



**BOARD OF COUNTY COMMISSIONERS**

**DATE:** May 24, 2011  
**AGENDA ITEM NO.** 7.

**Consent Agenda**

**Regular Agenda**

**Public Hearing**

**County Administrator's Signature**

**Subject:**

Approval of Ranking of Consultant Selection - Terminal Building Schematic Analysis Design Development & Project Implementation for St. Petersburg-Clearwater International Airport  
Contract No. 101-0129-NC(AM)

**Department:**

Airport / Purchasing

**Staff Member Responsible:**

Noah Lagos / 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 THE NUMBER ONE RANKED FIRM, URS CORPORATION SOUTHERN, TAMPA, FLORIDA FOR TERMINAL BUILDING SCHEMATIC ANALYSIS DESIGN DEVELOPMENT & PROJECT IMPLEMENTATION FOR ST. PETERSBURG-CLEARWATER INTERNATIONAL AIRPORT (AIRPORT).

**Summary Explanation/Background:**

On February 4, 2011, in accordance with the Consultants' Competitive Negotiation Act (CCNA) requirements, the Purchasing Department on behalf of the St. Petersburg-Clearwater International Airport (Airport) staff let a Request for Proposal (RFP) to obtain the services of a consultant to provide professional architectural planning, preliminary design, design and construction administration services for the development and implementation of Terminal Building improvements at the Airport.

The evaluation committee consisting of one (1) representative from the Airport, one (1) representative from the Real Estate Management Department (REM), one (1) representative from the Public Works Department, two (2) representatives from the Engineering & Environmental Services Department, along with a representative from the Purchasing Department acting as a facilitator, met on March 18, 2011, to evaluate and score the five (5) proposals received.

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

- |  |            |
|--|------------|
| 1. Ability of Firm and its Professional Personnel                          | 325 Points |
| 2. Firm's Experience with Project of Similar Size and Past Performance     | 300 Points |
| 3. Firm's Willingness and Ability to Meet Schedule and Budget Requirements | 100 Points |
| 4. Volume of Work Previously Awarded by the County                         | 50 Points  |
| 5. Effect of the Firm's Current and Projected Workload                     | 125 Points |
| 6. Minority Business Status  | 50 Points  |
| 7. Location  | 50 Points  |

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

1.	URS CORPORATION SOUTHERN, TAMPA, FLORIDA	884.00 POINTS
2.	REYNOLDS, SMITH AND HILLS, INC., TAMPA, FLORIDA	848.45 POINTS
3.	ATKINS NORTH AMERICA, INC., TAMPA, FLORIDA	837.15 POINTS
4.	SCHENKEL & SCHULTZ, INC., TAMPA, FLORIDA	820.65 POINTS
5.	FLEISCHMAN AND GARCIA ARCHITECTS & PLANNERS, A.I.A, P.A. TAMPA, FLORIDA	742.75 POINTS

The evaluation committee recommended that the four (4) highest ranked proposers be invited to an oral presentation which was conducted on April 29, 2011.

The final scoring following the oral presentation is as follows:

1.	URS CORPORATION SOUTHERN, TAMPA, FLORIDA	866.40 POINTS
2.	REYNOLDS, SMITH AND HILLS, INC., TAMPA, FLORIDA	859.20 POINTS
3.	SCHENKEL & SCHULTZ, INC., TAMPA, FLORIDA	856.80 POINTS
4.	ATKINS NORTH AMERICA, INC., TAMPA, FLORIDA	814.20 POINTS

At the direction of the Board, staff will begin negotiations with the highest ranked firm in accordance with County CCNA procedures. A final negotiated contract will be presented to the Board for consideration at a future date.

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

The budget estimate is \$4,600,000.00 for a period of five (5) years. The project is to be funded with assistance from the Federal Aviation Administration (FAA) and the Florida Department of Transportation (FDOT).

**Exhibits/Attachments Attached:**

Contract Review

Evaluation Criteria Tabulations for Initial Evaluation and Oral Presentation



**PURCHASING DEPARTMENT  
CONTRACT REVIEW TRANSMITTAL**

CATS  
NO.:

35742

**PROJECT: Terminal Building Schematic Analysis Design Development and Project Implementation for St. Petersburg-Clearwater International Airport**

**BID NUMBER: 101-0129-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 page: 14 **PRODUCT ONLY**

This is an annual contract. Estimated Expenditure: AIRPORT PLEASE INSERT \$4,600,000.

REVIEW SEQUENCE	REVIEW AUTHORITY	REVIEW DATE	REVIEW SIGNATURE	COMMENTS (Attach Separate page if necessary)	COMMENTS INCORPORATED
1.	<u>Purchasing Dept.</u> J. Lauro, Director, Amelia McFarlane, Sr., PA	1/3/11	<i>[Signature]</i>	Airport: See highlights	
2.	<u>Requesting Dept.</u> Noah Lagos, Director, Airport, John Holt	1/7/11 1/10/11 1/11/11	J. NGA <i>[Signature]</i> <i>[Signature]</i>	pg 9, + 11B - ORAL PRESENTATION REQD - SECTION E ITEM C - SCOPE	<i>[Signature]</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.	<u>Risk Management Director</u> Attn: Will Davis (Check applicable box at right)	1/14/11	<i>[Signature]</i>		HIGH RISK / NOT HIGH RISK
4.	<u>BCC Finance</u> Attn: Cassandra Williams	1/25/11	<i>[Signature]</i>		
5.	<u>Asst. County Administrator</u> Pete Yauch	1/21/11	<i>[Signature]</i>		
6.	<u>Chief of Staff, Asst. County Administrator</u> Attn: M. Woodard	2/7/11	<i>[Signature]</i>		
7.	<u>Legal</u> Attn: Michelle Wallace	1/27/11	<i>[Signature]</i>	Will sign final agreement	<i>[Signature]</i>

**RETURN ALL DOCUMENTS TO PURCHASING**

Make all inquiries to: AMELIA MCFARLANE, SR., PROCUREMENT ANALYST at Extension 43149

In order to meet the following schedule, please return your requirements to Purchasing by: **November 30, 2011**

TENTATIVE DATES
RFP Mail Out: TBD
RFP Opening: TBD
Purchasing Director Approval: TBD

**PINELLAS COUNTY EVALUATION CRITERIA TABULATION SHEET**

**TITLE: TERMINAL BUILDING SCHEMATIC ANALYSIS DESIGN DEVELOPMENT & PROJECT IMPLEMENTATION FOR ST. PETERSBURG-  
 BID # 101-0129-NC(AM)**

<b>COMPANY NAME</b>	<b>EVALUATOR</b>	<b>EVALUATOR</b>	<b>EVALUATOR</b>	<b>EVALUATOR</b>	<b>EVALUATOR</b>	<b>TOTAL POINTS</b>	<b>TOTAL AVERAGE</b>	<b>RANK</b>
	<b>Tom Borawski</b>	<b>Charlie Gibson</b>	<b>John Holt</b>	<b>Ken Jacobs</b>	<b>Rob Meador</b>			
URS Corporation Southern	892.50	888.75	883.75	877.50	877.50	<b>4420.00</b>	<b>884.00</b>	<b>1</b>
Reynolds Smith and Hills, Inc.	852.00	869.50	846.25	825.00	849.50	<b>4242.25</b>	<b>848.45</b>	<b>2</b>
Post, Buckley, Schuh & Jernigan d/b/a PBS & J	839.00	864.25	830.00	828.75	823.75	<b>4185.75</b>	<b>837.15</b>	<b>3</b>
Schenkel & Shultz, Inc.	829.50	817.50	856.25	813.75	786.25	<b>4103.25</b>	<b>820.65</b>	<b>4</b>
Fleischman and Garcia Architects & Planners, A.I.A., P.A	750.00	751.25	770.00	728.75	713.75	<b>3713.75</b>	<b>742.75</b>	<b>5</b>

**DATE**

**MARCH 18, 2011**

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**TITLE: TERMINAL BUILDING SCHEMATIC ANALYSIS DESIGN DEVELOPMENT & PROJECT IMPLEMENTATION FOR ST. PETERSBURG-  
 CLEARWATER INTERNATIONAL AIRPORT  
 BID # 101-0129-NC(AM)  
 ORAL PRESENTATIONS      APRIL 29,2011**

COMPANY NAME	EVALUATOR	EVALUATOR	EVALUATOR	EVALUATOR	EVALUATOR	TOTAL POINTS	TOTAL AVERAGE	RANK
	Tom Borawski	Charlie Gibson	John Holt	Ken Jacobs	Rob Meador			
URS Corporation Southern	864.00	861.00	858.00	879.00	870.00	4332.00	866.40	1
Reynolds Smith and Hills, Inc.	866.00	847.00	857.00	857.00	869.00	4296.00	859.20	2
Schenkel & Schultz, Inc.	851.00	850.00	854.00	867.00	862.00	4284.00	856.80	3
Atkins North America, Inc.	815.00	818.00	817.00	818.00	803.00	4071.00	814.20	4

DATE:

APRIL 29,2011

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