



**BOARD OF COUNTY COMMISSIONERS**

**DATE:** November 16, 2010  
**AGENDA ITEM NO.** 25

**Consent Agenda**

**Regular Agenda**

**Public Hearing**

**County Administrator's Signature:** 

**Subject:**

Approval of Ranking of Consultant Selection - Ongoing Land Survey and Mapping Services  
Contract No. 090-0347-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 TOP SIX (6) 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 ongoing land survey and mapping services. The intent of the RFP was to obtain resources from qualified professional firms to provide various professional land survey and mapping services as part of the design and construction of certain capital projects types which include but not limited to roadway, sidewalk, drainage, permitting activities, structural, and construction.

The evaluation committee consisting of two (2) representatives from the Public Works Department, one representative from the Airport, a representative from the Utilities Department, along with a representative from the Purchasing Department acting as a facilitator met on October 7, 2010 to evaluate and rank the nineteen (19) 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.	FLORIDA DESIGN CONSULTANTS, INC., NEW PORT RICHIE, FLORIDA	937.50 POINTS
2.	CUMBAY AND FAIR, INC., CLEARWATER, FLORIDA	910.31 POINTS
3.	GEORGE F. YOUNG, INC., ST. PETERSBURG, FLORIDA	900.00 POINTS
4.	TBE GROUP, INC., D/B/A CARDNO TBE, CLEARWATER FLORIDA	835.00 POINTS
5.	MCKIM & CREED, PA, SARASOTA, FLORIDA	814.06 POINTS
6.	KING ENGINEERING ASSOCIATES, INC., TAMPA, FLORIDA	810.50 POINTS
7.	KCI TECHNOLOGIES, INC., TAMPA, FLORIDA	790.94 POINTS
8.	DYER, RIDDLE, MILLS & PRECOURT, INC., TAMPA, FLORIDA	770.94 POINTS
9.	AIM ENGINEERING & SURVEYING, INC., TAMPA, FLORIDA	768.13 POINTS
10.	GREENHORNE & O'MARA, INC., CLEARWATER, FLORIDA	746.25 POINTS
11.	HARRY W. MARLOW, INC., PINELLAS PARK, FLORIDA	684.38 POINTS
12.	METZGER & WILLARD, INC., TAMPA, FLORIDA	667.81 POINTS
13.	SURVTECH SOLUTIONS, INC., TAMPA, FLORIDA	658.75 POINTS
14.	SUNCOAST LAND SURVEYING, OLDSMAR, FLORIDA	654.38 POINTS
15.	HAMILTON ENGINEERING & SURVEYING, INC., TAMPA, FLORIDA	653.75 POINTS
16.	BAYSIDE ENGINEERING, TAMPA, FLORIDA	611.25 POINTS
17.	HYATT SURVEY SERVICES, INC., BRADENTON, FLORIDA	605.00 POINTS
18.	COMPASS POINT SURVEYORS PL, CLEARWATER, FLORIDA	532.50 POINTS
19.	DEUEL & ASSOCIATES, CLEARWATER, FLORIDA	453.75 POINTS

At the direction of the Board, Public Works Department staff will begin negotiation with the six (6) 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 three million (\$3 million) dollars for the potential three year term of the agreements with six (6) 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.:

33488

**PROJECT: ONGOING LAND SURVEY AND MAPPING SERVICES**

**BID NUMBER: 090-0347-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

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.	<u>Purchasing Dept.</u> Joseph Lauro, Director Candy Mancuso, Asst. Director Amelia McFarlane, Sr. PA	5/26/10	<i>[Signature]</i>		
2.	<u>Using Department</u> Jan Herbst  Dorothy Kennox	5/9/10 6/10/10	<i>[Signature]</i> <i>[Signature]</i>	See comments needed for survey page 7	OK <i>[initials]</i>
3.	<u>Risk Management</u> Attn: Beth Winger (Check applicable box at right)	6/14/10	<i>[Signature]</i>		HIGH RISK NOT HIGH RISK
4.	<u>BCC Finance</u> Attn: Cassandra Williams	6/21/10	<i>[Signature]</i>		
5.	<u>Asst. County Administrator</u> Pete Yauch	6/23/10	<i>[Signature]</i>		OK <i>[initials]</i>
6.	<u>Asst. County Administrator/Chief of Staff</u> Attn: Mark Woodard	6/25/10	<i>[Signature]</i>	→ CCNA type projects + → Initial term.	indexing OK <i>[initials]</i>
7.	<u>Legal</u> Attn: Michelle Wallace	6/25/10	<i>[Signature]</i>	Agreements Attached	<i>[initials]</i>

**\*\*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)

<b>TENTATIVE DATES</b>		<b>RECEIVED</b>
Legal Ad-BID/RFP Mail Out: TBD		
BID/RFP Opening: TBD		JUN 28 2010
Board/County Admin/Purchasing Director Approval: TBD		<b>PURCHASING</b>

**PINELLAS COUNTY EVALUATION CRITERIA TABULATION SHEET**

**TITLE: Ongoing Land Survey and Mapping Services  
 BID # 090-0347-CN (AM)**

<b>COMPANY NAME</b>	<b>EVALUATOR Charlie Gibson</b>	<b>EVALUATOR Bob Humberstone</b>	<b>EVALUATOR Penny Simone</b>	<b>EVALUATOR Dennis Simpson</b>	<b>TOTAL POINTS</b>	<b>TOTAL AVERAGE</b>	<b>RANK</b>
FLORIDA DESIGN CONSULTANTS INC	937.50	937.50	937.50	937.50	3750.00	937.50	1
CUMBEY & FAIR	915.00	896.25	915.00	915.00	3641.25	910.31	2
GEORGE F. YOUNG, INC	900.00	900.00	900.00	900.00	3600.00	900.00	3
TBE Group, Inc.	835.00	835.00	835.00	835.00	3340.00	835.00	4
MCKIM & CREED PA	808.75	827.50	810.00	810.00	3256.25	814.06	5
KING ENGINEERING ASSOCIATES INC	803.25	806.25	807.50	825.00	3242.00	810.50	6
KCI TECHNOLOGIES	782.50	800.00	800.00	781.25	3163.75	790.94	7
DYER RIDDLE MILLS & PRECOURT INC.	766.25	778.75	766.25	772.50	3083.75	770.94	8
AIM ENGINEERING & SURVEYING, INC.	755.00	772.50	772.50	772.50	3072.50	768.13	9

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GREENHORNE & O'MARA, INC.	720.00	755.00	755.00	755.00	2985.00	746.25	10
HARRY W. MARLOW, INC.	681.25	687.50	662.50	706.25	2737.50	684.38	11
METZGER & WILLARD, INC.	647.50	685.00	653.75	685.00	2671.25	667.81	12
SURVTECH SOLUTIONS, INC.	626.25	700.00	645.00	663.75	2635.00	658.75	13
SUNCOAST LAND SURVEYING	657.50	657.50	638.75	663.75	2617.50	654.38	14
HAMILTON ENGINEERING & SURVEYING, INC.	645.00	662.50	645.00	662.50	2615.00	653.75	15
BAYSIDE ENGINEERING	625.00	625.00	570.00	625.00	2445.00	611.25	16
HYATT SURVEY SERVICES INC.	601.25	600.00	600.00	618.75	2420.00	605.00	17
COMPASS POINT SUVEYORS PL	532.50	532.50	532.50	532.50	2130.00	532.50	18
DEUEL & ASSOCIATES	462.50	500.00	390.00	462.50	1815.00	453.75	19

Date: October 7, 2010

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