ORANGE COUNTY GOVERNMENT FLORIDA

Interoffice Memorandum

May 7, 2019

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

From: Carrie Mathes, Manager, Procurement Division

Contact: Terry Devitt, Acting Deputy Director, Convention Center
            407-685-9867

Subject: Selection of Firm, Request for Proposals Y19-170-KB, Consulting
            Services for Sustainability Initiatives

ACTION REQUESTED:

Selection of one firm and one ranked alternate to provide Consulting Services for
Sustainability Initiatives, Request for Proposals Y19-170-KB, from the following
firms listed alphabetically:

  FCM Engineering
  Le-Huu Partners
  TLC Engineering Solutions, Inc.

Request authorization for the Procurement Division to negotiate and execute a 3-
year contract within a total budget amount of $591,000. Further request
authorization for the Procurement Division to renew the contract for two additional
1-year terms.

This item was evaluated by the Procurement Committee on May 1, 2019.
Commissioner Maribel Gomez Cordero was assigned to the Procurement
Committee.

PROCUREMENT:

This contract will provide consulting services for sustainability initiatives throughout
the Convention Center.

FUNDING:

Funding will be made available in account number 4430-035-0937-3197.

APPROVALS

The Convention Center and Business Development Division concur with this
recommendation.

DISCUSSION:

Four proposals were received in response to this Request for Proposals (RFP) and were evaluated by the Procurement Committee in accordance with the criteria set forth in the RFP. Two Trails, Inc. did not meet the minimum score for Board consideration.

Scores from the Procurement Committee's evaluation are attached.

RFP# Y19-170-KB

Consulting Services for Orange County Convention Center Sustainability Initiatives

RFP#: Y19-170 Consulting Services for Orange County Convention Center Sustainability Initiatives	QUALIFICATION OF STAFF		QUALIFICATION OF FIRM		TECHNICAL APPROACH		FEE PROPOSAL		LOCATION		MWBE		WELFARE RECIPIENTS	SDV VETERANS SUB HIRE	SDV VETERANS PRIME HIRE	TOTAL
WEIGHT	20		20		20		20		10		10		5	10	5	
	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	RAW SCORE	RAW SCORE	
VENDOR NAME																
TLC Engineering Solutions, Inc.	5.00	#####	5.00	100.00	4.00	80.00	3.95	79.00	5.00	50.00	4.00	####	0.00	0.00	0.00	449.00
Le-Huu Partners	2.00	40.00	2.00	40.00	4.00	80.00	4.20	84.00	5.00	50.00	5.00	####	0.00	0.00	0.00	344.00
FCM Engineering	1.66	33.20	2.00	40.00	3.66	73.20	3.80	76.00	5.00	50.00	3.00	####	0.00	2.00	0.00	304.40

April 8, 2019

To: Kathy Bozeman, Senior Purchasing Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator
Business Development Division

SUBJ: **RFP #Y19-170-KB, OCCC Sustainability Initiatives**

Below are the respondents to the subject RFP with their firm's certified sub-consultants and M/WBE participation score on a 1 – 5 rating:

1.	Two Trails, Inc.		1 Points
	None	0%	
	Total M/WBE Participation:	**0%**	
	EEO Staff	14%	
Bonus Points			
	Service-Disabled Veterans (SDV)	0	
	Displaced Workers:	1	

2.	TLC Engineering Solutions, Inc.		4 Points
WF	ecoPreserve	35%	
	Total M/WBE Participation:	**35%**	
	EEO Staff	40%	
Bonus Points			
*	Service-Disabled Veterans (SDV)	0	
*	Displaced Workers:	0	

*The Schedule of Sub-Contracting – SDV participation and the Displaced Worker forms were not submitted with the proposal. Therefore the evaluator could not assess points.

cc: Contract File

3. AM(Is)	Le-Huu Partners		5 Points
WF	ecoPreserve	35%	
	Total M/WBE Participation:	**35%**	
	EEO Staff	100%	
Bonus Points			
	Service-Disabled Veterans (SDV)	**0**	
	Displaced Workers:	**0**	

4.	FCM Engineering		3 Points
*	None	0%	
	Total M/WBE Participation:	**0%**	
	EEO Staff	66%	
Bonus Points			
	Service-Disabled Veterans (SDV)	**2**	
	Displaced Workers:	**0**	

*NFC Landscape Architects, Inc. is not an Orange County Certified MWBE. Therefore, the evaluator could not assess points.