

AGENDA ITEM REPORT

DATE: June 5, 2018
DEPARTMENT: Transportation
REQUESTER: Randy Cerchie
TITLE: Award Contracts for Miscellaneous Traffic Engineering

I. MOTION REQUESTED

- A. Award Competitive Negotiation Request for Proposal No. CN170297TJM Miscellaneous Traffic Engineering to the following nine firms for a two-year period, for use on an as needed basis for professional traffic engineering services, as approved in the department's annual adopted budget: Atkins North America, Inc.; Cardno, Inc.; CDM Smith Inc.; David Plummer & Associates, Inc.; Johnson Engineering, Inc.; Kisinger Campo & Associates, Corp.; TR Transportation Consultants, Inc.; Trebilcock Consulting Solutions, P.A.; and VIBEngineering, Inc.
- B. Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.
- C. Grant the Director of Procurement Management the authority to negotiate renewals of the contracts, including changes in price, for up to one additional one-year period, and/or to extend the contracts, and to execute all associated documents, with County Administration approval, as approved in the department's annual adopted budgets, if doing so is the best interest of Lee County.
- D. Authorize the Director of Procurement Management or designee to approve individual projects over \$50,000 and up to \$100,000 on behalf of the Board of County Commissioners.

II. ITEM SUMMARY

Award contracts for miscellaneous traffic engineering to Atkins North America, Inc.; Cardno, Inc.; CDM Smith Inc.; David Plummer & Associates, Inc.; Johnson Engineering, Inc.; Kisinger Campo & Associates, Corp.; TR Transportation Consultants, Inc.; Trebilcock Consulting Solutions, P.A.; and VIBEngineering, Inc. to provide professional traffic engineering consulting services, on an as needed basis, for a period of two-years with the option to renew for one additional one-year period. Total expenditures for these services for Fiscal Year 2016 – 2017 were \$273,079.82.

III. BACKGROUND AND IMPLICATIONS OF ACTION

A) Board Action and Other History

The Department of Transportation submitted a request to Procurement Management to obtain proposals for the project known as CN170297TJM Miscellaneous Traffic Engineering for professional traffic engineering services on an as needed basis. On the proposal deadline of December 4, 2017, Procurement Management received eighteen proposals. The Competitive Negotiations Committee meeting was held on January 23, 2018, during which the Evaluation Committee considered criterion listed in the solicitation: Qualifications of Firm, Prior Project Experience, Firm Plan of Approach, and Personnel being proposed. Eighteen firms were short-listed.

Interviews 1-9 were conducted on February 6, 2018 and interviews 10-18 were conducted on February 9, 2018. The final evaluation meeting was held, after the scheduled interviews, on February 9, 2018. The committee recommended awarding contracts to nine firms: Atkins North America, Inc.; Cardno, Inc.; CDM Smith Inc.; David Plummer & Associates, Inc.; Johnson Engineering, Inc.; Kisinger Campo & Associates, Corp.; TR Transportation Consultants, Inc.; Trebilcock Consulting Solutions, P.A.; and VIBEngineering, Inc.

Total expenditures for these services in FY 2016-2017 were \$273,079.82.

B) Policy Issues

C) BoCC Goals

D) Analysis

E) Options

IV. FINANCIAL INFORMATION

A)	Current year dollar amount of item:	\$250,000 (estimated amount)
B)	Is this item approved in the current budget?	Yes
C)	Is this a revenue or expense item?	Expense
D)	Is this Discretionary or Mandatory?	Discretionary
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	No
F)	Fund: Transportation Capital Improvement and Transportation Trust Program: Capital Improvement and DOT Traffic Operating Project: Various Account Strings: Various	
G)	Fund Type?	Other Transportation Capital Improvement and Transportation Trust
H)	Comments:	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP

ATTACHMENTS:

Description	Upload Date	Type
Atkins North America Professional Services Agreement	5/15/2018	Agreement
Cardno Professional Services Agreement	5/15/2018	Agreement
CDM Smith Professional Services Agreement	5/15/2018	Agreement
David Plummer Professional Services Agreement	5/15/2018	Agreement
Johnson Engineering Professional Services Agreement	5/15/2018	Agreement
Kisinger Campo Professional Services Agreement	5/15/2018	Agreement
TR Transportation Consultants Professional Services Agreement	5/15/2018	Agreement
Trebilcock Consulting Solutions Professional Services Agreement	5/15/2018	Agreement
VIBEngineering Professional Services Agreement	5/15/2018	Agreement
CN170297TJM Competitive Negotiation Request for Proposal	5/15/2018	Backup Material
Cardno PSA Final	5/29/2018	Cover Memo
Atkins North American Signatory Auth Affidavit	5/29/2018	Cover Memo
CDM Smith Affidavit	5/29/2018	Cover Memo

REVIEWERS:

Department	Reviewer	Action	Date
Transportation	Turner, Nicole	Approved	5/29/2018 - 8:32 AM
Transportation	Cerchie, Randy	Approved	5/29/2018 - 8:47 AM
Budget Services	Henkel, Anne	Approved	5/29/2018 - 8:56 AM
Budget Services	Winton, Peter	Approved	5/29/2018 - 8:58 AM
County Attorney	Lira, Louis C.	Approved	5/29/2018 - 2:17 PM
County Manager	Meurer, Doug	Approved	5/29/2018 - 2:28 PM