

MANATEE COUNTY GOVERNMENT

AGENDA MEMORANDUM

SUBJECT	Request for Proposal (RFP) 007285TC A/E Services, Engineer of Record	TYPE AGENDA ITEM	Consent
DATE REQUESTED	March 13, 2001	DATE SUBMITTED/REVISED	February 15, 2001
BRIEFINGS?/WHO?	No	CONSEQUENCES IF DEFERRED	None
DEPARTMENT/DIVISION	Financial Management Purchasing	AUTHORIZED BY TITLE	Jim Seuffert Director
CONTACT PERSON TELEPHONE/EXTENSION	Janet McAfee/Tom Cook 3047/3039	PRESENTER/TITLE TELEPHONE/EXTENSION	Janet McAfee, Director, Project Management Department/5047

ADMINISTRATIVE APPROVAL

DM for E Robert 3/7/01

ACTION DESIRED

INDICATE WHETHER ¹REPORT or ²DISCUSSION, ³FORM OF MOTION, or ⁴OTHER ACTION REQUIRED:

Authorization to enter into negotiations with the top ranked short listed firm, McKim & Creed, Inc., Clearwater, FL chosen by the Selection Committee to provide Architectural/Engineering Services for Engineer of Record.

ENABLING/REGULATING AUTHORITY

Federal/State law(s), administrative ruling(s), Manatee County Comp Plan/Land Development Code, ordinances, resolutions, policy.)

Ordinance 99-37, Manatee County Purchasing Code Section 4-106, Contracts and Administration

BACKGROUND/DISCUSSION

- 07/31/00 through 08/30/00 appropriate procedures were followed pursuant to RFP #007285TC and invitational letters were sent to four hundred thirty three (433) firms identified on Purchasing's vendors list.
See Page Two

HAS COUNTY ATTORNEY REVIEW BEEN REQUESTED? Indicate "NO" or "YES" @ right.
If "NO," proceed to 1A/1B below. If "YES," proceed to 2A/2B below

No

1) IF "NO" TO ABOVE,

A) PLEASE EXPLAIN BELOW: (see also folloing section 1B re: contract, agreement, lease, etc.)

County Attorney review, if necessary, will be requested after negotiations have concluded.

B) IF A CONTRACT, AGREEMENT, LEASE OR OTHER DOCUMENT WAS PREVIOUSLY APPROVED, STATE YEAR OF LAST USE @ RIGHT:

2) IF "YES" TO FIRST QUESTION IN THIS SECTION,

APPROVED IN OPEN SESSION

A) HAS ENTIRE MATTER, OR ONLY A PORTION, BEEN REVIEWED? IF ONLY A PORTION, WHICH PORTION?

MAR 13 2001

**BOARD OF COUNTY COMMISSIONERS
MANATEE COUNTY, FLORIDA**

B) HAVE ALL COMMENTS/SUGGESTIONS RAISED BY COUNTY ATTORNEY BEEN ADDRESSED/INCORPORATED; IF NOT, PLEASE EXPLAIN. A COPY OF FINAL COUNTY ATTORNEY MEMO RE THIS MATTER MUST BE ATTACHED (If comments were verbal, so indicate.)

ATTACHMENTS: (List in order as attached)

None

INSTRUCTIONS TO BOARD RECORDS:

None

COST To be Determined by Negotiations

SOURCE (ACCT# & NAME) N/A

COMMENTS N/A

**AMT./FREQ. OF RECURRING COSTS
(ATTACH FISCAL IMPACT STATEMENT)** N/A

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MS

15.

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- 08/30/00 ten (10) responses were received. Pursuant to an evaluation by the Selection Committee three (3) firms were considered qualified to render the required services.

 - The Selection committee consists of :

Tom Cook, Purchasing (Chair)
Janet McAfee, Director, Project Management Department
Dan Gray, Director, Utility and Operations Department

 - 02/12/01 interviews were conducted with three (3) firms. The Selection Committee ranked the firms as follows for the purpose of negotiating a contract with the top ranked firm.
 1. McKim & Creed, Clearwater, FL
 2. Black & Veatch, Tampa, FL
 3. Parsons, Engineering Science, Inc., Sarasota, FL

 - McKim & Creed, Clearwater, FL, the top ranked firm, demonstrated exceptional qualifications and first class experience in the professional disciplines required for engineer of record services and is recommended to be the firm best suited to perform the Scope of Services. It is a full service engineering services firm with recent experience in providing engineering services for major projects to the County. Recent successful projects of particular note are: 1) Engineering services for the North to Southeast Area Reclaimed Water Transmission Main, Manatee Agricultural Reuse Supply (MARS) Project; 2) Engineering services for Southeast Regional Wastewater Treatment Plant Expansion; and, 3) Engineering services for rehabilitation/replacement of Force Main 15D. McKim & Creed has extensive background working under continuing (term) engineering services contracts with the public sector and has a unique understanding of the requirements of the County. This firm employs an expert staff of registered engineers, surveyors, technicians and other staff that are highly qualified to meet all engineer of record and financial requirements. Its excellent qualifications, record of achievement and sound team organization place it in a position to readily commit to the County's need for engineer of record services.

 - Black & Veatch, Tampa, FL responded to the RFP in an excellent manner and its presentation was highly impressive. The firm was ranked #2 due to staff's perception of less capability at the local level to anticipate and respond to the County's requirements on an immediate basis relative to overall engineer of record and financial service requirements. It presented a solid project management plan for performing the work outlined in the RFP. It has successfully completed several engineer of record projects for the County through its current Contract, which is scheduled to expire 06/09/01.

 - Ranked #3, Parsons, Engineering Science, Inc., Sarasota, FL has considerable background in several areas relative to engineer of record work and it has successfully completed various engineering projects for the County through prior contracts. It is a resourceful firm with a solid record of successful engineering performance; however, its presentation did not reflect as thorough an understanding as did the higher ranked firms, for the support role expected by the County for an engineer of record. Also, in measuring this firm's ability to provide services for solid waste and financial related matters, it does not display comparable capability and experience to the higher ranked firms.

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- The remaining respondents not short listed are:

Environmental Engineering Consultants, Inc., Tampa, FL
Hartman & Associates, Orlando, FL
HDR Engineering, Inc., Tampa, FL
Minder & Associates Engineering Corporation, Bradenton, FL
Schreuder, Inc., Tampa, FL
Smith Seckman Reid, Inc., Sarasota, FL
SMRT, Sarasota, FL

Although well qualified, these firms were not short listed based on a comparison of experience and capability in providing Architectural/Engineering Services for Engineer of Record for a wide range of public sector projects to that of the short listed firms.