

MANATEE COUNTY GOVERNMENT INTENT TO NEGOTIATE

SUBJECT	Structural Engineering Services	DATE POSTED	MC DS <i>7/31/14</i> CC <i>[Signature]</i>
PURCHASING REPRESENTATIVE	Jacob Erickson, 3053	DATE CONTRACT SHALL BE AWARDED	Upon Completion of Successful Negotiations
DEPARTMENT	Property Management Department	CONSEQUENCES IF DEFERRED	None <i>[Signature]</i>
SOLICITATION	RFP #14-1328AS	AUTHORIZED BY DATE	Melissa M. Wendel, CPPO <i>for</i>

NOTICE OF INTENT TO NEGOTIATE

Notice of Intent to Negotiate with (1) Hees & Associates, Inc., (2) Karins Engineering Group, Inc., and (3) Stirling & Wilbur Engineering Group to provide Professional Structural Engineering Services for the Manatee County Property Management Department.

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

BACKGROUND/DISCUSSION

PROJECT BACKGROUND:

The intent of this Request for Proposal and resulting contract is to provide the Manatee County Property Management Department professional structural engineering services. The selected Proposers will provide services on an as required basis that includes but is not limited to both construction and renovations/additions projects throughout Manatee County.

Project services typically include pre-design, site analysis, design development, construction documents, site supervision and project closeouts. Consultant shall provide services which include, but are not limited to, engineering for site development, design and specifications, and engineering calculations. Services shall also include performance of feasibility studies, bidding, permitting, shop drawing review, construction/renovation observation and field clarifications, and record drawings.

SOLICITATIONS:

The RFP was advertised on the Manatee County website, DemandStar, in the Bradenton Herald and the Tempo News and was also provided to the Manatee County Chamber of Commerce for release to its members. Six (6) proposals were received.

Manatee County Firms that were directly solicited:

None

Manatee County Firms that submitted proposals:

None

Local firms that submitted proposals include:

None

ATTACHMENTS (List in order of attached)		FUNDING SOURCE (Acct Number & Name)	Various CIP Accounts Per Work Assignment <input type="checkbox"/> Funds Verified <input type="checkbox"/> Insufficient Funds
COST	\$250,000 / annually	AMT/FREQ OF RECURRING COSTS (Attach Fiscal Impact Statement)	N/A

Other (non-local) firms that submitted proposals include:

Billerreinhardt Structural Group, Inc.	Tampa, FL
Hees & Associates, Inc.	Sarasota, FL
Karins Engineering Group, Inc.	Sarasota, FL
Master Consulting Engineers, Inc.	Tampa, FL
RDI Structural Engineering, Inc.	St. Petersburg, FL
Stirling & Wilbur Engineering Group	Sarasota, FL

EVALUATION COMMITTEE (VOTING) MEMBERS:

Thomas Yarger - Construction Services Project Manager, Property Management Department
Jeff Streitmatter - Project Management Division Manager, Public Works Department
Jacob Erickson - Contracts Negotiator, Financial Management Department (Chairman)

Non-Voting Staff Attending:

None

EVALUATION RESULTS:

The Evaluation Committee (the "Committee") convened on July 23, 2014 to review evaluation committee responsibilities, discuss member's availability for future meetings, and the Florida Sunshine Law as applicable to public meetings. The Evaluation Committee then proceeded to review each of the six (6) proposals for their responsiveness to the requirements of the RFP. As a result of the discussion, the Committee unanimously voted to short list the following three (3) firms for further consideration, specifically, (i) Hees & Associates, Inc., (ii) Karins Engineering Group, Inc., and, (iii) Stirling & Wilbur Engineering Group. At the concurrent Evaluation Committee meeting, the Committee decided to forego Oral Presentations and recommended multiple Intent to Negotiate awards for the aforementioned three (3) firms to the County Administrator.

Hees & Associates, Inc. Sarasota, FL – The firm demonstrated exceptional qualifications in their proposal. Their submitted proposal was both responsive and responsible, meeting all necessary criteria set forth in the RFP. With an office located in Sarasota, FL, Hees & Associates provides a full service structural engineering firm with expertise in public, commercial and residential structures as well as threshold experience. Hees & Associates, Inc. is also a Veteran Owned Small Business with four (4) employees on staff. Their past experience (with both Manatee County and other public entities) and previously completed projects directly correlate their ability to provide the services outlined in the RFP. Based on Hees & Associates, Inc. relative experience, the firm also has the ability to successfully complete larger projects if necessary.

Karins Engineering Group, Inc., Sarasota, FL – The firm demonstrated exceptional qualifications by means of their proposal. Their submitted proposal was both responsive and responsible, meeting all necessary criteria set forth in the RFP. Karins Engineering Group, Inc. has offices located in St. Petersburg, FL, Fort Lauderdale, FL, Naples/Fort Myers, FL and are headquartered in Sarasota, FL. They currently have thirty-eight (38) employees on staff between the four (4) locations with sixteen (16) located in Sarasota and six (6) in the St. Petersburg, FL office location. Based on the extensive list of past projects (with both Manatee County and other public entities) and key personnel experience, Karins Engineering Group, Inc. portrayed the ability to successfully complete the as required basis workload expected by the County. This was further indicated through the past five (5) year project workload portion.

Stirling & Wilbur Engineering Group, Sarasota, FL – The firm demonstrated exceptional qualifications through the means of their submitted proposal. Finding the proposal both responsive and responsible, Stirling & Wilbur Engineering Group further demonstrated their ability through their list of past projects. With an office in Sarasota, FL, Stirling & Wilbur Engineering Group has a staff of seven (7) including two (2) professional engineers, one (1) graduate engineer, one (1) CAD technician, one (1) general contractor (providing inspection services) and two (2) clerical staff. Stirling & Wilbur Engineering Group is also a "Local Business" in accordance with Manatee County Local Preference Law and Vendor Registration requirements. Past experience included multiple projects with different entities located in Manatee County, Sarasota County, Venice, FL and Longboat Key, FL, respectively.

REMAINING RESPONDENTS

The remaining respondents, although well qualified, were not selected based on a comparison of capabilities of the selected firms:

Billerreinhardt Structural Group, Inc.	Tampa, FL
Master Consulting Engineers, Inc.	Tampa, FL
RDI Structural Engineering, Inc.	St. Petersburg, FL

ESTIMATED COST OF SERVICES: The estimated annual expenditure is \$250,000.

FUNDING: Various CIP Accounts

The above justifications are a generalized summary of major observations intended only to provide a sufficiently detailed overview of the main observations of a majority of Committee Members. Each Committee Member may have considered one or more facts or factors more or less important than the other Committee Members when voting, and this summary of the Evaluation Committee's decision is not an attempt to exhaustively describe each of the relevant factors which motivated each of the Committee Members to select the rankings described.

The Evaluation Committee voted unanimously 3 to 0 to proceed with the multiple awards to Hees & Associates, Inc., Sarasota, FL, Karins Engineering Group, Inc., Sarasota, FL, and Stirling & Wilbur Engineering Group, Sarasota, FL.

The resulting agreement will be managed by the Property Management Department.