




Interoffice Memorandum

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: Humberto Castillero, P.E, Interim Manager, Traffic Engineering
Division
(407) 836-7891

SUBJECT: Consultant Selection, Request for Proposals Y20-813-CH,
Professional Traffic Signal Design Services

RECOMMENDATION:

Selection of one firm and two ranked alternates to provide Professional Traffic Signal Design Services, Request for Proposals Y20-813-CH, from the following firms listed alphabetically. Further, request the Board authorize negotiation and execution of a contract by the Procurement Division provided that the contract does not exceed the budget amount of \$341,400.

- DRMP, Inc.
- Metric Engineering, Inc.
- Vanasse Hangen Brustlin, Inc.

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

PURPOSE:

The Consultant shall provide professional traffic engineering services to support the Hazard Mitigation Grant Program federally funded projects. These services will be assigned for the mast arm upgrade projects at the following intersections:

1. Lake Underhill Road at Pinar Drive
2. Edgewater Drive at Magnolia Homes Road
3. Gatlin Avenue at Dixie Belle Drive
4. Balboa Drive at Hastings Street
5. Balboa Drive at Powers Drive
6. Kaley Avenue at Bumby Avenue
7. Kaley Avenue at Westmoreland Avenue
8. Clay Street at Minnesota Avenue

This project will be funded by the State of Florida Department Division of Emergency Management Hazard Mitigation Grant Program for 75% of the project design and construction and the County will be responsible for 25% of the project design and construction. The County's M/WBE program is not applicable for this procurement.

The Consultant will perform the following services:

1. Traffic Signal and Interconnect Design
2. Signing and Pavement Marking Design
3. Maintenance of Traffic Design
4. Minor Intersection

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 proposal submitted by AVCON, Inc. scored too low for Board consideration. Consensus scores from the procurement committee are attached.

Y20-813, Professional Traffic Signal Design Services


| CRITERIA | Project Manager | Project Engineer | Project Team | Scope | VOW | Total Weighted Points |
|------------------------------------|-----------------|------------------|--|--------|-------|-----------------------|
| Weighted Value | 30 | 20 | 15 | 30 | 5 | 100 |
| Similar Projects Requested | 3 | 3 | (B) Indicates Bonus Points (Maximums Bonus Points Above) | | | |
| Vanasse Hangen Brustlin, Inc (VHB) | 150.00 | 100.00 | 75.00 | 150.00 | 20.00 | 495.00 |
| DRMP, Inc | 150.00 | 100.00 | 60.00 | 120.00 | 20.00 | 450.00 |
| Metric Engineering, Inc. | 150.00 | 100.00 | 45.00 | 90.00 | 20.00 | 405.00 |



Interoffice Memorandum

March 27, 2020

To: Carol A. Hewitt, Contracting Agent
Procurement Division

FROM: Sheena Ferguson, Manager
Business Development Division 

SUBJ: RFP# Y20-813- CH, Professional Traffic Signal Design Services

Orange County is receiving federal funding through the Federal Emergency Management Agency for the services 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 requirements 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 Requirements" form submitted with the proposal complied with the federal requirements. Listed below are the proposers who provided the executed and notarized federal compliance forms and the percentage of their federal small and minority, women participation:

| | |
|------------------------------|-----|
| Avcon, Inc. | 27% |
| DRMP Inc. | 7% |
| Metric Engineering, Inc. | 27% |
| Vanasse Hangen Brustlin, Inc | 37% |