



July 31, 2023

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

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

CONTACT: Ken Leeming, Manager, Public Works Department, Highway  
Construction Division  
407-836-7113

SUBJECT: Consultant Selection, Request for Proposals, Y22-902-TA, Continuing  
Professional Consulting Services for Construction Engineering  
and Inspection Services for Federally Funded Projects

**RECOMMENDATION:**

Selection of Civil Site Engineering, Inc. to provide Continuing Professional Consulting Services for Construction Engineering and Inspection Services for Federally Funded Projects, Request for Proposals Y22-902-TA.

Further request Board authorization for the negotiation and execution of a final contract by the Procurement Division to establish hourly rates for future requirements. Further request Board authorization for the Procurement Division to renew the contract for four additional one-year terms.

The proposal was evaluated by the Procurement Committee on July 25, 2023. Commissioner Michael Scott was assigned to the Procurement Committee.

**PURPOSE:**

This contract will provide professional construction engineering and inspection services and personnel to act as an extension of County staff for the construction management and oversight of federally funded construction projects. Work will be issued on an as-needed basis at various locations throughout Orange County.

**DISCUSSION:**

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 proposals submitted by A2 Group, Inc., CDM Smith, Inc., and England-Thims & Miller, Inc. scored too low for Board consideration. Scores from the Procurement Committee are attached.



**Interoffice Memorandum**

August 3, 2023

To: Tracy Attenasio, Contracts Supervisor  
Procurement Division

FROM: Sheena Ferguson, Manager  
Business Development Division

SUBJECT: **Y22-902-TA, Continuing Professional Consulting Services for CEI-  
Federally Funded Construction Projects**

Orange County will receive federal funding through the Florida Department of Transportation (FDOT) for the services solicited in the Request for Proposal. Pursuant to the funding requirement of the FDOT's grant, disadvantage business enterprise (DBE) utilization shall be in compliance with applicable laws and regulations. FDOT has established a DBE program in accordance with such federal laws and regulations.

Accordingly, Orange County's M/WBE ordinance and program do not apply to this solicitation. FDOT's DBE goal set for this project is 10.65%.

The Business Development Division evaluated the four proposals submitted for this project. Listed below are respondents to the subject RFP with their DBE goal:

| Proposer                   | Firms listed              | Type of Work  | % Of Overall Contract Amount |
|----------------------------|---------------------------|---|------------------------------|
| A <sup>2</sup> Group, Inc. | A <sup>2</sup> Group, Inc | Roadway Construction<br>Engineering Inspection,<br>Minor Bridge & Miscellaneous Structures<br>Construction Engineering Inspection | 87%                          |
|                            | Total DBE Percentage      |   | 87%                          |

*Sheena Ferguson*

cc: Contract File

| Proposer        | Firms listed                | Type of Work                                | % Of Overall Contract Amount |
|-----------------|-----------------------------|---|------------------------------|
| CDM Smith, Inc. | L & S Diversified           | Survey & Mapping                            | 2%                           |
|                 | Mehta & Associates          | Roadway Construction Engineering Inspection | 5%                           |
|                 | MTN Resources, LLC          | Non-Professional Services                   | 5%                           |
|                 | PI Consulting Services, LLC | Roadway Construction Engineering Inspection | 5%                           |
|                 | Total DBE Percentage        |   | 17%                          |

| Proposer                    | Firms listed                               | Type of Work   | % Of Overall Contract Amount |
|-----------------------------|--|--|------------------------------|
| Civil/Site Engineering Inc. | Civil/Site Engineering, Inc.               | Roadway Construction Engineering Inspection, Minor Bridge & Miscellaneous Structures Construction Engineering Inspection | 77%                          |
|                             | MTN Resources                              | Non-Professional Services  | 3%                           |
|                             | AE Engineering, Inc.                       | Major Bridge Construction Engineering Inspection-Concrete  | 3%                           |
|                             | Geotechnical and Environmental Consultants | Geotechnical Services  | 3%                           |
|                             | Total DBE Percentage                       |  | 86%                          |

| Proposer                     | Firms listed                 | Type of Work  | % Of Overall Contract Amount |
|------------------------------|------------------------------|---|------------------------------|
| England-Thims & Miller, Inc. | England-Thims & Miller, Inc. | Roadway Construction Engineering Inspection, Minor Bridge & Miscellaneous Structures Construction Engineering Inspection                                    | 85%                          |
|                              | Civil/Site Engineering, Inc  | Roadway Construction Engineering Inspection, Construction Materials Inspection, Minor Bridge & Miscellaneous Structures Construction Engineering Inspection | 5%                           |
|                              | MTN Resources                | Non-Professional Services   | 2%                           |
|                              | PI Consulting Services, LLC  | Roadway Construction Engineering Inspection   | 5%                           |
|                              | Total DBE Percentage         |   | 97%                          |

Procurement Committee Meeting -July 26, 2023

Y22-902-TA, Continuing Professional Consulting Services for CEI- Federally Funded Construction Projects

| CRITERIA                     | Project Manager | Engineer | Project Team | Scope  | Total Weighted Points |
|------------------------------|-----------------|----------|--------------|--------|-----------------------|
| Weighted Value               | 25              | 20       | 25           | 30     | 100                   |
| Similar Projects Requested   | 3               | 3        |              |        |                       |
| Civil/Site Engineering, Inc. | 125.00          | 66.67    | 100.00       | 150.00 | 441.67                |