

BOARD OF COUNTY COMMISSIONERS

Eric K. Maxwell, Chairman
Randy Ognio, Vice Chairman
Steve Brown
Charles W. Oddo
Charles D. Rousseau



FAYETTE COUNTY, GEORGIA

Steve Rapson, County Administrator
Dennis A. Davenport, County Attorney
Tameca P. White, County Clerk
Marlena Edwards, Deputy County Clerk

140 Stonewall Avenue West
Public Meeting Room
Fayetteville, GA 30214

ACTION AGENDA

September 13, 2018
6:30 p.m.

Welcome to the meeting of your Fayette County Board of Commissioners. Your participation in County government is appreciated. All regularly scheduled Board meetings are open to the public and are held on the 2nd and 4th Thursday of each month at 6:30 p.m.

Call to Order

Chairman Eric Maxwell called the September 13, 2018 Board of Commissioners meeting to order at 6:31 p.m. A quorum of the Board was present.

Invocation and Pledge of Allegiance by Chairman Eric Maxwell

Chairman Eric Maxwell offered the Invocation and led the audience and Board in the Pledge of Allegiance.

Acceptance of Agenda

Vice Chairman Ogniomoved to approve the agenda with the amendment of adding Constitution Week Proclamation as item 1a. Commissioner Brown seconded. The motion passed 5-0.

PROCLAMATION/RECOGNITION:

1. Recognition of the staff and volunteers that assist with the organization of the Water Guardians program.

Commissioner Brown on behalf of the Board recognized all the hard work and tremendous effort of the Water Guardian participants, volunteers, and staff; The goal of the Water Guardian initiative is to help keep the reservoirs in Fayette County clean; and in turn helping keep the drinking water for Fayette County citizens safe and clean.

PUBLIC HEARING: None

CONSENT AGENDA:

Commissioner Brown moved to approve the Consent Agenda as written. Commissioner Oddo seconded. Commissioner Rousseau asked to have item #5 pulled for discussion.

Commissioner Brown amended his motion to approve the Consent Agenda as written with the exception of item #5.

Commissioner Oddo amended his second. The motion passed 5-0.

2. Approval of staff's recommendation to include "Addendum 5-Blessing of Animals" as an added event to the Intergovernmental Agreement between the City of Fayetteville and Fayette County for use of county owned property.
3. Approval of staff's recommendation for the Board of Commissioners to enter into an agreement between Fayette County and the Town of Woolsey for the enforcement of similar Soil Erosion, Sedimentation and Pollution Control Ordinances.
4. Approval of staff's recommendation for the Board of Commissioners to enter into an agreement between Fayette County and the Town of Woolsey allowing Fayette County to act on behalf of the Town of Woolsey to maintain compliance with the Metropolitan North Georgia Watershed Planning District Water Management Plan.
5. Approval of staff's recommendation to adopt final supplemental budget adjustments for the fiscal year ended June 30, 2018, and authorization to adjust and close capital projects and move remaining funds to project contingency.

Commissioner Rousseau asked what the supplemental budget adjustments entailed.

County Administrator, Steve Rapson provided the Board with an overview of the supplemental budget adjustments for the fiscal year ended June 30, 2018.

Commissioner Rousseau moved to approve staff's recommendation to adopt final supplemental budget adjustments for the fiscal year ended June 30, 2018, and authorization to adjust and close capital projects and move remaining funds to project contingency. Commissioner Oddo seconded. The motion passed 5-0.

6. Approval of staff's recommendation to award Contract # 1440-P for Debris Clearing, Removal, and Disposal Services to Ceres Environmental Services, Inc.
7. Approval of staff's recommendation to award Contract #1441-P for Debris Monitoring Services to Thompson Consulting Services, LLC.
8. Approval of staff's recommendation to award RFP #1504-P, Public Works Engineer of Record to Pond & Company for a nine-month contract (approximate) expiring on June 30, 2019 and with provisions for two 12-month extensions.
9. Approval of Election's request to enter into an Intergovernmental Agreement with the City of Fayetteville allowing the Fayette County Board of Elections to act as Superintendent of Elections for the Special Called November 6, 2018 Election, and authorization for the Chairman to sign said Intergovernmental Agreement.
10. Approval of Election's request to enter into an Intergovernmental Agreement with the City of Peachtree City allowing the Fayette County Board of Elections to act as Superintendent of Elections for the Special Called November 6, 2018 Election, and authorization for the Chairman to sign said Intergovernmental Agreement.
11. Approval of the August 23, 2018 Board of Commissioners Meeting Minutes.

OLD BUSINESS:

In accordance with the Americans With Disabilities Act, accommodations are available for those who are hearing impaired and/or in need of a wheelchair. The Board of Commissioners Agenda and supporting material for each item is available on-line through the County's website at www.fayettecountygga.gov. This meeting will be telecast on Comcast Cable Channel 23 and on the internet at www.livestream.com.

To: Steve Rapson

From: Ted L. Burgess

Date: September 13, 2018

Subject: RFP #1504-P: Public Works Engineer of Record

A function common to county and municipal public work departments is the use of professional engineering services related to infrastructure design, construction management, and other activities related to ownership and operation of the public right of way and publicly-owned property. There is an ongoing need for engineering services for both budgeted projects and emergency situations. Approval of the 2017 SPLOST and associated projects has increased the need for third-party engineering support.

To go through a sealed bid or proposal process each time engineering services are needed would be cumbersome, and would delay work that impacts the public's transportation throughout the county. It is common practice for local governments to contract with a professional services firm to serve as the "on-call engineer" or Engineer of Record.

The Purchasing Department issued Request for Proposals (RFP) #1504-P to seek an Engineer of Record for a contract through June 30, 2019 with provisions for two 12-month extensions. The Department emailed notices of the opportunity to submit proposals to 37 qualified companies. An additional 827 vendors were notified through the Internet-based Georgia Procurement Registry. In compliance with Federal requirements for use of grant funds, 78 firms were contacted who had registered on the U.S. Small Business Administration's database. Invitations were extended via the Fayette News, the county website, Georgia Local Government Access Marketplace (www.glga.org), Greater Georgia Black Chamber of Commerce, and Channel 23. Nine companies submitted proposals (Attachment 1).

The Evaluation Committee, composed of members from Public Works and Environmental Management Departments, scored the proposals using the evaluation criteria documented in the RFP. The criteria included (1) Project Team / Individual Experience, (2) Understanding and Approach, (3) Company Experience, and (4) Scheduling / Resource Availability.

The three highest-scoring firms were short-listed, and were interviewed on July 20, 2018. The Evaluation Committee added interview scores to the technical merit scores. Pond and Company was the highest-scoring firm.

Since it is anticipated that Federal funds will be used for some of the task orders assigned to the Engineer of Record, the county followed all Federal procurement rules, including the Brooks Act. That Act requires engineering proposals to be evaluated on technical merit alone, with the best scoring firm's price proposal being opened after scoring is completed. The Evaluation Committee opened Pond's price proposal, which they had submitted in a separate, sealed envelope. Then the Evaluation Team and Purchasing Department negotiated final prices with Pond via conference call. As a result of the negotiations, Pond reduced all hourly fees for the first year by 8%, and the second year by 4% (Attachment 2).

The Evaluation Committee recommends Pond and Company for the annual contract as Public Works Engineer of Record. Since this is a contract to establish hourly rates for services as needed, a not-to-exceed amount is not included. A Contractor's Performance Evaluation for Pond's previous work with the county is attached (Attachment 3).

Specifics of the proposed contract are as follows:

Contract Name	1504-P: Public Works Engineer of Record
Type of Contract	On-demand engineering services
Vendor	Pond and Company
Contract Term:	
Initial Term	Terminates June 30, 2019
Renewal Terms	Two 12-month renewal terms
Not-to-Exceed Amount	Amounts established for each Task Order
Budget	Varies, depending on the project or task

PROPOSAL #1504-P: PUBLIC WORKS ENGINEER OF RECORD
EVALUATION SCORING SHEET

Summary

Evaluation Criteria	MAX POINTS	CROY ENGINEERING, LLC	Integrated Science & Engineering, Inc	Khafra Engineering Consultants, Inc.	Lowe Engineers	Palmer Engineering	Pond & Company	Tetra Tech, Inc.	W.K. Diskson & Co, Inc.	Walden Ashworth & Assoc, Inc.
1 Project Team / Individual Experience	30	21.8	18.8	14.8	20.6	16.6	23.5	21.6	17.4	20.5
2 Understanding and Approach	40	29.0	27.8	22.8	25.6	26.0	33.0	31.0	21.4	22.6
3 Company Experience	15	11.2	7.6	6.4	7.8	8.8	11.6	10.6	10.6	7.6
4 Scheduling / Resource Availability	15	8.0	9.2	7.2	6.4	11.0	13.0	12.4	7.8	8.6
Technical Score	100	70.0	63.4	51.2	60.4	62.4	81.1	75.6	57.2	59.3

Presentations	30	20.6					24.0	18.0		
Technical + Presentation		90.6					105.1	93.6		