



Interoffice Memorandum

July 23, 2018

TO: Mayor Teresa Jacobs
and the Board of County Commissioners

FROM: Carrie Mathes, Manager, Procurement Division

CONTACT: Julie Naditz, P.E., Manager, Highway Construction Division
PHONE: (407) 836-7949

SUBJECT: Consultant Selection, Request for Proposals Y18-906-CH
Continuing Professional Consulting Services for Construction
Engineering and Inspection (CEI) Services

RECOMMENDATION

Selection of CDM Smith Inc. to provide Continuing Professional Consulting Services for Construction Engineering and Inspection (CEI) Services, Request for Proposals Y18-906-CH. Further recommend the Board authorize execution of the final contract by the Procurement Division to establish hourly rates for future requirements. The contract performance period will be for one year with two 1-year renewals.

This item was evaluated by the Procurement Committee on July 11, 2018. Commissioner Victoria P. Siplin was assigned to the Procurement Committee.

PURPOSE

To provide continuing consulting services for construction engineering and inspection (CEI) services as needed.

DISCUSSION

The consultant will provide project management and support services to oversee the construction of a variety of County transportation and roadway construction projects. Services will include engineering and inspection services, coordination with contractors, shop drawing reviews, evaluation and negotiation of change orders, and review of pay requests.

To ensure an open and competitive process, the Request for Proposals was posted on the Orange County website. One proposal was received in response to the solicitation. Queries from staff to those proposers who declined to compete on this solicitation resulted in the following findings:

1. Great Engineering Services, Inc. stated they did not pursue this solicitation because they did not have the required similar project experience.
2. Page One Consultants, Inc. has joined the team as a subconsultant.
3. PES, LLC has joined the team as a subconsultant.
4. GRL Engineers has joined the team as a subconsultant.

The single proposal is likely due to the high demand for services in our area because of the current volume of roadway construction, including I-4 Ultimate and numerous other large state projects. Many of the engineering construction firms in our area are already involved in those construction projects and may not be able to take on additional workload. The County's previous CEI contract averaged less than \$430,000 of work per year over three years. The value of this contract is considered relatively small when compared to the industry demand. CDM Smith Inc. has a satisfactory performance record with the County and other governmental entities. In addition, their costs are consistent with industry standards, and they have been responsive to the County's needs.

The Procurement Committee has evaluated the single proposal received by CDM Smith Inc. and are comfortable that the proposer can fulfill the requirements of the contract and the needs of the Highway Construction Division as well as the various departments and divisions throughout the County.

The consensus scores of the Procurement Committee are attached.

RFP#:Y18-906-CH Continuing Professional Consulting Services for Construction Engineering and Inspection (CEI) Services	PROJECT MANAGER (Factor 1.666)		PROJECT TEAM		M/WBE		LOCATION		VOLUME		SCOPE		S-D VETERAN		WAGE RCP		TOTAL
	25		15		15		10		15		20		2		1		
WEIGHT	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	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	
CDM Smith Inc.	3	125	4	60	4	60	5	50	4	60	5	100	1	2	0	0	462



INTEROFFICE MEMORANDUM

July 5, 2018

TO: Carol Hewitt, Senior Contract Administrator
Procurement Division

FROM: ^{A.B.} Angela Brown, Senior Contract Administrator
Business Development Division

SUBJECT: Business Development Division M/WBE Proposal Evaluation

PROJECT: Y18-906-CH / Continuing Professional Consulting Services for Construction Engineering and Inspection (CEI) Services

APPROVED: *Sheena Ferguson*

The M/WBE participation goal for this RFP is 27% and the M/WBE Employment Workforce goal is 24%. Listed below are respondents to the subject RFP with their sub-consultants and M/WBE participation score on a one (1) to five (5) scale:

1. **CDM SMITH, INC.**
Majority Prime

M/WBE Sub-consultant(s)	M/WBE Classification	Projected %	Sub-consultants Role
Civil/Site Engineering, Inc.	White Female	7%	Inspection Support
Page One Consultants, Inc.	White Female	10%	*Inspection Support and Lab Testing
Mehta & Associates, Inc.	Asian Islander Male	7%	Inspection Support and Survey
PI Consulting Services, LLC	Asian Islander Female	3%	Inspection Support

*Orange County areas of certification includes Engineering Support Services (Field Work, Testing, Tabulations of Data)

Total M/WBE Participation Proposed: 27%
Total M/WBE Employment Workforce: 40%
Points: 4

Registered Service-Disabled Veteran(s) (SDV) Sub-consultant	Points	SDV Sub-consultant Role
PES, LLC	1	Inspection Support and Survey

Registered SDV(s) Proposed: 1
SDV Bonus Points: 2

Displaced Worker(s) Proposed: 0
Displaced Worker(s) Bonus Points: 0

Total Bonus Points: 2
(Includes SDV & Displaced workers)