammetric and Digital Aerial Mapping</b>	BTS	Pictometry International Corp.	196,930.92	12/8/15	984,654.60 60 Mo
9.	<b>15-732 112-0413-CN(RW)</b>	First Amendment – Name Change	<b>Engineering Consulting Services at St. Pete-Clearwater International Airport</b>	Airport	From: Michael Baker, Jr., Inc To: Michael Baker International, Inc	0.00	12/5/15	878,691.50 Total
10.	<b>15-719 067-0488-P (JA)</b>	Second Amendment – Time Extension  Extends contract through December 31, 2016 allowing County to competitively procure this contract.	<b>Dental Services</b>	Human Resources (HR)	SafeGuard Health Plans, Inc	80,000.00	12/4/15	1,329,185.00 Total

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11.	<b>15-848 067-0662-A (SS)</b>	Third Amendment  Relocate parking lot and picnic shelter	<b>Civil Engineering Services for the Wall Springs Coastal Addition Project</b>	Engineering and Technical Support (ETS)	Cardno, Inc	61,088.95	11/30/15	1,055,089.95 Total
12.	<b>15-734 134-0479- CN (RW)</b>	First Amendment – Name Change	<b>Engineering Consulting Services at St. Pete-Clearwater International Airport</b>	Airport	From: Michael Baker, Jr., Inc. To: Michael Baker International, Inc	0.00	11/30/15	6,000,000.00 60 Mo.
13.	<b>15-761 134-0309- NC (SS)</b>	Ranking of Firms and Agreement	<b>Professional Engineering Consulting Services Haines Bayshore Road Sidewalk Project</b>	ETS	DRMP, Inc.	278,416.25 2-176	11/30/15	278,416.25 36 Mo.
14.	<b>15-666 134-0199- PB (PF)</b>	Approve Increase to Blanket Purchase Agreement  For specific maintenance services contained in Pasco County contract but not included or approved in initial request for purchase authorization. (ROW clearing, tree trimming, etc.)	<b>Landscape Maintenance Services and Medians, Separators and Right-of-Way.</b>	Parks and Conservation Resources	NDL, LLC	50,000.00	11/30/15	2,129,739.04 Total
15.	<b>15-874 145-0513- CP (PF)</b>	Rejection of Bids  One bid response – Lack of competition	<b>St Petersburg Clearwater International Airport Terminal Improvements – Phase 3, Gates 7-10 Terminal Addition</b>	Airport	N/A	0.00	11/26/15	0.00
16.	<b>15-855 156-0002-S (RG)</b>	Acknowledgement and Approval of Name Change	<b>Purchase Authorization for Computer Equipment. Peripherals and Services</b>	BTS	From: Hewlett Packard Company To: HP, Inc	0.00	11/26/15	1,100,000.00 Total
17.	<b>15-818 112-0564-B (LN)</b>	Approval of Continued Purchase Authorization  Third of Four Extensions	<b>Requirements of Real Time Traffic Control System</b>	Public Works – Traffic Engineering	Rhythm Engineering, LLC	1,200,000.00 2-176	11/26/15	5,930,000.00 Total
18.	<b>15-793 123-0084-P (JJ)</b>	First Amendment – First and Final Term Extension	<b>Janitorial Services in Various County Buildings</b>	REM	Varsity Contractors, Inc DBA Varsity Facility Services	4,375,303.44 2-176	11/26/15	8,624,868.32 Total
19.	<b>15-509 145-0352- CP (DF)</b>	Approve Rejection of All Bids  Lowest bid \$11,370,657 over engineering estimate.	<b>Lake Seminole Sediment Removal Project (Re-bid)</b>	Public Works	N/A	0.00	11/26/15	0.00

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20.	<b>15-817 101-0067-P (JJ)</b>	Approve Increase to Blanket Purchase Agreement  Due to replacement of older and unsupported equipment, the spend level has increased for this contract. through March 27, 2016.	<b>Requirements of Multi-function Digital Machines – Copier, Network Printer, Scan, and Fax</b>	Purchasing	Konica Minolta Business Solutions USA Inc	125,000.00	11/24/15	1,075,000.00 Total
21.	<b>15-172 145-0311-B (JJ)</b>	Award of Bid	<b>Turtle Monitoring Consultant Services – Pinellas County Coastal Management Program</b>	Natural Resources	Clearwater Marine Aquarium	670,758.00 60 Mo 2-176	11/24/15	670,758.00 Total
22.	<b>15-754 145-0025-CP (DF)</b>	Change Order No. 1 (Final)	<b>Subaqueous Force Main Crossing Project in Indian Shores</b>	ETS	Andrew Site Work, LLC	(196,308.50)	11/18/15	945,725.50 Total
23.	<b>15-670 145-0033-P (JA)</b>	Approve Rejection of Proposals  8 Proposals Evaluated / 3 Firms Oral Presentations. HR cancelled negotiations: pricing higher than anticipated; negotiations did not produce relief necessary to resolve services/pricing concerns and UHC recently introduced new wellness portal at no cost.	<b>Health Services Wellness Portal for Human Resources</b>	HR	N/A	0.00	11/18/15	0.00
24.	<b>15-735 112-0129-M (LN)</b>	Approve Increase to Blanket Purchase Agreement  Due to unanticipated repairs performed on pump station 016 and hourly repair and parts costs, an increase is required.	<b>Requirements of Variable Frequency Drive Preventive Maintenance.</b>	Utilities	Icon Supply, Inc DBA Icon Technologies	160,000.00	11/15/15	638,188.00 Total

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25.	<b>15-728 123-0180-B (LN)</b>	Approve Increase to Blanket Purchase Agreement  Underestimated usage at the Solid Waste Facility, an adjustment required to correct discrepancy.	<b>Supply and Management of Requirements of Natural Gas – Tampa Bay Area Purchasing Cooperative</b>	Various	Interconn Resources, LLC	County 1,700,000.00 2-184  Cooperative 3,593,089.82	11/15/15	5,293,089.82 Total
26.	<b>15-727 101-0353-CP (DF)</b>	Change Order No. 4 (Final)	<b>Water and Reclaimed Water Main Installation and Repair FY 2011 – 2013</b>	ETS	QRC, Inc.	(152,362.56)	11/15/15	2,157,181.19 Total
27.	<b>15-721 134-0268-CP (DF)</b>	Change Order No. 1 (Final)	<b>Forest Lakes Boulevard Underdrain Project Phase 1</b>	ETS	QRC, Inc.	(186,667.34)	11/15/15	802,694.16 Total
28.	<b>15-715 145-0409-B (JJ)</b>	Award of Bid	<b>CallCenter and Mail Fulfillment Services</b>	Convention and Visitors Bureau (CVB)	Tech Ambience, LLC DBA Tech Ambience Call Center	1,084,171.92 2-176	11/15/15	1,084,171.92 60 Mo
29.	<b>15-588 112-0550-B (LN)</b>	Change Order No. 2 and Term Extension  Extending Contract through June 16, 2016.	<b>Requirements of Recycling Collection and Processing Services</b>	Solid Waste	Waste Management, Inc of Florida DBA WM of Pinellas	106,576.00 6 Mo	11/15/15	748,653.75 Total
30.	<b>15-585 112-0108-CP (DF)</b>	Change Order No. 3 (Final)	<b>Bear Creek Channel Improvements Project (Re-bid)</b>	ETS	David Nelson Construction Co.	(146,800.06)	11/15/15	8,301,119.88 Total
31.	<b>15-575 112-0413-CN (RW)</b>	Second Amendment / Final Term Extension  AVCON, Engineer of Record is needed to participate in weekly meetings during Phase 2 to address questions, etc.	<b>Consultant Services for the Airport Improvement Project – Phase 2 at the St. Petersburg-Clearwater International Airport</b>	Airport	AVCON, Inc.	0.00	11/15/15	577,560.00 Total
32.	<b>15-550 145-0322-IP (JJ)</b>	Ranking of Firms and Final Negotiated Agreement	<b>Title Search Services for Pinellas County Tax Collector.</b>	Tax Collector	American Government Services Corporation, Anthony K Gatiff DBA Foreclosure Services and Forseti Real Estate Services	107,000.00	11/2/15	321,000.00 36 Mo.
33.	<b>15-614 156-0033-B (RG)</b>	Award of Bid	<b>Software Maintenance and Support of Novell Licenses</b>	BTS	En Pointe Technologies Sales, LLC	150,438.45	11/1/15	150,438.45 Annual

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34.	<b>15-452 123-0328-NC (SS)</b>	Change Order No. 1 (Final)	<b>Professional Design Build Services for the Belleair Causeway Bait House</b>	REM	Caladesi Construction Company	(39,608.86)	10/26/15	668,730.91 Total
35.	<b>15-428 134-0459-CP (PF)</b>	Change Order No. 1 (Final)	<b>Sump Replacement at 6730 142<sup>nd</sup> Avenue North, Largo</b>	REM	AT&L Construction Services, Inc	(10,000.00)	10/26/15	90,369.00 Total
36.	<b>15-422 090-0430-NC (SS)</b>	Change Order No. 1 (Final)	<b>Clearwater Campus Downtown District Cooling Project Phase 2 – Design-Build Services</b>	REM	Tampa Bay System Sales, Inc DBA Tampa Bay Trane	0.00	10/26	14,009,350.00 Total
37.	<b>15-390 145-0332-B (PF)</b>	Rejection of Bids  Three (3) bid responses were received and all far exceeded the anticipated/estimated value of the contact.  Staff is reviewing proposal and will likely re-bid or revise the request for proposal .	<b>Annual Requirements of Tree Trimming and Pruning Services</b>	Parks and Conservation Resources	N/A	0.00	10/26/15	0.00
38.	<b>15-466 134-0453-B (LN)</b>	Approve Increase to Blanket Purchase Agreement  Due to an increase in usage to maintain optimum results.	<b>Polymers – Water and Wastewater Facility(s).</b>	Utilities	Polydyne, Inc	210,000.00	10/19/15	745,494.00 Total
39.	<b>15-398 145-0464-S (RG)</b>	Acknowledge and Execute Notice and Consent Agreement	<b>Pertaining to the Microsoft Enterprise Agreement</b>	BTS	Microsoft Corporation	0.00	10/19/15	4,707,303.60 Total
40.	<b>15-100 134-0330-G (RG)</b>	Change Order No. 2 – Increase to Purchase Authorization  Add data migration services	<b>Agenda Automation Implementation Project</b>	BTS	Winvale Group	15,220.60	10/16/15	151,907.24 Total
41.	<b>15-337 123-0500-B (PF)</b>	Second Term Extension	<b>Annual Requirements of Herbicides, Insecticides, Adjuvants, Rodenticides</b>	Public Works	Crop Production Services  Helena Chemical Company  John Deere Landscapes, Inc.  Red River Specialties, Inc.  Winfield Solutions, LLC	249,000.00	10/12/15	732,426.20 Total

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42.	<b>15-267 101-0183-P (JJ)</b>	Approval and Execution of Third Amendment and Increase to the Contract Purchase Agreement	<b>Answering and Mail Fulfillment Services</b>	CVB	Phase V of Florida, LLC	39,000.00	10/12/15	289,000.00 Total
43.	<b>15-262 145-0369-P (JA)</b>	Rejection of Proposal  Lack of competition – Letter of Interest to be released to promote competition.	<b>Human Services Behavioral Health High Utilizer Pilot Program.</b>	Human Services	Personal Enrichment Through Mental Health Services, Inc	0.00	10/12/15	0.00
44.	<b>15-412 145-0349-E (DF)</b>	Change Order No. 1 – Emergency Purchase  Increase incorporates additional work required to repair the water main. Project expectations became greater than estimated due to inclement weather conditions and the location of the water main in a sloped embankment.	<b>Repair of a 42-inch Water Main on US Highway 19 between Coachman Road and Drew Street</b>	ETS	QRC, Inc.	85,000.00	10/10/15	646,000.00 Total
45.	<b>15-405 134-0300-CP (DF)</b>	Change Order No. 1 (Final)	<b>Rehabilitation of Park Boulevard Drawbridge</b>	ETS	Seacoast, Inc.	(10,306.50)	10/10/15	824,378.75 Total
46.	<b>15-142 145-0222-N (JA)</b>	Approval and Execution of First Amendment	<b>Adult Emergency Financial Assistance Pilot Program</b>	Human Services	211 Tampa Bay Cares, Inc	16,000.00	10/10/15	866,735.00 Total



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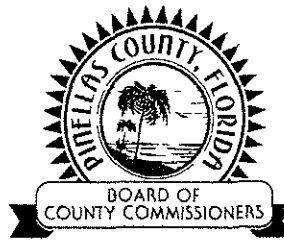
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47.	<b>15-096 112-0515-S (RG)</b>	Approval of Continued Purchase Authorization / Time Only Extension	<b>Temporary Information Technology Staffing Resources for the BTS Department – Per Florida State Contract No. 973-561-10-1</b>	BTS	Employer Management Solutions, Inc DBA EMC Consulting  Image Technology Resources Corp DBA IT Resources Corp  Indra USA, Inc  Kyra Info Tech, Inc  Nu Info Systems, Inc  Pomeroy IT Solutions Sales Company  SGS Technologies, LLC  Software Resources, Inc  Veredus Corporation	0.00	10/7/15	10,000,000.00 Total
48.	<b>15-386 156-0030-E (PF)</b>	Emergency Purchase  Due to occupant complaints air quality inspection . Results required air and surface remediation services.	<b>Remediation Services at 22211 US Highway 19, Building 16, Clearwater</b>	REM	Cross Construction Services, Inc.	104,630.00	10/6/15	104,630.00 Total
49.	<b>15-358</b>	Approval of Construction Contractor Limits	<b>Recommended limits set by Pre-Qualification Committee – October 1, 2015.</b>	Purchasing	N/A	0.00	10/6/15	0.00
50.	<b>15-339 156-0027-E (DF)</b>	Emergency Purchase  Provides for repair of leaking booster pump station at Canal Park site in Tarpon Springs.	<b>Repair of 30-inch Reclaimed Water Main on the Canal Park Site</b>	ETS	QRC, Inc.	160,000.00	10/6/15	160,000.00 Total

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51.	<b>15-335 134-0078-N (JJ)</b>	Approve Cancellation of Contract  CVB to proceed in alternate direction regarding sales representation in the greater Chicago area.	<b>Marketing Representation – Midwest Region</b>	CVB	Wildcat Enterprises, Inc	0.00	10/6/15	224,500.00 Annual
52.	<b>15-292 112-0539-NC (SS)</b>	Approve and Execute First Amendment to the Agreement / Time Extension	<b>Professional Engineering Services – State Road 580 / County Road 1 / Curlew Road and Related American with Disability Act (ADA) Ramps.</b>	ETS	ICON Consultant Group, Inc	0.00	10/5/15	265,393.56 Total
53.	<b>15-288 112-0533-NC (SS)</b>	First Amendment / Time Extension  Extend time by 516 days to allow for post design services during construction and to retain consultant through construction close-out.	<b>Professional Services Hercules Avenue / Greenbriar Boulevard – Sunset Point Road to Belcher Road Sidewalk Improvement Project.</b>	ETS	Cumbey & Fair, Inc	0.00	10/5/15	180,000.00 Total
54.	<b>15-313 134-0315-B (LN)</b>	Approve Increase in Funds to Blanket Purchase Agreement  Due to emphasis currently placed on countywide program for sidewalk replacement and repairs.	<b>Concrete Mix Materials, Delivered Cooperative</b>	Public Works	Concrete On Call, Inc	100,000.00	10/2/15	667,165.00 Total
55.	<b>15-242 134-0313-CP (DF)</b>	Change Order No. 1 (Final)	<b>Replacement of Air Handlers 66 and 72 at the Young-Rainey STAR Center</b>	REM	Tappouni Mechanical Services, Inc.	(21,203.53)	10/1/15	387,296.47 Total
56.	<b>15-206 145-0269-M (SS)</b>	Approve and Execute Services Agreement	<b>Operation and Maintenance of the District Cooling and Central Energy Plant (CEP).</b>	REM	Tampa Bay Systems Sales, Inc DBA Tampa Bay Trane	213,574.00 Annual	10/1/15	1,067,870.00 60 Mo
57.	<b>15-122 112-0425-C (DF)</b>	Time Extension  Adds 60 days – new bid released. Revised expiration date – January 7, 2016	<b>Sanitary Sewer Pump Station Repair, Rehabilitation and Improvement</b>	ETS	Rowland, Inc.	0.00	10/1/15	0.00
58.	<b>067-0295-P (JA)</b>	Eighth Amendment / Term Extension	<b>Emergency Base Camp Services</b>	Emergency Management	OK's Cascade, Inc	Contingent on Severity of Event	9/28/15	3,369,890.00 Approximate

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59.	15-193 123-0022-N (JJ)	Third Amendment – Time Extension and Increase to Contract Purchase Agreement	Marketing Representation - Mid-Atlantic Region	CVB	Danetown Meetings	32,925.00 3 Mo.	9/25/15	716,925.00 Total
					<b>Total</b>	15,371,078.00		



## Delegated Authority Memorandum

**TO:** Mark S Woodard, County Administrator  
**THROUGH:** John Bennett, Assistant County Administrator *JB*  
**FROM:** Joe Lauro, Director  
 Purchasing Department *Joe Lauro*  
**DATE:** August 31, 2015  
**SUBJECT:** Eighth Amendment - Term Extension – Emergency Base Camp Services  
 067-0295-P(JA)

**Recommended Action:**

Recommend the County Administrator approve and sign the eighth amendment with OK's Cascade, Inc, Monroe, Washington, for Emergency Base Camp Services.

**Summary:**

The eighth amendment extends the contract for emergency base camp services from August 23, 2015 through August 22, 2016

**Background/Explanation:**

This contract provides temporary emergency base camp services, including housing and essential life support services, for County employees and mutual aid responders during a catastrophic event. The original contract was awarded by the Board of County Commissioners on August 21, 2007. The contract provides for unlimited renewals of twelve (12) month periods by mutual agreement of the parties.

**Fiscal Impact:**

Funding is provided through contingency funds. Estimated expenditures are contingent on the severity of the disaster and requirements at that time. As an example, a two-week full mobilization for 1000 people including transportation, set-up, operating costs and demobilization would cost approximately \$3,369,890.00.

Contract term extensions provide for price adjustments in an amount not to exceed the average of the Consumer Price Index (CPI) for all Urban Consumers, Not Seasonally Adjusted, for the twelve months prior to extension, or 3%, whichever is less. There is no adjustment associated with this amendment.

**Delegated Authority:**

Authority for the County Administrator to approve and sign this eighth amendment is granted under Code Section 2-62(a)(1).

**Attachments:**

Eighth Amendment

Recommendation Approved

  
 Mark S Woodard, County Administrator

Date

9/28/15

# EIGHTH AMENDMENT

This Amendment made and entered into this 28<sup>th</sup> day of September, 2015, by and between PINELLAS COUNTY, a political subdivision of the State of Florida, hereinafter referred to as "Customer," and OK's Cascade, Inc , hereinafter referred to as "Contractor,"

## WITNESSETH.

WHEREAS, the Customer and the Contractor entered into an agreement on August 23, 2007, pursuant to Pinellas County Contract No 067-0295-P (hereinafter "Agreement") pursuant to which the Contractor agreed to provide Emergency Base Camp Services for Customer, and

WHEREAS, Section 5.1 of the Agreement provides for additional twelve (12) month extension(s) under the same prices, terms, and conditions, and

WHEREAS, the Customer and the Contractor now wish to exercise this Amendment for Term Extension,

NOW THEREFORE, the parties agree that the Agreement is amended as follows

- 1 The Agreement term is hereby extended, effective beginning August 23, 2015 and continuing for twelve (12) months from that date unless terminated or cancelled as provided therein
- 2 Except as changed or modified herein, all provisions and conditions of the original Agreement shall remain in full force and effect

IN WITNESS WHEREOF the parties herein have executed this Eighth Amendment to the Agreement as of the day and year first written above

PINELLAS COUNTY, FLORIDA  
by and through its County Administrator

  
County Administrator

CONTRACTOR

  
\_\_\_\_\_  
President (Signature)  
VP of Operations

Jason Stuvland

\_\_\_\_\_  
President (Printed Name)  
VP of Operations

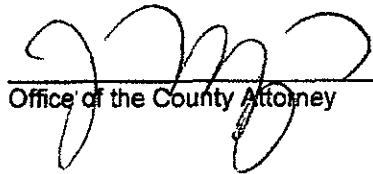


ATTEST

By   
\_\_\_\_\_  
(Attesting Witness' name/title)

Mark Lambert - Director of Marketing

APPROVED AS TO FORM

  
\_\_\_\_\_  
Office of the County Attorney

No 18  
BCC 08/21/07  
3:00 P M KENNARE/Smitke

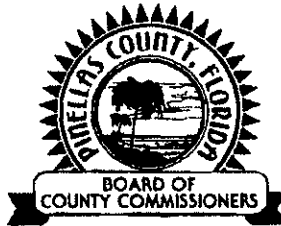
- #18 Award of Bid to OK's Cascade, Inc for emergency base camps and services (Contract No 067-0295-P) on the basis of being the only proposal received; contract effective for 12 months with one additional 12-month option of renewal; option may be exercised only if all terms and conditions remain the same and allowing for potential yearly price adjustments in an amount not to exceed the average of the Consumer Price Index (CPI) for all urban consumers, not seasonally adjusted, for the period of 12 months or three percent, whichever is less, subject to approval of the County Administrator, Chairman authorized to sign and the Clerk to attest (Emergency Management)

Motion - Commissioner Stewart  
Second - Commissioner Welch

Responding to queries by the Members, Interim Director of Emergency Management Sally A Bishop related that this is a contingency contract with no up-front cost, that signing the contract will afford Pinellas County a higher priority for services than jurisdictions without a contract in place should a catastrophic event occur; and that it is likely that the size and requirements of the contract specifications are responsible for the receipt of only one proposal, and discussion ensued with input provided by Director of Purchasing Joe Lauro and County Administrator Spratt

Ms Bishop indicated that she will provide the members with copies of the proposal, and in response to query by Commissioner Morroni, noted that the company has performed extensive work for the State of Florida and comes very highly recommended, confirmed that the company does not have existing contracts with any other Florida counties, and related that the company has tentative plans to open a warehouse facility in Jacksonville which would reduce the County's potential mobilization costs

Vote - 7 - 0



**BOARD OF COUNTY COMMISSIONERS**

**DATE:** August 21, 2007

**AGENDA ITEM NO.** 18.

**Consent Agenda** ☐

**Regular Agenda** ☒

**Public Hearing** ☐

**County Administrator's Signature:** *SMS/MSV*

**Subject:**

Award of Proposal-Emergency Base Camps and Services Contract  
Contract No 067-0295-P (TS)

**Department:**

Emergency Management / Purchasing

**Staff Member Responsible:**

Sally Bishop / Joe Lauro

**Recommended Action:**

I RECOMMEND THE BOARD OF COUNTY COMMISSIONERS (BOARD) AWARD A CONTRACT TO OK'S CASCADE, INC , STRONGSVILLE, OHIO FOR EMERGENCY BASE CAMPS AND SERVICES ON THE BASIS OF BEING THE ONLY PROPOSAL RECEIVED THE PROPOSAL IS ON FILE IN THE PURCHASING DEPARTMENT.

IT IS ALSO RECOMMENDED THAT AFTER PROPER EXECUTION OF THE AGREEMENT BY THE CHAIRMAN, THAT THE CLERK BE AUTHORIZED TO ATTEST

**Summary Explanation/Background:**

In April, 2007, the Purchasing Department, on behalf of Emergency Management, let a Request For Proposal (RFP) for an Emergency Base Camps and Services contract. A committee, consisting of members from Emergency Management, Utilities and Culture Education & Leisure (Parks Administration), Florida Progress, along with two (2) members of the Purchasing Department acting in an advisory capacity, met on June 8, 2007, to evaluate and score the proposal received according to the following criteria:

1 Qualification (Reference Experience)	300 points
2 Equipment Listing	150 points
3 Proposed Rates	200 points
4 Response Time Requirements	300 points
5 Value Added Services	50 points

The Emergency Base Camp idea was developed to provide temporary emergency housing and essential life support services during a catastrophic event. The services required to accomplish this include, but are not limited to: housing, food, water, electricity, showers, restrooms and laundry for approximately 6,000 County Employees and mutual aid responders. Staff researched the low vendor response to this contract and found that most vendors do not have the capability to provide this service for 6,000 plus workers. The number of workers being planned for in a catastrophic event is based on the use of all BCC employees except those with exemptions, all Sheriff's Office personnel, mutual aid personnel for Fire, Law Enforcement, Building, Utilities, Fleet and Public Works, as well as Federal, State and volunteers working within the County.

Therefore, the committee agreed to accept the only proposal received and make a recommendation to award the contract to OK'S Cascade, Inc. for Emergency Base Camps and Services. The pricing that OK'S Cascade Inc.



provided is the same pricing per unit that was provided to the State of Florida in their contract

This contract would allow the County to have a contractor available to provide kitchens, showers, laundries, billeting (temporary sleeping structures) toilets, fresh/potable water, black water, grey water, dumpsters, fuel, security and disaster air support in the event of a natural disaster, such as a hurricane. This contract would provide this service for County employees and mutual aid responders working in the field after such disaster when services are unavailable or limited. The contract can be used as a total "turn- key" solution or ala carte, for only the services needed. OK'S Cascade Inc has the ability to mobilize and have its equipment staged within twenty-four (24) hours of a purchase order or task order and fully operational within seventy-two (72) to ninety-six (96) hours of notification.

This is a twelve (12) month contract with one (1) additional twelve (12) month renewal option. Contract renewal will allow for potential yearly price adjustments in an amount not to exceed the average of the Consumer Price Index (CPI) for all urban consumers, not seasonally adjusted, for the period of twelve months, or three percent, whichever is less, if the terms and conditions remain the same, pending County Administrator approval.

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

Funds will be provided through contingency funding.

**ESTIMATED EXPENDITURE** Pricing will depend on the severity of the storm or disaster and needs at that time. As an example, two week full mobilization, operating costs and demobilization would cost \$3,369,890 for a 1,000 person complete base camp.

**Exhibits/Attachments Attached:**

- 1 Contract Review
- 2 Agreement
3. Department Recommendation
- 4 Evaluation Criteria Sheets
- 5 Evaluation Criteria Tabulation Sheet
- 6 Conflict of Interest Statements
- 7 Corporate Identity