



June 1, 2020

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

FROM: Carrie Mathes, CFCM, CPPO, C.P.M. Manager, Procurement Division

Contact: Sara Flynn-Kramer, Manager, Capital Projects Division  
(407) 836-0048

SUBJECT: Consultant Selection, Request for Proposals Y20-825-RC, Design  
Services for Emergency Generator Systems at Orange County  
Emergency Shelters

**RECOMMENDATION:**

Selection of one firm and two ranked alternates to provide Design Services for Emergency Generator Systems at Orange County Emergency Shelters, Request for Proposals Y20-825-RC, from the following firms listed alphabetically. Further request authorization for the Procurement Division to negotiate and execute the final contract, provided that it does not exceed the budget of \$250,000.

Hanson Professional Services, Inc.  
Salas O'Brien Florida, Inc.  
SGM Engineering, Inc.

The proposals were evaluated by the Procurement Committee on May 27, 2020. Commissioner Maribel Gomez Cordero was assigned to the Procurement Committee.

**PURPOSE:**

The purpose of this contract is to select a firm to provide design services for emergency generator systems to protect various Orange County emergency shelters. These projects are located in Districts 1, 4, 5, and 6.

**DISCUSSION:**

The project consists of designing eight buildings/sites with emergency generator system, that will be protected against a 500-year event and wind with a rated enclosure based on its location requirements. Buildings/sites included in the project are as follows:

- Bithlo Community Center, 18501 Washington Avenue, Orlando, FL 32820
- Bithlo Water Treatment Plant, 18501 Washington Avenue, Orlando, FL 32820
- Barnett Park Gym, 4801 W Colonial Dr, Orlando, FL 32808
- South Econ Rec Gym, 3850 S. Econlockhatchee Trail Orlando 32829
- West Orange Rec Gym, 309 S. West Crown Point Rd. Winter Garden 34787

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- Silver Star Rec Gym, 2801 N. Apopka-Vineland Rd. Orlando 32818
- Meadow Woods Rec Gym, 1751 Rhode Island Woods Circle Orlando 32824
- Goldenrod Rec Gym, 4863 N. Goldenrod Rd. Winter Park 32792

Four proposals were received in response to the Request for Proposals (RFP). The Procurement Committee evaluated the proposals in accordance with the criteria set forth in the RFP. The proposal submitted by Stone & Webster, LLC dba Stone & Webster (Florida), LLC. scored too low for Board consideration.

Procurement Committee Meeting - May 27, 2020  
 Y20-825-RC Design Services for Emergency Generator Systems at Orange County Emergency  
 Shelters

CRITERIA	Project Manager	Project Team	Scope	VOW	Total Weighted Points
Weighted Value	30	30	35	5	100
Similar Projects Requested	5	(B) Indicates Bonus Points (Maximums Bonus Points Above)			
Hanson Professional Services Inc.	150.00	150.00	175.00	20.00	495.00
Salas O'Brien Florida, Inc.	150.00	90.00	140.00	25.00	405.00
SGM Engineering, Inc.	150.00	90.00	105.00	0.00	345.00
Stone & Webster, LLC dba Stone & Webster (Florida), LLC	0.00	60.00	105.00	25.00	190.00



**Interoffice Memorandum**

May 26, 2020

To: Rochelle Chambers, Contracting Agent  
Procurement Division

From: Sheena Ferguson, Manager  
Business Development Division

Subj: **RFP# Y20-825- RC Design Service For Emergency Generator  
Systems at Orange County Emergency Shelters**

Orange County is receiving federal funding through the Direct Federal Grant Funding for the service solicited in the Request for Proposal. Accordingly, Orange County's M/WBE Ordinance and program do not apply to this solicitation.

Orange County shall participate in the federal requirement 2 CFR 200.321(or 45 C.F. R. 75.330 for Health and Human Services funds) to ensure small and minority-owned firms, women-owned business enterprises, and labor surplus area firms have been afforded subcontracting opportunities.

The Business Development Division evaluated the one proposal to denote whether an executed and notarized "Affidavit of Compliance Requirement" form submitted with the proposal complied with the federal requirement. Listed below are the proposers who provided the executed and notarized federal compliance form and the percentage of their federal small and minority, women participation:

Hanson Professional Services, Inc.	27%
Salas O'Brien Florida, Inc.	12%
SGM Engineering	6%
Stone & Webster, LLC	0% (listed one firm, but denoted TBD)