




August 23, 2023

TO: Mayor Jerry L. Demings
-AND-
County Commissioners

FROM:  Carrie Mathes, CFCM, NIGP-CPP, CPPO, C.P.M., Manager II,
Procurement Division

CONTACT: Sara Flynn-Kramer, Manager II, Capital Projects Division
407-836-0048

SUBJECT: Consultant Selection, Request for Proposals, Y23-821-MB, Design
Services for Lake Ellenor Community Park

RECOMMENDATION:

Selection of one firm and an alternate to provide Design Services for Lake Ellenor Community Park, Request for Proposals Y23-821-MB, from the following firms listed alphabetically:

- AVCON, Inc.
- SK Consortium, Inc.

Further request Board authorization for the Procurement Division to negotiate and execute a contract with a not-to-exceed budget of \$500,000.

Further request authorization for the Procurement Division to formally terminate negotiations with the top ranked firm, if we are unable to come to a favorable negotiated agreement, and commence negotiations with the next ranked alternate, until a successful negotiation is reached.

The proposals were evaluated by the Procurement Committee on August 16, 2023. Commissioner Nicole Wilson was assigned to the Procurement Committee.

PROCUREMENT:

This contract will provide a community park that will improve the quality of service available to the public. This project consists of approximately 20.01 acres and may include the following amenities such as playground/tot-lot with shade structure, walk and or nature path, picnic pavilions, lighted multipurpose soccer fields, baseball/softball, pickleball courts, concrete sidewalks, landscaping, parking, irrigation, and drainage. In addition, a restroom and concession stand building will be included. This project is located in District 6.

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Ellenor Community Park
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FUNDING:

Funding is available in account number 1265-062-2118-6310.

APPROVALS:

The Capital Projects and Business Development Divisions concur with this recommendation.

REMARKS:

Three proposals were received in response to this Request for Proposals (RFP). The proposal from The BetaJones Group, Inc. scored too low for board consideration. The Procurement Committee evaluated the proposal in accordance with the criteria set forth in this RFP. The Procurement Committee's consensus scores are attached.

Procurement Committee Meeting - August 16, 2023, 1:00 P.M.
 Y23-821-MB, Design Services for Lake Ellenor Community Park

CRITERIA	Project Manager	Project Team	Scope	VOW	Location	M/WBE	Dislocated Workers (B)	SDV (B)	Total Weighted Points
Weighted Value	25	15	30	5	10	15	5	15	120
Similar Projects Requested	5	(B) Indicates Bonus Points (Maximums Bonus Points Above)							
AVCON, Inc.	25.00	45.00	120.00	15.00	50.00	75.00	0.00	0.00	330.00
SK Consortium, Inc.	100.00	60.00	120.00	20.00	50.00	37.50	0.00	0.00	387.50

POINT STRUCTURE:
 1= Poor 4= Above Avg.
 2= Below Avg. 5= Excellent
 3= Average



INTEROFFICE MEMORANDUM

August 1, 2023

TO: Michelle Black, Contracting Agent
Procurement Division

FROM: Angela Brown, Senior Contract Administrator
Business Development Division

SUBJECT: Business Development Division M/WBE Proposal Evaluation

PROJECT: Y23-821-MB / Design Services for Lake Ellenor Community Park

APPROVED: Sheena Ferguson

The M/WBE participation goal for this RFP is 27% and the M/WBE Employment Workforce goal is 24%. Listed below are respondents to the subject RFP with their sub-consultants and M/WBE participation score on a one (1) to five (5) scale:

**1. AVCON, INC.
Majority Prime**

M/WBE Sub-consultant(s)	M/WBE Classification	Projected %	Sub-consultants Role
Borelli + Partners, Inc.	HM	20%	Architecture & Landscape Architecture
ECHO UES, Inc.	HM	8%	Surveying
Nadic Engineering Services, Inc.	AFAF	2%	Geotechnical Engineering

*Proposer did not complete Form M-1 as it relates to the participation of one of their M/WBE subconsultants by not providing the name of a subconsultant. Proposer only included the subcontract percentage/amount and not the name of the subconsultant as required. Therefore, the Proposer is not given credit for this subconsultant's participation.

Total M/WBE Participation Proposed: 28%*
M/WBE Sub consultant participation Weighted Score: 37.5

Total M/WBE Workforce: 24%
Total WBE Workforce: 16%

Minority Workforce and Women Workforce Weighted Score: 37.5

Total M/WBE Participation Weighted Score: 75

Registered Service-Disabled Veteran(s) (SDV) Sub-consultant	Points	SDV Sub-consultant Role
None		

Registered SDV(s) Proposed: 0
SDV Bonus Points: 0

Dislocated Worker(s) Proposed: 0
Dislocated Worker(s) Bonus Points: 0

Total Bonus Points: 0
(Includes SDV & Dislocated Workers)

2. SK CONSORTIUM, INC
Majority Prime

M/WBE Sub-consultant(s)	M/WBE Classification	Projected %	Sub-consultants Role
Murray Design Group, Inc.		15%	Landscape architecture and Irrigation Design
SGM Engineering, Inc.		7%	Electrical engineering
*Carlsson Construction Cost Estimators, Inc.		5%	Construction Cost Estimator

*Proposer did not submit a fully completed Form M-1 as required as it relates to the participation of this subconsultant. However, the name of the subconsultant is notated on Form M-1 as required. Authorizing signatures and dates are also notated on Form M-1 by proposer and subconsultant, as required, acknowledging adherence to the requirements as specified. Therefore, the proposer is given credit for this subconsultant's participation.

Total M/WBE Participation Proposed: 27%
M/WBE Sub consultant participation Weighted Score: 37.5

Total M/WBE Workforce: 67%
Total WBE Workforce: 0%

Minority Workforce and Women Workforce Weighted Score: 0

Total M/WBE Participation Weighted Score: 37.5

Registered Service-Disabled Veteran(s) (SDV) Sub-consultant	Points	SDV Sub-consultant Role
None		

Registered SDV(s) Proposed: 0
SDV Bonus Points: 0

Dislocated Worker(s) Proposed: 0
Dislocated Worker(s) Bonus Points: 0

Total Bonus Points: 0
(Includes SDV & Dislocated Workers)

3. THE BETAJONES GROUP, INC.
Majority Prime

M/WBE Sub-consultant(s)	M/WBE Classification	Projected %	Sub-consultants Role
None			

Proposer’s submittal does not include Form M-1 or Form M-2.

Total M/WBE Participation Proposed: 0%
M/WBE Sub consultant participation Weighted Score: 0

Total M/WBE Workforce: 100%
Total WBE Workforce: 0%

Minority Workforce and Women Workforce Weighted Score: 0

Total M/WBE Participation Weighted Score: 0

Registered Service-Disabled Veteran(s) (SDV) Sub-consultant	Points	SDV Sub-consultant Role
None		

Registered SDV(s) Proposed: 0
SDV Bonus Points: 0

Dislocated Worker(s) Proposed: 0
Dislocated Worker(s) Bonus Points: 0

Total Bonus Points: 0
(Includes SDV & Dislocated Workers)