

ITEM #65

**ADDITIONAL MATERIAL
10:00 A.M. REGULAR MEETING**

MARCH 20, 2018

SUBMITTED AT THE REQUEST OF

**FINANCE and ADMINISTRATIVE
SERVICES DEPARTMENT**



Finance and Administrative Services Department
PURCHASING DIVISION

115 S. Andrews Avenue, Room 212 • Fort Lauderdale, Florida 33301 • 954-357-6066 • FAX 954-357-8535

MEMORANDUM

DATE: March 19, 2018

TO: Board of County Commissioners

THRU: Kevin B. Kelleher, Deputy CFO/Deputy Director
Finance and Administrative Services Department

Digitally signed by KEVIN
KELLEHER
Date: 2018.03.19
15:00:03 -04'00'

FROM: Brenda J. Billingsley, Director
Purchasing Division

BRENDA
BILLINGSLEY

Digitally signed by BRENDA BILLINGSLEY
DN: dc=city, dc=broward, do=bc, ou=Organization,
ou=BCC, ou=PU, ou=Users, cn=BRENDA BILLINGSLEY
Date: 2018.03.19 13:31:24 -04'00'

SUBJECT: March 20, 2018 - Commission Meeting - Agenda Item No. 65
Motion to Approve Request for Proposals (RFP) No. PNC2116439P1, Job Order
Contract (JOC) Program Consultant for the Facilities Management Division

The Request for Proposals (RFP) No. PNC2116439P1, Job Order Contract (JOC) Program Consultant for the Facilities Management Division, requires the following modifications as noted below.

Exhibit 1, Page 15 of 85, Section C. Standard Agreement Language Requirements will be revised to include additional Agreement terms and conditions as follows:

C. Standard Agreement Language Requirements:

The applicable Agreement terms and conditions for this solicitation can be located at:

- <http://www.broward.org/Purchasing/Documents/bcf101.pdf>
- <http://www.broward.org/Purchasing/Documents/servicelevelagreement.pdf>

Exhibit 1, Pages 24 and 25 of 85, Project Specific Evaluation Criteria are being replaced per the attachment. Changes include the following: **"5. Price Proposal"** is revised to **increase** points by an additional 10 points (from 10 to 20 points), and revise the following sentence as follows: "...projects of \$---M over --- years"... **should read** ...projects of \$30 Million over three years"... And **decrease** the overall points for, **"1. Ability of Professional Personnel"** by 5 points (from 15 to 10 Points) and **"2. Firms Project Approach"** by 5 (from 30 to 25 Points).

BJB/cm/lg

- c: Bertha Henry, County Administrator
- Monica Cepero, Deputy County Administrator
- George Tablack, CPA, Chief Financial Officer
- Tom Hutka, Director, Public Works Department
- Robert Melton, County Auditor
- Andrew Meyers, County Attorney

**Job Order Contract (JOC) Program Consultant
Project Specific Evaluation Criteria**

1. Ability of Professional Personnel:

Describe the qualifications and relevant experience of all key personnel that are most likely to be assigned to this proposed project, including their knowledge and experience with Florida Building Code.

Include resumes for the Project Manager and all key staff described, including any subconsultants' key staff.

Provide an organizational chart, with firm's managerial and staff structure. Additionally, include firm's total number of Job Order Contract personnel.

Total Points: 10

2. Firm's/Project Approach:

A. Describe firm's overall JOC Contracting solution, including length of time firm has been in operation. Describe Firm's approach to providing Job Order Contracting solutions described in the Scope of Services, including: Program Development, Document Preparation, Procurement Support, Software and Implementation, Program Implementation and Training, and Follow-On Support. **20 Points**

B. Describe Firm's approach to disentanglement (at end of contract). **5 points**

Total Points: 25

3. Program Solution:

A. Describe software as a service (SaaS) proposed for Job Order Contracting solution. Include any network requirements and security firewalls applicable for software access. Include any compatibility requirements. Describe Broward County's access and Contractors' access. **5 points**

B. Describe implementation details for software application testing and software application support. Describe system's reporting and tracking capabilities. **5 points**

C. Demonstration of JOC program solution (per script) and fact finding report. **10 points**

Total Points: 20

4. Past Performance:

Describe firm's experience on contracts of similar nature, scope, and duration along with evidence of satisfactory completion [implementation, procedures, and JOC construction contracts], both on time and within budget, for the past five (5) years.

A minimum of three references to be provided for the projects identified. Vendor should provide references for similar work performed to show evidence of qualifications and previous experience. Refer to Vendor Reference Verification Form and submit as instructed. Only provide references for non-Broward County Board of County Commissioners contracts. For Broward County contracts, the County will review performance evaluations in its database for vendors with previous or current contracts with the County. The County considers references and performance evaluations in the evaluation of Vendor's past performance.

Total Points: 15

5. Price Proposal:

A. Explain pricing methodology for proposed program. Detail how program fees are charged (i.e. percent of construction projects, flat fee, etc.). Program must include unlimited software access by County and its contractors.

10 Points

B. Provide a price proposal for Broward County's proposed JOC Program, based on:

i. Estimated construction projects of \$30M over three years.

ii. Approximately 10-15 contractors awarded to the JOC Program (including Broward County certified small businesses).

iii. Include all estimated costs associated with performance of a contract with Broward County, including any staffing, reimbursables, implementation, training, support, etc.

10 Points

Total Points: 20

6. Workload of the Firm:

For the Prime Proposer only, list all completed and active contracts that your firm has managed within the past five (5) years. In addition, list all projected contracts that your firm will be working on in the near future. Projected contracts will be defined as a contract(s) that your firm has been awarded but the Notice To Proceed has not been issued.

Identify any contracts that your firm worked on concurrently. Describe your approach in managing these contracts. Were there or will there be any challenges for any of the listed contracts? If so describe how your firm dealt or will deal with the challenges.

Total Points: 5

7. Location:

Refer to **Vendor's Business Location Attestation Form** and submit as instructed.

A Vendor with a principal place of business location (also known as the nerve center) within Broward County for the last six months, prior to the solicitation submittal, will receive five points; a Vendor not meeting all of the local business requirements will receive zero points. The following applies for a Vendor responding as a Joint Venture (JV): if a member of the JV has 51% or more of the equity and meets all of the local business requirements, the JV will receive three points; if a member of the JV has 30 to 50% of the equity and meets all of the local business requirements, the JV will receive two points; and if a member of the JV has 10% to 29% of the equity and meets all of the local business requirements, the JV will receive one point.

Total Points: 5