



## Interoffice Memorandum

April 17, 2017

TO: Mayor Teresa Jacobs  
and the Board of County Commissioners

FROM: Carrie Woodell, Manager, Procurement Division

CONTACT: Renzo Nastasi, A.I.C.P., Manager, Transportation Planning Division  
407-836-8072

SUBJECT: Consultant Selection, Request for Proposals Y17-809-CH,  
Professional Transportation Planning and Engineering Services  
for Avalon Roadway Conceptual Analysis Study (RCA)

### **RECOMMENDATION**

Selection of Parsons Brinckeroff, Inc. to provide Professional Transportation Planning and Engineering Services for Avalon Roadway Conceptual Analysis Study (RCA), Request for Proposals Y17-809-CH. Further recommend the Board authorize negotiation and execution of the final contract by the Procurement Division, provided it does not exceed the budget of \$360,000.

This item was evaluated by the Procurement Committee on March 22, 2017. Commissioner Bryan Nelson was assigned to the Procurement Committee.

### **PURPOSE**

To negotiate a contract for professional transportation and engineering services to develop a roadway conceptual analysis for Avalon Road from Florida's Turnpike to Colonial Drive. The project is located in District 1.

### **DISCUSSION**

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 project resulted in the following findings:

1. Luke Transportation Engineering Consultants, Inc. stated they did not want to pursue this project as the Prime Consultant.
2. HDR Engineering, Inc. stated they were too busy with other work.
3. S&ME, Inc. stated they could not meet the requirements of the RFP.

Parsons Brinkerhoff was the only respondent to the RFP for the Roadway Conceptual Analysis (RCA) study for the widening of CR 545 - Avalon Road from Florida's Turnpike to Colonial Drive in west Orange County. This is a relatively small project consisting of 0.43 miles of existing roadway. Completion of this study is also included in the performance requirements of an executed agreement between Orange County and the City of Winter Garden.

The RCA process is complicated and requires a diverse array of highly skilled professionals in numerous disciplines including engineering, science, planning and technology. Additionally, both a Professional Engineer and AICP Certified Planner are required to complete the consultant study team. The County issues a number of RCA proposals and, due to the complexity of the RCA process, rarely has more than a few respondents. At this time there are several large local and state RCA type projects currently underway in the region. At least one firm that typically responds to the County's RFP's for RCA projects did not respond due to existing work load. An additional factor for the single proposal could be that the length of this project does not meet the minimum criteria (0.9 miles) to be credited as a similar project by prospective project managers and assistant project managers for future proposals.

Parsons Brinkerhoff's study team is qualified to perform this work for a reasonable fee as evidenced by having successfully completed a number of similar projects for County and within the region. The firm is of an adequate size to be able to perform the scope of services while executing projects elsewhere. It is our belief that the inability to claim this study as a similar project on future County proposals and the temporary workload industry backlog for this type of study has created a shortage of available qualified consultants.

The tasks included in this scope of services can be generally grouped into the following seven primary categories:

1. Administration
2. Public Involvement
3. Data Collection
4. Right-of-Way Engineering Projects
5. Corridor Analysis and Project Need Documentation
6. Improvement Alternatives Development and Analysis
7. Recommended Alternative Improvement Evaluation

The consensus score of the Procurement Committee is attached.

RFP#:Y17-809-CH Avalon Road Roadway Conceptual Analysis (RCA)	PROJECT		ASSISTANT PROJECT		PROJECT		M/WBE		LOCATION		VOLUME		SCOPE		S-D VETERAN		WAGE RCP		TOTAL
	MANAGER (Factor 1.666)		MANAGER (Factor 1.666)		TEAM														
	15		10		15		15		10		5		30		2		1		
	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED 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	
Parsons Brinckeroff, Inc.	3	75	3	50	4	60	3	45	5	50	4	20	5	150	1	2	0	0	452



Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

March 21, 2017

TO: Carol Hewitt, Senior Contract Administrator, Procurement Division  
FROM: <sup>4.3.</sup> Angela Brown, Senior Contract Administrator, Business Development  
SUBJ: Y17-809-C271 Avalon Road Roadway Conceptual Analysis (RCA)

APPROVED:

*Sheena Ferguson*  
Sheena Ferguson, BDD Manager

Listed below are respondents to the subject RFP with their sub-consultants and M/WBE participation score on a 1 – 5 scale (RFP GOALS: M/WBE-27% & EEO-24%):

	Projected %	Sub-Consultant Role
1. <b>PARSONS BRINCKERHOFF, INC.</b> <b>Majority Prime</b>		
<b><u>M/WBE Subconsultants:</u></b>		
Brindley Pieters & Associates, Inc. (African American Male)	2%	Utility Coordination
MSE Group, LLC (Asian Pacific Female)	3%	Environmental Consulting Services
Luke Transportation Engineering Consultants, Inc. (Hispanic Male)	5%	Traffic
Nadic Engineering Services, Inc. (African American Female)	3%	Geotechnical & Contamination
PES, LLC (Hispanic Male)	13%	Survey & Right-of-Way Mapping
*SEARCH, Inc.	1%	Cultural Resources (archaeological and historical features)
<b>*This firm is not certified with Orange County as a M/WBE, therefore, the 1% projected utilization is not included in the total M/WBE participation.</b>		

<b>Total M/WBE Participation:</b>	<b>26%</b>
<b>EEO Staff:</b>	<b>31%</b>

<b>Points:</b>	<b>3</b>
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**BONUS POINTS:**

**No Welfare Recipient(s) Proposed**

**Registered Service Disabled Veteran(s)  
Proposed:**

PES, LLC	1	Surveying & Right-of-Way Mapping
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<b>Total Bonus Points:</b>	<b>2</b>
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