



**BOARD OF COUNTY COMMISSIONERS**

DATE: July 13, 2010  
AGENDA ITEM NO. 14.

Consent Agenda

Regular Agenda

Public Hearing

County Administrator's Signature:

**Subject:**

Approval of Ranking of Consultant Selection- Lightning and Grounding Design Criteria Documents  
Contract No. 090-0285-NC (AM)

**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 WITH THE NUMBER ONE RANKED FIRM, LIGHTNING CONTROL CONSULTANTS, INC., MELBOURNE, FLORIDA, FOR LIGHTNING AND GROUNDING DESIGN CRITERIA DOCUMENTS.

**Summary Explanation/Background:**

On April 30, 2010, in accordance with the Consultants' Competitive Negotiation Act (CCNA) requirements, the Purchasing Department on behalf of the Real Estate Management Department (REM) let a Request for Proposal (RFP) to obtain the services of a consultant to provide lightning and grounding design criteria documents.

The evaluation committee consisting of two (2) representatives from REM, one representative from the Utilities Department, one representative from the Public Works Department, along with a representative from the Purchasing Department acting as a facilitator, met on June 18, 2010, to evaluate and score the four (4) proposals received.

The Committee evaluated the firms per the criteria detailed below for a possible score of 1000 points:

- |  |            |
|--|------------|
| 1. Capabilities                                    | 150 Points |
| 2. Adequacy of Personnel                           | 200 Points |
| 3. Experience of Firm                              | 150 Points |
| 4. Abilities of Professional Personnel             | 125 Points |
| 5. Past Performance                                | 125 Points |
| 6. Willingness to Meet Time & Budget Requirements  | 100 Points |
| 7. Minority Business Status                        | 50 Points  |
| 8. Volume of Work Previously Awarded by the County | 50 Points  |
| 9. Location  | 50 Points  |

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

- |  |               |
|--|---------------|
| 1. Lightning Control Consultants, Inc. | 769.69 Points |
| 2. AVCON, Inc.                         | 660.63 Points |
| 3. Phoenix Engineering Group. Inc.     | 544.06 Points |
| 4. M.P. Sphychala & Associates, Inc.   | 397.81 Points |

At the direction of the Board, REM staff will begin negotiation with the highest ranked firm in accordance with County CCNA procedures. A final negotiated contract will be approved by the Purchasing Director as the estimated expenditure is within delegated authority.

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

Estimated expenditure for the project: \$20,000.00

Funding will be derived from REM's operating budget.

**Exhibits/Attachments Attached:**

Contract Review  
Evaluation Criteria Tabulation



**PURCHASING DEPARTMENT  
CONTRACT REVIEW TRANSMITTAL**

CATS  
NO.:

33004

**PROJECT: LIGHTING AND GROUNDING DESIGN CRITERIA DOCUMENTS**

**BID NUMBER: 090-0285-NC (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:

PRODUCT ONLY

Good Faith Estimate Expenditure from Department: \$20,000.00

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	4/1/10	Amelia McFarlane	scope appears a little "thin"	
2.	Using Department Paul Sacco / Keshwan Ramjattan	4/5/10 2/5/10	Paul Sacco Keshwan Ramjattan		
3.	Risk Management Attn: Beth Winger (Check applicable box at right)	4/8/10	BFW		HIGH RISK  NOT HIGH RISK
4.	BCC Finance Attn: Cassandra Williams	4/16/10	CBW	Attach sample Agreement, see p 9 & p 13.	copy of agreement was e-mailed to CW & acknowledged
5.	Asst. County Administrator				
6.	Asst. County Administrator/Chief of Staff Attn: Mark Woodard	4/20/10	CMS		
7.	Legal Attn: Michelle Wallace	4/21/10	MW	Sample Agreement Attached	

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

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

In order to meet the following schedule, 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

**PINELLAS COUNTY EVALUATION CRITERIA TABULATION SHEET**

**LIGHTNING AND GROUNDING DESIGN CRITERIA DOCUMENTS  
090-0285-NC (AM)**

<b>COMPANY NAME</b>	<b>EVALUATOR</b>	<b>EVALUATOR</b>	<b>EVALUATOR</b>	<b>EVALUATOR</b>	<b>TOTAL POINTS</b>	<b>TOTAL AVERAGE</b>	<b>RANK</b>
	Ivan Fernandez	Keshwar Ramjattan	Paul Sacco	Dennis Simpson			
<b>AVCON, Inc.</b>	670.00	651.25	658.75	662.50	<b>2642.50</b>	<b>660.63</b>	<b>2</b>
<b>Lightning Control Consultants Inc.</b>	756.25	787.50	771.25	763.75	<b>3078.75</b>	<b>769.69</b>	<b>1</b>
<b>M.P. Sychala &amp; Associates, Inc.</b>	417.50	380.00	376.25	417.50	<b>1591.25</b>	<b>397.81</b>	<b>4</b>
<b>Phoenix Engineering Group, Inc.</b>	555.00	521.25	531.25	568.75	<b>2176.25</b>	<b>544.06</b>	<b>3</b>

**DATE 6-18-2010**

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