




Interoffice Memorandum

June 24, 2019

TO: Mayor Jerry L. Demings  
and the Board of County Commissioners

FROM:  Carrie Mathes, Manager, Procurement Division

CONTACT: Raymond Williams, P.E., Manager, Public Works Engineering Division  
407- 836-7909

SUBJECT: Consultant Selection, Request for Proposals Y19-813-CH  
Professional Engineering Services for the Final Design of Sand  
Lake Road Safety Improvements

**RECOMMENDATION:**

Selection of one firm and an alternate to provide Professional Engineering Services for the Final Design of Sand Lake Road Safety Improvements, Request for Proposals Y19-813-CH. Further request the Board authorize the Procurement Division to negotiate and execute the final contract, within a not-to-exceed budget of \$1,100,000.

Kelly, Collins & Gentry, Inc.  
Wynndalco Enterprises, LLC

The proposals were evaluated by the Procurement Committee on June 19, 2019. Commissioner Emily Bonilla was assigned to the Procurement Committee.

**PURPOSE:**

The selected consultant will provide final design services for Sand Lake Road safety improvements. The project is located in District 1.

**DISCUSSION**

The Consultant shall prepare plans for the construction of Sand Lake Road roadway safety improvements from Apopka Vineland Road to Turkey Lake Road as identified in the Sand Lake Road Roadway Conceptual Analysis Report. The Consultant shall also be responsible for proper connection of all crossroads to the existing condition with respect to grading and drainage, analyze impact of missing inlets at some locations, and seepage or overflow runoff concerns at Dr. Phillips Blvd or elsewhere.

RFP Y19-813-CH, Professional Engineering Services for the Final Design of Sand Lake Road Safety Improvements

The consultant will perform the following services:

1. Administration
2. Public Information
3. Design and Plans Preparation
4. Permitting
5. Right-of-Way Engineering
6. Design Surveys
7. Geotechnical Services
8. Railroad Coordination – N/A
9. Post Design Services

Two firms submitted proposals in response to this Request for Proposals.

The consensus scores of the Procurement Committee are attached.

RFP# Y19-813-CH

PROFESSIONAL ENGINEERING SERVICES FOR THE FINAL DESIGN OF SAND LAKE ROAD SAFETY IMPROVEMENTS

	PROJECT MANAGER (1.666)		PROJECT ENGINEER (1.666)		PROJECT TEAM		M/WBE PARTICIPATION		LOCATION		VOLUME		SCOPE		VETERANS	DISPL. WORKER	TOTAL
WEIGHT:	15		10		15				10		5		30		2	1	
POINT STRUCTURE: 1= Poor      4= Above Avg. 2= Below Avg. 5= Excellent 3= Average	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	BONUS POINTS	BONUS POINTS	
FIRM NAME:	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	BONUS POINTS	BONUS POINTS	
Kelly, Collins & Gentry, Inc.	2	50	3	50	4	60		37.5	5	50	4	20	4	120	0	0	387.5
Wynndalco Enterprises, LLC	0	0	0	0	2	30		0	5	50	5	25	2	60	0	0	165.0



**INTEROFFICE MEMORANDUM**

June 12, 2019

**TO:** Carol Hewitt, Senior Contract Administrator  
Procurement Division

**FROM:** Chayla German, Senior Contract Administrator  
Business Development Division

**SUBJECT:** Business Development Division M/WBE Proposal Evaluation

**PROJECT:** Y18-813-CH / PROFESSIONAL ENGINEERING SERVICES FOR THE FINAL DESIGN OF SAND LAKE ROAD SAFETY IMPROVEMENT

**APPROVED:** *Sheena Ferguson*

Below are the respondents to the subject RFP with their firm's certified Minority/Women Business Enterprise (M/WBE) sub-consultants, Minority Business Enterprise Workforce and Women Business Enterprise workforce goals:

1. Kelly, Collins & Gentry, Inc.  
MAJORITY PRIME

M/WBE Sub-consultant(s)	M/WBE Classification	Projected %	Sub-consultants Role
Barnes, Ferland & Associates, Inc.	MBE	15%	Design Survey
BASE Consultants	WBE	1%	Structural Engineering
Landscape Designs, LLC	MBE	1%	Landscape Architecture
MSE Group, LLC	WBE	2%	Environmental/Contamination
Nadic Engineering Services	WBE	8%	Geotechnical Engineering
Pegasus, Engineering, LLC	MBE	2%	Signalization and Lighting

Total MWBE Participation Proposed: 29 %  
**M/WBE Sub consultant participation Weighted Score: 37.5**

Total MWBE Workforce: 16%  
 Total WBE Workforce: 12%  
**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

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

Displaced Worker(s) Proposed: 0  
**Displaced Worker(s) Bonus Points: 0**

**Total Bonus Points: 0**  
*(Includes SDV & Displaced workers)*

2. Wynndalco Enterprises, LLC  
 MAJORITY PRIME

M/WBE Sub-consultant(s)	M/WBE Classification	Projected %	Sub-consultants Role

**\*\*No MWBE Participation\*\***

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

Total MWBE Workforce: 40%  
 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

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

Displaced Worker(s) Proposed: 0  
**Displaced Worker(s) Bonus Points: 0**

**Total Bonus Points: 0**  
*(Includes SDV & Displaced workers)*