



BOARD OF COUNTY COMMISSIONERS

DATE: January 25, 2011
AGENDA ITEM NO. 9

Consent Agenda

Regular Agenda

Public Hearing

County Administrator's Signature: 

Subject:

Approval of Ranking of Consultant Selection- Consultant Services for Material Testing
Contract No. 090-0446-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 FIVE (5) TOP RANKED FIRMS FOR CONSULTANT SERVICES FOR MATERIAL TESTING ON A CONTINUING BASIS AS OUTLINED IN THE REQUEST FOR PROPOSAL.

Summary Explanation/Background:

On October 1, 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 firms to perform material testing. More specifically, the intent of the RFP was to obtain resources from qualified firms to provide a wide range of geotechnical engineering and administrative services to assist with numerous miscellaneous projects for the Capital Improvement Program (CIP) and other Pinellas County projects as required.

The evaluation committee consisting of one representative from the Public Works Department, one representative from the Real Estate Management Department, a representative from the Utilities Department, along with a representative from the Purchasing Department acting as a facilitator, met on December 3, 2010 to evaluate and rank the eleven (11) 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 proposal are as follows:

1. Tierra, Inc.	857.92
2. Nordarse & Associates, Inc.	822.50
3. Rare Earth Sciences, Inc., d/b/a HSA Engineers & Scientists	798.75
4. Ardaman & Associates, Inc.	791.67
5. Driggers Engineering Services, Inc.	788.50
6. Universal Engineering Sciences, Inc.	771.25
7. S & ME, Inc.	768.75
8. ATC Group Services, Inc. D/B/A ATC Associates Inc.	756.67
9. KCI Technologies Inc.	722.92
10. Mactec Engineering & Consulting, Inc.	715.42
11. Gulf Coast Testing Laboratory, Inc.	580.42

At the direction of the Board, Purchasing Department staff will begin negotiations with the five (5) highest ranking 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 an amount not to exceed \$1.8 million for the potential three year term of the agreements with five (5) 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.:
34089

PROJECT: CONTINUATION OF *CONTRACT* REVIEW FOR: Consulting Services for Material Testing Services

BID NUMBER: 090-0446-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: n/a
This is an annual contract. Good Faith Estimate Expenditure from Department: \$1.8 million for each consultant for 3 years 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, Ass't. Dir Amelia McFarlane, Sr. PA	9/16/10 9/16/10	<i>[Signature]</i> <i>[Signature]</i>	<i>Please Ret...</i> <i>to Purchasing</i>	
2.	<u>Requesting Dept.</u> N/A, Director Public Works Paul Sacco, Director REM Kevin Becotte, Director Utilities	9/17/10 9/22/10	<i>[Signature]</i> KB	Provide usage to obtain synergy among depts. into one solicitation	
3.	<u>Risk Management</u> Attn: Will Davis <i>(Check applicable box at right)</i>	DONE			HIGH RISK NOT HIGH RISK
4.	<u>BCC Finance</u> Attn: Cassandra Williams	DONE			
5.	<u>Asst. County Administrator</u>	DONE			
6.	<u>Asst. County Administrator/Chief of Staff</u> Attn: Mark Woodard	DONE			
7.	<u>Legal</u> Attn: Michelle Wallace	DONE			

Using Dept please provide below information: *Please return to Purchasing after Kennedy RHM & PCW and file*
 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.

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

Make all inquiries to: Amelia McFarlane, CPPB Sr. Procurement Analyst at Extension 43149
 In order to meet the required schedule, please return your requirements to Purchasing by: **Sept 24, 2010**

Revise 08/2010

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

Consultant Services for Material Testing Services
090-0446-CN (AM)

COMPANY NAME	EVALUATOR	EVALUATOR	EVALUATOR	TOTAL POINTS	TOTAL AVERAGE	RANK
	Thomas Borawski	Ivan Fernandez	James Hall			
Tierra, Inc.	860.00	860.00	853.75	2573.75	857.92	1
Nordarse & Associates, Inc.	822.50	822.50	822.50	2467.50	822.50	2
Rare Earth Sciences, Inc. D/B/A HSA Engineers & Scientists	786.25	805.00	805.00	2396.25	798.75	3
Ardaman & Associates, Inc.	803.75	767.50	803.75	2375.00	791.67	4
Driggers Engineering Services, Inc.	801.75	772.50	791.25	2365.50	788.50	5
Universal Engineering Sciences, Inc.	772.50	773.75	767.50	2313.75	771.25	6
S & ME, Inc.	768.75	768.75	768.75	2306.25	768.75	7
ATC Group Services, INC. D/B/A ATC Associates Inc.	771.25	767.50	731.25	2270.00	756.67	8
KCI Technologies Inc.	751.25	708.75	708.75	2168.75	722.92	9
Mactec Engineering & Consulting, Inc.	723.75	711.25	711.25	2146.25	715.42	10
Gulf Coast Testing Laboratory, Inc.	605.00	550.00	586.25	1741.25	580.42	11

Date: December 3, 2010