

# MANATEE COUNTY GOVERNMENT

## SOURCE SELECTION

<b>SUBJECT</b>	Mechanical, Electrical, Plumbing Engineering Services (MEP)	<b>DATE POSTED</b>	August 10, 2012 <i>MAC</i>
<b>PURCHASING REPRESENTATIVE</b>	Blair C. Getz x 3053	<b>DATE CONTRACT SHALL BE AWARDED</b>	To Be Determined after negotiations
<b>DEPARTMENT</b>	Financial Management, Purchasing Division	<b>CONSEQUENCES IF DEFERRED</b>	Delay in acceleration of project
<b>SOURCE RECOMMENDATION</b>	Request for Proposals #12-1114BG	<b>AUTHORIZED BY</b>	Melissa M. Wendel, CPPO
		<b>DATE</b>	August 10, 2012 <i>[Signature]</i>

### ACTION DESIRED

Authorization to enter into negotiations with ATP Engineering South of Sarasota, Global MEP & Fire Engineering, Inc. of Bradenton and KEM Engineering of St. Petersburg to provide Mechanical, Electrical and Plumbing Engineering Services.

### 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

- The Property Management Department is seeking three (3) MEP Engineering Firms to provide services on an as needed basis, for MEP projects for Manatee County.
- Background / Discussion is continued on Page 2.

### SUMMARY

#### RESULTS

Authorization to negotiate Agreements with the selected firms to provide MEP Engineering Services on an as needed basis, at the direction of the Property Management Department.

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

N/A

#### INSTRUCTIONS TO BOARD RECORDS:

N/A

#### COST

Less than \$350,000.00  
Annually

#### SOURCE (ACCT# & NAME)

To Be Determined Per Work Assignment

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

N/A

#### COMMENTS

N/A

*WWW*

- Negotiations are for the provision of project services as needed by the Property Management Department for MEP Engineering Services that include, but are not limited to, construction and renovation/additions for projects throughout Manatee County. Project services typically include pre-design, site analysis, design development, construction documents, site supervision and project closeout. 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.
- The County competitively solicited the needed services using a Request For Proposal to select the best qualified firm. Consequently, the Property Management Department developed the Scope of Services for the Request For Proposal #12-1114BG/Mechanical, Electrical, Plumbing Engineering Services.
- 4/12/12 – 5/8/12 the appropriate proposal procedures were followed. The RFP was advertised on DemandStar to One Thousand Three Hundred and Forty (1,340) firms that provide these services; Twenty Two (22) downloaded the RFP. The RFP was also advertised locally in the Bradenton Herald, Tempo News, posted on the Manatee County's website and provided to the Manatee County Chamber of Commerce for release to members. Eight (8) proposals were received.
- **MANATEE COUNTY** firms that were directly contacted and made aware of this Request for Proposal were:

Global MEP & Fire Engineering, Inc. - Bradenton      Responded

**Local** firms responding:

KEM Engineering – St. Petersburg  
ATP Engineering South - Sarasota  
ME3 Consulting Engineers - Sarasota  
Carastro & Associates, Inc. - Tampa  
GLE & Associates – Tampa  
Long & Associates, Architects/ Engineers, Inc. – Tampa  
SGM Engineering - Tampa

**Other** firms responding:

NONE

- The Evaluation Committee Members consists of:  
Jon Betcher, Construction Review Inspections Manager, Building and Development Services Dept.  
Tom Yarger, Construction Services Project Manager, Property Management Department  
Blair Getz, Contracts Negotiator, Purchasing Division, Financial Management Department

- 6/19/12 the Evaluation Committee convened and short list Four (4) firms to provide Oral Presentations. Those firms in alphabetical order were:

ATP Engineering South - Sarasota  
Global MEP & Fire Engineering, Inc. - Bradenton  
KEM Engineering – St. Petersburg  
ME3 Consulting Engineers – Sarasota

ME3 initially accepted the invitation on 6/19/12 to provide an Oral Presentation, however on 6/26/12 withdrew their proposal and declined the invitation. The reason provided was that their work load had dramatically increased and would not have the staff to service the County adequately.

The four (4) firms selected have all the capabilities, resources, and experience required by the County and are staffed with professionals all of whom have their own individual skills and expertise that collectively as a team will more than adequately and successfully serve the Property Management Department in all the Assignments presented to them.

- 7/3/12 Oral Presentations took place and immediately following the third (3rd) and final Presentation the Committee conducted a meeting to discuss presenting firms and after considerable discussion and deliberation a vote took place resulting in the selection of all three (3) firms.
- The remaining proposal respondents listed below, although well qualified, were not selected based on a comparison of capabilities of the selected firm.

Carastro & Associates, Inc. - Tampa  
GLE & Associates – Tampa  
Long & Associates, Architects/ Engineers, Inc. – Tampa  
SGM Engineering - Tampa

- This Agreement will be managed by the Property Management Department