



Interoffice Memorandum

May 10, 2024

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

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

Contact: Brian Sanders, Manager II, Transportation Planning Division
407-836-8022

Subject: Approval of Contract Y23-815, Hiwassee Road, Pedestrian/Cyclist Study

ACTION REQUESTED:

Approval of Contract Y23-815, Hiwassee Road, Pedestrian/Cyclist Study, with Kimley-Horn and Associates, Inc., in the total contract award amount of \$714,998.39.

PROCUREMENT:

The consultant will study location specific safety, accessibility, comfort, and convenience needs for pedestrians, cyclists, transit users, motorists, and freight handlers as they interact with other modes of transportation. This project is located in District 6.

FUNDING:

Funding is available in account number 1002-072-2732-3110.

APPROVALS:

The Transportation Planning Division and Business Development Division concur with this recommendation.

REMARKS:

On July 25, 2023, the Board approved the selection of Kimley-Horn and Associates, Inc. and authorized the Procurement Division to commence contract negotiations within a not-to-exceed budget of \$630,000. Since that time, there have been changes to the scope of services within the sections of right-of-way mapping, survey, and the amount of public involvement meetings that resulted in a higher than expected fee submittal.

In order to meet the County's expectation of man-hours per task, sub-task, and team distribution, Orange County and Kimley-Horn and Associates, Inc. entered into man-hour negotiations after updates to the original scope of services from the first proposal submittal. The County's man-hour estimates were based on professional engineering and planning experience in related projects/efforts. Due to changes in the original scope and an increase in rates in the survey industry, the consultant was able to provide the proposal at a fee that was within 8.3% of the budgeted amount for this project.