



November 3, 2022

To: RFP Respondents

RE: Three (3) firms to provide all required professional engineering services for:

**Engineering Services and Grant Support Professional Continuing Services Contract on a Consultant Service Authorization Basis
Project No. 2022062**

**Department of Engineering
and Public Works**

P.O. Box 21229

West Palm Beach, FL 33416-1229

(561) 684-4000

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**Palm Beach County
Board of County
Commissioners**

Robert S. Weinroth, Mayor

Gregg K. Weiss, Vice Mayor

Maria G. Marino

Dave Kerner

Maria Sachs

Melissa McKinlay

Mack Bernard

County Administrator

Verdenia C. Baker

Dear Consultants

This letter serves to advise that the following teams will present to the Selection Committee: **Calvin, Giordano & Associates, Inc., CORE Engineering Group, LLC, Keith and Associates, Inc. dba KEITH and Kimley-Horn and Associates, Inc.**

The Short List meeting for the project will not take place because only the above mentioned four teams were responsive to the RFP.

Consultants are hereby notified of the "Cone of Silence" requirements pursuant to Palm Beach County Lobbyist Registration Ordinance 2003-055 (Palm Beach County Code 2-351 through 2-358). In addition, it is recommended that all design professionals seeking to provide services to Palm Beach County review Policies and Procedures Manual (PPM) CW-F-067 "Evaluating, Recovering and Recording Errors/Omissions by a Design Professional", which can be found at

<http://www.pbcgov.com/publicaffairs/ppm/pdf/cw-f-067.pdf>

The "Consultant Summary" table and the Short List Committee voting sheets will be posted at:

<https://discover.pbcgov.org/engineering/roadwayproduction/Pages/Roadway-Publications.aspx>

Thank you for your submittal and we encourage you to respond to future RFP's.

*"An Equal Opportunity
Affirmative Action Employer"*



**Project Name: Engineering Services and Grant Support Professional
Continuing Services Contract on a Consultant Service Authorization
Basis
Project Number: 2022062
Shortlist Committee Results**

The Short Listed firms will be notified under separate cover of their presentation time. Should you have any questions or require additional information, please contact me at 561-684-4150 or email me at hknight@pbcgov.org.

Sincerely,

Holly Knight, P.E.
Contracts Section Manager

Enc: Summary Spreadsheet of Teams
OEBO Compliance Review Letter

ec: Patrick Rutter, Assistant County Administrator
David L. Ricks, P.E., County Engineer
Joanne M. Keller, P.E., Deputy County Engineer
Steven B. Carrier, P.E., Assistant County Engineer
Morton L. Rose, P.E., Director, Roadway Production Division
Kathleen O. Farrell, P.E., Assistant Director, Roadway Production Division
Maroun Azzi, P.E., Thoroughfare Roads Section Manager, Roadway Production Division
Will Carey, P.E., Special Projects Manager, Roadway Production Division
Kristine Frazell-Smith, P.E., Local Roads Section Manager, Roadway Production Division
Motasem Al-Turk, P.E., Director, Traffic Division
Albert Hoffman, Director, Construction Coordination
Scott Cantor, Director, Land Development Division
Angela Smith, Compliance Specialist, OEBO
Tiffany Thomas, Office of the Inspector General
Yelizaveta B. Herman, Assistant County Attorney
Fay Reynolds, Legal Secretary, County Attorney
CCNA File

OEBO PARTICIPATION EVALUATION FORM

DATE SENT: September 26, 2022	CONTRACTS MANAGER: Holly Knight
PROJECT #: 2022062	PROJECT NAME: Engineering Services and Grant Support Continuing Services Contract on a CSA Basis
USER DEPARTMENT: Engineering and Public Works	SOLICITATION OPENING DATE:
OEBO ESTABLISHED API: 20% SBE Subcontracting, minimum mandatory, and MWBE Evaluation Preference for African American Firms [Ord. Ref.: 2-80.27(3)(e) & 2-80.27(4)(b).]	

BID EVALUATION INFORMATION

PRIME RESPONDENTS	PRIME IS A CERTIFIED S/M/WBE	IS PRIME BIDDER RESPONSIVE	PERCENTAGE OF S/M/WBE UTILIZATION	PERCENTAGE OF MBE-AA FIRMS UTILIZATION	EVALUATION PREFERENCE POINTS FOR M/WBE PARTICIPATION
Calvin, Giordano & Associates, Inc.	(2)	(1)	20%	0%	0
CORE Engineering Group, LLC	(1)	(1)	80%	20%	9
Keith and Associates, Inc. dba KEITH	(2)	(1)	20%	20%	9
Kimley-Horn and Associates, Inc.	(2)	(1)	32%	32%	15

REMARKS:

Please see the attached review notes for comments.


Evaluated by: Angela Smith, SBDS III

Date: 9/26/2022

Signature: 

Reviewed by: Allen Gray, Manager

Date: 9/26/2022

Signature: 

	Certification Status	Expiration Date	Bid Amount/ Price/Percent:	
Prime Respondent: Calvin, Giordano & Associates, Inc.	<i>Non-SBE</i>	N/A	80%	
Subcontractor/Sub consultant Name				Supplier
R2T, Inc.*	<i>SBE</i>	10/7/2022	8%	<input type="checkbox"/>
via Planning, Inc.	<i>S/M/WBE</i>	7/13/2024	12%	<input type="checkbox"/>
Total SBE Participation			20%	
Total MBE-BL Participation			0%	
MBE Evaluation Points			0 points	

Evaluation Comments: Calvin, Giordano & Associates, Inc. is responsive to the API and the EBO requirements.

*R2T, Inc. is EBO certified for Construction; however, they are CCNA certified by Engineering. Due to the nature of this contract, EBO is counting its participation as an SBE.

	Certification Status	Expiration Date	Bid Amount/ Price/Percent:	
Prime Respondent: CORE Engineering Group, LLC	<i>MBE - HI</i>	7/12/2025	60%	
Subcontractor/Sub consultant Name				Supplier
DRMP, Inc.	<i>Non-SBE</i>	N/A	7.5%	<input type="checkbox"/>
EAC Consulting, Inc.	<i>Non-SBE</i>	N/A	7.5%	<input type="checkbox"/>
MacKenzie Engineering and Planning, Inc.	<i>Non-SBE</i>	N/A	5%	<input type="checkbox"/>
Masse Consulting Services, LLC	<i>MBE - BL</i>	3/10/2024	20%	<input type="checkbox"/>
Total SBE Participation			80%	
Total MBE-BL Participation			20%	
MBE Evaluation Points			9 points	

Evaluation Comments: CORE Engineering Group, LLC is responsive to the API and the EBO requirements.

	Certification Status	Expiration Date	Bid Amount/ Price/Percent:	
Prime Respondent: Keith and Associates, Inc. dba KEITH	<i>Non-SBE</i>	N/A	51%	
Subcontractor/Sub consultant Name				Supplier
Masse Consulting Services, LLC	<i>MBE - BL</i>	3/10/2024	20%	<input type="checkbox"/>
The Merchant Strategy, Inc.*	<i>Non-SBE</i>	N/A	14%	<input type="checkbox"/>
T.Y. Lin International / H.J. Ross	<i>Non-SBE</i>	N/A	15%	<input type="checkbox"/>
Total SBE Participation			20%	
Total MBE-BL Participation			20%	
MBE Evaluation Points			9 points	

Evaluation Comments: Keith and Associates, Inc. dba KEITH is responsive to the API and the EBO requirements.

The Merchant Strategy, Inc. is an EBO-S/WBE certified firm, but they are not certified with PBC OEBO to provide grant-writing services.

	Certification Status	Expiration Date	Bid Amount/ Price/Percent:	
Prime Respondent: Kimley-Horn and Associates, Inc.	<i>Non-SBE</i>	N/A	68%	
Subcontractor/Sub consultant Name				Supplier
Masse Consulting Services, LLC	<i>MBE - BL</i>	3/10/2024	32%	<input type="checkbox"/>
Total SBE Participation			32%	
Total MBE-BL Participation			32%	
MBE Evaluation Points			15 points	

Evaluation Comments: Kimley-Horn and Associates, Inc. is responsive to the API and the EBO requirements.

SHORTLIST CONSULTANT SUMMARY

Three Firms to Provide: Professional Engineering Consulting Services for
Engineering Services and Grant Support
Professional Continuing Services Contract on a Consultant Service Authorization Basis

Project No: 2022062
EBO API's: 20% Minimum Mandatory SBE Participation & MBE Evaluation Preference for African American Owned Firms. Ord. Ref.: 2-80.27(3)(e) & 2-80.27(4)(b).

Meeting Date: N/A
Meeting Time: N/A

TEAM				LOCATION		EBO			VOLUME OF PREVIOUS WORK (\$)			
Team Members	Services Provided	% Work on Project	Notes	% Work in PBC	Points (3 max)	SBE	PBC MBE (AA)	FL M/WBE	Points (17 max)	Fee Considered	Pro-Rated Fee*	Points (10 max)
<u>Calvin, Giordano & Associates, Inc.</u>	3.01, 3.02	80%		80%	<u>3</u>				<u>2</u>	\$1,532,076	\$1,225,661	<u>4</u>
R2T, Inc.	1.07	8%		0%		8.0				\$0	\$0	
Via Planning, Inc.	1.01, 1.06	12%		0%		12.0		12.0		\$3,750	\$450	
<i>* - No team member designated for Grant Writing.</i>		100%		80%		20.0%	0.0%	12.0%		\$1,226,111		
<u>CORE Engineering Group, LLC</u>	3.01, 3.02, Grant Writing	60%		60%	<u>3</u>	60.0			<u>11</u>	\$0	\$0	<u>10</u>
DRMP, Inc.	1.07	7.5%		7.5%						\$381,445	\$28,608	
EAC Consulting, Inc.	1.01, Grant Writing	7.5%		7.5%				7.5		\$543,451	\$40,759	
MacKenzie Engineering and Planning, Inc.	1.01, 1.06, Grant Writing	5%		0%						\$0	\$0	
Masse Consulting Services, LLC	3.01, 3.02, Grant Writing	20%		20%		20.0	20.0	20.0		\$66,504	\$13,301	
		100%		95%	80.0%	20.0%	27.5%	\$82,668				
<u>Keith and Associates, Inc. dba KEITH</u>	3.01, 3.02, Grant Writing	51%		51%	<u>3</u>				<u>11</u>	\$263,205	\$134,235	<u>9</u>
Masse Consulting Services, LLC	3.01, 3.02, Grant Writing	20%		20%		20.0	20.0	20.0		\$66,504	\$13,301	
The Merchant Strategy, Inc.	Grant Writing	14%		14%						\$0	\$0	
T.Y. Lin International	1.01, 1.06, 1.07	15%	8	0%						\$0	\$0	
		100%		85%		20.0%	20.0%	20.0%		\$147,535		
<u>Kimley-Horn and Associates, Inc.</u>	1.01, 1.06, 1.07, 3.01, 3.02, Grant Writing	68%		63%	<u>3</u>				<u>17</u>	\$1,864,580	\$1,267,915	<u>4</u>
Masse Consulting Services, LLC	3.01, 3.02	32%		32%		32.0	32.0	32.0		\$66,504	\$21,281	
		100%		95%		32.0%	32.0%	32.0%		\$1,289,196		
						15	2					

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Meeting Date: N/A

Meeting Time: N/A

TEAM				LOCATION		EBO				VOLUME OF PREVIOUS WORK (\$)		
Team Members	Services Provided	% Work on Project	Notes	% Work in PBC	Points (3 max)	SBE	PBC MBE (AA)	FL M/WBE	Points (17 max)	Fee Considered	Pro-Rated Fee*	Points (10 max)

<u>Prime Categories</u>	<u>Subcategories</u>	<u>Notes</u>
3.01 - Rural General Highway Design, Access & Drainage	1.01 - Urban Area and Regional Transportation Planning	* - Pro Rated Fee = Previous Work Amount multiplied by the % of work on the project
3.02 - Urban General Highway Design, Access & Drainage		1 - Prime and Sub on different teams
	1.06 - Alternate Systems and Corridor Location Planning	2 - Unrequested Service
	1.07 - Environmental Studies	3 - Incomplete Team
	Grant Writing	4 - Did not meet mandatory EBO requirement
		5 - Prime is doing less than 50% of the work
		6 - Prime does not have at least one prime category
		7 - Errors or Blanks on Questionnaires or Forms Missing
		8 - Not registered in VSS
		9 - SF 330 Missing or Incomplete
		10 - Blanks or "TBD" on Summary Chart at End of Letter
		11 - Not CCNA Certified in a category they propose to provide