



Interoffice Memorandum

October 5, 2020

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

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

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

SUBJECT: Consultant Selection, Request for Proposals Y20-826-CH,
Professional Construction Engineering and Inspection (CEI) and
Resident Compliance Specialist Services for Shingle Creek Phase 1
Segment 2 (from S.R. 528 to Destination Parkway) Construction
Project

RECOMMENDATION:

Selection of CDM Smith, Inc. to provide Professional Construction Engineering and Inspection (CEI) and Resident Compliance Specialist Services for Shingle Creek Phase 1 Segment 2 (from S.R. 528 to Destination Parkway) Construction Project, Request for Proposals Y20-826-CH. Further, request the Board authorize negotiation and execution of a contract by the Procurement Division provided the contract does not exceed the budget of \$736,562.

The Procurement Committee evaluated the proposals on August 12, 2020. Commissioner Betsy VanderLey was assigned to the Procurement Committee.

PURPOSE:

The Consultant shall assist the County by providing project management, CEI, and compliance services for the Shingle Creek Phase 1 Segment 2 (from S.R 528) Construction Project. The project is funded by the Florida Department of Transportation (FDOT). The County will be reimbursed for the costs of services procured under the contract with federal funds through FDOT. The project is located in District 6.

The services to be performed include, but are not limited to:

- Provide CEI and support services for the Shingle Creek Phase 1 Segment 2 (from S.R. 528 to Destination Parkway) Construction Project, including, but not limited to, monitoring the construction contract compliance requirements for assigned projects in accordance with Required Contract Provisions Federal-Aid Contracts Federal Highway Administration 1273 and compliance oversight program established by FDOT.
- Perform geotechnical/material testing services as may be necessary.

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Request for Proposals Y20-826-CH, Professional Construction Engineering and Inspection (CEI) and Resident Compliance Specialist (RCS) Services for Shingle Creek Phase 1 Segment 2 (from S.R. 528 to Destination Parkway) Construction Project

- Coordination with contractors and stakeholders and review of change orders and pay requests as it relates to the above tasks.

DISCUSSION:

Three 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 DRMP, Inc. was determined to be non-responsive to the terms and conditions of the solicitation for the following reason:

FDOT's Local Agency Program Manual, Section 18.3, Conflict of Interest states the following:

- A consultant firm, its affiliate that was a subconsultant to the Engineer of Record (EOR) on a project may only be considered as a prime for CEI services on the same project, with the approval of the District Secretary.
- A consultant firm, or its affiliate, that was a subconsultant to the EOR on a project may only be considered as subconsultant for CEI services with the approval of the District Secretary.
- DRMP, Inc. was a subconsultant to WBQ Design & Engineering, Inc., Contract Y12-819 Final Engineering Design for Shingle Creek Multi Use Trail. The District Secretary did not provide the aforementioned approval.

The proposal submitted by New Millennium Engineering, Inc. scored too low for Board consideration.

The consensus scores from the Procurement Committee are attached.



Interoffice Memorandum

August 12, 2020

To: Carol Hewitt, Contracting Agent
Procurement Division

FROM: Sheena Ferguson, Manager 
Business Development Division

SUBJECT: **Y20-826- CH, Professional Construction Engineering & Inspection (CEI) & Resident Compliance (RCS) Services for Shingle Creek Trail Phase I Segment 2**

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 three proposals submitted for this project. Listed below are respondents to the subject RFP with their DBE goal:

CDM Smith	12%
New Millennium Engineering, Inc.	0%

Procurement Committee Meeting - August 12, 2020

Y20-826-CH, Professional Construction Engineering & Inspection (CEI) & Resident Compliance Specialist (RCS) Services For Shingle Creek Trail Phase 1 Segment 2

CRITERIA	Project Manager	Project Engineer	Project Team	Scope	Total Weighted Points
Weighted Value	30	25	15	30	100
Similar Projects Requested	3	3			
CDM Smith, Inc.	150.00	125.00	75.00	150.00	500.00