

PASCO COUNTY, FLORIDA
INTER-OFFICE MEMORANDUM

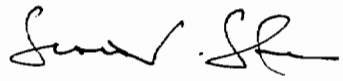
TO: Honorable Chairman and
Members of the Board of
County Commissioners

DATE: 11/13/06

FILE: PU07-077

THRU: 
Michael Nurrenbrock
OMB Director

SUBJECT: Request for Qualifications for Professional
Growth Management Related Planning
Services and Development of Special
Area Plan—
Rejection of Statements of Qualifications

FROM: 
Scott Stromer
Purchasing Director

REFERENCE: RFQ No. 06-052

It is recommended that the data herein presented be given formal consideration by the Board of County Commissioners.

DESCRIPTION AND CONDITIONS:

On February 13, 2006, the Purchasing Department, at the request of the Growth Management Department solicited qualifications from firms experienced in professional planning and creation of Special Area Plans, as well as rural and suburban development, design, planning, zoning, market analysis and economic feasibility studies, and transportation studies. The study and plan was to focus on an area of east-central Pasco County. Notice of this request was published in the *St. Petersburg Times* on February 16, 2006. All provisions of the *Purchasing Ordinance* have been met.

On March 3, 2006, all responses received were publicly opened with only the names of the responding offerors being read. On March 28, 2006, the Board approved the appointment of a Consultant Selection Committee for Professional Growth Management Related Planning Services and Development of Special Area Plan (Committee) for the purpose of assisting the County with the review of firms to provide general professional consulting (planning) services to the Growth Management Department and to conduct the Curley Road/Handcart Road Study (now known as the Pasadena Hills Area Plan).

On April 12, 2006, and June 8, 2006, the Committee met, to discuss and short list the responding firms; however, because the County already has an existing contract for general professional planning services with Glatting Jackson Kercher Anglin Lopez and Rinehart, Inc. and in light of this firm's expertise in the area and unique knowledge of the County's newly adopted changes to its Comprehensive Plan, the Growth Management Department recommends that this firm be engaged instead to perform the tasks associated with the subject Special Area Plan.

ALTERNATIVE AND ANALYSIS:

1. Approve staff's recommendation.
2. Disapprove staff's recommendation whereby the matter will be referred back to the Committee for further evaluation of the responses, knowing that Glatting Jackson Kercher Anglin Lopez and Rinehart, Inc., is already performing the specified work.

RECOMMENDATION AND FUNDING:

The Purchasing Department, with concurrence from the County Attorney's Office and the Growth Management Department, recommends that the statements of qualifications submitted in response to the above-referenced solicitation be rejected in their entirety. A separate Task Order prepared in conformance with the pre-existing general professional services agreement to engage the services of Glatting Jackson Kercher Anglin Lopez and Rinehart, Inc., for the tasks associated with the subject Special Area Plan will be submitted by the Growth Management Department.

It appears to be in the County's best interest to utilize the existing agreement for professional planning services and to consolidate services to ensure consistency and reduce staff work redundancies commonly associated with multiple contracts for the same genre of expertise.

Funding is not required for this recommendation.

ATTACHMENTS:

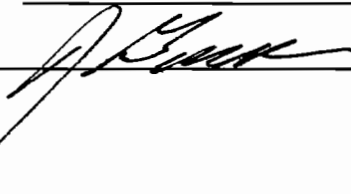
1. Tabulation of Responding Offerors (scan)
2. Memorandum PU06-318 (scan)

SPS/ss

cc: Bipin Parikh, P.E., Assistant County Administrator (Development Services)
Samuel P. Steffey, II, Growth Management Administrator
Richard M. Tonello, Acting Senior Planner (Growth Management)
Matthew J. Armstrong, Planner II (Growth Management)

APPROVED AGENDA ITEM FOR

DATE NOV 21 2006

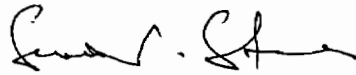
BY 

4-25-06

PASCO COUNTY, FLORIDA
INTER-OFFICE MEMORANDUM

TO: Honorable Chairman and Members of the Board of County Commissioners
DATE: 04/12/06
FILE: PU06-318

THRU: Michael Nurrenbrock
OMB Director
SUBJECT: Professional Growth Management (Planning) Consulting Services and Development of Special Area Plan, Request-to-Interview—Wallace Roberts & Todd, LLC; The RMPK Group; Land Design Innovations, Inc., and Johnson Engineering, Inc.



FROM: Scott Stromer
Purchasing Director
REFERENCE: RFQ No. 06-052
All Commission Districts

It is recommended that the data herein presented be given formal consideration by the Board of County Commissioners.

DESCRIPTION AND CONDITIONS:

On February 13, 2006, the Purchasing Department, at the request of the Growth Management/Zoning Department, solicited qualifications from professionals experienced in planning and creating Special Area Plans, as well as rural and suburban development, design, general planning, zoning, market analysis and economic feasibility studies, transportation studies, and related disciplines. The intent of this solicitation is to secure the services of one (1) firm to study a specific area in east-central Pasco County and prepare a Special Area Plan. The Growth Management/Zoning Department prepared the scope of work. Notice was published in the *St. Petersburg Times* on February 16, 2006. All provisions of the Pasco County Purchasing Ordinance have been met.

On March 3, 2006, all responses received were publicly opened with only the names of the responding offerors being read. Names of the responding offerors are shown on the attached tabulation sheet.

One hundred eighty-eight (188) vendors were mailed a Request for Qualifications, fourteen (14) from Pasco County. Six (6) responses were received, one (1) from Pasco County.

A five (5) member committee was established to evaluate the responses. The committee consists of: the Honorable Theodore Schrader, Commissioner—District 1; John Gallagher, County Administrator; Robert Sumner, County Attorney; Bipin Parikh, P.E., Assistant County Administrator (Development Services); and Samuel Steffey II, Growth Management Administrator.

At a properly noticed public meeting on March 12, 2006, the committee carefully considered and evaluated the responses and subsequently, through consensus, selected the following firms, in ranked order, as the best qualified and appropriate for the specified scope of work:

1. Wallace Roberts & Todd, LLC
2. The RMPK Group
3. Land Design Innovations, Inc.
4. Johnson Engineering, Inc.

Upon BCC approval of the committee's selection, the committee will schedule interviews with each of the ranked firms, in hopes of finding the best qualified firm for the specified scope of work. Once the interviews are completed, the committee will re-rank the firms, through consensus, and present that final ranking to the BCC for approval and authorization to begin negotiations.

It is important to note that a seventh firm, Duany Plater-Zyberk & Company, appears to have submitted a response to this solicitation directly to the Growth Management/Zoning Department after the public advertised closing time and date. The Purchasing Department has no record of this response due to its late arrival and delivery to a location, which was contrary to specific instructions in the solicitation. The Purchasing Department finds any response by Duany Plater-Zyberk & Company to this solicitation, to be nonresponsive and is not recommended for award. Consideration of this firm's proposal would adversely affect the competing offerors and, undoubtedly, create an untenable precedent.

BCC Amp
4/25/06

ALTERNATIVE AND ANALYSIS:

1. Approve staff's recommendation.
2. Disapprove staff's recommendation whereby the matter will be referred back to the committee for re-evaluation and consideration.
3. Reject all responses and resolicit.

RECOMMENDATION AND FUNDING:

The Purchasing Department, with concurrence from the Growth Management/Zoning Department and the committee tending to this solicitation, recommends that the committee's initial ranking of firms be approved as indicated. The Purchasing Department further recommends that the Growth Management Administrator, with assistance from the tending committee and appropriate staff, be authorized to contact and schedule committee interviews with each of the ranked firms. All interviews will be done with integrity and in a manner that favors the public's interest. Again, following the interviews, the committee will re-rank the four (4) firms and present the final ranking to the BCC for approval and authorization to begin negotiations.

Funding is not required for this recommendation.

ATTACHMENTS:

1. Proof of Publication (scan)
2. RFQ No. 06-052
3. Tabulation of Responding Offerors (scan)
4. Tabulation of Evaluation Results (scan)

SPS/ss

cc: Bipin Parikh, P.E., Assistant County Administrator (Development Services)
Samuel Steffey II, Growth Management Administrator

APPROVED AGENDA ITEM FOR

DATE _____

BY _____