



## Interoffice Memorandum

May 5, 2017

TO: Mayor Teresa Jacobs  
and the Board of County Commissioners

FROM: Carrie Woodell, Manager, Procurement Division

CONTACT: Susan McCune, Project Manager, Community, Environmental and  
Development Services  
407-836-0952

SUBJECT: Selection of Consultant, Request for Proposals, Y16-1109-LC,  
Professional Planning Services, Lot B

### **RECOMMENDATION**

Selection of one firm and two ranked alternates to provide Professional Planning Services, Lot B, Request for Proposals Y16-1109-LC, from the following firms listed alphabetically.

Canin Associates/DPZ Partners, LLC  
GAI Consultants, Inc. | Community Solutions Group  
Littlejohn An S&ME Company  
Tindale Oliver  
Vanasse Hangen Brustlin, Inc.  
Zyscovich Inc. d/b/a Zyscovich Architects

Further request authority for the Procurement Division to negotiate and execute a three-year contract within a budget amount of \$632,997. The Procurement Division also requests the authority to renew the contract for two additional 1-year terms.

This item was evaluated by the Procurement Committee on February 22, 2017. Commissioner Victoria P. Siplin was assigned to the committee.

### **PURPOSE**

To provide planning services in the areas of research, comprehensive planning, urban design, intergovernmental coordination, placemaking, and community outreach. These services will be assigned, as-needed, on a continuing basis, with a task specific scope of services.

## **DISCUSSION**

Lot B represents those tasks involving urban design, site planning, community planning, design guidelines, feasibility studies, form-based coding, corridor plans, and public outreach.

The firm shall provide expertise and technical skills, on an as-needed basis, to assist staff in the implementation of the County's Comprehensive Plan and the fulfillment of the Planning Division's work program.

The following list outlines representative examples of projects that may be assigned to the selected firm. This list is not all-inclusive of the specific activities that the firm may be asked to perform. Specific tasks and deliverables will be identified through individual work orders. Once a project is identified, the selected firm may be required, at the request of the County, to submit specific proposals including project management and staff resourcing, scope of work, as well as task scheduling and cost estimates.

### **Lot B. – Urban Design - General Work Assignments**

The studies/tasks conducted under this contract may include, but are not limited to the following:

1. Create regional or district level plans for one or more of the market areas.
2. Prepare place-type or community-type plans and studies for transit-oriented development (TOD), mixed-use nodes, urban infill and redevelopment, suburban retrofit or traditional-neighborhood development scenarios.
3. Conduct public engagement with visioning and potential design following a design charrette model.
4. Develop form-based codes, regulating plans and design standards for targeted planning areas.
5. Create activity center and multi-modal corridor studies.
6. Using innovative urban design, art, and placemaking strategies to create aesthetically interesting and interactive urban spaces.
7. Consider design strategies that align with other County objectives, including multi-modal, pedestrian and bicycle corridors, linear or pocket parks, civic and open spaces, etc.
8. Identify relevant examples of comparable places to those identified within the Orange County market areas, including best practices, opportunities and challenges, etc.

9. Complement the Planning Division's graphics capabilities with innovative visual communication techniques, hand-renderings, conceptual 3D modeling, or 'before-and-after' simulations.
10. Prepare pattern books, design guidelines, web-based content and planning infographics.

A protest was filed by Zyscovich Inc. d/b/a Zyscovich Architects and heard by the Procurement Committee on April 28, 2017. The Procurement Committee, by consensus, upheld their original scores.

The Procurement Committee's evaluation is attached.

RFP#: Y16-1109-LC Professional Planning Services	QUAL OF STAFF		QUAL OF FIRM		TECHNICAL APPROACH		M/WBE		LOCATION		FEE PROPOSAL		Welfare Transition	SDV	SDV Prime	TOTAL
	20		15		25		10		10		20					
	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE				
<b>LOT B</b>																
GAI Consultants, Inc.  Community Solutions Group	4.2	84	4.0	60	5.0	125	3	30	5	50	4.7	94	0	2	0	445.0
Zyscovich Inc. d/b/a Zyscovich Architects	5.0	100	4.6	69	5	125	3	30	1	10	4.95	99	0	2	0	435.0
Vanasse Hangen Brustlin, Inc. (VHB)	3.2	64	4.0	60	3	75	4	40	5	50	5	100	0	0	0	389.0
Littlejohn An S&ME Company	3.0	60	3.0	45	3	75	4	40	5	50	4.3	86	0	0	0	356.0
Canin Associates/DPZ Partners, LLC	3.2	64	4.0	60	4	100	3	30	2	20	3.75	75	0	0	0	349.0
Tindale Oliver	3.0	60	2.8	42	3	75	4	40	2	20	3.9	78	0	10	0	325.0



Interoffice Memorandum

December 22, 2016

To: Linda Carson, Senior Purchasing Agent  
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator   
Business Development Division

SUBJ: **RFP #Y16-1109-LC, Professional Planning Services (Lots A & B)**

Below are the respondents to the subject RFP with their firm's certified sub-consultants and M/WBE participation score on a 1 – 5 rating:

<b>1.</b>	<b>Tindale Oliver</b>		<b>4 Points</b>
WF	Planactive Studio, LLC	12%	
WF	Ruth Hamberg Landscape Architecture & Urban Design	12%	
	<b>Total MWBE Participation:</b>	<b>24%</b>	
	EEO Staff	52%	
Bonus Points			
	Service-Disabled Veterans (SDV)	<b>5</b>	
	Welfare Recipients:	<b>0</b>	

<b>2.</b>	<b>Littlejohn An S&amp;ME Company</b>		<b>4 Points</b>
AFAM	Landscape Designs, LLC	12%	
WF	Foresight Desgin Group, Inc.	12%	
	<b>Total MWBE Participation:</b>	<b>24%</b>	
	EEO Staff	43%	
Bonus Points			
	Service-Disabled Veterans (SDV)	<b>0</b>	
*	Welfare Recipients:	<b>0</b>	

\*The Welfare Transition and/or Dislocated Worker form was not submitted with the proposal.



<b>3.</b>	<b>Canin Associates/DPZ Partners, LLC</b>		<b>3 Points</b>
WF	Laura Turner Planning Services	3%	
AFAM	WBQ Design & Engineering, Inc.	1%	
HM	Luke Transportation Engineering Consultants, Inc.	1%	
	<b>Total MWBE Participation:</b>	<b>5%</b>	
	EEO Staff	30%	
Bonus Points			
	Service-Disabled Veterans (SDV)	<b>0</b>	
	Welfare Recipients:	<b>0</b>	



**Interoffice Memorandum**

December 22, 2016

To: Linda Carson, Senior Purchasing Agent  
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator   
Business Development Division

SUBJ: **RFP #Y16-1109-LC, Professional Planning Services (Lot B Only)**

Below are the respondents to the subject RFP with their firm's certified sub-consultants and MWBE participation score on a 1 – 5 rating:

<b>1.</b>	<b>Zyscovich, Inc. d/b/a Zyscovich Architects</b>		<b>3 Points</b>
AM(Pac)	Avcon, Inc.	12%	
WF	Ruth Hamberg Landscape Architecture & Urban Design	5%	
WF	Dix-Hite +Partners, Inc.	5%	
	<b>Total MWBE Participation:</b>	<b>22%</b>	
	EEO Staff	73%	
Bonus Points			
	Service-Disabled Veterans (SDV)	<b>1</b>	
	Welfare Recipients:	<b>0</b>	

<b>2.</b>	<b>Vanasse Hangen Brustlin, Inc. (VHB)</b>		<b>4 Points</b>
WF	Planactive Studio, LLC	16%	
WF	Ruth Hamberg Landscape Architecture & Urban Design	8%	
	<b>Total MWBE Participation:</b>	<b>24%</b>	
	EEO Staff	53%	
Bonus Points			
	Service-Disabled Veterans (SDV)	<b>0</b>	
	Welfare Recipients:	<b>0</b>	

*Sheena Ferguson*

<b>3.</b>	<b>GAI Consultants, Inc. / Community Solutions Group</b>		<b>3 Points</b>
AFAM	Rhodes & Brito Architecture, Inc.	12%	
WF	Ecopreserve, LLC	5%	
	<b>Total MWBE Participation:</b>	<b>17%</b>	
	EEO Staff	29%	
Bonus Points			
	Service-Disabled Veterans (SDV)	<b>1</b>	
	Welfare Recipients:	<b>0</b>	