

**SUMTER COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY**

SUBJECT: Award and enter into contract negotiations with PDCS for RFP 008-0-2011/AT Building Inspection Services for Non-Residential Structures (Staff recommends approval).

REQUESTED ACTION: Award and enter into contract negotiations with PDCS

Work Session (Report Only) **DATE OF MEETING:** 7/12/2011
 Regular Meeting Special Meeting

CONTRACT: N/A Vendor/Entity: PDCS
Effective Date: _____ Termination Date: _____
Managing Division / Dept: Support Services / Planning & Development

BUDGET IMPACT: _____
 Annual **FUNDING SOURCE:** _____
 Capital **EXPENDITURE ACCOUNT:** _____
 N/A

HISTORY/FACTS/ISSUES:

RFP 008-0-2011/AT Sumter County Building Inspection Services for Non-Residential Structures was broadcast on 4-29-2011. Proposals were due on 5-31-2011 at 10:00am. Proposals were opened on 5-31-2011 at 10:05am in Room 102 located within The Villages Sumter County Service Center, 7375 Powell Road, Wildwood, FL 34785.

Five proposals were received as follows:

1. Sunshine Building Code Compliance Inspections, Inc. (SBCCI) – all copies were included, the addendum was acknowledged, \$25.00 per inspection, \$75.00 hourly rate with \$75.00 hourly consultation fee.
2. PDCS – all copies were included, the addendum was acknowledged, \$41.00 per inspection, \$150.00 Off-hour Fee (First Hour), \$100.00 Off-Hour Fee (after first hour), \$61.50 hourly rate, \$150.00 Off-hour Fee (First Hour), \$100.00 Off-Hour Fee (after first hour).
3. M.T. Causley, Inc. - all copies were included, the addendum was acknowledged, \$65.00 per inspection, \$100.00 Off-hour per inspection fee, \$58.00 hourly rate with 8 hour minimum, \$87.00 Off-Hour Fee with 8 hour minimum, \$60 hourly rate with 2 hour minimum, \$90.00 Off-hour Fee with 2 hour minimum.
4. Biller Reinhart Structural Group, Inc. – all copies were included, the addendum was acknowledged. No per inspection fee was quoted. Hourly fees are as follows: Threshold Special Inspector - \$120.00; Threshold Special Inspector Authorized Representative - \$90.00; Structural CADD Technician - \$85.00; Administration - \$55.00. Reimbursable Expenses were included as part of the proposal.
5. Quorum Services – all copies were included, the addendum was acknowledged, \$50.00 per inspection, \$49.00 hourly Fee, \$73.50 Multi-Trade Inspector.

The Selection Committee met on 6-6-2011 at 10:00am in Room 102 to discuss and score the submitted proposals to achieve a short list of three companies for vendor presentations. Scoring was as follows: PDCS - 266 points, Quorum - 258 points, SBCCI - 242 points, M.T. Causley - 229 points, and Biller Reinhart - 207 points. The Selection Committee agreed to hold vendor presentations with PDCS, Quorum, and SBCCI.

Vendor Presentations were held on 6-10-2011 starting at 10:00am in Room 102. The Selection Committee reconvened at 11:57 on 6-10-11 to discuss and score the presenting companies. Scoring was as follows: PDCS - 259 points, Quorum - 229 points, and SBCCI - 223 points.

The Selection Committee is recommending to the Sumter County Board of County Commissioners to award and enter into contract negotiations with PDCS for RFP 008-0-2011/AT with a contract start date of October 1, 2011.

See the following attached items: proof of publication, mandatory pre-bid meeting minutes, bid opening meeting minutes, selection committee meeting minutes and score sheets, vendor presentation meeting minutes and score sheets, PDCS' proposal, and the RFP bid document.
