



ALACHUA COUNTY

Budget and Fiscal Services

Procurement

Theodore “TJ” White, Jr. CPPB
Procurement Manager

Thomas J. Rouse
Contracts Supervisor

Darryl R. Kight, CPPB
Procurement Supervisor

November 8, 2023

MEMORANDUM

To: Theodore “TJ” White, Jr. CPPB, Procurement Manager

From: Darryl R. Kight, CPPB, Procurement Supervisor 
Darryl Kight (Nov 14, 2023 11:09 EST)

Via: Leira Cruz Cáliz, NIGP-CPP, CPPB, Procurement Agent III 

SUBJECT: INTENT TO AWARD
RFP 23-432-DK Civil Engineering Services for Itemized Transportation Projects

Solicitation Opening Date: 2:00 PM, Wednesday, July 19, 2023
Solicitation Notifications View Count: 1012 Vendors
Solicitations Downloaded by: 35 Vendors
Solicitations Submissions: 10 Vendors

<u>Firms:</u>	
Bentley Group, Inc. Longwood, FL 32750	Causeaux, Hewett, & Walpole, Inc. Alachua, FL 32615
DRMP, Inc. Orlando, FL 32814	Hanson Professional Services Inc. Jacksonville, FL 32216
HNTB Corporation Jacksonville, FL 32256	Infrastructure Consulting & Engineering, PLLC, LLC Lake City, FL 32055
Kimley-Horn and Associates, Inc. Orlando, FL 32801	Kisinger Campo & Associates, Corp Tampa, FL 33602
Mott MacDonald, LLC Tallahassee, FL 32308	Traffic Signal Coordination LLC Surprise, AZ 85378

RECOMMENDATION:

The board approve the Evaluation Committee’s ranking below for RFP 24-149-LC Annual Professional Geotechnical Engineering and Testing Services.

1. Causseaux, Hewett, & Walpole, Inc.
2. Kimley-Horn and Associates, Inc.
3. Hanson Professional Services Inc.
4. Infrastructure Consulting & Engineering, PLLC, LLC
5. Bentley Group, Inc.
6. Mott MacDonald, LLC
7. DRMP, Inc.
8. HNTB Corporation
9. Kisinger Campo & Associates
10. Traffic Signal Coordination LLC

Approve the above ranking and authorize staff to negotiate an agreement with the top five ranked firms. Should the staff be unable to negotiate a satisfactory agreement with the top-ranked firm, negotiations with the unsuccessful firm will be terminated. Negotiations may be undertaken in the same manner in order of ranking until an agreement is reached, and so forth.

The actual RFP award is subject to the appropriate signature authority identified in the Procurement Code.



Nov 14, 2023

Approved
Theodore “TJ” White, Jr., CPPB
Procurement Manager

Date

Disapproved
Theodore “TJ” White, Jr., CPPB
Procurement Manager

MM

Vendor Complaints or Grievances; Right to Protest

Unless otherwise governed by state or Federal law, this part shall govern the protest and appeal of Procurement decisions by the County. As used in Part A of Article 9 of the Procurement Code, the term "Bidder" includes anyone that submits a response to an invitation to bid or one who makes an offer in response to a solicitation (e.g., ITB, RFP, ITN), and is not limited solely to one that submits a bid in response to an Invitation to Bid (ITB).

- (1) *Notice of Solicitations and Awards.* The County shall provide notice of all solicitations and awards by electronic posting in accordance with the procedures and Florida law.
- (2) *Solicitation Protest.* Any prospective Bidder may file a solicitation protest concerning a solicitation.
 - (a) *Basis of the Solicitation Protest:* The alleged basis for a solicitation protest shall be limited to the following:
 - i. The terms, conditions or specifications of the solicitation are in violation of, or are inconsistent with this Code, Florida Statutes, County procedures and policies, or the terms of the solicitation at issue, including but not limited to the method of evaluating, ranking or awarding of the solicitation, reserving rights of further negotiations, or modifying or amending any resulting contract; or
 - ii. The solicitation instructions are unclear or contradictory.
 - (b) *Timing and Content of the Solicitation Protest:* The solicitation protest must be in writing and must be received by the Procurement Manager, twhite@alachuacounty.us by no later than the solicitation's question submission deadline. Failure to timely file a solicitation protest shall constitute a total and complete waiver of the Bidder's right to protest or appeal any solicitation defects, and shall bar the Bidder from subsequently raising such solicitation defects in any subsequent Award Protest, if any, or any other administrative or legal proceeding. In the event a solicitation protest is timely filed, the protesting party shall be deemed to have waived any and all solicitation defects that were not timely alleged in the protesting party's solicitation protest, and the protesting party shall be forever barred from subsequently raising or appealing said solicitation defects in a subsequent award protest, if any, or any other administrative or legal proceeding. The solicitation protest must include, at a minimum, the following information:
 - i. The name, address, e-mail and telephone number of the protesting party;
 - ii. The solicitation number and title;
 - iii. Information sufficient to establish that the protesting party has legal standing to file the solicitation Protest because:
 1. It has a substantial interest in and is aggrieved in connection with the solicitation; and
 2. That the protesting party is responsive, in accordance with the criteria set forth in the solicitation, unless the basis for the Solicitation Protest alleges that the criteria set forth in the solicitation is defective, in which case the protesting party must demonstrate that it is responsible in accordance with the criteria that the protesting party alleges should be used;
 - iv. A detailed statement of the basis for the protest;
 - v. References to section of the Code, Florida Statutes, County policies or procedure or solicitation term that the protesting party alleges have been violated by the County or that entitles the protesting party to the relief requested;
 - vi. All supporting evidence or documents that substantiate the protesting party's alleged basis for the protest; and
 - vii. The form of the relief requested.
 - (c) *Review and Determination of Protest:* If the Solicitation Protest is not timely, the Procurement Manager shall notify the protesting party that the Solicitation Protest is untimely and, therefore, rejected. The Procurement Manager shall consider all timely Solicitation Protests and may conduct any inquiry that the Procurement Manager deems necessary to make a determination regarding a protest. The Procurement Manager shall issue a written determination granting or denying the protest. The written determination shall contain a concise statement of the basis for the determination.

(d) *Appeal*: If the protesting party is not satisfied with the Procurement Manager's determination, the protesting party may appeal the determination to the County Manager by filing a written appeal, which sets forth the basis upon which the appeal is based, including all supporting documentation. The scope of the appeal shall be limited to the basis alleged in the Solicitation Protest. The appeal must be filed with the Procurement Manager within five business days of the date on which the Procurement Manager's written determination was sent to the protesting party. Failure to timely file an appeal shall constitute a waiver of the protesting party's rights to an appeal of the Procurement Manager's determination, and the protesting party shall be forever barred from subsequently raising or appealing said Solicitation defects in a subsequent award protest, if any, or any other administrative or legal proceeding. After considering the appeal, the County Manager must determine whether the solicitation should stand, be revised, or be cancelled, and issue a written determination and provide copies of the determination to the protesting party. The determination of the County Manager shall be final and not subject to further appeal under this code.

(3) *Award Protest*. Any Bidder who is not the intended awardee and who claims to be the rightful awardee may file an award protest. However, an award protest is not valid and shall be rejected for lack of standing if it does not demonstrate that the protesting party would be awarded the Solicitation if its protest is upheld.

(a) *Basis of the Award Protest*: The alleged basis for an Award Protest shall be limited to the following:

- i. The protesting party was incorrectly deemed non-responsive due to an incorrect assessment of fact or law;
- ii. The County failed to substantively follow the procedures or requirements specified in the solicitation documents, except for minor irregularities that were waived by the County in accordance with this Code, which resulted in a competitive disadvantage to the protesting party; and
- iii. The County made a mathematical error in evaluating the responses to the solicitation, resulting in an incorrect score and not *protesting party not being selected for award*.

(b) *Timing and Content of the Award Protest*: The Award Protest must be in writing and must be received by the Procurement Manager, twhite@alachuacounty.us by no later than 3:00 PM on the third business day after the County's proposed Award decision was posted by the County. Failure to timely file an Award Protest shall constitute a total and complete waiver of the Bidder's right to protest or appeal the County's proposed Award decision in any administrative or legal proceeding. In the event an Award Protest is timely filed, the protesting party shall be deemed to have waived any and all proposed Award defects that were not timely alleged in the protesting party's Award Protest, and the protesting party shall be forever barred from subsequently raising or appealing said Award defects in any administrative or legal proceeding. The Award Protest must include, at a minimum, the following information:

- i. The name, address, e-mail and telephone number of the protesting party;
- ii. The Solicitation number and title;
- iii. Information sufficient to establish that the protesting party's response was responsive to the Solicitation;
- iv. Information sufficient to establish that the protesting party has legal standing to file the Solicitation Protest because:
 1. The protesting party submitted a response to the Solicitation or other basis for establishing legal standing;
 2. The protesting party has a substantial interest in and is aggrieved in connection with the proposed Award decision; and
 3. The protesting party, and not any other bidder, should be awarded the Solicitation if the protesting party's Award Protest is upheld.
- v. A detailed statement of the basis for the protest;
- vi. References to section of the Code, Florida Statutes, County policies or procedure or solicitation term that the protesting party alleges have been violated by the County or that entitles the protesting party to the relief requested;

- vii. All supporting evidence or documents that substantiate the protesting party's alleged basis for the protest; and
 - viii. The form of the relief requested.
- (c) *Review and Determination of Protest:* If the Award Protest is not timely, the Procurement Manager shall notify the protesting party that the Award Protests is untimely and, therefore, rejected. The Procurement Manager shall consider all timely Award Protests and may conduct any inquiry that the county Procurement Manager deems necessary to resolve the protest by mutual agreement or to make a determination regarding the protests. The Procurement Manager shall issue a written determination granting or denying each protest. The written determination shall contain a concise statement of the basis for the determination.
- (d) Appeal:
- i. If the protesting party is not satisfied with the Procurement Manager's determination, the protesting party may appeal the determination to the County Manager by filing a written appeal, which sets forth the basis upon which the appeal is based. The scope of the appeal shall be limited to the basis alleged in the award protest. The appeal must be filed with the Procurement Manager within five business days of the date on which the Procurement Manager's written determination was mailed to the protesting party. Failure to timely file an appeal shall constitute a waiver of the protesting party's rights to an appeal of the Procurement Manager's determination, and the protesting party shall be forever barred from subsequently raising or appealing said award defects in any administrative or legal proceeding.
 - ii. After reviewing the appeal, the County Manager will issue a written final determination and provide copies of the determination to the protesting party. Prior to issuing a final determination, the County Manager, in his or her discretion, may direct a hearing officer, or magistrate, to conduct an administrative hearing in connection with the protest and issue findings and recommendations to the County Manager. Prior to a hearing, if held, the Procurement Manager must file with the hearing officer the protest, any background information, and his or her written determination. The protesting party and the County shall equally share the cost of conducting any hearing, including the services of the hearing officer. If applicable, the County Manager may wait to issue a written final determination until after receipt of the findings and recommendations of the hearing officer. The determination of the County Manager shall be final and not subject to further appeal under this code.
- (4) *Burden of Proof:* Unless otherwise provide by Florida law, the burden of proof shall rest with the protesting party.
- (5) *Stay of Procurements during Protests.* In the event of a timely protest, the County shall not proceed further with the solicitation or with the award of the contract until the Procurement Manager, after consultation with the head of the using department, makes a written determination that the award of the solicitation without delay is:
- (a) Necessary to avoid an immediate and serious danger to the public health, safety, or welfare;
 - (b) Necessary to avoid or substantial reduce significant damage to County property;
 - (c) Necessary to *avoid or substantially reduce interruption of essential County Services; or;*
 - (d) Otherwise in the best interest of the public.

Public Meeting Minutes (Record)

Ranking for RFP 23-432-DK Civil Engineering Services for Itemized Transportation Projects

Date: November 8, 2023

Start Time: 9:00 am

Location: County Administration Building, 12 SE 1st Street, 3rd Floor Conference Room, Gainesville, FL 32601

1. Call Meeting to Order

2. RFP Process Overview for Today's Meeting

- 2.1. Good morning, I am Leira Cruz Cáliz with Procurement along with Mandy Mullins, and I will be administrating this meeting as the Committee Chair (non-voting member), introduce committee, Ramón Gavarrete (Leader), Jeffrey Hays, and Gus Olmos.
- 2.2. Thank you, committee for taking the time out of your busy schedule to evaluate these proposals. Welcome to the citizen attending this Public Meeting; this meeting is open to the public, and you will have an announced time (3 minutes; no response required) for public comments. Please review the agenda that is on the screen.
- 2.3. The RFP team will be evaluating vendors' proposal, discussing their scores, and approving the Team's Ranking. This Team's final ranking will be submitted to the BoCC for their approval and authorization to negotiate a contract.

3. RFP Committee Members Process Instructions

- 3.1. **First**, I have collected all signed Disclosure Forms (Conflict of Interest), and I will show them on screen, discuss if necessary.
- 3.2. **Second**, provide procurement points to members for VOW.
- 3.3. Due to the cone-of-silence imposed on the committee members, this is the first occasion members have been able to talk and work together as a committee.
- 3.4. *As committee members you have broad latitude in your discussions, deliberations and ranking provided you are not arbitrary and capricious.*
- 3.5. **Third**, Record and Discuss the preliminary scores on the screen. Call for validation of scores to ensure they have been transposed correctly and that they match the scores on your individual score sheets.

Vendor	Ramon Gavarrete	Jeffrey Hays	Agustin Olmos	Total Score (Max Score 175)
CHW	159	144	172	158.33
Kimley-Horn and Associates, Inc.	159	145	167	157
Hanson Professional Services Inc.	161	135	175	157
Infrastructure Consulting & Engineering, PLLC	156	133	175	154.67
Bentley Group, Inc.	157	132	170	153
Mott MacDonald, LLC	165	123	170	152.67
DRMP, Inc.	154	130	170	151.33
HNTB Corporation	157	123	169	149.67
Kisinger Campo & Associates, Corp (KCA)	155	128	165	149.33
Traffic signal coordination LLC	5	13	5	7.67

- 3.6. The team will discuss, evaluate, and rank all vendor submittals alphabetical one by one. You have your proposal evaluation forms so now we can start discussions with the first vendor. (**Encourage dialog**)
 - 3.6.1. Discuss scores and make Changes if pertinent.
 - 3.6.2. Discussion record and Update: **Proposal Score Evaluation**
 - 3.6.2.1. Encourage discussion on the proposals, scoring and until all members are satisfied.
 - 3.6.2.2. NOTE: Agents will monitor the discussion, keep it on track; keep it on topic.
 - 3.6.3. Call for validation of RFP team **Proposal Scores** for the Team's Final Ranking.
 - 3.6.4. Choose to **have or not to have** Oral Presentation (Option)

4. Motion: Jeffrey Hays motioned to not have Oral Presentations seconded by Gus Olmos.

Vote 3-0 in favor.

5. Motion to Approve Ranking: Jeffrey Hays motioned to recommend the final rankings be approved and sent to the BOCC for approval. Negotiate with the top five ranked firms, until an agreement is reached. Seconded by Gus Olmos.

Vote 3 - 0 in favor.

5. Public Comments (3 minutes):

6. Motion to Approve the Meeting Minutes: Jeffrey Hays moved to approve the Minutes; Gus Olmos seconded the motion.

Vote 3-0 in favor.

7. Meeting Adjourn at – 9:27 am.



Alachua County, Florida

Procurement

Theodore "TJ" White, Jr. CPPB, Procurement Manager
County Administration Building, Gainesville, FL 32601
(352) 374-5202

EXECUTIVE SUMMARY

RFP No. RFP 23-432-DK

Civil Engineering Services for Itemized Transportation Projects

RESPONSE DEADLINE: July 19, 2023 at 2:00 pm

Thursday, November 9, 2023

SOLICITATION OVERVIEW

Project Title	Civil Engineering Services for Itemized Transportation Projects
Project ID	RFP 23-432-DK
Project Type	Request For Proposal
Release Date	June 14, 2023
Due Date	July 19, 2023
Procurement Agent	Darryl R Kight
Evaluators	Ramon Gavarrete, Jeffrey Hays, Agustin Olmos
Project Description	<p>Alachua County Board of County Commissioners is seeking proposals from licensed professionals (hereinafter, referred to as Consultants) for the provision of Engineering Services for Miscellaneous Itemized Projects over the Threshold as defined in 287.055 F. S. (Florida's "Consultants' Competitive Negotiation Act") for the period to begin based on the date of the executed contract and continuing through project completion.</p> <p>Contracts awarded under this Request for Proposals (RFP) are defined as continuing services agreements where performance of the scope is for a defined number of projects. Task work orders for detailed project scope of services shall be issued as needed. This RFP is for all transportation related project types, including federally funded projects (partially or fully) by FHWA, FEMA or any other federal-aid agency.</p>

Introduction

Summary

Alachua County Board of County Commissioners (hereinafter, the "County" or "Alachua County") is seeking proposals from qualified individuals or entities (hereinafter, referred to as "Consultant" or the "proposer") for the provision of RFP 23-432-DK Civil Engineering Services for Itemized Transportation Projects.

EXECUTIVE SUMMARY

Request For Proposal - Civil Engineering Services for Itemized Transportation Projects

Page 1

The following apply to this request for proposal: [Instruction to Proposers](#), [Terms and Conditions](#), [Insurance](#), [Scope of Work](#), [Proposal Requirements and Organization](#), [Request for Proposal Selection Procedures](#), [Evaluation Phases](#), [Attachments](#), [Submittals](#) and [Sample Agreement](#).

Alachua County Board of County Commissioners is seeking proposals from licensed professionals (hereinafter, referred to as Consultants) for the provision of Engineering Services for Miscellaneous Itemized Projects over the Threshold as defined in 287.055 F. S. (Florida’s “Consultants’ Competitive Negotiation Act”) for the period to begin based on the date of the executed contract and continuing through project completion.

Contracts awarded under this Request for Proposals (RFP) are defined as continuing services agreements where performance of the scope is for a defined number of projects. Task work orders for detailed project scope of services shall be issued as needed. This RFP is for all transportation related project types, including federally funded projects (partially or fully) by FHWA, FEMA or any other federal-aid agency.

Background

Location: Alachua County is located in North Central Florida. The County government seat is situated in Gainesville. Gainesville is located 70 miles southwest of Jacksonville, 129 miles southeast of Tallahassee, 140 miles northeast of Tampa - St. Petersburg and 109 miles northwest of Orlando. Alachua County has a population of over 250,000 and a regional airport. The County itself consists of a total area of 969 square miles.

Form of Government: Alachua County is governed by a Board of five (5) elected County Commissioners and operates under the established County Manager Charter form of government. In addition to the five County Commissioners, there are five elected Constitutional Officers: Supervisor of Elections, Sheriff, Clerk of the Court, Tax Collector, and the Property Appraiser. The Alachua County Attorney also reports to the Board.

Contact Information

Darryl R Kight
Procurement Supervisor, CPPB, CPM
Email: drkight@alachuacounty.us
Phone: [\(352\) 374-5202](tel:(352)374-5202)

Department:
Public Works

Timeline

OpenGov Release Project Date	June 14, 2023
Question Submission Deadline	July 9, 2023, 12:01am

Solicitation Submission Deadline	July 19, 2023, 2:00pm
Solicitation Opening – Teams Meeting	<p>July 19, 2023, 2:00pm The scheduled solicitation opening will occur via Teams Meeting; the information to join is provided below. Attendance (live viewing) of the proposals opening is not required.</p> <p>Join Microsoft Teams meeting Join on your computer, mobile app or room device Click here to join the meeting</p> <p>Meeting ID: 259 625 692 241 Passcode: yX9G3Q Download Teams Join on the web Or call in (audio only) +1 469-998-7938,,366862554# United States, Dallas Phone Conference ID: 366 862 554#</p> <p>If you have a disability and need an accommodation in order to participate, please contact the Alachua County ADA Coordinator at ADA@alachuacounty.us or Equal Opportunity Office at 352-374-5275 at least 7 business days prior to the event. If you are unable to notify the Office prior to the event, please inform an Alachua County employee that you need assistance. TDD/TTY users, please call 711 (Florida Relay Service).</p>

SOLICITATION STATUS HISTORY

Date	Changed To	Changed By
May 17, 2023 1:34 PM	Draft	Theodore White
May 17, 2023 2:01 PM	Review	Darryl R Kight CPPB, CPM
Jun 13, 2023 3:49 PM	Final	Darryl R Kight CPPB, CPM
Jun 13, 2023 3:49 PM	Post Pending	Darryl R Kight CPPB, CPM
Jun 14, 2023 10:13 AM	Open	Darryl R Kight CPPB, CPM

Date	Changed To	Changed By
Jul 19, 2023 2:00 PM	Pending	OpenGov Bot
Jul 21, 2023 10:11 AM	Evaluation	Mandy Mullins

PROPOSALS RECEIVED

Status	Vendor	Contact Info	Submission Date
Submitted	Bentley Group, Inc.	Shannon McKenzie smckenzie@bentleygroupinc.com	Jul 19, 2023 8:40 AM
Submitted	CHW	Shannon Braddy marketing@chw-inc.com (352) 331-1976	Jul 19, 2023 1:28 PM
Submitted	DRMP, Inc.	Lisa Greene lgreene@drmp.com	Jul 19, 2023 11:19 AM
Submitted	HNTB Corporation	Katie Pearson sedmark@hntb.com	Jul 19, 2023 11:40 AM
Submitted	Hanson Professional Services Inc.	Eric Widholm ewidholm@hanson-inc.com (904) 737-0090	Jul 19, 2023 9:55 AM
Submitted	Infrastructure Consulting & Engineering, PLLC	Kristin Mamula kristin.mamula@ice-eng.com (813) 820-1225	Jul 18, 2023 5:28 PM
Submitted	Kimley-Horn and Associates, Inc.	Erin Athas florida.marketing@kimley-horn.com (321) 754-0910	Jul 19, 2023 12:22 PM
Submitted	Kisinger Campo & Associates, Corp (KCA)	Elisa Guggino marketing@kcaeng.com (813) 871-5331	Jul 19, 2023 1:30 PM
Submitted	Mott MacDonald, LLC	Rick Branton ricky.branton@mottmac.com (850) 484-6011	Jul 19, 2023 11:03 AM
No Bid	Network Craze	Michael Featherstone mfeatherstone@networkcraze.com	Jun 15, 2023 7:55 AM
Submitted	Traffic signal coordination LLC	Frank Gonani contact@trafficsignalcoordination.com	Jul 19, 2023 1:30 AM

VENDOR QUESTIONNAIRE PASS/FAIL

Question Title	Bentley Group, Inc.	CHW	DRMP, Inc.	HNTB Corporation
Corporate Resolution Granting Signature	Pass	Pass	Pass	Pass

EXECUTIVE SUMMARY

RFP No. RFP 23-432-DK

Civil Engineering Services for Itemized Transportation Projects

Question Title	Bentley Group, Inc.	CHW	DRMP, Inc.	HNTB Corporation
Acknowledge that you have reviewed all Addendum(s) issued with this solicitation.	Pass	Pass	Pass	Pass
State Compliance	Pass	Pass	Pass	Pass
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	Pass	Pass	Pass	Pass
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	Pass	Pass	Pass	Pass
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	No Response	No Response	No Response	No Response
Drug Free Workplace	Pass	Pass	Pass	Pass
State Compliance	Pass	Pass	Pass	Pass
Vendor Eligibility	Pass	Pass	Pass	Pass
NON-SBE Subcontractors	Pass	Pass	Pass	Pass
Responsible Agent Designation	Pass	Pass	Pass	Pass
Conflict of Interest	Pass	Pass	Pass	Pass
Request for Proposal Submittal Documentation	Pass	Pass	Pass	Pass
You have reviewed and completed all the required submittal requirements..	Pass	Pass	Pass	Pass

Question Title	Hanson Professional Services Inc.	Infrastructure Consulting & Engineering, PLLC	Kimley-Horn and Associates, Inc.	Kisinger Campo & Associates, Corp (KCA)
Corporate Resolution Granting Signature	Pass	Pass	Pass	Pass

EXECUTIVE SUMMARY
RFP No. RFP 23-432-DK
Civil Engineering Services for Itemized Transportation Projects

Question Title	Hanson Professional Services Inc.	Infrastructure Consulting & Engineering, PLLC	Kimley-Horn and Associates, Inc.	Kisinger Campo & Associates, Corp (KCA)
Acknowledge that you have reviewed all Addendum(s) issued with this solicitation.	Pass	Pass	Pass	Pass
State Compliance	Pass	Pass	Pass	Pass
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	Pass	Pass	Pass	Pass
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	Pass	Pass	Pass	Pass
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	No Response	No Response	No Response	No Response
Drug Free Workplace	Pass	Pass	Pass	Pass
State Compliance	Pass	Pass	Pass	Pass
Vendor Eligibility	Pass	Pass	Pass	Pass
NON-SBE Subcontractors	Pass	Pass	Pass	Pass
Responsible Agent Designation	Pass	Pass	Pass	Pass
Conflict of Interest	Pass	Pass	Pass	Pass
Request for Proposal Submittal Documentation	Pass	Pass	Pass	Pass
You have reviewed and completed all the required submittal requirements..	Pass	Pass	Pass	Pass

Question Title	Mott MacDonald, LLC	Network Craze	Traffic signal coordination LLC
Corporate Resolution Granting Signature		No Response	Pass
Acknowledge that you have reviewed all Addendum(s) issued with this solicitation.		No Response	Pass
State Compliance		No Response	Pass
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request		No Response	Pass
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request		No Response	Pass
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	No Response	No Response	No Response
Drug Free Workplace		No Response	Pass
State Compliance		No Response	Fail
Vendor Eligibility		No Response	Pass
NON-SBE Subcontractors		No Response	Pass
Responsible Agent Designation		No Response	Pass
Conflict of Interest		No Response	Pass
Request for Proposal Submittal Documentation		No Response	Pass
You have reviewed and completed all the required submittal requirements..		No Response	Pass

QUESTIONS AND ANSWERS

Approved, Unanswered Questions

Approved, Answers Provided

1. Scope of Services Section 6.6 Scope of Services Itemized Project List

Jun 14, 2023 11:30 AM

Question: On page 22 of the RFP, the project listing information is getting cutoff as it looks like it might be a landscape formatted page. Will the County please make available an updated page to capture all text?

Jun 14, 2023 11:30 AM

Answered by Mandy Mullins: If you download the document as word, you can format the table to be viewable.

Jun 20, 2023 3:28 PM

2. Anticipated Number of Selected Firms

Jun 19, 2023 10:53 AM

Question: How many firms does the County anticipate selecting? (i.e. 5 or more, 10 or more, etc.)

Jun 19, 2023 10:53 AM

Answered by Darryl R Kight CPPB, CPM: We will select anywhere between one and four vendors as the necessary for the using department.

Jun 20, 2023 3:29 PM

3. Firms Contracted for These Services

Jun 19, 2023 10:56 AM

Question: Who are the firms currently under contract to provide these services to the County?

Jun 19, 2023 10:56 AM

Answered by Mandy Mullins: 1. DRMP, Inc. term ended 9/30/2019 2. HNTB Corporation term ended 9/30/2019 3 Kimley-Horn and Associates, Inc. term ended 9/30/2019

Jun 21, 2023 4:31 AM

4. Team Member Request

Jun 21, 2023 2:38 PM

Question: Who are the members of the RFP Evaluation Committee?

Jun 21, 2023 2:38 PM

Answered by Darryl R Kight CPPB, CPM: The RFP Evaluation Committee is being finalized for evaluation of this RFP.

Jun 23, 2023 10:27 AM

5. Forms

Jun 22, 2023 11:45 AM

Question: Are the forms included within the RFP?

Jun 22, 2023 11:45 AM

Answered by Darryl R Kight CPPB, CPM: We are unsure of the forms you are referring or need, please be specific, and we'll do what we can to help you. Thanks.

Jun 22, 2023 2:13 PM

6. Contractual Terms

Jul 3, 2023 8:50 AM

Question: Article 5.B. Will the County remove "and Professional shall be responsible for any and all consequential damages to the County arising from the deficiency"? Consequential damages can be remote and unforeseeable and could be totally out of proportion for Professional's fee.

Jul 3, 2023 8:50 AM

Answered by Darryl R Kight CPPB, CPM: approve answer; A sample contract is attached to solicitations as a benefit to the parties. However, the form is a sample and is subject to negotiations. During the negotiation period, the County generally works with an awarded vendor to mutually agree to terms.

Jul 3, 2023 4:03 PM

7. Contractual Terms

Jul 3, 2023 8:50 AM

Question: Article 5.D. Will the County change "warranty" to "representation" in the last sentence? Warranties are uninsurable under professional liability insurance policies, and the County would not be able to avail itself of Professional's professional liability insurance in the event there are damages.

Jul 3, 2023 8:50 AM

Answered by Darryl R Kight CPPB, CPM: A sample contract is attached to solicitations as a benefit to the parties. However, the form is a sample and is subject to negotiations. During the negotiation period, the County generally works with an awarded vendor to mutually agree to terms.

Jul 3, 2023 3:38 PM

8. Contractual Terms

Jul 3, 2023 8:50 AM

Question: Article 6.C. Will the County change “have been” to “have been or will be” before “paid in full, and that amount...”? Professional is requesting this language in the event that the timing of the invoices is such that Professional has not yet been paid for all obligations covered by prior invoices.

Jul 3, 2023 8:50 AM

Answered by Darryl R Kight CPPB, CPM: A sample contract is attached to solicitations as a benefit to the parties. However, the form is a sample and is subject to negotiations. During the negotiation period, the County generally works with an awarded vendor to mutually agree to terms.

Jul 3, 2023 3:38 PM

9. Contractual Terms

Jul 3, 2023 8:51 AM

Question: Article 7.A. Will the County remove “and will be free from errors and omissions”? Such a representation is uninsurable under professional liability insurance policies, and the County would not be able to avail itself of Professional’s professional liability insurance in the event there are damages. This term is a dealbreaker and may result in a professional engineering firm working without insurance coverage.

Jul 3, 2023 8:51 AM

Answered by Darryl R Kight CPPB, CPM: A sample contract is attached to solicitations as a benefit to the parties. However, the form is a sample and is subject to negotiations. During the negotiation period, the County generally works with an awarded vendor to mutually agree to terms.

Jul 3, 2023 3:38 PM

10. Contractual Terms

Jul 3, 2023 8:51 AM

Question: Article 7.B. Will the County add the following at the end of this article?: Any reuse of Project Deliverables and Construction Documents on extensions of the Project, or on any other project, by the County or others without written verification or adaptation by Professional will be at the County’s sole risk, and without liability to Professional.

Jul 3, 2023 8:51 AM

Answered by Darryl R Kight CPPB, CPM: A sample contract is attached to solicitations as a benefit to the parties. However, the form is a sample and is subject to negotiations. During the negotiation period, the County generally works with an awarded vendor to mutually agree to terms.

Jul 3, 2023 3:39 PM

11. Contractual Terms

Jul 3, 2023 8:51 AM

Question: Articles 11.A., 11.B., 11.C. Will the County insert “is not” in the following sentence for clarification?: The effective date of termination of this Agreement will be the date specified in the notice of termination or, if date is not specified in the notice, then the effective date of termination will be the date that the notice of termination is received by the Professional.

Jul 3, 2023 8:51 AM

Answered by Darryl R Kight CPPB, CPM: A sample contract is attached to solicitations as a benefit to the parties. However, the form is a sample and is subject to negotiations. During the negotiation period, the County generally works with an awarded vendor to mutually agree to terms.

Jul 3, 2023 3:39 PM

12. Contractual Terms

Jul 3, 2023 8:51 AM

Question: Article 12. As written, this provision significantly jeopardizes professional insurance coverage. Will the County modify the indemnification as follows to make it insurable so that the County could avail itself of Professional’s professional liability insurance in the event there are damages?: PROFESSIONAL HEREBY WAIVES AND RELEASES, AND AGREES TO PROTECT, DEFEND (EXCEPT PROFESSIONAL LIABILITY CLAIMS), INDEMNIFY AND HOLD HARMLESS ALACHUA COUNTY AND ITS BOARD OF COUNTY COMMISSIONERS, OFFICERS, EMPLOYEES, VOLUNTEERS, AND ATTORNEYS (COLLECTIVELY “ALACHUA COUNTY”) FROM AND AGAINST ANY AND ALL CLAIMS, DEMANDS, PENALTIES, EXPENSES, AND CAUSES OF ACTION OF ANY AND EVERY DESCRIPTION, AND DAMAGES, INCLUDING REASONABLE ATTORNEYS’ FEES AND COSTS, BROUGHT AGAINST ALACHUA COUNTY RESULTING FROM ANY ACCIDENT, INCIDENT OR OCCURRENCE ARISING OUT OF OR IN CONNECTION WITH TO THE EXTENT CAUSED BY AN NEGLIGENT ACT, ERROR OR OMISSION OF PROFESSIONAL OR PROFESSIONAL’S EMPLOYEES, OFFICERS, AGENTS, ASSIGNS OR SUBCONTRACTORS IN CONNECTION WITH THE PERFORMANCE OF THE SERVICES SET FORTH IN THIS AGREEMENT, INCLUDING ATTACHED EXHIBITS, OR FROM PROFESSIONAL’S ENTRY ONTO ALACHUA COUNTY’S PROPERTY AND ANY AND ALL IMPROVEMENTS THEREON. This obligation shall in no way be limited in any nature by any limitation on the amount or type of Professional’s insurance coverage. In the event the County is alleged to be liable on account of alleged negligent acts or omissions, or both, of Professional or Professional’s employees, representatives or agents, then Professional will investigate, respond to and provide a defense (except Professional Liability claims) for any allegations and claims, at Professional’s costs and expense proportional to its fault. Furthermore, Professional will pay costs, fees and other expenses of any defense (except Professional Liability claims) proportional to its fault, including but not limited to, all reasonable attorneys’ fees, court costs and expert witness fees and expenses. Professional and County will jointly cooperate with each other in the event of any litigation, including any request for documentation. This indemnification provision will survive the termination of this Agreement. Nothing contained herein shall constitute a waiver by the

County of sovereign immunity or the provisions or limitation of liability of §768.28, Florida Statutes, as may be amended.

Jul 3, 2023 8:51 AM

Answered by Darryl R Kight CPPB, CPM: A sample contract is attached to solicitations as a benefit to the parties. However, the form is a sample and is subject to negotiations. During the negotiation period, the County generally works with an awarded vendor to mutually agree to terms.

Jul 3, 2023 3:39 PM

13. Contractual Terms

Jul 3, 2023 8:52 AM

Question: Article 14. Will the County change “Also at the request the County, the Professional agrees to provide” to “When the County requires” and add “, Consultant and Professional will negotiate a written amendment or task order to describe the scope of services, project schedule, compensation, and deliverable for such additional services.” at the end of the article? It is difficult for a party to a contract to agree to potential but unknown or unspecified services.

Jul 3, 2023 8:52 AM

Answered by Darryl R Kight CPPB, CPM: A sample contract is attached to solicitations as a benefit to the parties. However, the form is a sample and is subject to negotiations. During the negotiation period, the County generally works with an awarded vendor to mutually agree to terms.

Jul 3, 2023 3:39 PM

14. Contractual Terms

Jul 3, 2023 8:52 AM

Question: Article 15.B. Insert “reasonable” before “attorneys’ fees, costs and expenses.”

Jul 3, 2023 8:52 AM

Answered by Darryl R Kight CPPB, CPM: A sample contract is attached to solicitations as a benefit to the parties. However, the form is a sample and is subject to negotiations. During the negotiation period, the County generally works with an awarded vendor to mutually agree to terms.

Jul 3, 2023 3:39 PM

15. Contractual Terms

Jul 3, 2023 8:52 AM

Question: Will the County add the following term?: Opinions of Cost. Since Professional has no control over the cost of labor, materials or equipment or over a construction contractor's method of

determining prices, or over competitive bidding or market conditions, its opinions of probable Project cost or construction cost for the Project will be based solely upon its own experience with construction, but Professional cannot and does not guarantee that proposals, bids or the construction cost will not vary from its opinions of probable costs.

Jul 3, 2023 8:52 AM

Answered by Darryl R Kight CPPB, CPM: A sample contract is attached to solicitations as a benefit to the parties. However, the form is a sample and is subject to negotiations. During the negotiation period, the County generally works with an awarded vendor to mutually agree to terms.

Jul 3, 2023 3:39 PM

16. Contractual Terms

Jul 3, 2023 8:52 AM

Question: Exhibit 1. 1.14. Will the County remove “work ensuring” from this scope item? The word “ensuring” can create professional liability insurance coverage problems.

Jul 3, 2023 8:52 AM

Answered by Darryl R Kight CPPB, CPM: A sample contract is attached to solicitations as a benefit to the parties. However, the form is a sample and is subject to negotiations. During the negotiation period, the County generally works with an awarded vendor to mutually agree to terms.

Jul 3, 2023 3:39 PM

17. Contractual Terms

Jul 3, 2023 8:52 AM

Question: Exhibit 1. 1.20. Will the County change “ensure” to “confirm”? The word “ensure” can create professional liability insurance coverage problems.

Jul 3, 2023 8:52 AM

Answered by Darryl R Kight CPPB, CPM: A sample contract is attached to solicitations as a benefit to the parties. However, the form is a sample and is subject to negotiations. During the negotiation period, the County generally works with an awarded vendor to mutually agree to terms.

Jul 3, 2023 3:39 PM

18. Contractual Terms

Jul 3, 2023 8:52 AM

Question: Exhibit 3. V. Will the County strike “or borrowed”? “Borrowed” is not a category listed on an Acord form (categories include owned, hired, non-owned, scheduled).

Jul 3, 2023 8:52 AM

Answered by Darryl R Kight CPPB, CPM: A sample contract is attached to solicitations as a benefit to the parties. However, the form is a sample and is subject to negotiations. During the negotiation period, the County generally works with an awarded vendor to mutually agree to terms.

Jul 3, 2023 3:39 PM

19. Contractual Terms

Jul 3, 2023 8:53 AM

Question: Exhibit 3. VI. Will the County strike "Contractors shall include all subcontractors as insured under its policies."? Professional will require its subconsultants and subcontractors to (1) carry insurance required by the County's agreement and (2) name County as additional insured.

Jul 3, 2023 8:53 AM

Answered by Darryl R Kight CPPB, CPM: A sample contract is attached to solicitations as a benefit to the parties. However, the form is a sample and is subject to negotiations. During the negotiation period, the County generally works with an awarded vendor to mutually agree to terms.

Jul 3, 2023 3:39 PM

20. Evaluation Criteria - Project Schedule

Jul 5, 2023 8:36 AM

Question: In 9.1. Evaluation Criteria, Criteria No. 8 on Page 30 of the RFP is "Project Schedule". Does any sort of schedule need to be prepared?

Jul 5, 2023 8:36 AM

Answered by Darryl R Kight CPPB, CPM: No specific schedule and itemized projects are processed on a case-by-case basis. There should be a discussion on how the team would approach a project schedule once a work order is issued. There should be an understanding these will not necessarily be full FDOT type project schedules and when funding becomes available time may be compressed.

Jul 5, 2023 12:29 PM

21. Submittal Format

Jul 5, 2023 12:03 PM

Question: In 7.3. Consultant's Qualifications and Staff the RFP asks to Identify the Manager and key staff who would be directly assigned to this project and to provide resumes. In 7.4. Ability of Consultant's Professional Personnel the RFP again asks for resumes of key staff and key staff includes the project Manager. Can you confirm the County is seeking full resumes for the Project Manager and key staff in both sections 7.3 and 7.4?

Jul 5, 2023 12:03 PM

Answered by Darryl R Kight CPPB, CPM: Per the RFP, please include the resumes in appropriate sections/tabs.

Jul 5, 2023 12:43 PM

22. Indemnity Provision Section

Jul 6, 2023 9:14 AM

Question: As currently worded, we believe that the indemnity provision section 4.12 on pages 12 and 13 of the proposal and Section 12, pages 43 of the sample contract, is not in compliance with FL Statute 725.08 and is unenforceable. Would the County please consider rewording same to conform with the statute? Suggested language per FL Statutes 725.08: "The Professional shall indemnify and hold harmless the agency, and its officers and employees, from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the Professional and other persons employed or utilized by the design professional in the performance of the contract."

Jul 6, 2023 9:14 AM

Answered by Darryl R Kight CPPB, CPM: A sample contract is attached to solicitations as a benefit to the parties. However, the form is a sample and is subject to negotiations. During the negotiation period, the County generally works with an awarded vendor to mutually agree to terms.

Jul 6, 2023 11:31 AM

23. Evaluation Criteria - Project Team

Jul 6, 2023 9:24 AM

Question: In 9.1. Evaluation Criteria, Criteria No. 7, Part E. on Page 30 states: "Are the hours assigned to the various team members for each task appropriate?" Do estimated staff hours need to be prepared?

Jul 6, 2023 9:24 AM

Answered by James Flegert: No as they will vary from project to project. It would be appropriate to include a discussion on how team members will be selected and assigned to different project tasks/assignments. This would be a general discussion so evaluators can understand the team's process.

Jul 6, 2023 4:00 PM

ADDENDA & NOTICES

ADDENDA ISSUED:

No Addenda issued.

EXECUTIVE SUMMARY
RFP No. RFP 23-432-DK
Civil Engineering Services for Itemized Transportation Projects

NOTICES ISSUED:

Notice #1

Jul 19, 2023 2:39 PM

Please see the attached document.

Notice #2

Jul 26, 2023 7:13 AM

Alachua County Procurement announces a public meeting to which all persons are invited to attend an Evaluation Committee Meeting on **Monday, September 18, 2023 @ 10:00 am**, to discuss and update of the proposals for competitive solicitation for RFP 23-432-DK Civil Engineering Services for Itemized Transportation Projects. The final recommendations will be sent to the Board of County Commissioners.

-
Topic: Public Notice of Evaluation Committee Meeting for RFP 23-432-DK Civil Engineering Services for Itemized Transportation Projects
Time: September 18, 2023 @ 10:00 am Eastern Time (US and Canada)
Location: Alachua County Administration Building, Third Floor Conference Room, 12 SE 1st Street, Gainesville, FL 32601

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 282 364 083 511

Passcode: 75jGs9

Or call in (audio only)

[+1 469-998-7938,818640514#](#) United States, Dallas

Phone Conference ID: 818 640 514#

These meetings are subject to change and/or cancellation. If you have any questions regarding these meetings, please call 352.384.3090. All persons are advised that, if they decide to contest any decision made at any of these meetings, they will need a record of the proceedings and, for such purpose, they may need to ensure that verbatim record of the proceedings is made which record includes the testimony and evidence upon which the appeal is to be based. If any accommodations are needed for persons with disabilities, please contact the County's Equal Opportunity Office at (352)374-5275 or (TTD) (352)-374-5284.

Notice #3

Sep 15, 2023 10:52 AM

The meeting that was scheduled for September 18, 2023 @ 10:00 am Eastern Time (US and Canada) has been canceled and rescheduled for the below date.

Alachua County Procurement announces a public meeting to which all persons are invited to attend an Evaluation Committee Meeting on **Monday, September 25, 2023 @ 3:00 pm**, to discuss and update of the proposals for competitive solicitation for RFP 23-432-DK Civil Engineering Services for Itemized Transportation Projects. The final recommendations will be sent to the Board of County Commissioners.

-
Topic: Public Notice of Evaluation Committee Meeting for RFP 23-432-DK Civil Engineering Services for Itemized Transportation Projects
Time: September 25, 2023 @ 3:00 pm Eastern Time (US and Canada)
Location: Alachua County Administration Building
Third Floor Conference Room
12 SE 1st Street, Gainesville, FL 32601

EXECUTIVE SUMMARY
RFP No. RFP 23-432-DK
Civil Engineering Services for Itemized Transportation Projects

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 282 364 083 511

Passcode: 75jGs9

Or call in (audio only)

[+1 469-998-7938,818640514#](#) United States, Dallas

Phone Conference ID: 818 640 514#

These meetings are subject to change and/or cancellation. If you have any questions regarding these meetings, please call 352.384.3090. All persons are advised that, if they decide to contest any decision made at any of these meetings, they will need a record of the proceedings and, for such purpose, they may need to ensure that verbatim record of the proceedings is made which record includes the testimony and evidence upon which the appeal is to be based. If any accommodations are needed for persons with disabilities, please contact the County's Equal Opportunity Office at (352)374-5275 or (TTD) (352)-374-5284.

Notice #4

Sep 25, 2023 8:20 AM

Alachua County Procurement announces a public meeting to which all persons are invited to attend an Evaluation Committee Meeting on **Monday, September 25, 2023 @ 3:00 pm**, to discuss and update of the proposals for competitive solicitation for RFP 23-432-DK Civil Engineering Services for Itemized Transportation Projects. The final recommendations will be sent to the Board of County Commissioners.

-

The above Evaluation Committee Meeting for the above RFP has been cancelled.

These meetings are subject to change and/or cancellation. If you have any questions regarding these meetings, please call 352.384.3090. All persons are advised that, if they decide to contest any decision made at any of these meetings, they will need a record of the proceedings and, for such purpose, they may need to ensure that verbatim record of the proceedings is made which record includes the testimony and evidence upon which the appeal is to be based. If any accommodations are needed for persons with disabilities, please contact the County's Equal Opportunity Office at (352)374-5275 or (TTD) (352)-374-5284.

Notice #5

Oct 13, 2023 9:46 AM

Alachua County Procurement announces a public meeting to which all persons are invited to attend an Evaluation Committee Meeting on **Wednesday, November 8, 2023 @ 9:00 am**, to discuss and update of the proposals for competitive solicitation for RFP 23-432-DK Civil Engineering Services for Itemized Transportation Projects. The final recommendations will be sent to the Board of County Commissioners.

-

Time: Wednesday, November 8, 2023 @ 9:00 am Eastern Time (US and Canada)

Location: Alachua County Administration Building

Third Floor Conference Room

12 SE 1st Street, Gainesville, FL 32601

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 212 584 259 101
Passcode: 3G52Bo

Or call in (audio only)

[+1 469-998-7938,725004838#](tel:+14699987938725004838) United States, Dallas
Phone Conference ID: 725 004 838#

These meetings are subject to change and/or cancellation. If you have any questions regarding these meetings, please call 352.384.3090. All persons are advised that, if they decide to contest any decision made at any of these meetings, they will need a record of the proceedings and, for such purpose, they may need to ensure that verbatim record of the proceedings is made which record includes the testimony and evidence upon which the appeal is to be based. If any accommodations are needed for persons with disabilities, please contact the County’s Equal Opportunity Office at (352)374-5275 or (TTD) (352)-374-5284.

EVALUATION

PHASE 1

EVALUATORS

Name	Title	Agreement Accepted On
Ramon Gavarrete	Public Works Director	Oct 26, 2023 9:27 AM
Jeffrey Hays	Acting Director	Sep 28, 2023 2:50 PM
Agustin Olmos	Director	Sep 14, 2023 1:43 PM

EVALUATION CRITERIA

Criteria	Scoring Method	Weight (Points)
Ability of Professional Personnel	Points Based	50 (28.6% of Total)

Description:

- A. Resumes of the key staff support the firm's Competency in doing this type of work? Key staff includes the Project Manager, and other project team professionals.
- B. Has the firm done this type of work in the past?
- C. Is any of this work to be subcontracted? If so, what are the abilities of the firm(s) to be subcontracted?
- D. Based on questions above, award points as follows:
 1. 21-30 points - Exceptional Experience

- 2. 11-20 points - Average Experience
- 3. 0-10 points - Minimal Experience
- E. Has the company or key staff recently done this type of work for the County, the State, or for local government in the past?
 - 1. If the work was acceptable, award up to ten (10) points.
 - 2. If the firm has not done this type of work, award zero (0) points.
 - 3. If the work was unacceptable, deduct up to ten (10) points and note why.
- F. Are there factors, such as unique abilities, which would make a noticeable (positive) impact on the project?
 - 1. If the answer is yes, award from one (1) to ten (10) points and note reasons.
 - 2. If the answer is no, award zero (0) points.

Criteria	Scoring Method	Weight (Points)
Capability to Meet Time and Budget Requirements	Points Based	20 (11.4% of Total)

Description:

- A. Does the level of key staffing and their percentage of involvement, the use of subcontractors (if any), office location, and/or information contained in the transmittal letter indicate that the firm will, or will not, meet time and budget requirements?
- B. To your knowledge, has the firm met or had trouble meeting time and budget requirements on similar projects?
- C. Have proof of insurability and other measures of financial stability been provided?
- D. Are time schedules reasonable?
- E. Current Workload.
- F. This factor is designed to determine how busy a firm is by comparing all Florida work against Florida personnel.
 - 1. If the work was acceptable, award up to ten (20) points.
 - 2. If the firm has not done this type of work, award zero (0) points.
 - 3. **If the work was unacceptable, deduct up to ten (10) points and note why.**

EXECUTIVE SUMMARY
RFP No. RFP 23-432-DK
Civil Engineering Services for Itemized Transportation Projects

Criteria	Scoring Method	Weight (Points)
Volume of Previous Work (VOW) awarded by the County	Points Based	5 (2.9% of Total)

Description:
Points Provided by Procurement.

Criteria	Scoring Method	Weight (Points)
Understanding of Project	Points Based	25 (14.3% of Total)

- Description:
- A. Did the proposal indicate a thorough understanding of the project?
 - B. Is the appropriate emphasis placed on the various work tasks?
 - 1. If the work was acceptable, award up to twenty-five (25) points.
 - 2. If the firm has not done this type of work, award zero (0) points.
 - 3. **If the work was unacceptable, deduct up to ten (10) points and note why.**

Criteria	Scoring Method	Weight (Points)
Project Approach	Points Based	25 (14.3% of Total)

- Description:
- A. Did the firm develop a workable approach to the project?
 - B. Does the proposal specifically address the County's needs or is it "generic" in content?

Criteria	Scoring Method	Weight (Points)
Project Manager	Points Based	10 (5.7% of Total)

- Description:
- A. Does the project manager have experience with projects comparable in size and scope?
 - B. Does the Project Manager have a stable job history? Have they been with the firm long, or have there been frequent job changes?

Criteria	Scoring Method	Weight (Points)
Project Team	Points Based	20 (11.4% of Total)

Description:

- A. Was a project team identified?
- B. Is the team makeup appropriate for the project?
- C. Do the team members have experience with comparable projects?
- D. Are there any sub contracted firms involved? Will this enhance the project team?
- E. Are the hours assigned to the various team members for each task appropriate?

Criteria	Scoring Method	Weight (Points)
Project Schedule	Points Based	10 (5.7% of Total)

Description:

- A. Is the proposed schedule reasonable based on quantity of personnel assigned to the project?
- B. Are individual tasks staged properly and in proper sequence?

Criteria	Scoring Method	Weight (Points)
Proposal Organization	Points Based	10 (5.7% of Total)

Description:

- A. Was proposal organization per the RFP?
- B. Was all required paperwork submitted and completed appropriately?
- C. Did the proposal contain an excessive amount of generic boilerplate, resumes, pages per resume, photographs, etc.?

AGGREGATE SCORES SUMMARY

Vendor	Ramon Gavarrete	Jeffrey Hays	Agustin Olmos	Total Score (Max Score 175)
CHW	159	144	172	158.33
Hanson Professional Services Inc.	161	135	175	157
Kimley-Horn and Associates, Inc.	159	145	167	157
Infrastructure Consulting & Engineering, PLLC	156	133	175	154.67

EXECUTIVE SUMMARY
RFP No. RFP 23-432-DK
Civil Engineering Services for Itemized Transportation Projects

Vendor	Ramon Gavarrete	Jeffrey Hays	Agustin Olmos	Total Score (Max Score 175)
Bentley Group, Inc.	157	132	170	153
Mott MacDonald, LLC	165	123	170	152.67
DRMP, Inc.	154	130	170	151.33
HNTB Corporation	157	123	169	149.67
Kisinger Campo & Associates, Corp (KCA)	155	128	165	149.33
Traffic signal coordination LLC	5	13	5	7.67

VENDOR SCORES BY EVALUATION CRITERIA

Vendor	Ability of Professional Personnel Points Based 50 Points (28.6%)	Capability to Meet Time and Budget Requirements Points Based 20 Points (11.4%)	Volume of Previous Work (VOW) awarded by the County Points Based 5 Points (2.9%)	Understanding of Project Points Based 25 Points (14.3%)
CHW	46.7	18	2	23.7
Hanson Professional Services Inc.	45.7	17.7	5	23.3
Kimley-Horn and Associates, Inc.	47.7	18	2	23.3
Infrastructure Consulting & Engineering, PLLC	45.7	17.3	5	23.3
Bentley Group, Inc.	46.7	17	5	22.3
Mott MacDonald, LLC	45.3	17.3	5	22
DRMP, Inc.	46	16.7	5	22
HNTB Corporation	45.7	17	1	22.3
Kisinger Campo & Associates, Corp (KCA)	45	17.3	5	20
Traffic signal coordination LLC	0.3	0.3	5	0.3

Vendor	Project Approach Points Based 25 Points (14.3%)	Project Manager Points Based 10 Points (5.7%)	Project Team Points Based 20 Points (11.4%)	Project Schedule Points Based 10 Points (5.7%)
CHW	23	9	18	9.3

EXECUTIVE SUMMARY

RFP No. RFP 23-432-DK

Civil Engineering Services for Itemized Transportation Projects

Vendor	Project Approach Points Based 25 Points (14.3%)	Project Manager Points Based 10 Points (5.7%)	Project Team Points Based 20 Points (11.4%)	Project Schedule Points Based 10 Points (5.7%)
Hanson Professional Services Inc.	23	7.7	17.7	9
Kimley-Horn and Associates, Inc.	21.7	9	18	9
Infrastructure Consulting & Engineering, PLLC	22	7.7	17	8.7
Bentley Group, Inc.	20.3	7.7	17.3	8.7
Mott MacDonald, LLC	20.3	8.3	18	8.7
DRMP, Inc.	20.7	7.7	16.7	9
HNTB Corporation	21.7	8	17.7	8.7
Kisinger Campo & Associates, Corp (KCA)	20.3	8	17.3	8.7
Traffic signal coordination LLC	0.3	0.3	0.3	0.3

Vendor	Proposal Organization Points Based 10 Points (5.7%)	Total Score (Max Score 175)
CHW	8.7	158.33
Hanson Professional Services Inc.	8	157
Kimley-Horn and Associates, Inc.	8.3	157
Infrastructure Consulting & Engineering, PLLC	8	154.67
Bentley Group, Inc.	8	153
Mott MacDonald, LLC	7.7	152.67
DRMP, Inc.	7.7	151.33
HNTB Corporation	7.7	149.67
Kisinger Campo & Associates, Corp (KCA)	7.7	149.33
Traffic signal coordination LLC	0.3	7.67

INDIVIDUAL PROPOSAL SCORES

Bentley Group, Inc.

Ability of Professional Personnel | Points Based | 50 Points (28.6%)

Ramon Gavarrete: 48
Jeffrey Hays: 42
Agustin Olmos: 50

Capability to Meet Time and Budget Requirements | Points Based | 20 Points (11.4%)

Ramon Gavarrete: 17
Jeffrey Hays: 14
Agustin Olmos: 20

Volume of Previous Work (VOW) awarded by the County | Points Based | 5 Points (2.9%)

Ramon Gavarrete: 5
ADJUSTED FEE: 0.00
Jeffrey Hays: 5
ADJUSTED FEE: 0.00
Agustin Olmos: 5
ADJUSTED FEE: 0.00

Understanding of Project | Points Based | 25 Points (14.3%)

Ramon Gavarrete: 23
Jeffrey Hays: 19
Agustin Olmos: 25

Project Approach | Points Based | 25 Points (14.3%)

Ramon Gavarrete: 22
Jeffrey Hays: 19
Agustin Olmos: 20

Project Manager | Points Based | 10 Points (5.7%)

Ramon Gavarrete: 7
Jeffrey Hays: 6
Agustin Olmos: 10

Project Team | Points Based | 20 Points (11.4%)

Ramon Gavarrete: 17

Jeffrey Hays: 15

Agustin Olmos: 20

Project Schedule | Points Based | 10 Points (5.7%)

Ramon Gavarrete: 10

Jeffrey Hays: 6

Agustin Olmos: 10

Proposal Organization | Points Based | 10 Points (5.7%)

Ramon Gavarrete: 8

Jeffrey Hays: 6

Agustin Olmos: 10

CHW

Ability of Professional Personnel | Points Based | 50 Points (28.6%)

Ramon Gavarrete: 48

Jeffrey Hays: 42

Agustin Olmos: 50

Capability to Meet Time and Budget Requirements | Points Based | 20 Points (11.4%)

Ramon Gavarrete: 18

Jeffrey Hays: 16

Agustin Olmos: 20

Volume of Previous Work (VOW) awarded by the County | Points Based | 5 Points (2.9%)

Ramon Gavarrete: 2

ADJUSTED FEE: 213,190.18

Jeffrey Hays: 2

ADJUSTED FEE: 213,190.18

Agustin Olmos: 2

ADJUSTED FEE: 213,190.18

Understanding of Project | Points Based | 25 Points (14.3%)

Ramon Gavarrete: 24

Jeffrey Hays: 22

Agustin Olmos: 25

Project Approach | Points Based | 25 Points (14.3%)

Ramon Gavarrete: 22

Jeffrey Hays: 22

Agustin Olmos: 25

Project Manager | Points Based | 10 Points (5.7%)

Ramon Gavarrete: 9

Jeffrey Hays: 8

Agustin Olmos: 10

Project Team | Points Based | 20 Points (11.4%)

Ramon Gavarrete: 18

Jeffrey Hays: 16

Agustin Olmos: 20

Project Schedule | Points Based | 10 Points (5.7%)

Ramon Gavarrete: 10

Jeffrey Hays: 8

Agustin Olmos: 10

Proposal Organization | Points Based | 10 Points (5.7%)

Ramon Gavarrete: 8

Jeffrey Hays: 8

Agustin Olmos: 10

DRMP, Inc.

Ability of Professional Personnel | Points Based | 50 Points (28.6%)

Ramon Gavarrete: 48

Jeffrey Hays: 40

Agustin Olmos: 50

Capability to Meet Time and Budget Requirements | Points Based | 20 Points (11.4%)

Ramon Gavarrete: 16

Jeffrey Hays: 14

Agustin Olmos: 20

Volume of Previous Work (VOW) awarded by the County | Points Based | 5 Points (2.9%)

Ramon Gavarrete: 5

ADJUSTED FEE: 23,364.31

Jeffrey Hays: 5

ADJUSTED FEE: 23,364.31

Agustin Olmos: 5

ADJUSTED FEE: 23,364.31

Understanding of Project | Points Based | 25 Points (14.3%)

Ramon Gavarrete: 22

Jeffrey Hays: 19

Agustin Olmos: 25

Project Approach | Points Based | 25 Points (14.3%)

Ramon Gavarrete: 23

Jeffrey Hays: 19

Agustin Olmos: 20

Project Manager | Points Based | 10 Points (5.7%)

Ramon Gavarrete: 7

Jeffrey Hays: 6

Agustin Olmos: 10

Project Team | Points Based | 20 Points (11.4%)

Ramon Gavarrete: 16

Jeffrey Hays: 14

Agustin Olmos: 20

Project Schedule | Points Based | 10 Points (5.7%)

Ramon Gavarrete: 10
Jeffrey Hays: 7
Agustin Olmos: 10

Proposal Organization | Points Based | 10 Points (5.7%)

Ramon Gavarrete: 7
Jeffrey Hays: 6
Agustin Olmos: 10

Hanson Professional Services Inc.

Ability of Professional Personnel | Points Based | 50 Points (28.6%)

Ramon Gavarrete: 46
Jeffrey Hays: 41
Agustin Olmos: 50

Capability to Meet Time and Budget Requirements | Points Based | 20 Points (11.4%)

Ramon Gavarrete: 18
Jeffrey Hays: 15
Agustin Olmos: 20

Volume of Previous Work (VOW) awarded by the County | Points Based | 5 Points (2.9%)

Ramon Gavarrete: 5

ADJUSTED FEE: 0.00

Jeffrey Hays: 5

ADJUSTED FEE: 0.00

Agustin Olmos: 5

ADJUSTED FEE: 0.00

Understanding of Project | Points Based | 25 Points (14.3%)

Ramon Gavarrete: 25
Jeffrey Hays: 20
Agustin Olmos: 25

Project Approach | Points Based | 25 Points (14.3%)

Ramon Gavarrete: 24

Jeffrey Hays: 20

Agustin Olmos: 25

Project Manager | Points Based | 10 Points (5.7%)

Ramon Gavarrete: 7

Jeffrey Hays: 6

Agustin Olmos: 10

Project Team | Points Based | 20 Points (11.4%)

Ramon Gavarrete: 18

Jeffrey Hays: 15

Agustin Olmos: 20

Project Schedule | Points Based | 10 Points (5.7%)

Ramon Gavarrete: 10

Jeffrey Hays: 7

Agustin Olmos: 10

Proposal Organization | Points Based | 10 Points (5.7%)

Ramon Gavarrete: 8

Jeffrey Hays: 6

Agustin Olmos: 10

HNTB Corporation

Ability of Professional Personnel | Points Based | 50 Points (28.6%)

Ramon Gavarrete: 47

Jeffrey Hays: 40

Agustin Olmos: 50

Capability to Meet Time and Budget Requirements | Points Based | 20 Points (11.4%)

Ramon Gavarrete: 17

Jeffrey Hays: 14

Agustin Olmos: 20

Volume of Previous Work (VOW) awarded by the County | Points Based | 5 Points (2.9%)

Ramon Gavarrete: 1

ADJUSTED FEE: 318,225.54

Jeffrey Hays: 1

ADJUSTED FEE: 318,225.54

Agustin Olmos: 1

ADJUSTED FEE: 318,225.54

Understanding of Project | Points Based | 25 Points (14.3%)

Ramon Gavarrete: 24

Jeffrey Hays: 18

Agustin Olmos: 25

Project Approach | Points Based | 25 Points (14.3%)

Ramon Gavarrete: 23

Jeffrey Hays: 17

Agustin Olmos: 25

Project Manager | Points Based | 10 Points (5.7%)

Ramon Gavarrete: 8

Jeffrey Hays: 6

Agustin Olmos: 10

Project Team | Points Based | 20 Points (11.4%)

Ramon Gavarrete: 18

Jeffrey Hays: 15

Agustin Olmos: 20

Project Schedule | Points Based | 10 Points (5.7%)

Ramon Gavarrete: 10

Jeffrey Hays: 6

Agustin Olmos: 10

Proposal Organization Points Based 10 Points (5.7%)	
Ramon Gavarrete:	9
Jeffrey Hays:	6
Agustin Olmos:	8

Infrastructure Consulting & Engineering, PLLC	
Ability of Professional Personnel Points Based 50 Points (28.6%)	
Ramon Gavarrete:	46
Jeffrey Hays:	41
Agustin Olmos:	50

Capability to Meet Time and Budget Requirements Points Based 20 Points (11.4%)	
Ramon Gavarrete:	17
Actually took time to look at some projects in the TCIP	
Jeffrey Hays:	15
Agustin Olmos:	20

Volume of Previous Work (VOW) awarded by the County Points Based 5 Points (2.9%)	
Ramon Gavarrete:	5
ADJUSTED FEE:	0.00
Jeffrey Hays:	5
ADJUSTED FEE:	0.00
Agustin Olmos:	5
ADJUSTED FEE:	0.00

Understanding of Project Points Based 25 Points (14.3%)	
Ramon Gavarrete:	24
Actually took time to look at some projects in the TCIP	
Jeffrey Hays:	21
Agustin Olmos:	25

Project Approach Points Based 25 Points (14.3%)	
Ramon Gavarrete:	22
Jeffrey Hays:	19

Agustin Olmos: 25

Project Manager | Points Based | 10 Points (5.7%)

Ramon Gavarrete: 7

Jeffrey Hays: 6

Agustin Olmos: 10

Project Team | Points Based | 20 Points (11.4%)

Ramon Gavarrete: 17

Jeffrey Hays: 14

Agustin Olmos: 20

Project Schedule | Points Based | 10 Points (5.7%)

Ramon Gavarrete: 10

Jeffrey Hays: 6

Agustin Olmos: 10

Proposal Organization | Points Based | 10 Points (5.7%)

Ramon Gavarrete: 8

Jeffrey Hays: 6

Agustin Olmos: 10

Kimley-Horn and Associates, Inc.

Ability of Professional Personnel | Points Based | 50 Points (28.6%)

Ramon Gavarrete: 48

Jeffrey Hays: 45

Agustin Olmos: 50

Capability to Meet Time and Budget Requirements | Points Based | 20 Points (11.4%)

Ramon Gavarrete: 17

Jeffrey Hays: 17

Agustin Olmos: 20

Volume of Previous Work (VOW) awarded by the County | Points Based | 5 Points (2.9%)

Ramon Gavarrete: 2
ADJUSTED FEE: 257,882.46

Jeffrey Hays: 2
ADJUSTED FEE: 257,882.46

Agustin Olmos: 2
ADJUSTED FEE: 257,882.46

Understanding of Project | Points Based | 25 Points (14.3%)

Ramon Gavarrete: 23

Jeffrey Hays: 22

Agustin Olmos: 25

Project Approach | Points Based | 25 Points (14.3%)

Ramon Gavarrete: 24

Jeffrey Hays: 21

Agustin Olmos: 20

Project Manager | Points Based | 10 Points (5.7%)

Ramon Gavarrete: 9

Jeffrey Hays: 8

Agustin Olmos: 10

Project Team | Points Based | 20 Points (11.4%)

Ramon Gavarrete: 18

Jeffrey Hays: 16

Agustin Olmos: 20

Project Schedule | Points Based | 10 Points (5.7%)

Ramon Gavarrete: 10

Jeffrey Hays: 7

Agustin Olmos: 10

Proposal Organization | Points Based | 10 Points (5.7%)

Ramon Gavarrete: 8

Jeffrey Hays: 7

Agustin Olmos: 10

Kisinger Campo & Associates, Corp (KCA)

Ability of Professional Personnel | Points Based | 50 Points (28.6%)

Ramon Gavarrete: 46

Wrong RFP#

Jeffrey Hays: 39

Agustin Olmos: 50

Capability to Meet Time and Budget Requirements | Points Based | 20 Points (11.4%)

Ramon Gavarrete: 17

Jeffrey Hays: 15

Agustin Olmos: 20

Volume of Previous Work (VOW) awarded by the County | Points Based | 5 Points (2.9%)

Ramon Gavarrete: 5

ADJUSTED FEE: 0.00

Jeffrey Hays: 5

ADJUSTED FEE: 0.00

Agustin Olmos: 5

ADJUSTED FEE: 0.00

Understanding of Project | Points Based | 25 Points (14.3%)

Ramon Gavarrete: 22

Jeffrey Hays: 18

Agustin Olmos: 20

Project Approach | Points Based | 25 Points (14.3%)

Ramon Gavarrete: 23

Jeffrey Hays: 18

Agustin Olmos: 20

Project Manager | Points Based | 10 Points (5.7%)

Ramon Gavarrete: 8

Jeffrey Hays: 6

Agustin Olmos: 10

Project Team | Points Based | 20 Points (11.4%)

Ramon Gavarrete: 17

Jeffrey Hays: 15

Agustin Olmos: 20

Project Schedule | Points Based | 10 Points (5.7%)

Ramon Gavarrete: 10

Jeffrey Hays: 6

Agustin Olmos: 10

Proposal Organization | Points Based | 10 Points (5.7%)

Ramon Gavarrete: 7

Jeffrey Hays: 6

Agustin Olmos: 10

Mott MacDonald, LLC

Ability of Professional Personnel | Points Based | 50 Points (28.6%)

Ramon Gavarrete: 48

Jeffrey Hays: 38

Agustin Olmos: 50

Capability to Meet Time and Budget Requirements | Points Based | 20 Points (11.4%)

Ramon Gavarrete: 18

Jeffrey Hays: 14

Agustin Olmos: 20

Volume of Previous Work (VOW) awarded by the County | Points Based | 5 Points (2.9%)

Ramon Gavarrete: 5

ADJUSTED FEE: 0.00

Jeffrey Hays: 5

ADJUSTED FEE: 0.00

Agustin Olmos: 5

ADJUSTED FEE: 0.00

Understanding of Project | Points Based | 25 Points (14.3%)

Ramon Gavarrete: 24

Jeffrey Hays: 17

Agustin Olmos: 25

Project Approach | Points Based | 25 Points (14.3%)

Ramon Gavarrete: 24

Jeffrey Hays: 17

Agustin Olmos: 20

Project Manager | Points Based | 10 Points (5.7%)

Ramon Gavarrete: 9

Jeffrey Hays: 6

Agustin Olmos: 10

Project Team | Points Based | 20 Points (11.4%)

Ramon Gavarrete: 19

Jeffrey Hays: 15

Agustin Olmos: 20

Project Schedule | Points Based | 10 Points (5.7%)

Ramon Gavarrete: 10

Jeffrey Hays: 6

Agustin Olmos: 10

Proposal Organization | Points Based | 10 Points (5.7%)

Ramon Gavarrete: 8

Jeffrey Hays: 5

Agustin Olmos: 10

Traffic signal coordination LLC

Ability of Professional Personnel | Points Based | 50 Points (28.6%)

Ramon Gavarrete: 0

Jeffrey Hays: 1

Agustin Olmos: 0

Capability to Meet Time and Budget Requirements | Points Based | 20 Points (11.4%)

Ramon Gavarrete: 0

Jeffrey Hays: 1

Agustin Olmos: 0

Volume of Previous Work (VOW) awarded by the County | Points Based | 5 Points (2.9%)

Ramon Gavarrete: 5

ADJUSTED FEE: 0.00

Jeffrey Hays: 5

ADJUSTED FEE: 0.00

Agustin Olmos: 5

ADJUSTED FEE: 0.00

Understanding of Project | Points Based | 25 Points (14.3%)

Ramon Gavarrete: 0

Jeffrey Hays: 1

Agustin Olmos: 0

Project Approach | Points Based | 25 Points (14.3%)

Ramon Gavarrete: 0

Jeffrey Hays: 1

Agustin Olmos: 0

Project Manager | Points Based | 10 Points (5.7%)

Ramon Gavarrete: 0

Jeffrey Hays: 1

Agustin Olmos: 0

Project Team | Points Based | 20 Points (11.4%)

Ramon Gavarrete: 0

Jeffrey Hays: 1

Agustin Olmos: 0

Project Schedule | Points Based | 10 Points (5.7%)

Ramon Gavarrete: 0

Jeffrey Hays: 1

Agustin Olmos: 0

Proposal Organization | Points Based | 10 Points (5.7%)

Ramon Gavarrete: 0

Jeffrey Hays: 1

Agustin Olmos: 0