

MANATEE COUNTY GOVERNMENT SOURCE SELECTION

SUBJECT	CDBG Parks & Transportation A & E Professional Services	DATE POSTED	March 3, 2010
PURCHASING REPRESENTATIVE	Frank Lambertson, 749-3042	DATE CONTRACT SHALL BE AWARDED	N/A
DEPARTMENT	Financial Management Dept./Purchasing Div.	CONSEQUENCES IF DEFERRED	N/A
SOURCE RECOMMENDATION	IBI Group; King Engineering; and WilsonMiller	AUTHORIZED BY DATE	Rob Cuthbert March 3, 2010

ACTION DESIRED

Authorization to enter into negotiations with following top ranked firms: IBI Group, Inc., Sarasota, FL; King Engineering Associates, Inc., Sarasota, FL; and WilsonMiller, Inc., Palmetto, FL for Community Development Block Grants (CDBG) Parks and Transportation Architectural and Engineering Services on an as required 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 of grant funds during the three year contracts: \$200,000.
- Funding Source: HUD and CDBG funds
- Manatee County has the need to acquire Parks and Transportation Architectural Engineering Consulting Services to include; design, permitting and construction phase administration on an as needed basis. Projects will be funded by a Housing and Urban Development (HUD) grants or Community Development Block Grants (CDBG). Federal and State guidelines for this selection process are mandated.
- Manatee County firms that were directly contacted are:
 - Fawley Bryant, Bradenton (DMK subconsultant)
 - Forney Engineering, Bradenton (subconsultant to ZNS)
 - George Young, Bradenton (no response)
 - Hough Engineering, Bradenton (no response)
 - Jerry Zoller, AIA, Bradenton (subconsultant to ZNS)
 - ME3 Consulting, Bradenton** (subconsultant to IBI - recommended for negotiations)
 - O'Brien Architects, PA, Bradenton (submitted a proposal)
 - Ugarte & Associates, Palmetto (subconsultant to ZNS)
 - WilsonMiller Inc., Palmetto** (recommended for negotiations)
 - ZNS Engineering, Bradenton (submitted a proposal)

SUMMARY

Recommend negotiations with: IBI Group, Inc., Sarasota, FL; King Engineering Associates, Inc., Sarasota, FL; and WilsonMiller, Inc., Palmetto, FL

ATTACHMENTS: (List in order as attached)

INSTRUCTIONS TO BOARD RECORDS:

1. Confirmation Email to Ed Hunzeker

N/A

COST

To be negotiated

SOURCE (ACCT# & NAME)

Department to advise

COMMENTS

N/A

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

N/A

- There were no other 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:

O'Brien Architects, PA, Bradenton, FL
 WilsonMiller Inc., Palmetto, FL
 ZNS Engineering, Bradenton, FL

Local firms:

Bayside Engineering, Tampa, FL
 CPH, Sarasota, FL
 DMK Associates, Inc., Venice, FL
 Hardeman-Kempton & Associates, Seffner, FL
 IBI Group Inc., Sarasota, FL
 Jones Edmunds & Associates, Inc., Sarasota, FL
 King Engineering Associates, Inc., Sarasota, FL
 WadeTrim, Inc., Tampa, FL
 Wannemacher Jensen Architects, Inc., St. Petersburg, FL

Other firms:

BCI Engineers & Scientists, Lakeland, FL
 Bellhomoherbart and Company, Inc., Orlando, FL
 Steiger Suarez Architectural Partnership, South Miami, FL

- 7/31/09 – 1/21/10 the appropriate HUD and CDBG proposal procedures were followed. The Request for Proposal (RFP) was broadcast via DemandStar to one thousand seven hundred forty seven (1,747) Architectural and Engineering firms; eighty (80) firms downloaded the RFP and fifteen (15) firms' submitted proposals.
- The RFP was advertized locally in the Bradenton Herald and TEMPO News, posted on the County's website, and provided to the Manatee County Chamber of Commerce for release to members.
- The Selection Committee consisted of five staff:
 Cindy Turner, Parks and Recreation Department (PRD)
 Tim Hochuli, Public Works Department (PWD)
 William O'Shea, Neighborhood Services Department (NSD)
 Tom Yager, Property Management Department (PMD)
 Frank Lambertson, Financial Management Department (FMD)
- The Selection Committee convened 1/21/10 to score and rank all firms to have the top ranked firm provide Parks and Transportation Architectural & Engineering Consulting Services on an as required basis.
- The Selection Committee ranked the Parks and Transportation Architectural & Engineering firm's as follows:

Firm	FMD	PWD	PMD	PRD	NSD	Total Points	Final Raw Score
BCI Engineers & Scientists	68	60	94	78	79	379	10
Bayside Engineering	82	60	70	68	68	348	8
Bellhomoherbart & Co	64	62	72-	62	70	330	4
CPH	74	78	87	82	67	388	11
DMK Associates, Inc	80	60	83	56	67	346	7

Hardeman-Kempton & Assoc.	72	52	66	76	58	324	3
IBI Group, Inc	86	69	84	84	85	408	15 **
Jones Edmunds & Assoc	66	65	61	58	67	317	2
King Engineering Assoc	88	57	82	86	89	402	14 **
O'Brien Architects	76	57	79	50	82	344	6
Steiger Suarez Architectural	62	45	52	37	37	233	1
Wade Trim, Inc	70	62	92	84	87	395	12
Wannemacher Jensen Arch.	84	54	55	81	62	336	5
Wilson Miller, Inc	90	72	64	82	88	396	13 **
ZNS Engineering	78	50	89	76	77	370	9

**Selected Firms'

- HUD and CDBG required the use of a point system for evaluation. Individual Selection Committee Members determined raw points for each proposer based on the evaluation factors listed in paragraph C.01 of the RFP. Only whole points could be assessed, and no more than the maximum raw points afforded to each evaluation factor.
- CDBG mandates that to balance any extremes in the assignment of raw points by any Individual Selection Committee Member, the sum of the raw points will be used to determine a score as follows: highest raw point score = 15 points, 2nd highest raw point score = 14 points, 3rd highest raw point score = 13 points, 4th highest raw point score = 12 points, and shall continue in similar progression for the number of proposers to be ranked.