

Commissioner Charles Oddo motioned to approve Petition No. 1272-18, James Turner, Owner, and Ron Godwin, Agent, request to rezone 20.033 acres from A-R to R-70 to add to Lot 2 of Turner Estates Subdivision; property located in land lot 72 of the 7th District. Commissioner Brown seconded. The motion passed. 5-0.

- 3. Consideration of Petition No. RP-066-18, Larry Turner, Owner, and Ron Godwin, Agent, request to revise Lot 2 of Turner Estates Subdivision to add 20.033 acres; property located in land lot 72 of the 7th District and fronts on Dogwood Trail.**

No one spoke in favor or opposition of Petition No. RP-066-18.

Commissioner Oddo motioned to approve No. RP-066-18, Larry Turner, Owner, and Ron Godwin, Agent, request to revise Lot 2 of Turner Estates Subdivision to add 20.033 acres; property located in land lot 72 of the 7th District and fronts on Dogwood Trail. Commissioner Brown seconded. The motion passed. 5-0.

- 4. Consideration of Ordinance 2018-03, Amendments to Chapter 110. Zoning Ordinance, Regarding Section 110-3. – Definitions and Section 110-79. - Accessory Structures and Uses.**

Vice Chairman Ognio motioned to send Ordinance 2018-03, Amendments to Chapter 110. Zoning Ordinance, Regarding Section 110-3. – Definitions and Section 110-79. - Accessory Structures and Uses back to Fayette County Planning Commission for discussion, review, and rewriting. Commissioner Rousseau seconded. The motion passed 5-0

- 5. Consideration of Ordinance 2018-04, amendments to Article XV.- Subdivision Regulations, regarding Section 104-593. - Definitions and Section 104-603. -Procedure for the Establishment of Front, Side and Rear Yards on a Flag Lot or a Nonconforming Landlocked Lot.**

Vice Chairman Ognio motioned to send Ordinance 2018-04, amendments to Article XV. - Subdivision Regulations, regarding Section 104-593. - Definitions and Section 104-603. -Procedure for the Establishment of Front, Side and Rear Yards on a Flag Lot or a Nonconforming Landlocked Lot back to Fayette County Planning Commission for discussion, review, and rewriting. Commissioner Oddo seconded. The motion passed 5-0.

#### **CONSENT AGENDA:**

Vice-Chairman Ognio requested to move items #7 and #13 for discussion.

Commissioner Steve Brown moved to accept the Consent Agenda with the exception of items #7 and #13 for discussion.

Commissioner Oddo seconded. The motion passed 5-0.

- 6. Approval of staff's recommendation to include "Addendum 1" of added events to the Intergovernmental Agreement between the City of Fayetteville and Fayette County for use of county owned property.**
- 7. Approval for the Board of Commissioners to authorize staff to acquire all fee simple right-of-way, easements and appraisals for the 547 Kenwood Road culvert replacement project (2017 SPLOST No. 17SAV).**

Vice Chairman Ognio noted a drawing placed on the dais for Commissioners review and wanted to verify if that this was the final design.

Environmental Management Director Vanessa Birrell verified that this was the final drawing for the 547 Kenwood Road culvert replacement project (2017 SPLOST No. 17SAV).

Vice Chairman Ognio moved to authorize staff to acquire all fee simple right-of-way, easements and appraisals for the 547 Kenwood Road culvert replacement project (2017 SPLOST No. 17SAV). Commissioner Rousseau seconded. The motion passed 5-0.

8. **Approval of staff's request to accept Hazard Mitigation Grant Program Award from the Federal Emergency Management Agency through Georgia Emergency Management Agency (GEMA) and to update the plan.**
9. **Approval of staff's recommendation to award RFP #1431-P, Public Works' Transportation Engineer of Record to Croy Engineering, LLC for a 15-month contract (approximate) expiring on June 30, 2019 and with provisions for two 12-month extensions.**
10. **Approval of Water Committee recommendation to provide the authority to do the Star Gazing Nights as outlined for Lake Horton on Friday June 22, 2018, 9:00 p.m. to midnight and July 27, 2018, 9:00 p.m. to midnight, to advertise accordingly and notify the Marshal.**
11. **Approval of a single bid received from Middle Georgia Paving, Inc. for RFQ #1460-A Chip Seal service in the amount of \$114,125.00.**
12. **Approval of the responsive bid from Pavement Technology in the amount of \$82,249.60 for Road Departments bid #1461-A Asphalt Rejuvenator.**
13. **Approval of the February 22, 2018 Board of Commissioners Meeting Minutes.**

Vice Chairman Ognio noted in the February 22, 2018 Board of Commissioners Meeting Minutes on page 135 a minor change in a statement he made.

Vice Chairman Ognio moved to approve the February 22, 2018 Board of Commissioners Meeting Minutes, with minor change made. Commissioner Brown second. The motion passed 5-0.

#### **OLD BUSINESS:**

#### **NEW BUSINESS:**

14. **Consideration of Vice Chairman Randy Ognio's recommendation that it be the board's position to not post any employee file information on any published documents, agenda item or website.**

Vice Chairman Ognio open the discussion stating that he recommends that it be the board's position to not post any employee file information on any published documents, agenda item or website. This in no way takes away from any Commissioner right or taxpayer right, for that matter; from receiving any requested open record document (in accords to



**Purchasing Department**  
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To: Steve Rapson

From: Ted L. Burgess

Date: March 22, 2018

Subject: RFP#1431-P: Transportation 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 associated with 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 unplanned situations. Approval of the 2017 SPLOST and associated transportation projects has increased the need for third party engineering support.

To go through a sealed bid or request for proposals (RFP) process each time engineering services are needed would be cumbersome, wasteful, and would delay work that impacts public transportation throughout the county. It is common practice for local governments to contract with a firm to serve as the "on-call engineer" or Engineer of Record. Public Works needs a Transportation Engineer of Record that can provide transportation-related planning, design and construction management services.

The Purchasing Department issued Request for Proposals (RFP) #1431-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 to 44 companies already established as vendors with the county. In compliance with Federal regulations for the use of Federal funds, we emailed six additional companies from the Small Business Administration's list of small, minority, and women's business enterprises. Invitations were extended via the Fayette News, the county website, Georgia Local Government Access Marketplace ([www.glga.org](http://www.glga.org)), the Greater Georgia Black Chamber of Commerce, and Channel 23. An additional 363 vendors were notified through the Internet-based Georgia Procurement Registry.

Nine firms submitted proposals. The Evaluation Committee, composed of staff from Public Works, Environmental Management, and Purchasing, plus a former Engineer from the private sector, scored the proposals using the evaluation criteria in the RFP. The criteria included (1) project team / individual experience, (2) understanding and approach, (3) company experience, and (4) scheduling / resource availability.

Since it is anticipated that some task orders may include Federal funds, all Federal rules were followed in the procurement process. This includes the Brooks Act, which provides that procuring architectural or engineering services must be done using a selection process that does not take price into consideration until the most qualified firm is selected.

The evaluation process resulted in three firms being short-listed (Attachment 1). The short-listed firms gave in-person presentations, where they provided additional information and answered the Evaluation Committee's questions. The Committee scored Croy Engineering, LLC as most qualified for the specific needs of this contract.

The contract will establish hourly rates to be used for all Task Orders. Each Task Order will specify a lump-sum amount or maximum not-to-exceed amount. In compliance with the Brooks Act, after evaluations, presentations, and scoring were completed, the fee proposal for the best-scoring firm (Croy Engineering) was opened. Members of the Evaluation Committee negotiated fee reductions to what was considered a fair and reasonable price (Attachment 2). The hourly fees are inclusive of all costs. Fees are subject to a maximum 3% increase at the time of renewal each year.

It is of interest that the contract includes a stipulation that states "Fayette County reserves the right to competitively solicit other Consultants for tasks with fees anticipated to cost \$150,000 or more, that would otherwise fall within the scope of services specified herein."

Croy Engineering has not had previous contracts with the county, so a Contractor Performance Evaluation is not included.

Specifics of the proposed contract are as follows:

<b>Contract Name</b>	1431-P: Transportation Engineer of Record
<b>Type of Contract</b>	On-demand engineering services
<b>Vendor</b>	Croy Engineering, LLC
<b>Contract Term:</b>	
Initial Term	Terminates June 30, 2019
Renewal Terms	Two 12-month renewal terms
<b>Not-to-Exceed Amount Budget</b>	Amounts established for each Task Order Varies, depending on the project or task

RFP #1431-P: Transportation Engineer of Record

Summary

		Max Points	Croy Engineering LLC	KCI Technologies Inc.	Low Engineers LLC	Moreland Altobelli Assoc, LLC	Heath & Lineback Engineers Inc.	Paragon Consulting Group Inc.	Pond & Company	Vaughn & Melton Consulting Engineers	Volkert Inc.
<b>SELECTION PROCESS:</b>											
1	Project Team / Individual Experience	20	16.8	11.2	14.9	14.5	16.6	11.0	17.3	14.8	12.4
2	Understanding and Approach	50	42.8	38.2	41.7	16.8	44.9	32.3	40.8	34.3	37.5
3	Company Experience	15	12.6	9.3	10.0	12.3	12.2	9.6	13.1	10.2	10.3
4	Scheduling / Resource	15	12.3	9.4	12.0	9.1	11.3	8.3	12.2	11.5	11.0
<b>Technical Total</b>		<b>100</b>	<b>84.5</b>	<b>68.1</b>	<b>78.6</b>	<b>52.7</b>	<b>85.0</b>	<b>61.2</b>	<b>83.4</b>	<b>70.8</b>	<b>71.2</b>
<b>Presentations :</b>											
	Rater #1	30	25.0				18.0		27.0		
	Rater #2	30	24.0				19.0		20.0		
	Rater #3	30	28.0				25.0		29.0		
	Rater #4	30	26.0				21.0		25.0		
	Rater #5	30	30.0				29.0		29.5		
	Rater #6	30	24.0				20.5		29.0		
<b>Presentation Total</b>			<b>157.0</b>				<b>132.5</b>		<b>159.5</b>		
<b>Avg. Presentation Technical Total</b>			26.2				22.1		26.6		
			84.5				85.0		83.4		
			110.7				107.1		110.0		

Croy Engineering, LLC  
Fee Schedule

Role	Hourly Fees		PerCent Change
	Original	Negotiated	
Principal	0	0	0.0%
Senior Professional 4	230	230	0.0%
Senior Professional 3	200	200	0.0%
Senior Professional 2	185	185	0.0%
Senior Professional 1	160	160	0.0%
Program Manager*	150	165	10.0%
Assistant Project Manager	140	140	0.0%
Accounting/Contract Specialist	90	90	0.0%
Survey/Mapping Manager (RLS)	160	160	0.0%
Survey Technician	120	120	0.0%
Survey Field Coordinator	105	105	0.0%
3-Man Survey Crew	165	150	-9.1%
2-Man Survey Crew	145	130	-10.3%
Utility Coordinator	150	135	-10.0%
Engineer 3	140	135	-3.6%
Engineer 2	125	120	-4.0%
Engineer 1	110	105	-4.5%
Designer 3	120	115	-4.2%
Designer 2	110	105	-4.5%
Designer 1	100	95	-5.0%
Technician 3	90	85	-5.6%
Technician 2	85	75	-11.8%
Technician 1	80	70	-12.5%
CADD Technician	75	65	-13.3%
Landscape Architect 2	160	160	0.0%
Landscape Architect 1	115	115	0.0%
Planner 3	165	165	0.0%
Planner 2	115	110	-4.3%
Planner 1	90	85	-5.6%
Construction Manager	135	135	0.0%
Field Representative 3	110	110	0.0%
Field Representative 2	100	95	-5.0%
Field Representative 1	90	80	-11.1%
ROW Agent	90	90	0.0%
Administration	85	60	-29.4%
Aquatics Scientist 2	120	120	0.0%
Aquatics Scientist 1	80	80	0.0%
Environmental Scientist	130	130	0.0%
Historian	105	105	0.0%
Archaeologist	100	100	0.0%
Geotechnical Quality Control Technician	85	80	-5.9%
Roadway Testing Technician	65	65	0.0%

\*The Program Mgr. increase was a correction requested by Croy Engineering.