



Board of County Commissioners

Meeting: 10/13/20 09:00 AM
Department: Purchasing & Contracts
Prepared By: Patty Hall

AGENDA ITEM

Initiator: James Wunderle
DOC ID: 17500
Legal Request Number: 2019-716
Bid/Contract Number: 20-RG0002/PH

TITLE

Award of Contract to Cardno, Inc., for Engineering Services for Lake Townsen Park Boat Ramp Project (RFQ 20-RG0002/PH; Amount: \$55,515.00)

BRIEF OVERVIEW

On February 12, 2020, the Purchasing and Contracts Department issued a Request for Qualifications (RFQ No. 20-RG0002/PH) for Engineering Services for the Lake Townsen Boat Ramp Project. The term of the resulting Contract is for twenty-four (24) months or through construction completion, whichever is greater. The County intends to award one (1) Contract to the highest ranked proposing firm.

Two (2) proposals were received on the opening date of March 19, 2020, from the following firms (in alphabetical order):

Cardno, Inc. - Brooksville, FL

Land & Water Engineering Science - St. Petersburg, FL

A Professional Services Review Committee (PSRC) comprised of Scott Herring, P.E., Public Works Director; Keith Kolasa, Aquatic Services and Waterways Manager; Clay Black, P.E., Stormwater Engineer; and Harry Johnson, Parks and Recreation Manager. The PSRC met via conference call on April 13, 2020, to review and rank the two (2) written Proposals. The selection process was conducted using the guidelines set forth in Section 287.055, Florida Statutes (Current Edition). 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 two (2) firms in highest ranking order:

FIRM NAME	TOTAL AVG. POINTS
Cardno, Inc.	82.00
Land & Water Engineering Science	78.50

As per the attached memo dated April 22, 2020, the PSRC concurs with the ranking order and recommended that contract negotiations begin with the highest-ranked firm. Staff entered into negotiations for RFQ No. 20-RG0002/PH with Cardno, Inc. Staff has successfully completed negotiations. The final negotiated contract is attached for your approval.

FINANCIAL IMPACT

Funding is available in Expense Account 1051-37201-5606378 (\$55,515.00) FL Boating & Improv Prgm, Improv-FL Boat Impr Pgm.

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.

RECOMMENDATION

It is recommended the Board approve and authorize the Chairman's signature on attached negotiated Contract No. 20-RG0002/PH with Cardno, Inc., for the Lake Townsen Boat Ramp Project in the estimated amount of \$55,515.00 and authorize the Chief Procurement Officer to approve change orders as become necessary and required.

REVIEW PROCESS

James Wunderle	Completed	09/14/2020 11:17 AM
Scott Herring	Completed	09/14/2020 3:10 PM
Keith Kolasa	Completed	09/15/2020 10:26 AM
Elaine Singer	Completed	09/14/2020 9:58 AM
Lillian Hoyt	Completed	09/16/2020 5:00 PM
Helen Gornes	Completed	09/18/2020 3:31 PM
Stephanie Russ	Completed	09/18/2020 1:20 PM
Pamela Hare	Completed	09/18/2020 11:06 AM
Garth Coller	Completed	09/30/2020 12:52 PM
Jenine Wimer	Completed	09/30/2020 1:53 PM
Tobey Phillips	Completed	10/04/2020 2:19 PM
Jeffrey Rogers	Completed	10/05/2020 4:14 AM
Tina Duenninger	Completed	10/05/2020 10:25 AM
Board of County Commissioners	Completed	10/13/2020 9:00 AM

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	Steve Champion, Commissioner
SECONDER:	Jeff Holcomb, Commissioner
AYES:	Mitten, Allocco, Dukes, Champion, Holcomb