

4. Acceptance of Status Report on Activities and Options Associated with Assisting Feldman Mall Properties
(County Administration – Leigh Root)
The Board approved Option #1: Accept the status report on activities and options associated with assisting Feldman Mall Properties.

5. Approval of the Expansion of the Lake Talquin Volunteer Fire Department's Response Area
(Emergency Medical Services – Vincent Long/Tom Quillin)
The Board approved Option #1: Approve the expansion of the Lake Talquin Volunteer Fire Department's response area.

6. Approval of Minutes for the February 2, 2008 and the February 11, 2008 Special Meetings of the Healthcare Advisory Board
(Public Services/Health & Human Services – Vincent Long/Candice Wilson)
The Board approved Options #1 and #2:
 1. **Approve the minutes of the February 2, 2008 subcommittee meeting of the Healthcare Advisory Board as a Special Meeting of the Board of County Commissioners.**
 2. **Approve the minutes of the February 11, 2008 subcommittee meeting of the Healthcare Advisory Board as a special meeting of the Board of County Commissioners.**

7. Approval to Negotiate Agreements with McGinniss & Fleming Engineering, JGP Structural Group, and Rosenbaum Engineering for Structural & Mechanical/Plumbing/Electrical Engineering Services on a Continuing Supply Basis
(Management Services/Facilities Management – Alan Rosenzweig/Kim Dressel/Tom Brantley)
The Board approved Option #1: Authorize staff to negotiate agreements with Rosenbaum Engineering and JGP Group, Inc. for structural engineering services, and McGinniss & Fleming Engineering for mechanical, plumbing, and electrical engineering services on a continuing supply basis.

8. Approval of the Greenhouse Gas Inventory Report for Leon County Government Operations
(Management Services/Facilities Management – Alan Rosenzweig/Kim Dressel/Tom Brantley)
ITEM #8 WAS PULLED FOR DISCUSSION.

9. Approval of Cooperative Agreement with United States Department of Agriculture Forest Service
(Public Works/Engineering – Alan Rosenzweig/Tony Park/Joe Brown)
The Board approved Option #1: Approve the United States Department of Agriculture Forest Service Cooperative Agreement, deleting Sam Allen Road and a portion of Bice Road, and authorize the Chairman to execute.

10. Acceptance of Right-of-Way Deed and Request to Schedule a Public Hearing for Pasadena Hills 2/3 Paving Project for Tuesday, April 8, 2008 at 6:00 p.m.
(Public Works/Engineering – Alan Rosenzweig/Tony Park/Joe Brown)
The Board approved Options #1 and #2:
 1. **Accept and authorize recording of the Deeds for the Pasadena Hills 2/3 paving project.**
 2. **Schedule the first of two public hearing for Tuesday, April 8, 2008 at 6:00 p.m.**

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Board of County Commissioners Agenda Request 7

Date of Meeting: March 11, 2008

Date Submitted: March 5, 2008

To: Honorable Chairman and Members of the Board

From: Parwez Alam, County Administrator
Alan Rosenzweig, Assistant County Administrator
Kim Dressel, Management Services Director

Subject: Approval to Negotiate Agreements with McGinniss & Fleming Engineering, Inc., JGP Structural Group, Inc., and Rosenbaum Engineering, Inc. for Engineering Services on a Continuing Supply Basis

Statement of Issue:

This agenda item seeks Board approval to negotiate with McGinniss & Fleming Engineering, Inc., JGP Structural Group, Inc., and Rosenbaum Engineering, Inc. for Engineering Services on a continuing supply basis.

Background:

An on-going function of the Division of Facilities Management is to provide for the timely renovation and construction of County office space and building areas. Many of these activities require the professional services of licensed engineers for the proper planning and design of engineering systems, and for ensuring an adequate response to the various structural, mechanical, plumbing and electrical requirements that current building codes require.

Facilities Management has previously made use of a "continuing-supply" list of engineering firms for the purpose of providing on-going structural, mechanical, plumbing, and electrical services. This particular approach to the procurement of outside professional services is permitted pursuant to Section 287.055, F.S., otherwise known as the Consultant Competitive Negotiation Act (CCNA).

Analysis:

On October 23, 2007, the Board approved the issuance of a Request for Proposals (RFP) for continuing-supply engineers. The Structural and Mechanical, Plumbing, and Electrical Engineering (MPE) RFP was advertised locally and 527 vendors were notified through the automated procurement system. A total of 15 vendors requested the RFP package, which resulted in five proposals (Attachment #1). After reviewing the structural and MPE proposals received in response to the RFP, the selection committee has recommended the selection of three firms as continuing supply firms: 1) McGinniss & Fleming Engineering, Inc., 2) JGP Structural Group, Inc., and 3) Rosenbaum Engineering, Inc.

The final scorings developed by the Selection Committee are indicated in Tables 1 and 2 (Attachment #2).

Structural Engineering	Score
Rosenbaum Engineering	83.75
JGP Structural Group	75.00
BIS Frucon Engineering	59.25

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MPE Engineering	Score
McGinniss & Fleming	81.75
BIS Frucon Engineering	50.75
MEP Southeast Engineering	47.75

Consistent with Board policy, the MWSBE Division placed an 18% Minority Business Enterprise (MBE), and 9% Women Business Enterprise (WBE) aspirational target for professional services in the bid instructions. Rosenbaum Engineering, Inc committed to meet at least 50% of both MBE and WBE aspirational targets through sub-consulting. JGP Structural Group committed to meeting the sub-consultant MBE firms. McGinniss & Fleming Engineering and MEP Southeast PLC did not meet the aspirational targets, but submitted Good Faith Effort statements, which were not accepted by the MWSBE Director. BIS Frucon Engineering Inc. did not commit to the MBE target, but committed to meeting the MBE target. The MWSBE analysis is attached (Attached #3). The relevant points were factored into the final scorings.

The proposed term of all service agreements is two years initially, followed by two consecutive one-year extensions at the County's option, for a total of four years.

Options:

1. Authorize staff to negotiate agreements with Rosenbaum Engineering and JGP Group, Inc. for structural engineering services, and McGinniss & Fleming Engineering for mechanical, plumbing, and electrical engineering services on a continuing supply basis.
2. Do not authorize staff to negotiate agreements with Rosenbaum Engineering and JGP Group, Inc. for structural and McGinniss & Fleming Engineering for mechanical, plumbing, and electrical engineering services on a continuing supply basis.
3. Board Direction.

Recommendation:

Option #1.

Attachments:

1. Bid Tabulation Sheet
2. Scoring Evaluation Sheets
3. MSWBE Analysis Statement

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**LEON COUNTY PURCHASING DIVISION
RFP TABULATION SHEET**

Bid Title: Request for Proposals for Structural & Mechanical/Plumbing/Electrical Engineering Services; Continuing Supply

Proposal Number: BC-02-06-08-32

Opening Date: Wednesday, February 6, 2008 at 2:00 PM

Item/Vendor	JGP	Rosenbaum	McGinniss & Fleming	BIS Frucon
Manual Signature	yes	yes	yes	yes
Original and 5 copies	yes	yes	yes	yes
Service Category	<input type="checkbox"/> M/P <input type="checkbox"/> Elect. <input checked="" type="checkbox"/> Struct.	<input type="checkbox"/> M/P <input type="checkbox"/> Elect. <input checked="" type="checkbox"/> Struct.	<input checked="" type="checkbox"/> M/P <input checked="" type="checkbox"/> Elect. <input type="checkbox"/> Struct.	<input checked="" type="checkbox"/> M/P <input checked="" type="checkbox"/> Elect. <input checked="" type="checkbox"/> Struct.
Immigration Affidavit	yes	yes	yes	yes
MWBE Statement	yes	yes	yes	yes
EEO/AA Statement	yes	yes	yes	yes
Insurance Certification Form	yes	yes	yes	yes
Certification Regarding Debarment	yes	yes	yes	yes
No Proposal Statement				

Tabulated By:



 Attachment # 4
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LEON COUNTY PURCHASING DIVISION RFP TABULATION SHEET

Bid Title: Request for Proposals for Structural & Mechanical/Plumbing/Electrical Engineering Services; Continuing Supply

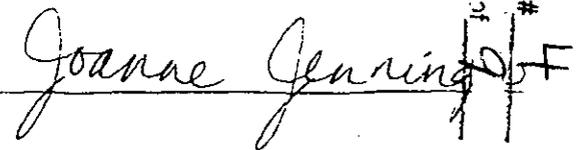
Proposal Number: BC-02-06-08-32

Opening Date: Wednesday, February 6, 2008 at 2:00 PM

Item/Vendor	MEP Southeast			
Manual Signature	Yes			
Original and 5 copies	Yes			
Service Category	<input checked="" type="checkbox"/> M/P <input checked="" type="checkbox"/> Elect. <input type="checkbox"/> Struct.	<input type="checkbox"/> M/P <input type="checkbox"/> Elect. <input type="checkbox"/> Struct.	<input type="checkbox"/> M/P <input type="checkbox"/> Elect. <input type="checkbox"/> Struct.	<input type="checkbox"/> M/P <input type="checkbox"/> Elect. <input type="checkbox"/> Struct.
Immigration Affidavit	Yes			
MWBE Statement	Yes			
EEO/AA Statement	Yes			
Insurance Certification Form	Yes			
Certification Regarding Debarment	Yes			
No Proposal Statement				

Tabulated By:





Attachment # 4
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Mechanical/Plumbing and Electrical Services Continuing Supply

EVALUATOR: SELECTION COMMITTEE

MEETING DATE: 02/22/08

Evaluation Criteria	POINTS	Mechanical/Plumbing & Electrical & Structural	Mechanical/Plumbing & Electrical	Mechanical/Plumbing & Electrical
		BIS Frucon Engineering	MCGinnis & Fleming	MEP Southeast
1. Past Performance	35	20	31.25	15
Quality & Completeness of the design and services/studies, meeting budget and schedule, service attitude, professionalism				
2. Qualifications of staff & consultants	35	20	32.5	21.25
3. Project Approach and Quality of Response to RFP	10	3.75	8	5
4. References	5	2	5	1.5
5. Minority Business Enterprise Participation	10	0	0	0
6. Local Preference	5	5	5	5
TOTAL POINTS	100	50.75	81.75	47.75

JAB
Sec. of Dept.
Steph
Committee

RFP/Bid #: BC-02-06-08-32

Title:

RFP for Proposals for Structural & Mechanical/Plumbing/Electrical Engineering Services

Professional Services Sub-Consultant Minority Business Enterprise (MBE) % Target:	18.00%
Professional Services Sub-Consultant Women Business Enterprise (WBE)% Target:	9.00%

The MWSBE Division reviewed participation plans for five (5) firms, to determine the MBE and WBE participation levels on the point scale below. Rosenbaum Engineering, Inc., received six (6) points, as they committed to meeting at least fifty percent (50%), of both aspirational targets through sub-consulting with certified MBE and WBE firm(s). JGP Structural Group, Inc., received zero (0) points, as they did not commit to meeting the sub-consultant WBE target but, committed to meeting the sub-consultant MBE target. BIS Frucon Engineering, Inc., received zero (0) points, as they did not commit to meeting the sub-consultant MBE target but, committed to meeting the sub-consultant WBE target. Mc Ginniss & Fleming Engineering, Inc. and MEP Southeast, PLC did not commit to the utilization of any certified MBE or WBE firm(s) but, both submitted Good Faith Effort statements. The MWSBE Director does not accept McGinniss & Fleming Engineering, Inc. and MEP Southeast, PLC Good Faith Effort statements that was submitted with their proposals.

The MWBE Participation Level and points detailed in the Request for Proposals are as follows:

The Respondent is a joint venture of two or more firms/individuals with a minimum participation in the joint venture of at least 11% by certified MBE or WBE firms/individuals and will meet or exceed both aspirational targets and has identified in the MWBE participation plan the certified MBE and WBE firm(s) that it intends to use.	10 Points
The Respondent certifies that they will meet or exceed both targets through subcontracting to certified MBE and WBE firm(s) aspirational targets and has identified in the MWBE participation plan the certified MBE and WBE firm(s) that it intends to use.	8 Points
The Respondent certifies that they will meet at least 50% of both aspirational targets through subcontracting to certified MBE and WBE firm(s) and has identified in the MWBE participation plan the MBE and WBE firm(s) that it intends to use.	6 Points
The Respondent has MBE and WBE participation of at least 20%, but less than 50% of both aspirational targets and has identified in the MWBE participation plan the MBE and WBE firm(s) it intends to use.	4 Points

1 Respondent: Rosenbaum Engineering, Inc.; Tallahassee, FL				
Certified MBE and/or WBE Subcontractor or Subconsultant firms the respondent intends to use.	Goods and Services	*E/G	**Cert. By	M/WBE Participation as % of Total Base Bid
1 Environmental & Geotechnical Specialists, Inc.; Tallahassee, FL	Structural Engineering Drafting	F	COT	
2 Rolando J. Gutierrez Architects; Tallahassee, FL	CADD Drafting, Incidental Architectures	H	COT	
				Achieved MBE Target?
				No
				Achieved WBE Target?
				No
Total MWBE Participation: 6 Points				
2 Respondent: BIS Frucon Engineering Inc.; Tallahassee, FL				
Certified MBE and/or WBE Subcontractor or Subconsultant firms the respondent intends to use.	Goods and Services	*E/G	**Cert. By	M/WBE Participation as % of Total Base Bid
1 Jackson-Cook, LC; Tallahassee, FL	Engineering for steel details	F	COT	
2 Poole Engineering & Surveying Inc.; Tallahassee, FL	Site Development Engineering	F	COT	
				Achieved MBE Target?
				No
				Achieved WBE Target?
				Yes
Total MWBE Participation: 0 Points				

MWSBE Statement

Attachment #

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3 Respondent: JGP Structural Group, Inc.; Tallahassee, FL					
1	Certified MBE and/or WBE Subcontractor or Subconsultant firms the respondent intends to use.	Goods and Services	*E/G	**Cert. By	Participation as % of Total Base Bid
	SDFE Engineers, Inc.; Tallahassee, FL	Structural Engineering Drafting	B	LC	
				Achieved MBE Target?	Yes
				Achieved WBE Target?	No
Total MWBE Participation:		0 Points			
4 Respondent: McGinniss & Fleming Engineering, Inc.; Tallahassee, FL					
1	Certified MBE and/or WBE Subcontractor or Subconsultant firms the respondent intends to use.	Goods and Services	*E/G	**Cert. By	M/WBE Participation as % of Total Base Bid
	Note: The respondent did not commit to the utilization of any certified MBE & WBE firm(s), but submitted a Good Faith Effort statement that the MWSBE Director does not accept.				
				Achieved MBE Target?	No
				Achieved WBE Target?	No
Total MWBE Participation:		0 Points			
5 Respondent: MEP Southeast, PLC; Tallahassee, FL					
1	Certified MBE and/or WBE Subcontractor or Subconsultant firms the respondent intends to use.	Goods and Services	*E/G	**Cert. By	M/WBE Participation as % of Total Base Bid
	Note: The respondent did not commit to the utilization of any certified MBE & WBE firm(s), but submitted a Good Faith Effort statement that the MWSBE Director does not accept.				\$ -
				Achieved MBE Target?	No
				Achieved WBE Target?	No
Total MWBE Participation:		0 Points			
*E/G (Ethnic/Gender): A = Asian B = Black; H = Hispanic; N = Native American ; F = Female **Certified By: LC = Leon County; CT = City of Tallahassee; LCSB = Leon County School Board					