



BOARD OF COUNTY COMMISSIONERS

DATE: April 26, 2011
AGENDA ITEM NO. 9

Consent Agenda [checked box]

Regular Agenda [empty box]

Public Hearing [empty box]

County Administrator's Signature: [Handwritten Signature]

Subject:

Approval of Ranking of Consultant Selection - Waste to Energy Consulting Services
Contract No. 101-0120-CN (AM)

Department:

Utilities / Purchasing

Staff Member Responsible:

Kevin Becotte / 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 TWO (2) RANKED FIRMS FOR WASTE ENERGY CONSULTING SERVICES ON A CONTINUING BASIS AS OUTLINED IN THE REQUEST FOR PROPOSAL.

Summary Explanation/Background:

On January 28, 2011, in accordance with the Consultants' Competitive Negotiation Act (CCNA) requirements, the Purchasing Department on behalf of Pinellas County Utilities let a Request for Proposal (RFP) to seek qualified consultants to provide a wide range of engineering, technical, management and environmental monitoring services to assist in the operation of the County's Waste to Energy Facility (Facility).

The evaluation committee consisting of two (2) representatives from Pinellas County Utilities, one representative from Public Works, one representative from the Airport, a representative from Real Estate Management, along with a representative from the Purchasing Department acting as a facilitator met on April 4, 2011, to evaluate and rank the six (6) 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. CAMP DRESSER & MCKEE, INC., TAMPA, FLORIDA 815.00 POINTS
2. MALCOLM PIRNIE, THE WATER DIVISION OF ARCADIS U.S., INC., TAMPA, FLORIDA 813.75 POINTS
3. BURNS AND ROE, ORADELL, NEW JERSEY 407.25 POINTS
4. HALCROW, INC., LAKEWOOD, COLORADO 354.75 POINTS
5. ENVIRONMENTAL CONSULTING & TECHNOLOGY, INC., D/BA/ ECT, TAMPA, FLORIDA 300.00 POINTS
6. KPI ENGINEERING, INC., TAMPA, FLORIDA 212.50 POINTS

At the direction of the Board, staff will begin negotiation with the two (2) 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 negotiation, the total estimated aggregate value of this contract is in an amount not to exceed \$3.5 million for the potential five (5) year term of this contract. The initial term is for four (4) years with the potential for one (1) twelve (12) month extension. 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.: 35662

**PROJECT: WASTE TO ENERGY CONSULTING SERVICES**

**BID NUMBER: 101-0120-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 review and enter required liability coverage on pages 13  
This is an annual contract. Good Faith Estimate Expenditure from Department: \$500,000 PER YEAR/ \$2,500,000 TOTAL CONTRACT COST

REVIEW SEQUENCE	REVIEW AUTHORITY	REVIEW DATE	REVIEW SIGNATURE	COMMENTS (Attach Separate page if necessary)	COMMENTS INCORPORATED
1.	Purchasing Dept. Joseph Lauro, Director Amelia McFarlane, Sr. PA	12/22/10 12/23/10	<i>Amelia McFarlane</i>		
2.	Requesting Dept. PCU: Robert Hauser Kevin Becotte, Director, Utilities	12/27/10 12/29/10	<i>R Hauser</i> <i>K Becotte</i>	Provide usage to obtain synergy among depts. into one solicitation	<i>aw</i>

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 Attn: Will Davis (Check applicable box at right)	1/4/11	<i>W Davis</i>	Please check Section near rep on pages 9-13. See changes on pg. 14 & on sample agreement pg 7	HIGH RISK NOT HIGH RISK
4.	BCC Finance Attn: Cassandra Williams	1/10/11	<i>C Williams</i>		
5.	Asst. County Administrator	<del>1/10/11</del>			
6.	Asst. County Administrator/Chief of Staff Attn: Mark Woodard	1/11/11	<i>M Woodard</i>		
7.	Legal Attn: Michelle Wallace	1/2/11	<i>M Wallace</i>	will sign finalize agreement	OK

**\*\*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: 1/17/2011		

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**

TITLE: WASTE TO ENERGY CONSULTING SERVICES (CONSULTING ENGINEER)  
 BID # 101-0120-CN(AM)

COMPANY NAME	EVALUATOR	EVALUATOR	EVALUATOR	EVALUATOR	EVALUATOR	TOTAL POINTS	TOTAL AVERAGE	RANK
	Bob Hauser	Bob Humberstone	Kelsi Oswald	Keshwar Ramjattan	Tom Washburn			
Camp Dresser & McKee, Inc., (CDM)	815.00	815.00	815.00	815.00	815.00	4075.00	815.00	1
Malcom Pirnie, the Water Division of ARCADIS U.S., Inc.	810.00	810.00	810.00	828.75	810.00	4068.75	813.75	2
Burns and Roe	388.75	388.75	426.25	407.50	425.00	2036.25	407.25	3
Halcrow, Inc.	358.75	376.25	340.00	340.00	358.75	1773.75	354.75	4
Environmental Consulting & Technology, Inc., d/b/a ECT	303.75	303.75	285.00	303.75	303.75	1500.00	300.00	5
KPI Engineering, Inc.	212.50	212.50	212.50	212.50	212.50	1062.50	212.50	6

Date: April 4th, 2011

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