



Board of County Commissioners

Meeting: 11/05/18 09:00 AM
Department: Purchasing & Contracts
Prepared By: Patty Hall

AGENDA ITEM

Initiator: James Wunderle
DOC ID: 14999 A
Legal Request Number: 2018-010-2
Bid/Contract Number: 18-R00045/PH

TITLE

Award of Contract RFQ No. 18-R00045/PH to Cardno, Inc., Coastal Engineering Associates, Inc., and HDR Engineering, Inc., for Continuing Professional Engineering Services

BRIEF OVERVIEW

On May 30, 2018, Purchasing and Contracts Department issued a Request for Qualifications (RFQ) No. 18-R00045/PH for Continuing Professional Engineering Services. The term of the resulting contract is for three (3) years with two (2) twelve (12) month renewal options upon mutual agreement. The County intends to award three (3) contracts to the highest ranked proposing firms.

Eight (8) proposals were received on the opening date of June 28, 2018 from the following firms (in alphabetical order):

Cardno, Inc. - Brooksville, FL
Coastal Engineering Associates, Inc. - Brooksville, FL
CPH, Inc. - Tampa, FL
HDR, Inc. - Tampa, FL
ICON Consultant Group - Tampa, FL
Kimley-Horn - Ocala, FL
S&ME, Inc. - Tampa, FL
Wantman Group, Inc. - Tampa, FL

A Professional Services Review Committee (PSRC) comprised of Clay Black, P.E., Stormwater Engineer; Michael Ullven, Traffic Engineering Coordinator; and Fred LaPiana, Assistant Public Works Director, met on July 23, 2018 to review and rank the eight (8) written proposals. The selection process was conducted using the guidelines set forth in Section 287.055 (Current Edition), Florida Statutes. This statute only permits negotiation of fees or project costs as a part of the contract negotiation process (i.e., after the firms have been ranked).

The PSRC consensus scoring actions resulted in a short list of these three (3) firms in highest ranking order:

FIRM NAME	TOTAL POINTS
1) Cardno, Inc.	67.67
2) Coastal Engineering Associates	66.01
3) HDR, Inc.	59.66

At the August 14, 2018 BOCC meeting, the Board agreed to the ranking order and

authorized staff to enter into negotiations for RFQ No. 18-R00045/PH with the top three (3) ranked firms. Staff has successfully completed negotiations with Cardno, Inc., Coastal Engineering Associates, Inc. and HDR, Inc.

Individual Task Orders will be issued for these continuing engineering services Contracts on an as-needed basis. The estimated value of the contracts for the first term is based upon a variety of projects to be completed. At no time will any of the Task Orders exceed the limits of the continuing contracts, i.e., \$200,000.00 per Task Order.

FINANCIAL IMPACT

Task Orders will be in accordance with F.S. 287.055 (Current Edition) for "Continuing Contracts" for projects in which the estimated construction cost is under \$2,000,000.00 and each individual Task Order does not exceed \$200,000.00.

Funds will be available from various Hernando County Departments as FY funding is budgeted and not to exceed budgeted line item amounts. County-wide Department Purchase will only be made against available Department budgets.

LEGAL NOTE

The Board has the authority to take the recommended action pursuant to Part II, Chapter 2, Article V of the Hernando County Code of Ordinances as well as F.S. Section 287.055.

RECOMMENDATION

1. Staff recommends the Board approve the negotiated contracts RFQ No. 18-R00045/PH for Continuing Professional Engineering Services to these three (3) highest ranked firms in the order as specified above.
2. Staff requests that individual Task Orders as defined in F.S. Section 287.055 (Current Edition) for Continuing Contracts (not to exceed \$200,000.00) be approved by the Chief Procurement Officer up to the amount of funding approved in the first term of the contracts.
3. Staff requests the Board authorize the Chief Procurement Officer to approve renewals of the contracts when there is no change to the contract terms and conditions.

REVIEW PROCESS

James Wunderle

Completed

10/23/2018 5:04 PM

Clay Black	Completed	10/24/2018 8:45 AM
Scott Herring	Completed	10/24/2018 8:59 AM
Elaine Singer	Completed	10/24/2018 4:19 PM
Michelle Bishop	Completed	10/26/2018 3:39 PM
George Zoettlein	Completed	10/26/2018 4:00 PM
Maureen Sikora	Completed	10/29/2018 4:50 PM
Sue Bishop	Completed	10/29/2018 3:02 PM
Jenine Wimer	Completed	10/30/2018 9:07 AM
Leonard Sossamon	Completed	10/30/2018 11:32 AM
Tina Duenninger	Completed	10/30/2018 3:41 PM
Board of County Commissioners	Completed	11/05/2018 9:00 AM

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Wayne Dukes, Second Vice Chairman
SECONDER:	John Allocco, Vice Chairman
AYES:	Champion, Allocco, Dukes, Holcomb, Mitten