



Interoffice Memorandum

July 13, 2020

TO: Mayor Jerry L. Demings
and the Board of County Commissioners

FROM: Carrie Mathes, CFCM, CPPO, C.P.M, Manager, Procurement
Division

CONTACT: Raymond Williams, P.E, Manager, Public Works Engineering Division
(407) 836-7909

SUBJECT: Consultant Selection, Request for Proposals Y20-828-EB, Final
Engineering Design for Lake Apopka Trail Connector (From Lake
Apopka Loop to West Orange Trail)

RECOMMENDATION:

Selection of one firm and an alternate to provide Final Engineering Design Services for Lake Apopka Trail Connector, [from Lake Apopka Loop to West Orange Trail], Request for Proposals Y20-828-EB, from the following firms listed alphabetically. Further, request the Board authorize negotiation and execution of a contract by the Procurement Division provided that the contract does not exceed the budget of \$1,500,000.

- AVCON, Inc.
- WBQ Design & Engineering, Inc.

The Procurement Committee evaluated the proposals on July 13, 2020. Commissioner Victoria P. Siplin was assigned to the Procurement Committee.

PURPOSE:

The Consultant shall assist the County by providing final engineering design and construction plan preparation for the Lake Apopka Trail Connector from Lake Apopka Loop to the West Orange Trail. The project is located in District 2.

DISCUSSION:

Six proposals were received in response to this Request for Proposals (RFP). To ensure an open and competitive process, the RFP was posted on the Orange County website and the Procurement Staff elicited participation from over 90 Florida Department of Transportation (FDOT) qualified consultants by email.

The Procurement Committee evaluated the proposal in accordance with the criteria set forth in the RFP. Proposals submitted by Cribb Philbeck Weaver Group, Inc., Kisinger Campo & Associates, Corp. (KCA), Metric Engineering, Inc., and Metro Consulting Group, LLC scored too low for Board consideration. Consensus scores from the Procurement Committee are attached.

These requirements are federally funded thru FDOT, therefore the County's M/WBE provisions and program are not applicable.

**Procurement Committee Meeting
July 13, 2020**

Y20-828, Final Engineering Design Services for Lake Apopka Trail Connector (From Lake Apopka Loop to West Orange Trail)

CRITERIA	Project Manager	Engineer	Project Team	Scope	Total Weighted Points
Weighted Value	20	15	30	35	100
Similar Projects Requested	3	3)
WBQ Design & Engineering, Inc.	100.00	75.00	120.00	175.00	470.00
AVCON, Inc.	100.00	75.00	120.00	140.00	435.00



Interoffice Memorandum

July 13, 2020

To: Elia Batiste, Contracting Agent
Procurement Division

FROM: Sheena Ferguson, Manager 
Business Development Division

SUBJECT: **Y20-828-EB, Final Engineering Design Lake Apopka Trail Connector
(From Lake Apopka Loop to West Orange Trail)**

Orange County will receive federal funding through the Florida Department of Transportation (FDOT) for the services solicited in the Request for Proposal. Pursuant to the funding requirement of the FDOT's grant, disadvantage business enterprise (DBE) utilization shall be in compliance with applicable laws and regulations. FDOT has established a DBE program in accordance with such federal laws and regulations.

Accordingly, Orange County's M/WBE ordinance and program do not apply to this solicitation. FDOT's DBE goal set for this project is 10.65%.

The Business Development Division evaluated the six proposals submitted for this project. Listed below are respondents to the subject RFP with their DBE goal:

AVCON, Inc	16%
Cribb Philbeck Weaver Group, Inc.	18%
Kisinger Campo & Associates, Corp. (KCA)	11%
Metric Engineering, Inc	32%
Metro Consulting Group, LLC	15%
WBQ Design & Engineering, Inc.	84%