




January 4, 2024

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

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

CONTACT: Humberto Castellero, Manager, Traffic Engineering Division
407-836-7891

SUBJECT: Selection of Consultants, Request for Proposals Y24-901-CC, Continuing
Professional Services for Annual Traffic Counts

RECOMMENDATION:

Selection of Luke Transportation Engineering Consultants, Inc. and Vanasse Hangen Brustlin, Inc. (VHB) to provide Continuing Professional Services for Annual Traffic Counts, Request for Proposals Y24-901-CC.

Further request Board authorization for the Procurement Division to negotiate and execute the final contracts to establish hourly rates for future requirements for an initial one-year term with two one-year renewals.

Proposals were evaluated by the Procurement Committee on January 3, 2024. Commissioner Michael Scott was assigned to the Procurement Committee.

PURPOSE:

The purpose of this procurement is to establish contracts with two firms to provide continuing professional services for annual traffic counts. The projects are located throughout Orange County.

DISCUSSION:

The Consultants will provide services for continuing professional services for annual traffic counts throughout Orange County including, but not limited to:

- County wide traffic count reports
- Provide in-house technical/professional staff support
- Creation of Standard Operating Procedure Manuals
- County wide pedestrian and bicycle counts and annual reports
- Freight network (truck) data collection

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Page 2

Two proposals were received in response to this Request for Proposals (RFP) and were evaluated in accordance with the criteria contained in the RFP. The scores of the Procurement Committee are attached.

Procurement Committee Meeting
 Y24-901-CC, Continuing Professional Services for Annual Traffic

| CRITERIA | Project Manager | Project Engineer/Planner | Project Team | Counts Scope | VOW | Location | M/WBE | Dislocated Workers (B) | SDV (B) | Total Weighted Points |
|---|-----------------|--------------------------|--|--------------|-------|----------|-------|------------------------|---------|-----------------------|
| Weighted Value | 15 | 10 | 15 | 30 | 5 | 10 | 15 | 5 | 15 | 120 |
| Similar Projects Requested | 5 | 5 | (B) Indicates Bonus Points (Maximums Bonus Points Above) | | | | | | | |
| Luke Transportation Engineering Consultants, Inc. | 75.00 | 50.00 | 60.00 | 150.00 | 20.00 | 50.00 | 37.50 | 0.00 | 0.00 | 442.50 |
| Vanasse Hangen Brustlin, Inc. (VHB) | 75.00 | 50.00 | 71.25 | 142.50 | 20.00 | 50.00 | 37.50 | 0.00 | 0.00 | 446.25 |



INTEROFFICE MEMORANDUM

December 27, 2023

TO: Corie Cummings, Contracting Agent
Procurement Division

FROM: Angela Brown, Senior Contract Administrator
Business Development Division

SUBJECT: Business Development Division M/WBE Proposal Evaluation

PROJECT: Y24-901-CC / Continuing Professional Services for Annual Traffic Counts

APPROVED: Sheena Ferguson

The M/WBE participation goal for this RFP is 27% and the M/WBE Employment Workforce goal is 18% minority, 6% women. Listed below are respondents to the subject RFP with their sub-consultants and M/WBE participation.

1. LUKE TRANSPORTATION ENGINEERING CONSULTANTS, INC.
Minority Prime – MBE-HM

| M/WBE Sub-consultant(s) | M/WBE Classification | Projected % | Sub-consultants Role |
|-------------------------------|----------------------|-------------|---|
| Accurate Traffic Counts, Inc. | HM | 27% | Perform Roadway Segment Volume and Freight Traffic Collection |

Total M/WBE Participation Proposed: 27%

M/WBE Sub consultant participation Weighted Score: **37.5**

Total M/WBE Workforce: 50%

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 | 0 | N/A |

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. VANASSEE HANGEN BRUSTLIN, INC.
Majority Prime

| M/WBE Sub-consultant(s) | M/WBE Classification | Projected % | Sub-consultants Role |
|-------------------------------|----------------------|-------------|-------------------------|
| Accurate Traffic Counts, Inc. | HM | 27% | Traffic Data Collection |

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

Total M/WBE Workforce: 15%
Total WBE Workforce: 39%

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 | | N/A |

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)