



**Interoffice Memorandum**

April 5, 2018

**TO:** Mayor Teresa Jacobs  
and the Board of County Commissioners

**FROM:** Carrie Woodell, Manager, Procurement Division

**CONTACT:** Michael Drozeck, P.E., Manager, Stormwater Management Division  
**PHONE:** (407) 836-7945

**SUBJECT:** Consultant Selection, Request for Proposals Y18-900-EB,  
Continuing Professional Engineering Stormwater Management Services

**RECOMMENDATION**

Selection of four firms and an alternate to provide Continuing Professional Engineering Stormwater Management Services, Request for Proposals Y18-900-EB, from the following firms listed alphabetically. Further recommend the Board authorize execution of the final contracts by the Procurement Division to establish hourly rates for future requirements for a one-year term with two 1-year renewals.

CDM Smith, Inc.  
DeLoach Engineering Science, PLLC  
Geosyntec Consultants, Inc.  
Inwood Consulting Engineers, Inc.  
Singhofen & Associates, Inc.

This item was evaluated by the Procurement Committee on February 7, 2018. Commissioner Victoria P. Siplin was assigned to the Procurement Committee.

**PURPOSE**

To provide continuing stormwater management engineering services to support the Stormwater Management and Roads and Drainage Divisions' projects throughout the County.

**DISCUSSION**

The consultants will provide engineering services for drainage improvement projects. Services may include, but are not limited to, stormwater management analysis, surveys, design work, plan preparations, permitting, and construction administration. Currently, there are four continuing contracts in place for stormwater management engineering services. Staff anticipates that four contracts will be required to meet the projected demand for these services.

To remain consistent with the Board's policy to ensure equitable distribution of work, these contracts will be monitored to ensure a reasonable degree of evenness in the distribution of contract dollars. There will be, however, occasions when the continued use of a particular consultant is necessary which may impact the distribution of contract dollars. These situations include the following:

- Continuation of services initially performed by a particular consultant.
- Services for which a particular consultant is uniquely qualified to provide.
- Difficulty in obtaining proposals from other consultants.
- Difficulty in negotiating task authorizations with other consultants.
- Other justified reasons.

A protest was submitted by DeLoach Engineering Science, Inc. The Procurement Committee heard the protest and upheld the original scores, therefore denying the protest.

The scores of the Procurement Committee are attached.

**RFP Y18-900-EB**  
**CONTINUING PROFESSIONAL ENGINEERING STORMWATER MANAGEMENT SERVICES**

RFP#:Y18-900-EB	PROJECT MANAGER (Factor 1)		PROJECT ENGINEER (Factor 1)		PROJECT TEAM		M/WBE		LOCATION		VOLUME		SCOPE		S-D VETERAN		WAGE RCP		TOTAL
Continuing Professional Engineering Stormwater Management Services																			
WEIGHT	15		10		15		15		10		15		20		2		1		
	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	RAW SCORE	WEIGHTED SCORE	
Singhofen & Associates, Inc.	5.0	75.0	5.0	50.0	5.0	75	4	60	5	50	4	60	5.0	100	5	10	0	0	480.0
Geosyntec Consultants, Inc.	5.0	75.0	4.0	40.0	4.6	69	4	60	5	50	3	45	5.0	100	3	6	0	0	445.0
Inwood Consulting Engineers, Inc.	4.0	60.0	4.0	40.0	4.2	63	4	60	5	50	4	60	4.4	88	3	6	0	0	427.0
CDM Smith, Inc.	4.0	60.0	4.0	40.0	4.0	60	4	60	5	50	3	45	4.0	80	1	2	0	0	397.0
DeLoach Engineering Science, PLLC	4.0	60.0	2.0	20.0	3.0	45	4	60	5	50	5	75	3.0	60	2	4	0	0	374.0



Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

February 6, 2018

TO: Elia Batista, Senior Contract Administrator, Procurement Division  
FROM: Angela Brown, Senior Contract Administrator, Business Development  
SUBJ: Y18-900-EB / Continuing Professional Engineering Stormwater Management Services

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. SINGHOFEN & ASSOCIATES, INC. Majority Prime		
<u>M/WBE Subconsultants:</u>		
Barnes, Ferland & Associates, Inc. (African American Male)	9.5%	Surveying
Geodata Consultants, Inc. (Hispanic Male)	9.5%	Surveying
Mehta & Associates, Inc. (Asian Islander Male)	2%	Construction Engineering Inspection
The Balmoral Group, Inc. (White Female)	6%	Economic Analysis
Yvonne I. Froscher (White Female)	1%	Environmental Consulting
Total M/WBE Participation:	28%	
EEO Staff:	33%	

**RECEIVED**

**BONUS POINTS:**

<b>Displaced Worker(s) Proposed</b>	<b>0</b>	
<b>Registered Service Disabled Veteran(s) Proposed:</b>		
Alliance Design & Construction, Inc.	1	Landscaping Design
Burns Construction Management, LLC	1	Construction Inspection
Drummond Carpenter, PLLC	1	LID/Green Infrastructure
Gator Engineering & Aquifer Restoration, Inc.	1	Geotechnical Engineering
PES, LLC	1	Surveying
<b>Total Bonus Points:</b>	<b>10</b>	

2. **INWOOD CONSULTING ENGINEERS, INC.**  
**Majority Prime**

**M/WBE Subconsultants:**

AVCON, Inc. (Asian Pacific Male)	0.25%	Structural Engineering
The Balmoral Group, LLC (White Female)	2%	General Civil Support
Brindley Pieters and Associates, Inc. (African American Male)	2.25%	Construction, Engineering and Inspection (CEI)
DEVO Engineering Company (Asian Islander Male)	3%	Geotechnical (Sinkholes, Drainage Wells, and Hydrogeology)
ECHO UES, Inc. (Hispanic Male)	3.50%	Utility Survey
EPIC Engineering & Consulting Group, LLC (Asian Islander Male)	0.25%	GIS and Data Management Support
Geodata Consultants, Inc. (Hispanic Male)	8%	Site Surveying/Mapping
Mehta and Associates, Inc. (Asian Islander Male)	2.25%	Construction, Engineering and Inspection (CEI)
MSE Group, LLC (Asian Islander Female)	0.25%	TMDL Support
Pegasus Engineering, Inc. (Hispanic Male)	3%	General Civil Design and Hydraulic Analysis Support
SGM Engineering, Inc. (Asian Pacific Male)	2.75%	Mechanical, Electrical and Plumbing
<b>Total M/WBE Participation:</b>	<b>27.5%</b>	
<b>EEO Staff:</b>	<b>50%</b>	
<b>Points:</b>	<b>4</b>	

**BONUS POINTS:**

<b>Displaced Worker(s) Proposed</b>	0	
<b>Registered Service Disabled Veteran(s) Proposed:</b>		
Alliance Design and Construction, Inc.	1	Architecture and Landscape Architecture
Drummond Carpenter, PLLC	1	LID/Green Infrastructure Support
Gator Engineering & Aquifer Restoration, Inc.	1	Water Quality Sampling & Testing Services
<b>Total Bonus Points:</b>	6	

3. **GEOSYNTEC CONSULTANTS, INC.**  
**Majority Prime**

**M/WBE Subconsultants:**

The Balmoral Group, LLC (White Female)	7%	Economics & Engineering & GIS
EPIC Engineering & Consulting Group, LLC (Asian Islander Male)	3%	Information Technology & GIS
ECHO UES, Inc. (Hispanic Male)	3%	Subsurface Utility Coordination
Geodata Consultants, Inc. (Hispanic Male)	7%	Land Surveying
MSE Group, LLC (Asian Islander Female)	2%	Environmental Studies
Southern Research Laboratories, Inc. (African American Male)	1%	Environmental Analysis
Electrical Design Associates, Inc. (Hispanic Female)	1%	Engineering – Electrical
OM Engineering Services, Inc. (Asian Islander Male)	3%	Engineering – Structural & Utility
<b>Total M/WBE Participation:</b>	27%	
<b>EEO Staff:</b>	42%	

**Points:** 4

**BONUS POINTS:**

<b>Displaced Worker(s) Proposed</b>	0	
<b>Registered Service Disabled Veteran(s) Proposed:</b>		
Drummond Carpenter, PLLC	1	Environmental & Water Resources Engineering
Alliance Design and Construction, Inc.	1	Landscape Design

Repstein, Roger A	1	Construction Management
<b>Total Bonus Points:</b>	<b>6</b>	

**4. DELOACH ENGINEERING SCIENCE, PLLC**  
Majority Prime

**M/WBE Subconsultants:**

The Balmoral Group, LLC (White Female)	5%	Economic Consulting
ECHO UES, Inc. (White Female)	5%	Subsurface Utility Engineering
Geodata Consultants, Inc. (Hispanic Male)	12%	Survey
MSE Group, LLC (Asian Islander Female)	5%	Ecological Services
<b>Total M/WBE Participation:</b>	<b>27%</b>	
<b>EEO Staff:</b>	<b>25%</b>	

<b>Points:</b>	<b>4</b>
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**BONUS POINTS:**

<b>Displaced Worker(s) Proposed</b>	<b>0</b>
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**Registered Service Disabled Veteran(s) Proposed:**

Alliance Design and Construction, Inc.	1	Landscape Planning
Gator Engineering & Aquifer Restoration, Inc.	1	Geotechnical and Hydrogeological Services
<b>Total Bonus Points:</b>	<b>4</b>	

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

**M/WBE Subconsultants:**

Pegasus Engineering, Inc. (Hispanic Male)	22%	Stormwater Design and Permitting, Master Planning
TEAM Engineering, LLC (White Female)	5%	Field Sampling, Cost Estimating, Utility Coordination, and Support Services
<b>Total M/WBE Participation:</b>	<b>27%</b>	
<b>EEO Staff:</b>	<b>41%</b>	

<b>Points:</b>	<b>4</b>
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**BONUS POINTS:**

**Displaced Worker(s) Proposed**

**0**

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

**Roger A. Repstien dba RDC**

**1**

**Construction Administration  
Services**

**Total Bonus Points:**

**2**