

Board of County Commissioners

Agenda Request

Date of Meeting: April 19, 2010

Date Submitted: April 5, 2010

To: Honorable Chairman and Members of the Board

From: Benjamin H. Pingree, County Administrator
Padraic Juarez, Environmental Administrator, WCHD

Subject: Request Board Approval to Negotiate a Contract with Lombardo Associates, Inc. to Complete a Feasibility Study for the Purpose of Reducing Nitrate Load to Wakulla Springs from Onsite Sewage Treatment and Disposal Systems and Authorize the County Administrator to Execute

Statement of Issue:

This agenda item requests Board approval to negotiate a contract with the top ranked firm, Lombardo Associates, Inc. (Lombardo) to complete a feasibility study for the purpose of reducing nitrate load to Wakulla Springs from onsite sewage treatment and disposal systems and authorize the County Administrator to execute.

Background:

In January 2009, Wakulla County, The City of Tallahassee and Leon County entered into a Memorandum of Understanding to work cooperatively to further protect Wakulla Springs.

At the August 4, 2009 Board Meeting, the Board approved Wakulla County to participate with Leon County and the City of Tallahassee, and funded \$20,000 for the first phase of the study to identify treatment and management options where central sewer is not available for the purpose of reducing nitrate load to Wakulla Springs from onsite sewage treatment and disposal systems.

On October 11, 2009, administrators, appointed elected officials, interested citizens and subject matter experts attended a working group meeting at the Leon County Commission Chambers to proceed toward creation of a Request for Proposals (RFP) for contracted professional services to identify regional management program options for OSTDS. During this same meeting, it was determined that Leon County would serve as the conduit for the RFP activities, with the inclusion and involvement of the City of Tallahassee and Wakulla County.

Subsequently, on December 8, 2009, the Leon County Board of County Commissioners received a status report on performance based septic system issues and authorized the release of the RFP (Attachment #1).

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Analysis:

On January 20, 2010 Leon County opened RFP #BC-01-20-10-16 to identify onsite sewage treatment and disposal and management options. Two proposals were received timely, one from Lombardo Associates and the other from Hatch Mott MacDonald. It should also be noted that two additional vendors presented proposals to the Leon County Purchasing Division after the submission deadline had passed and, therefore was not accepted and were returned unopened to the vendors.

On January 25, 2010 the County Administrator requested the Board to consider appointments to Leon County's RFP Evaluation Committee. At this meeting, the Board authorized the County Administrator to appoint Commissioner Howard Kessler and Pad Juarez, Wakulla County Health Department Environmental Health Director, to serve on the RFP Evaluation Committee. The other members appointed by Leon County were comprised of the following: Catherine Bray, Environmental Specialist, City of Tallahassee; Kim Dressel, Senior Assistant to the County Administrator, Leon County; Alex Mahon, Environmental Health Director, Leon County; and Wayne Tedder, Tallahassee-Leon Planning Director.

The Committee received the proposals from Lombardo and Hatch Mott MacDonald on March 2, 2010 and completed Step 1 of its evaluation on March 16, 2010. On the basis of the evaluation, the Committee invited both vendors to participate in Committee interviews which included Step 2 of the evaluation process. The Committee interviews were held on March 22, 2010 and the final rankings were determined with Lombardo being the top ranked vendor (Attachment #2).

At this time, staff is seeking approval to negotiate a contract with Lombardo and if negotiations are successful, to authorize the County Administrator to execute the contract on behalf of Wakulla County. Leon County and the City of Tallahassee are presenting the same request to their Board. Additionally, if the negotiations with Lombardo Associates are not successful, staff will return to the Board for further direction.

Options:

1. Approve staff to negotiate a contract with Lombardo Associates to complete a feasibility study for the purpose of reducing nitrate load to Wakulla Springs from onsite sewage treatment and disposal systems, and authorize the County Administrator to execute the contract.
2. Do not approve staff to negotiate a contract with Lombardo Associates to complete a feasibility study for the purpose of reducing nitrate load to Wakulla Springs from onsite sewage treatment and disposal systems, and do not authorize the County Administrator to execute the contract.
3. Board Direction.

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Recommendation:

Option #1

Attachment(s):

1. RFP #BC-01-20-10-16
2. Evaluation Committee Rankings