



Pinellas County

Staff Report

File #: 25-1608A, Version: 1

Subject:

Amendments to the agreements with HR Green, Inc., Joe Payne, Inc. d/b/a JPI, and Willdan Engineering for Building and Development Review on-call services for the Building and Development Review Services department.

Recommended Action:

Approval of the amendments with HR Green, Inc. (HR Green), Joe Payne, Inc. d/b/a JPI, and Willdan Engineering (Willdan) for On-Call services for the Building and Development Review Services (BDRS) department.

- These amendments extend the term of the agreement for twenty-four months with one twenty-four-month renewal option.
- These amendments provide for additional funding as follows:
 - HR Green, increase of \$1,200,000.00 for a new contract total amount of \$2,800,000.00.
 - Joe Payne, Inc. d/b/a JPI, increase of \$1,200,000.00 for a new contract total amount of \$2,600,000.00.
 - Willdan, no change to the current approved contract amount of \$1,700,000.00, extension only.
- The contract provides On-Call professional services to support the BDRS operations.
- BDRS is committed to providing a consistent level of service to our customers; this framework will allow us to use these services to mitigate for vacancies and spikes in services.
- Rate schedules are unchanged and are attached. Hourly rates are provided by all three contractors. The scope of services for fixed unit costs are purposely different among the three contractors to provide greater flexibility in the assignment of services.
- Partial funding for this agreement is included in the Fiscal Year 2026 Adopted Budget of the Building Development Review Services Department in the Building Fund and in the General Fund. Part is expected to be spent on responses to the 2024 storms and be reimbursed by the Federal Emergency Management Agency and the State of Florida. Part is contract capacity that is not expected to be spent.

Contract No. 23-0482-P, increase in the amount of \$2,400,000.00 for a revised total contract amount of \$7,100,000.00 for all three contracts, effective through July 17, 2028; Authorize the Chairman to sign and the Clerk of the Circuit Court to attest.

Strategic Priorities:

Smart Service Delivery

- 4.1 Achieve and maintain a high level of customer satisfaction.
- 4.2 Improve efficiency of service delivery through technology.
- 4.3 Pursue continuous improvement secure, and healthy community

Summary:

This contract provides on-call professional services to support the BDRS operations. The intent is to utilize one or more firms to augment County BDRS operations on an “as needed” basis to provide building plan examining services or building inspection and engineering site plan review services as demand warrants.

Background Information:

The Board of County Commissioners awarded this competitively solicited contract on July 18, 2023, in the amount of \$1.1M for all services combined. The First Amendment with Willdan Engineering was approved by the Purchasing Director on March 27, 2024, to include additional pricing with no change to the total contract amount. The First Amendment with Joe Payne, Inc. was approved by the Purchasing Director on September 11, 2024, to remove the annual spending cap limitation with no change to the total contract amount.

On November 25, 2024, three emergency amendments were approved by the County Administrator to add contract capacity and FEMA requirements due to Hurricanes Helene and Milton providing for an increase of \$3,800,000.00 and a term extension for storm recovery services.

On December 24, 2024, the Purchasing Director approved Second Amendment’s (HR Green, and Willdan) providing for overtime rates for on-call contractor services with no change to the total contract amount. The Third Amendment with JPI was approved by the Purchasing Director on January 31, 2025, to provide for Professional Engineering Services, including stormwater, floodplain, subdivision, and site plan services with no change to the total contract amount.

Fiscal Impact:

Current contract expenditure not-to-exceed:	\$4,700,000.00
Amendments increase:	<u>\$2,400,000.00</u>
Revised estimated expenditure not-to-exceed:	\$7,100,000.00

Funding is derived from the BDRS operational budget.

Staff Member Responsible:

Kevin McAndrew, Director, Building & Development Review Services/Code Enforcement
Merry Celeste, Division Director, Purchasing, Office of Management and Budget

Partners:

N/A

Attachments:

Amendments (3)