




Interoffice Memorandum

March 20, 2023

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

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

CONTACT: Terry Devitt, Deputy Director, Orange County Convention Center
407-685-9867

SUBJECT: Selection of Firms, Request for Proposals Y23-137-TF, Cost Estimating, Scheduling, and Project Management Services for the Orange County Convention Center

RECOMMENDATION:

Selection of three firms and an alternate to provide Cost Estimating, Scheduling, and Project Management Services for the Orange County Convention Center, Request for Proposals Y23-137-TF, from the following firms listed alphabetically:

- Cost Management, Inc. dba CMI
- Kraus-Manning, Inc. dba KMI International
- PMA Consultants, LLC
- Procon Consulting, LLC

Further request Board authorization for the Procurement Division to negotiate and execute three contracts in within an overall budget of \$3,746.538 for a three-year term. Further request authorization for the Procurement Division to renew the contracts for two additional one-year terms.

The proposals were evaluated by the Procurement Committee on March 1, 2023. Commissioner Christine Moore was assigned to the Procurement Committee.

PROCUREMENT:

These contracts will provide professional cost estimating, scheduling, and project management services for the Orange County Convention Center.

FUNDING:

Funding is available in account number 4430-035-0960-6210.

APPROVALS:

The Orange County Convention Center Capital Planning Division and Business Development Division concurs with this recommendation.

DISCUSSION:

The contractors will provide cost estimating, scheduling, and project management service to assist the Orange County Convention Center staff with current and future specific task authorizations of the Capital Improvement Program. These services, on an as-needed basis, will consist of cost estimating, scheduling, schedule evaluations, project management, owner's representative services, general project administration, construction management administration, claims management, reporting, project closeout, and legal support or testimony services. The Orange County Convention staff anticipates that three firms will be required to meet the projected demand for these services.

Five proposals were received in response to this Request for Proposals (RFP) and were evaluated in accordance with the criteria set forth in the RFP. The proposal received from Colliers Project Leaders USA NE, LLC scored too low for Board consideration. The consensus scores of the Procurement Committee are attached.

Procurement Committee Meeting - March 1, 2023 at 1:00 PM

RFP #Y23-137-TF; Cost Estimating, Scheduling, and Project Management for the Orange County Convention Center

CRITERIA	Qual. of Staff	Qual of Firm	Technical Approach	Location	M/WBE	Dislocated Workers (B)	SDV (B)	Fee Proposal	Total Weighted Points
Weighted Value	20	20	20	10	10	5	15	20	120
						(B) Indicates Bonus Points (Maximums Bonus Points Above)			
Cost Management, Inc. dba CMI	100.00	100.00	80.00	50.00	50.00	0.00	2.00	79.47	461.47
Kraus-Manning, Inc. dba KMI International	60.00	60.00	60.00	50.00	25.00	0.00	0.00	69.37	324.37
PMA Consultants, LLC.	80.00	80.00	80.00	50.00	25.00	0.00	0.00	89.76	404.76
Procon Consulting, LLC.	60.00	40.00	40.00	40.00	50.00	0.00	0.00	100.00	330.00



INTEROFFICE MEMORANDUM

February 16, 2023

TO: Tiffany Fulse, Contracting Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator
Business Development Division

SUBJECT: Business Development Division M/WBE Proposal Evaluation

PROJECT: Y23-137-TF / Cost Estimating, Scheduling, and Project Management for the Orange County Convention Center

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 goals:

1. Colliers Project Leaders USA NE, LLC.
MAJORITY PRIME

M/WBE Sub-consultant(s)	M/WBE Classification	Projected %	Sub-consultants Role
JMATT Construction Services, LLC dba Green Path Energy Solutions	MBE-AFAM	24%	Cx Technical & Estimating Services to support Capital Improvement Projects

Total M/WBE Participation Proposed: 24%

M/WBE Sub consultant participation Weighted Score: 25

Total M/WBE Workforce: 14%

Total WBE Workforce: 21%

Minority Workforce and Women Workforce Weighted Score: 0

Total M/WBE Participation Weighted Score: 25

Registered Service-Disabled Veteran(s) (SDV) Sub-consultant	Points	SDV Sub-consultant Role
Aligned Employment Resources, LLC dba Aligned Government Services	2	Project Administration Services
Blue Cord Professional Services*	0	Cost Estimating Services
Drummond Carpenter, PLLC	2	Civil Site & Environmental Engineering
Work Horse Temps, LLC	2	Cost Estimating Services

*Blue Cord Professional Services is listed as a Service-Disabled Veteran (SDV) sub. However, they are not an Orange County Registered SDV. Therefore, the evaluator cannot assess SDV bonus points.

Registered SDV(s) Proposed: 3
SDV Bonus Points: 6

Dislocated Worker(s) Proposed: 2
Dislocated Worker(s) Bonus Points: 2

Total Bonus Points: 8
(Includes SDV & Dislocated workers)

2. Cost Management, Inc. dba CMI (MBE-AM)
 MWBE PRIME

M/WBE Sub-consultant(s)	M/WBE Classification	Projected %	Sub-consultants Role
Hellinger Construction Services, Inc	M/WBE-AF	5%	Scheduling
Archis, Inc.	MBE-ASUB	20%	Estimating/Electrical FCA/Computerized Document Control

Total M/WBE Participation Proposed: 25%
M/WBE Sub consultant participation Weighted Score: 25

Total M/WBE Workforce: 61%
 Total WBE Workforce: 18%
Minority Workforce and Women Workforce Weighted Score: 25

Total M/WBE Participation Weighted Score: 50

Registered Service-Disabled Veteran(s) (SDV) Sub-consultant	Points	SDV Sub-consultant Role
Strategic Force USA, Inc.	2	Security Project Management

Registered SDV(s) Proposed: 1
SDV Bonus Points: 2

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

Total Bonus Points: 2
(Includes SDV & Dislocated workers)

3. Kraus-Manning, Inc. dba KMI International
MAJORITY PRIME

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

*Ponche Construction Consultants is listed as a WBE sub. However, they are not an Orange County certified M/WBE. Therefore, the evaluator cannot assess M/WBE sub-consultant points.

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

Total M/WBE Workforce: 21%
Total WBE Workforce: 33%
Minority Workforce and Women Workforce Weighted Score: 25

Total M/WBE Participation Weighted Score: 25

Registered Service-Disabled Veteran(s) (SDV) Sub-consultant	Points	SDV Sub-consultant Role
*		

*The Schedule of Sub-Contracting – SDV Participation and SDV Letter of Intent (LOI) Forms were not submitted with the proposal. Therefore, the evaluator cannot assess SDV bonus points.

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

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

*The Dislocated Worker form were not submitted with the bid. Therefore, the evaluator cannot assess dislocated worker bonus points.

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

**4. PMA Consultants, LLC
 MAJORITY PRIME**

M/WBE Sub-consultant(s)	M/WBE Classification	Projected %	Sub-consultants Role
*ProjectStar Management Consultant, Inc.	M/WBE-AFAF	15%	Cost Estimating, Scheduling Project Management
*Chance Construction Services, LLC dba CSS	MBE-AFAM	20%	Construction Management

*The M/WBE Letter of Intent (LOI) Form for ProjectStar Management Consultant, Inc. is not signed & dated by the proposer. The M/WBE Letter of Intent (LOI) Form for Chance Construction Services, LLC does not list the scopes of services, percentage to be subcontracted and is not signed & dated by the proposer. Therefore, the evaluator cannot assess SDV bonus points.

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

Total M/WBE Workforce: 40%
 Total WBE Workforce: 30%
Minority Workforce and Women Workforce Weighted Score: 25

Total M/WBE Participation Weighted Score: 25

Registered Service-Disabled Veteran(s) (SDV) Sub-consultant	Points	SDV Sub-consultant Role
*Blue Cord Professional Services	0	Cost Estimator, Scheduler Project Coordinator

*Blue Cord Professional Services is listed as a Service-Disabled Veteran (SDV) sub. However, they are not an Orange County Registered SDV and the SDV Letter of Intent (LOI) Form is not signed & dated by the proposer. Therefore, the evaluator cannot assess SDV bonus points.

Registered SDV(s) Proposed: 1
SDV Bonus Points: 0

*Dislocated Worker(s) Proposed: 0

Dislocated Worker(s) Bonus Points: 0

*The Dislocated Worker form states, "Not Applicable" Therefore, the evaluator cannot assess dislocated worker bonus points

Total Bonus Points: 0

(Includes SDV & Dislocated workers)

**5. Procon Consulting, LLC
MAJORITY PRIME**

M/WBE Sub-consultant(s)	M/WBE Classification	Projected %	Sub-consultants Role
J. Costa Group, LLC	MBE-HM	24%	Project Management, Scheduling, Cost Estimating, and Technical Support

Total M/WBE Participation Proposed: 24%

M/WBE Sub consultant participation Weighted Score: 25

Total M/WBE Workforce: 35%

Total WBE Workforce: 24%

Minority Workforce and Women Workforce Weighted Score: 25

Total M/WBE Participation Weighted Score: 50

Registered Service-Disabled Veteran(s) (SDV) Sub-consultant	Points	SDV Sub-consultant Role
*		

*The Schedule of Sub-Contracting – SDV Participation and SDV Letter of Intent (LOI) Forms state, "Not Applicable" Therefore, the evaluator cannot assess SDV bonus points.

Registered SDV(s) Proposed: 0

SDV Bonus Points: 0

*Dislocated Worker(s) Proposed: 0

Dislocated Worker(s) Bonus Points: 0

*The Dislocated Worker form states, "Not Applicable" Therefore, the evaluator cannot assess dislocated worker bonus points

Total Bonus Points: 0

(Includes SDV & Dislocated workers)