

MANATEE COUNTY GOVERNMENT

NOTICE OF INTENT TO NEGOTIATE

RFQ NO./TITLE	24-R084167JH / Professional Design Services for Trailer Estates Gravity Sewer Replacement and Roadway Project	DATE POSTED	MC _____ DS _____	CC _____ BIDSYNC _____
PROCUREMENT REPRESENTATIVE	Jeb Hayter, Procurement Agent III	DEPARTMENT / DIVISION	Public Works Department	
AUTHORIZED BY	Jacob Erickson, Purchasing Official	SIGNATURE DATE		

NOTICE OF INTENT TO NEGOTIATE

The Manatee County Procurement Division provides notice of its intent to negotiate a contract with Kimley-Horn and Associates, Inc. for the provision of Professional Design Services for Trailer Estates Gravity Sewer Replacement and Roadway Project.

ENABLING/REGULATING AUTHORITY

Manatee County Procurement Ordinance, Sec 2-26.

BACKGROUND/EVALUATION

The purpose of this Request for Qualifications (RFQ) is to solicit responses from qualified firms to provide Professional Design Services for Trailer Estates Gravity Sewer Replacement and Roadway Project.

The solicitation was advertised on the Manatee County website and DemandStar. It was also provided to the Manatee County Chamber of Commerce and the Manasota Black Chamber of Commerce for release to its members. Responses were received from the following firms:

1. Halff Associates, Inc., Tampa, FL
2. Kimley-Horn and Associates, Inc., St. Petersburg, FL

EVALUATION COMMITTEE MEMBERS:

Jeb Hayter, Procurement Division, non-voting
Billy Koch, Utilities Maintenance Supervisor

Brett Gocka, Project Engineer II
Derek O'Sullivan, Project Manager

EVALUATION SUMMARY:

The Evaluation Committee first convened on June 13, 2024, and conducted technical evaluations of the responsible, responsive, proposals received. On June 14, 2024, the committee chair sent follow-up questions to the top two ranking firms for the purpose of holding discussions. The evaluation committee met June 28, 2024, for discussions of the clarifying questions, final technical evaluations, and final ranking of the firms as follows:

1. Kimley-Horn and Associates, Inc.
2. Halff Associates, Inc.

The Procurement Division and Public Works Department request authorization to enter into negotiations with the following firm (s):
Kimley-Horn and Associates, Inc.

ATTACHMENTS (List in order of attached)	24-R084167JH Final Technical Summary		
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Technical Evaluation Committee Scoring Form for RFQ No. 24-R084167JH Professional Design Services for Trailer Estates Gravity Sewer Replacement and Roadway Project Advertise Date: April 1, 2024 Manatee County Government Procurement Division Bradenton, FL	Proposer and Team Experience	Approach	Organizational Structure and Capacity	Similar Completed Projects	TOTAL	Current Ranking (as determined by Average Total Score)
Maximum Score	25	35	15	25	100	
Halff Associates, Inc.	22.33	33.00	13.00	23.00	91.33	2
Kimley-Horn and Associates, Inc.	24.67	34.67	14.67	23.67	97.67	1