

# MANATEE COUNTY GOVERNMENT SOURCE SELECTION

<b>SUBJECT</b>	RFP #11-2064FL – Solid Waste Professional Engineering Services	<b>DATE POSTED</b>	August 28, 2011
<b>PURCHASING REPRESENTATIVE</b>	Frank Lambertson, 749-3042	<b>DATE CONTRACT SHALL BE AWARDED</b>	September 1, August 29, 2011 or after
<b>DEPARTMENT</b>	Financial Management Dept./Purchasing Div.	<b>CONSEQUENCES IF DEFERRED</b>	N/A
<b>SOURCE RECOMMENDATION</b>	Access Mail Processing Services, Inc.	<b>AUTHORIZED BY DATE</b>	Rob Cuthbert August 25, 2011

### ACTION DESIRED

Approval to enter into negotiations with Atkins North America, Inc., Orlando, FL and SCS Engineers, Tampa, FL to perform solid waste professional engineering services on an as needed basis.

### ENABLING/REGULATING AUTHORITY

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

Manatee County Code of Laws, Chapter 2-26 Manatee County Purchasing Ordinance, Section 2-26-40 and the Standards and Procedures approved by the County Administrator.

### BACKGROUND/DISCUSSION

- Estimated expenditure is \$300,000 (annual)
- Funding Source: 480 0010900 531000
- **MANATEE COUNTY** firms that were directly contacted and made aware of this Request for Proposal were, and took the following actions in response to the RFP:
- There were no Manatee County firms found that would provide the products and services required by the RFP.
- Proposals were received from the following firms:

**Manatee County firms:**

None

**Local firms:**

HDR, Tampa, FL  
Jones & Edmonds, Sarasota, FL  
SCS Engineers, Tampa, FL

**SUMMARY**

Recommend negotiations with Atkins North America, Inc., Orlando, FL and SCS Engineers, Tampa, FL

**ATTACHMENTS: (List in order as attached)**

**INSTRUCTIONS TO BOARD RECORDS:**

1. Approval Email Ed Hunzeker

N/A

**COST**

\$300,000  
Annual Est.

**SOURCE (ACCT# & NAME)**

480 0010900 531000

**COMMENTS**

N/A

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

N/A

**Other firms:**

Atkins North America, Inc., Orlando, FL

- Approval to enter into negotiations with the two (2) top ranked firms Atkins North America, Inc., Orlando, FL and SCS Engineers, Tampa, FL.
- The Utilities and Public Works Department's have annual requirements for Professional Solid Waste Engineering Services on an as required basis. The consultant shall perform all of the services necessary for projects that require engineering/architectural services for design and specifications, services during bidding, services during construction, record drawings, permits for construction of solid waste and related utility facilities, renovations/additions to existing facilities, perform operational related services and studies, special projects and to conduct feasibility studies. Engineering services specialties shall include but are not limited to civil, structural, mechanical, electrical/instrumentation, environmental, industrial, geological and biological. Other service specialties shall include but are not limited to architecture, air quality and air pollution control, remedial investigations, toxicity reduction evaluation, mapping and surveying, and leachate treatment.
- 4/27/11 – 8/11/11 the appropriate proposal procedures were followed. The Request for Proposal (RFP) was broadcast via DemandStar to seven hundred twenty (720) firms who provide this service; forty two (42) firms downloaded the RFP and four (4) firms' submitted proposals.
- The RFP was advertised locally in the Bradenton Herald, posted on the County's website and provided to the Manatee County Chamber of Commerce for release to members.
- The Selection Committee consisted of:  
  
Mike Gore, Utilities Department  
Sia Mollanazar, Public Works Department  
Frank Lambertson, Financial Management Department
- The Selection Committee convened on 7/27/2011 and oral presentations were made by the firms who submitted proposals:  
  
Atkins North America, Inc., Orlando, FL  
HDR, Tampa, FL  
Jones & Edmonds, Sarasota, FL  
SCS Engineering, Tampa, FL
- The Selection Committee convened on 8/11/2011 and ranked the firms as follows for the purpose of negotiating a contract with the top two ranked firms:
- Ranked #1, Atkins North America, Inc., Orlando, FL – The top ranked firm, demonstrated exceptional qualifications via their proposal and oral presentation. Of particular importance was: its familiarity with the Manatee County's solid waste requirement; high quality and multi-disciplined staff to accomplish the scope of services required; the proposed team of sub consultants; successful past performance for the County; and continued assessment on grant opportunities through the term of the agreement.
- Ranked #2, SCS Engineers, Tampa, FL – The firm presented its professional capabilities in a clear and concise manner via their proposal response and made an acceptable oral presentation. SCS has successfully provided similar services as required by the County and they provided acceptable references for the Selection Committee's review. However, the firm was ranked second by the Selection Committee due to the perception of less attention to detail provided on work product.
- Ranked #3, HDR, Tampa, FL – The firm satisfactorily responded to the RFP and the County appreciates HDR's commitment to reducing their environmental impact with the use of recycled materials for its proposals. HDR has a depth of knowledge regarding their technical approach but did not display ability to apply state of the art techniques for future projects and was not ranked as high as the other firms.
- Ranked #4, Jones & Edmonds, Sarasota, FL – The firm appeared to be a well rounded engineering firm and well versed in Federal, State, and local regulations applicable to solid waste management. However the Selection Committee perceived the firm expertise to be more in the area of water resources and utilities.



**Re: Solid Waste Engineering Services, Request Approval to Negotiate** 

Ed Hunzeker to: Melissa Assha  
Cc: Frank Lambertson, Rob Cuthbert

08/18/2011 06:14 PM

Please proceed!

Ed Hunzeker  
County Administrator  
Manatee County Government  
(941) 745-3798

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Melissa Assha                      Mr. Hunzeker, We are communicating the recom...                      08/18/2011 11:19:20 AM

From:                      Melissa Assha/MCG  
To:                              Ed Hunzeker/MCG@MCG  
Cc:                              Rob Cuthbert/MCG@MCG, Frank Lambertson/MCG@MCG  
Date:                         08/18/2011 11:19 AM  
Subject:                    Solid Waste Engineering Services, Request Approval to Negotiate

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Mr. Hunzeker,

We are communicating the recommended selection of two firms: Atkins North America, Inc. (formerly PBS&J) of Orlando, FL and SCS Engineers of Tampa, FL for providing Solid Waste Engineering Services for Manatee County.

Staff will proceed with the posting of the selection and begin negotiations upon your confirmation.

Thank you,  
Melissa  
for Rob Cuthbert -

Melissa W Assha  
Contract & Buyer Manager  
Manatee County Purchasing Division  
941-749-3056

----- Forwarded by Melissa Assha/MCG on 08/16/2011 11:43 AM -----

From:                      Frank Lambertson/MCG  
To:                              Melissa Assha/MCG@MCG  
Date:                         08/16/2011 09:18 AM  
Subject:                    Selection for Negotiation - RFP #11-2064FL Solid Waste Engineering Services

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Estimated expenditure is \$300,000 (annual)

Funding Source: 480 0010900 531000

Proposals were received from the following firms:

**HDR, Tampa, FL**  
**Jones & Edmonds, Sarasota, FL**  
**SCS Engineers, Tampa, FL**  
**Atkins North America, Inc., Orlando, FL**

Approval to enter into negotiations with the two (2) top ranked firms Atkins North America, Inc., Orlando, FL and SCS Engineers, Tampa, FL.

The Utilities and Public Works Department's have annual requirements for Professional Solid Waste Engineering Services on an as required basis. The consultant shall perform all of the services necessary for projects that require engineering/architectural services for design and specifications, services during bidding, services during construction, record drawings, permits for construction of solid waste and related utility facilities, renovations/additions to existing facilities, perform operational related services and studies, special projects and to conduct feasibility studies. Engineering services specialties shall include but are not limited to civil, structural, mechanical, electrical/instrumentation, environmental, industrial, geological and biological. Other service specialties shall include but are not limited to architecture, air quality and air pollution control, remedial investigations, toxicity reduction evaluation, mapping and surveying, and leachate treatment.

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The RFP was advertised locally in the Bradenton Herald, posted on the County's website and provided to the Manatee County Chamber of Commerce for release to members.

The Selection Committee consisted of:

**Mike Gore, Utilities Department**

**Sia Mollanazar, Public Works Department**

**Frank Lambertson, Financial Management Department**

The Selection Committee convened on 7/27/2011 and oral interviews were conducted by each firm.

The Selection Committee convened on 8/11/2011 and ranked the firms as follows for the purpose of negotiating a contract with the top two ranked firms:

Ranked #1, Atkins North America, Inc., Orlando, FL – The top ranked firm, demonstrated exceptional qualifications via their proposal and oral presentation. Of particular importance was its familiarity with the Manatee County's solid waste requirement; high quality and multi-disciplined staff to accomplish the scope of services required; the proposed team of sub consultants; successful past performance for the County; and continued assessment on grant opportunities through the term of the agreement. The Selection Committee recommends the County enter into negotiations with Atkins North America, Inc.

Ranked #2, SCS Engineers, Tampa, FL – The firm presented its professional capabilities in a clear and concise manner via their proposal response and made an acceptable oral presentation. SCS has successfully provided similar services as required by the County and they provided acceptable references for the Selection Committee's review. However, the firm was ranked second by the Selection Committee due to the perception of less attention to detail provided on work product. The Selection Committee recommends that the County enter into contract negotiations with SCS Engineers.

Ranked #3, HDR, Tampa, FL – The firm satisfactorily responded to the RFP and the County appreciates HDR's commitment to reducing their environmental impact with the use of recycled materials for its proposals. HDR has a depth of knowledge regarding their technical approach but did not display ability to apply state of the art techniques for future projects and was not ranked as high as the other firms.

Ranked #4, Jones & Edmonds, Sarasota, FL – The firm appeared to be a well rounded engineering firm and well versed in Federal, State, and local regulations applicable to solid waste management. However the Selection Committee perceived the firm expertise to be more in the area of water resources and utilities.

Frank G. Lambertson, Contracts Negotiator  
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