



## Interoffice Memorandum

August 26, 2022

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

**FROM:**

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

CONTACT: Kenneth Leeming, Manager, Highway Construction Division  
407-836-7713

SUBJECT: Consultant Selection, Request for Proposals Y22-815-CR, Construction,  
Engineering and Inspection for Shingle Creek Trail Phase 3

### RECOMMENDATION:

Selection of CDM Smith Inc. to provide Construction, Engineering and Inspection for Shingle Creek Trail Phase 3, Request for Proposals Y22-815-CR.

Request the Board to authorize negotiation and execution of the final contract by the Procurement Division to negotiate and award a contract provided that it does not exceed the budget of \$3,476,227.86.

Proposals were evaluated by the Procurement Committee on August 3, 2022. Commissioner Nicole Wilson was assigned to the Procurement Committee.

### PROCUREMENT:

This contract will provide Construction, Engineering and Inspection for Shingle Creek Trail Phase 3, to provide construction management, inspection, and compliance support services to meet the requirements of the federally funded construction project. This project is located in District 1.

### FUNDING:

Funding is available in account number 1265-062-2119-6310.

### APPROVALS:

The Public Works Department and Business Development Division concur with this recommendation.

DISCUSSION:

One proposal was received in response to this Request for Proposal (RFP). The Procurement Committee evaluated the proposals in accordance with the criteria set forth in this RFP. The Procurement Committee's consensus scores are attached.

To ensure an open and competitive proposal process, the RFP was posted on the County's e-procurement platform. A query from staff to potential sources who declined to participate in the solicitation process resulted in the following findings:

AVCON, Inc.: Did not respond to our query.

DRMP, Inc.: Did not respond to our query.

AE Engineering: Did not respond to our query.

**Procurement Committee Meeting - August 3, 2022**  
**Y22-815-CR, Construction, Engineering and Inspection - Shingle Creek Trail Phase 3**

CRITERIA	Project Manager	Engineer	Project Team	Scope	VOW	Location	M/WBE	Dislocated Workers (B)	SDV (B)	Total Weighted Points
Weighted Value	15	10	15	30	5	10	15	5	15	120
Similar Projects Requested	3	3	(B) Indicates Bonus Points (Maximums Bonus Points Above)							
<b>CDM Smith Inc.</b>	<b>50.00</b>	<b>33.33</b>	<b>75.00</b>	<b>150.00</b>	<b>0.00</b>	<b>50.00</b>	<b>75.00</b>	<b>0.00</b>	<b>2.00</b>	<b>435.33</b>
<i>Lead Person - Shawn Kennedy</i>	2.00	2.00	5.00	5.00	0.00	5.00	100%	0.00	2.00	
<i>Kenneth Leeming</i>	2.00	2.00	5.00	5.00	0.00	5.00	100%	0.00	2.00	
<i>Regina Ramos</i>	2.00	2.00	5.00	5.00	0.00	5.00	100%	0.00	2.00	
<i>BDD - Sheena Ferguson</i>	2.00	2.00	5.00	5.00	0.00	5.00	100%	0.00	2.00	
<i>Consensus or Average</i>	2.00	2.00	5.00	5.00	0.00	5.00	100%	0.00	2.00	

**POINT STRUCTURE:**

1= Poor      4= Above Avg.  
2= Below Avg.   5= Excellent  
3= Average



## INTEROFFICE MEMORANDUM

June 23, 2022

TO: Cassandra Reyes, Contracts Supervisor  
Procurement Division

FROM: Sheena Jackson, Senior Contract Administrator  
Business Development Division

SUBJECT: Business Development Division M/WBE Proposal Evaluation

PROJECT: Y22-815-CR/ Construction, Engineering and Inspection for Shingle Creek Trail Phase 3

APPROVED: Sheena Jackson

The M/WBE participation goal for this RFP is 27% and the M/WBE Employment Workforce goal is 18% minority, 6% women. Listed below are respondents to the subject RFP with their sub-consultants and M/WBE participation.

### 1. CDM Smith Inc. Majority Prime

M/WBE Sub-consultant(s)	M/WBE Classification	Projected %	Sub-consultants Role
3G Engineering & Consulting Services	MWBE- AF AF (1)	4%	Inspection Support
Civil/Site Engineering	WBE-WF (6)	4%	Inspection Support
L & S Diversified	MWBE-AF (46)	4%	Inspection Support
Mehta & Associates	MBE- AM (5)	4%	Inspection Support
Nadic Engineering Services	MWBE-AFAM (16)	4%	Materials Testing
OM Engineering	MBE- AM (5)	4%	Inspection Support
PI Consulting Services	MWBE-AF (46)	4%	Inspection Support

Total M/WBE Participation Proposed: 28%  
M/WBE Sub consultant participation Weighted Score: 37.5

Total M/WBE Workforce: 19%  
Total WBE Workforce: 33%  
Minority Workforce and Women Workforce Weighted Score: 37.5

**Total M/WBE Participation Weighted Score:**

**75**

<b>Registered Service-Disabled Veteran(s) (SDV) Sub-consultant</b>	<b>Points</b>	<b>SDV Sub-consultant Role</b>
Drummond Carpenter, PLLC	2	Inspection Support

Registered SDV(s) Proposed: 1

SDV Bonus Points: 2

Dislocated Worker(s) Proposed: 0

Dislocated Worker(s) Bonus Points: 0

**Total Bonus Points: 2**

*(Includes SDV & Dislocated workers)*