



Fulton County Board of Commissioners
Agenda Item Summary

14-0851

BOC Meeting Date
10/15/2014

Requesting Agency

Water Resources

Commission Districts Affected

1, 2 & 3

Requested Action *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*

Request approval to renew existing contract – Department of Water Resources, #14ITB0356K-NH, 2014 Standby Miscellaneous Construction – Water System Services, in the total amount of \$3,000,000.00 with (A) Wade Coots Company, Inc., (Austell, GA) in the amount of \$1,520,106.73; and (B) Site Engineering, Inc. (Atlanta, GA) in the amount of \$1,479,893.27 to provide construction services on an as needed basis. This action exercises the first of two renewal options. One renewal option remains. Effective dates: January 1, 2015 through December 31, 2015.

Requirement for Board Action *(Cite specific Board policy, statute or code requirement)*

In accordance with Purchasing Code Section 102-394(6), the Purchasing Department shall present all renewal requests to the Board of Commissioners at least 90 days prior to the contract renewal date or 60 days if the contract term is six (6) months or less.

Is this Item Goal Related? *(If yes, describe how this action meets the specific Board Focus Area or Goal)*

No

Is this a purchasing item?

Yes

Summary & Background

(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)

The Department of Water Resources requests approval to renew existing contract to provide construction services.

This contract will provide construction services, installation, and emergency repair of miscellaneous water mains, water service lines, and other required improvements to the water distribution system within Fulton County. The work includes providing an emergency water main repair crew on an as needed basis.

The County's water distribution system includes all water north of the Chattahoochee River in North Fulton with the exception of Mountain Park and a portion of Roswell. The water system serves approximately 70,650 residential and commercial customers. The Department of Water Resources maintains over 1,200 miles of 8 inch to 54 inch water main, 21,000 valves, and 12,000 fire hydrants as well as service connections, meters and related appurtenances.

Agency Director Approval		County Manager's Approval
Typed Name and Title	Phone	
Signature	Date	

Revised 03/12/09 (Previous versions are obsolete)

(A) Wade Coots Company, Inc.,

CURRENT CONTRACT HISTORY	BOC ITEM	DATE	DOLLAR AMOUNT
Original Contract Amount	14-0528	7/16/14	\$1,520,106.73
1 st Renewal			\$1,520,106.73
Total Revised Amount			\$3,040,213.46

(B) Site Engineering, Inc.

CURRENT CONTRACT HISTORY	BOC ITEM	DATE	DOLLAR AMOUNT
Original Contract Amount	14-0528	7/16/14	\$1,479,893.27
1 st Renewal			\$1,479,893.27
Total Revised Amount			\$2,959,786.54

Contract & Compliance Information	<i>(Provide Contractor and Subcontractor details.)</i>
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Contract Value: \$1,520,106.73
 Prime Vendor: Wade Coots Company
 Prime Status: Non-Minority
 Location: Austell, GA
 County: Cobb County
 Prime Value: \$1,074,557.73 or 70.69%

Subcontractor: North American Pipeline Management, Inc.
 Subcontractor Status: Hispanic Female Business Enterprise – Non-Certified
 Location: Marietta, GA
 County: Cobb County
 Contract Value: \$445,549.00 or 29.31%

Total Contract Value: \$1,520,106.73 or 100%
 Total M/FBE Values: \$445,549.00 or 29.31%

Contract Value: \$1,479,893.27
 Prime Vendor: Site Engineering, Inc.
 Prime Status: Non-Minority
 Location: Atlanta, GA
 County: Fulton County
 Prime Value: \$1,479,893.27 or 70.69%
 Subcontractor: None

Total Contract Value: \$1,479,893.27 or 100.00%
 Total M/FBE Values: -0

Grand Contract Value: \$3,000,000.00 or 100.00%
 Grand M/FBE Value: \$445,549.00 or 14.85%

Contract or Type	Contract or Status	Contractor Name	Address	City	State	Zip Code	Contact Name	Contact Phone	Contact Email	Upon Approval	Amount	Percentage	Prime/Contract Value
Prime	Non-M/FBE	Wade Coots	298 Six Flags Parkway	Austell	GA	30168	Wade Coots	770-819-0601	wadecootscompany@yahoo.com		\$1,520,106.73	70.69%	\$1,074,557.73
Sub	M/FBE	North American Pipeline Management, Inc.	62 Hamby Road	Marietta	GA	30067	Dorelly A. Hereford	678-820-3991			\$445,549	29.31%	
Prime	Non-M/FBE	Site Engineering, Inc.	7025 Best Friend Road	Atlanta	GA	30340	Dwight A. Voyles	770-263-7234			\$1,479,893.27	100%	\$1,479,893.27

Agency Director Approval		County Manager's Approval
Typed Name and Title	Phone	
Signature	Date	

14-0851

Solicitation Information	NON-MFBE	MBE	FBE	TOTAL
No. Bid Notices Sent:				
No. Bids Received:				
Total Contract Value	\$3,000,000			
Total M/FBE Values	\$445,549			
Total Prime Value	\$2,554,451.00			
Fiscal Impact / Funding Source <i>(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)</i> 203-540-5400-1067 Water & Sewer R&E, Water Resources, Misc. Sewer Line Proj - \$3,000,000				
Exhibits Attached <i>(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)</i> Exhibit 1 : Renewal Agreements Exhibit 2 : Contractor Performance Report Exhibit 3: Contractor Renewal Evaluation				
Source of Additional Information <i>(Type Name, Title, Agency and Phone)</i> Kun Suwanarpa, Interim Director, Department of Water Resources – 404-612-7394				

Agency Director Approval		County Manager's Approval
Typed Name and Title	Phone	
Signature	Date	

Revised 03/12/09 (Previous versions are obsolete)

Continued

Procurement

Contract Attached:	Previous Contracts:		
Solicitation Number: 14ITB0356K-NH	Submitting Agency: Departement of Water resources	Staff Contact: Kun Suwanarpa	Contact Phone: 404-612-7394

Description:**FINANCIAL SUMMARY**

Total Contract Value:	MBE/FBE Participation:
Original Approved Amount: 3,000,000	Amount: 445,549 %:14.85
Previous Adjustments:	Amount: %:
This Request: 3,000,000	Amount: %:
TOTAL: 6,000,000	Amount: %:

Grant Information Summary:

Amount Requested:	<input type="checkbox"/>	Cash
Match Required:	<input type="checkbox"/>	In-Kind
Start Date:	<input type="checkbox"/>	Approval to Award
End Date:	<input type="checkbox"/>	Apply & Accept
Match Account \$:		

Funding Line 1: 203-540-5400-I067, based upon approval of the 2015 Budget	Funding Line 2:	Funding Line 3:	Funding Line 4:
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KEY CONTRACT TERMS

Start Date: 1/1/2015	End Date: 12/31/2015
Cost Adjustment: \$3,000,000	Renewal/Extension Terms: 1/12 months

ROUTING & APPROVALS

X	Originating Department:	Suwanarpa, Kun	Date: 9/18/2014
	County Attorney:		Date:
X	Purchasing/Contract Compliance:	Strong-Whitaker, Felicia	Date: 10/2/2014
X	Finance/Budget Analyst/Grants Admin:	Parker, Jamar	Date: 9/24/2014
	Grants Management:		Date:
X	County Manager:	O'Connor, Patrick	Date: 10/9/2014

DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE				
CONTRACTORS PERFORMANCE REPORT CONSTRUCTION SERVICES				
Report Period Start	Report Period End		Contract Period Start	Contract Period End
5/1/2013	7/31/2013		2/22/2013	2/24/2014
PO Number				PO Date
PO54011SC7708...				
Department	WATER RESOURCES			
Bid Number				
Service Commodity	Construction Services			
Contractor	WADE COOTS CONSTRUCTION COMPANY			

- 0 = Unsatisfactory *Achieves contract requirements less than 50% of the time, not responsive, effective and/or efficient, unacceptable delay, incompetence, high degree of customer dissatisfaction.*
- 1 = Poor *Achieves contract requirements 70% of the time. Marginally responsive, effective and/or efficient; delays require significant adjustments to programs; key employees marginally capable; customers somewhat satisfied.*
- 2 = Satisfactory *Achieves contract requirements 80% of the time; generally responsive, effective and/or efficient; delays are excusable and/or results in minor programs adjustments; employees are capable and satisfactorily providing service without intervention; customers indicate satisfaction.*
- 3 = Good *Achieves contract requirements 90% of the time. Usually responsive; effective and/or efficient; delays have not impact on programs/mission; key employees are highly competent and seldom require guidance; customers are highly satisfied.*
- 4 = Excellent *Achieves contract requirements 100% of the time. Immediately responsive; highly efficient and/or effective; no delays; key employees are experts and require minimal directions; customers expectations are exceeded.*

1. Project Development (-Specification Compliance – Technical Excellence – Reports/Administration – Personnel Qualification)

Comments:

0 Contractor's compliance to job specs are very good. His personnel are highly qualified and show their ability to perform the technical requirements expected.

1

2

3

4

2. Design (-Were Milestones Met Per Contract – Reliability – Responsiveness to Direction/Change – On Time Completion – Liquidated Damages)

Comments:

0 Contractor is very reliable and responded to all changes required by the job. Jobs for the most part were completed in a timely manner and all milestones were met.

1

2

3

4

3. Award - Proposal Development (-Met Timeless/Due Dates - Reasonable/Cooperative - Flexible/Motivated - Prompt Problem Notification)

Comments:

0 As stated before contractor met all requirements in a timely manner. Crew chiefs and other personnel were motivated and cooperative.

1

2

3

4

4. Construction (-Mobilization Timely – Were Milestones Met – Met/Exceeded Specifications – Within Budget Performance – Proper Invoicing – Quality of Work – Responsive to Owner)

Comments:

0 The mobilization was timely. The work was within the stated budget and Quality of work was excellent. The invoicing was promptly and accurately submitted.

1


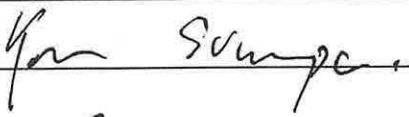
2

3

4

5. Closeout Action and Contractors Key Personnel (-Effective Management - Credentials/Experience - Ability to Accomplish Mission - Conduct)

0	Comments: Contractor and their personnel displayed a great deal of professionalism in management and work ethic.
1	
2	
3	
4	

Overall Performance Rating:	3.6		
Would you select/recommend this vendor again? (Check box for Yes. Leave Blank for No)		Rating completed by:	john.mcclelland
<input checked="" type="radio"/> Yes <input type="radio"/> No			
Department Head Name	Department Head Signature		Date
KUN SUWANARPA			7/29/2013

RW
7/30/13

JS
7/31/13

DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE				
CONTRACTORS PERFORMANCE REPORT CONSTRUCTION SERVICES				
Report Period Start	Report Period End		Contract Period Start	Contract Period End
7/31/2013	9/30/2013		2/17/2013	2/17/2014
PO Number				PO Date
13SC67857K-DB				
Department	PUBLIC WORKS			
Bld Number	11ITB80161K-DB			
Service Commodity	2013 Standby Miscellaneous Wastewater System Services			
Contractor	SITE ENGINEERING			

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- 4 = Excellent *Achieves contract requirements 100% of the time. Immediately responsive; highly efficient and/or effective; no delays; key employees are experts and require minimal directions; customers expectations are exceeded.*

1. Project Development (-Specification Compliance – Technical Excellence – Reports/Administration – Personnel Qualification)

Comments:

☐ 0
☐ 1
☐ 2
☐ 3
☒ 4

The Contractor performed the assigned task in a timely manner and in accordance with the Standby Contract. Superintendent and workers were technically competent and well qualified to perform the required task.

2. Design (-Were Milestones Met Per Contract – Reliability – Responsiveness to Direction/Change – On Time Completion – Liquidated Damages)

Comments:

☐ 0
☐ 1
☐ 2
☐ 3
☒ 4

Milestones were met and project completed on time.

3. Award - Proposal Development (-Met Timeless/Due Dates - Reasonable/Cooperative - Flexible/Motivated - Prompt Problem Notification)

Comments:

☐ 0
☐ 1
☐ 2
☐ 3
☒ 4

The Contractor was very cooperative, flexible in solving issues and prompt in notifying all involved County personnel.

4. Construction (-Mobilization Timely – Were Milestones Met – Met/Exceeded Specifications – Within Budget Performance – Proper Invoicing – Quality of Work – Responsive to Owner)

Comments:

☐ 0
☐ 1

- ☐ 2
☐ 3
☒ 4

Contractor mobilized timely. All milestone were met and on schedule. The project was invoiced properly, within budget.

5. Closeout Action and Contractors Key Personnel (-Effective Management - Credentials/Experience - Ability to Accomplish Mission - Conduct)

- ☐ 0
☐ 1
☐ 2
☐ 3
☒ 4

Comments:

Key personnel were very effective in accomplishing the task presented. The Contractor personnel worked in a professional and timely manner providing effective supervision.

Overall Performance Rating:	4.0		
Would you select/recommend this vendor again? (Check box for Yes. Leave Blank for No)		Rating completed by:	Cherise.Smith <i>Cherise Smith</i>
<input checked="" type="radio"/> Yes <input type="radio"/> No			
Department Head Name	Department Head Signature		Date
	<i>[Signature]</i>		10/15/2013
<i>Rw 10/16/13</i> <i>RC 10/12/13</i>			



Fulton County, GA

DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

CONTRACT RENEWAL

DEPARTMENT: Water Resources

**BID/RFP# DESCRIPTION: 2014 Standby Miscellaneous Construction –
Water System Services**

BID/RFP# NUMBER: 14ITB0356K-NH

ORIGINAL APPROVAL DATE: 7/16/2014

RENEWAL PERIOD: FROM: 1/01/2015 THROUGH 12/31/2015

RENEWAL OPTION # 1 OF 2

NUMBER OF RENEWAL OPTIONS: 2

RENEWAL AMOUNT: \$1,479,893.27

COMPANY'S NAME: Site Engineering, Inc.

ADDRESS: 7025 Best Friend Road

CITY: Atlanta

STATE: Georgia

ZIP: 30340

SIGNATURES: SEE NEXT PAGE

SIGNATURES:

Vendor agrees to accept the renewal option and abide by the terms and conditions set forth in the contract and specifications for Bid/RFP# 14ITB0356K-NH

(Person signing must have signature authority for the company/corporation)

NAME: Mr. Dwight A. Voyles (Print)
(President)

VENDOR'S SIGNATURE: _____ **DATE** _____

ATTEST:

NOTARY PUBLIC: _____

TITLE: _____ **COUNTY:** _____

SEAL (Affix) **MY COMMISSION EXPIRES:** _____

ATTEST:

FULTON COUNTY, GEORGIA

JOHN H. EAVES, CHAIRMAN
BOARD OF COMMISSIONERS **DATE:** _____

MARK MASSEY
CLERK TO THE COMMISSION **DATE:** _____

DEPARTMENT AUTHORIZES RENEWAL OPTION ON THE AFOREMENTIONED BID/RFP:

DEPARTMENT HEAD: Kun Suwanarpa (Print)

DEPARTMENT HEAD SIGNATURE: _____ **DATE** _____

Please indicate if the following are provided:

- ☐ **BOC Chairperson's signature required on renewals \$ 50,000.00 or more or any Bid/RFP previously approved by the Board of Commissioners of Fulton County.**
- ☐ **A copy of the current Certificate of Insurance must be attached to all renewals.**
- ☐ **Current Performance and Payment Bonds attached (If required)**
- ☐ **Minimum of four (4) signature pages required.**



Fulton County, GA

DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

CONTRACT RENEWAL

DEPARTMENT: Water Resources

**BID/RFP# DESCRIPTION: 2014 Standby Miscellaneous Construction –
Water System Services**

BID/RFP# NUMBER: 14ITB0356K-NH

ORIGINAL APPROVAL DATE: 7/16/2014

RENEWAL PERIOD: FROM: 1/01/2015 THROUGH 12/31/2015

RENEWAL OPTION # 1 OF 2

NUMBER OF RENEWAL OPTIONS: 2

RENEWAL AMOUNT: \$1,520,106.73

COMPANY'S NAME: Wade Coots Company, Inc.

ADDRESS: 298 Six Flags Parkway

CITY: Austell

STATE: Georgia

ZIP: 30168

SIGNATURES: SEE NEXT PAGE

SIGNATURES:

Vendor agrees to accept the renewal option and abide by the terms and conditions set forth in the contract and specifications for Bid/RFP# 14ITB0356K-NH

(Person signing must have signature authority for the company/corporation)

NAME: Mr. Wade Coots (Print)
(President)

VENDOR'S SIGNATURE: _____ **DATE** _____

ATTEST:

NOTARY PUBLIC: _____

TITLE: _____ **COUNTY:** _____

SEAL (Affix) **MY COMMISSION EXPIRES:** _____

ATTEST:

FULTON COUNTY, GEORGIA

JOHN H. EAVES, CHAIRMAN
BOARD OF COMMISSIONERS **DATE:** _____

MARK MASSEY
CLERK TO THE COMMISSION **DATE:** _____

DEPARTMENT AUTHORIZES RENEWAL OPTION ON THE AFOREMENTIONED BID/RFP:

DEPARTMENT HEAD: Kun Suwanarpa (Print)

DEPARTMENT HEAD SIGNATURE: _____ **DATE** _____

Please indicate if the following are provided:

- ☐ **BOC Chairperson's signature required on renewals \$ 50,000.00 or more or any Bid/RFP previously approved by the Board of Commissioners of Fulton County.**
- ☐ **A copy of the current Certificate of Insurance must be attached to all renewals.**
- ☐ **Current Performance and Payment Bonds attached (If required)**
- ☐ **Minimum of four (4) signature pages required.**

CONTRACT RENEWAL EVALUATION

FORM

Department: Department of Water Resources Date: 7/25/2014Contract # and Title: #14ITB0356K-NH 2014 Standby Miscellaneous
Construction - Water System Services

It is extremely important that every contract be rigidly scrutinized to determine if it is needed or if it is needed in its current form or if the contract provides the County with value. We have to consider these questions very seriously and not superficially. Each renewal must be reviewed and answers provided for the critical questions below. Please submit a completed copy of this form with all renewal requests. Your assistance in this matter is greatly appreciated.

1. Describe what efforts were made to reduce the scope and cost of this contract.
As standbys with various items, we maximized use of the contractors based on their individual pricing.
2. Describe the analysis you made to determine if the current prices for this good or service is reflective of the current market? (Called other jurisdictions, internet research, trade journals, etc.). Prices under this contract were reviewed and compared to historical pricing and compared to recently bid contracts.
3. What was the actual expenditure, from the AMS System, spent for this contract for FY2014?
\$0
4. Is this a seasonal item or service? Yes ☐ No ☒
5. Has an analysis been conducted to determine if this service can be done in-house? If so please attach.
No analysis has been performed. We currently use these services to supplement staff because we do not have the equipment, credentials and manpower to perform this work in house.
6. What would be the impact on your organization if this contract was not approved
We would not have the means to prevent additional main breaks and extensions to the water system and support staff during emergencies.

Prepared by: Raf Wooten Jr Date: 7/25/2014Department Head: [Signature] Date: 07/25/14
Packet Page -871-