



Interoffice Memorandum

June 19, 2018

TO: Mayor Teresa Jacobs
and the Board of County Commissioners

FROM: Carrie Mathes, Manager, Procurement Division

CONTACT: Christine Lofye, Manager, Traffic Engineering Division
407-836-8682

SUBJECT: Consultant Selection, RFP Y18-905-RM,
Continuing Professional Services for Annual Traffic Counts

RECOMMENDATION

Selection of two firms and an alternate to provide Continuing Professional Services for Annual Traffic Counts, Request for Proposals Y18-905-RM, from the following firms listed alphabetically. Further request the Board authorize execution of the final contracts by the Procurement Division to establish hourly rates for future requirements. The contract performance periods will be for one year with two 1-year renewals.

Luke Transportation Engineering Consultants, Inc.
Metric Engineering, Inc.
Vanasse Hangen Brustlin, Inc.

This item was evaluated by the Procurement Committee on May 30, 2018. Commissioner Jennifer Thompson was assigned to the Procurement Committee.

PURPOSE

To select two firms to provide continuing professional services for annual traffic counts.

DISCUSSION

The Consultants will provide a variety of reports and studies, including traffic data collection services. The services to be conducted will include the collection of traffic count data to support Orange County's average annual daily traffic count program. The procurement of reports, studies, and services for these contracts will be assigned as needed to accomplish a specific task for a described scope of services.

In keeping with the Board's policy for distribution of work, these contracts will be monitored to ensure an equitable distribution of contract dollars. However, there may be instances where 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.
- Difficulty in obtaining proposals from other consultants.
- Difficulty in negotiating task authorizations with other consultants.
- Other justified reasons.

The scores of the Procurement Committee are attached.

RFP#: Y18-905	PROJECT		PROJECT		PROJECT		M/WBE		LOCATION		VOLUME		SCOPE		VETERANS		DISPLACED WORKERS		TOTAL
CONTINUING PROFESSIONAL SERVICES FOR ANNUAL TRAFFIC COUNTS	PROJECT MANAGER		PROJECT ENGINEER/PLANNER		TEAM														
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	
Luke Transportation Engineering Consultants, Inc.	4.5	67.5	4.5	45.0	5.0	75.0	5	75.0	5	50.0	2	30.0	5.0	100.0	0	0.0	0	0.0	442.5
Vanasse Hangen Brustlin, Inc.	4.5	67.5	4.5	45.0	5.0	75.0	4	60.0	5	50.0	0	0.0	5.0	100.0	0	0.0	0	0.0	397.5
Metric Engineering, Inc.	1.0	15.0	2.5	25.0	3.8	57.0	4	60.0	5	50.0	5	75.0	3.6	72.0	0	0.0	0	0.0	354.0



INTEROFFICE MEMORANDUM


May 16, 2018

TO: Rolando Melo, Senior Contract Administrator
Procurement Division

FROM: Chayla German, Senior Contract Administrator
Business Development Division

SUBJECT: Business Development Division M/WBE Proposal Evaluation

PROJECT: Y18-905-RM / Continuing Professional Services for Annual Traffic Counts

APPROVED: 

The M/WBE participation goal for this RFP is 27% and the M/WBE Employment Workforce goal is 24%. Listed below are respondents to the subject RFP with their sub-consultants and M/WBE participation score on a one (1) to five (5) scale:

1. Luke Transportation Engineering Consultants, Inc.
MAJORITY PRIME

M/WBE Sub-consultant(s)	M/WBE Classification	Projected %	Sub-consultants Role
Accurate Traffic Counts, Inc. (Hispanic Male)	MBE	27%	Traffic Data Collection

***Not certified in this scope of service**

Total M/WBE Participation Proposed: 27 %
Total M/WBE Employment Workforce: 40%
Points: 5

Registered Service-Disabled Veteran(s) (SDV) Sub-consultant	Projected %	SDV Sub-consultant Role
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Registered SDV(s) Proposed: 0
SDV Bonus Points: 0

Displaced Worker(s) Proposed: 0
Displaced Worker(s) Bonus Points: 0

Total Bonus Points: 0
(includes SDV & Displaced workers)

2. Metric Engineering, Inc.
MAJORITY PRIME

M/WBE Sub-consultant(s)	M/WBE Classification	Projected %	Sub-consultants Role
Accurate Traffic Counts, Inc. (Hispanic Male)	MBE	30%	Data Collection

Total M/WBE Participation Proposed: 30%
Total M/WBE Employment Workforce: 40%
Points: 4

Registered Service-Disabled Veteran(s) (SDV) Sub-consultant	Projected %	SDV Sub-consultant Role
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Registered SDV(s) Proposed: 0
SDV Bonus Points: 0

Displaced Worker(s) Proposed: 0
Displaced Worker(s) Bonus Points: 0

Total Bonus Points: 0
(includes SDV & Displaced workers)

3. Vanasse Hangen Brustlin, Inc.
MAJORITY PRIME

M/WBE Sub-consultant(s)	M/WBE Classification	Projected %	Sub-consultants Role
Accurate Traffic Counts, Inc. (Hispanic Male)	MBE	27%	Data Coll.

Total M/WBE Participation Propose: 27 %
Total M/WBE Employment Workforce: 45%
Points: 4

Registered Service-Disabled Veteran(s) (SDV) Sub-consultant	Projected%	SDV Sub-consultant Role
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Registered SDV(s) Proposed: 0
SDV Bonus Points: 0

Displaced Worker(s) Proposed: 0
Displaced Worker(s) Bonus Points: 0

Total Bonus Points: 0
(includes SDV & Displaced workers)