




November 21, 2011

## MEMORANDUM

**TO:** District Board of Trustees

**FROM:** Jim Murdaugh, President 

**SUBJECT:** Recommendation for Awarding Residential Construction Mitigation Program

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### Item Description:

This is a summary and recommendation for the College's Request for Proposal (RFP 2012-02) for Residential Construction Mitigation Program.

### Overview:

The Hurricane Loss Mitigation Program is administered by the State Division of Emergency Management. Florida statutes require that a \$2.8 million portion of the Hurricane Loss Mitigation Program funding be used to inspect and improve tie-downs for mobile homes. The College has administered these funds since 1999. On October 4, 2011, the College issued a Request For Proposals (RFP) for the Residential Construction Mitigation Program. Seeking competitive pricing and reliable customer service, the College utilized the State of Florida's Vendor Bid System (VBS) and the TCC Purchasing website to disseminate our request.

### Salient Facts:

The College received, from three vendors, proposals which were reviewed and evaluated by a committee comprised of a TCC staff person, a Section Supervisor from the Florida Department of Highway Safety and Motor Vehicles, Manufactured Housing Section, and an independent consulting engineer. Proposals were received from the following vendors:

Windstorm Mitigation, Inc.  
MBW, JV  
McNeal & White Contractors, Inc.

Based on the evaluated proposals, the committee feels that Windstorm Mitigation, Inc. will provide the best products and services for the College's needs and was ranked the highest by the evaluation committee. For the College's record and review if necessary, all evaluations are maintained in the Purchasing Office.

The College is in receipt of a notice of protest for this RFP. Because the time limit to file a formal protest expires immediately before the Board meeting, staff has not been able to evaluate the basis of the protest. The process for addressing a protest is defined in chapter 120 of Florida statutes. The College will comply with that process; however, the specific actions to be taken will be determined by the nature of the protest.

Because the funding is for a limited time and because the work to be accomplished most effectively and efficiently during the winter months, it behooves the College to begin the project as expeditiously as possible, in order to safeguard the safety and welfare of the residents.

**Past Actions:**

The College has participated in this program since 1999. The Board approved a contract for these same services with Windstorm Mitigation, Inc. at the June 8, 2006 Board of Trustees meeting. That contract was recommended after review of proposals submitted in response to RFP 2006-13.

**Future Actions:**

Contingent upon continued funding, another RFP will be issued in 2016.

**Funding/Financial Matters:**

Of the \$2.8 million in state appropriated funds, \$200,000 is reserved for indirect cost and direct charges incurred by the College.

**Staff Resource:**

Teresa Smith

**Recommended Action:**

Authorize staff to contract with Windstorm Mitigation, Inc. for the Residential Construction Mitigation Program in the amount of \$2.6 million, upon appropriate resolution of the intended protest.