

# MANATEE COUNTY GOVERNMENT

## INTENT TO AWARD

<b>SOLICITATION NO. / TITLE</b>	20-R075115BB / Professional Planning Services	<b>DATE POSTED</b>	MC _____	CC _____ BS _____
<b>PROCUREMENT REPRESENTATIVE</b>	Brooke Baker, Procurement Team Leader	<b>PROJECTED AWARD DATE</b>	February 17, 2021	
<b>DEPARTMENT / DIVISION</b>	Building & Development Services Department	<b>AUTHORIZED BY DATE</b>	Jacob Erickson, Procurement Official	

### NOTICE OF INTENT TO AWARD

The Manatee County Procurement Division provides notice of its intent to award a contract to the following six (6) firms for the provision of Professional Planning Services:

1. Calvin, Giordano & Associates, Inc.
2. Johnson Engineering, Inc.
3. Kimley-Horn and Associates, Inc.
4. SEPI Engineering & Construction, Inc.
5. S&ME, Inc.
6. Wade Trim, Inc.

### ENABLING/REGULATING AUTHORITY

Manatee County Procurement Ordinance, Sec 2-26.

### BACKGROUND/EVALUATION

Manatee County solicited the RFQ for the provision of Professional Planning Services for a variety of planning related projects on an as-needed basis. The projects will vary and tasks will be assigned based on individually negotiated Work Assignments.

The solicitation was advertised on the Manatee County website and Periscope S2G. It was also provided to the Manatee County Chamber of Commerce, Manasota Black Chamber of Commerce, Gulf Coast Builders Exchange, and Gulf Coast Latin Chamber of Commerce for release to their members. Responses were received from the following ten (10) firms:

1. Calvin, Giordano & Associates, Inc.
2. Capital Consulting Solutions LLC
3. Johnson Engineering, Inc.
4. Kimley-Horn and Associates, Inc.
5. Klavon Design Associates, Inc.
6. SEPI Engineering & Construction, Inc.
7. S&ME, Inc.
8. The Corradino Group, Inc.
9. Tindale-Oliver & Associates, Inc.
10. Wade Trim, Inc.

**EVALUATION COMMITTEE MEMBERS:**

Brooke Baker, Procurement Team Leader, Procurement Division, Non-Voting  
Lisa Barrett, Comprehensive Planning Section Manager, Building and Development Services  
Rossina Leider, Planning Section Manager, Building and Development Services  
Tammy Boggs, Customer Services Support Manager, Building and Development Services

**EVALUATION SUMMARY:**

The first Evaluation Committee Meeting was held on January 20, 2021, the meeting consisted of initial evaluations and rankings which led to a unanimous vote to shortlist the following six (6) top-ranked firms:

1. Calvin, Giordano & Associates, Inc.
2. Johnson Engineering, Inc.
3. Kimley-Horn and Associates, Inc.
4. SEPI Engineering & Construction, Inc.
5. S&ME, Inc.
6. Wade Trim, Inc.

The second Evaluation Committee Meeting was held on January 29, 2021, the meeting consisted of interviews with the six (6) shortlisted firms. The final Evaluation Committee Meeting was held on February 5, 2021, the meeting consisted of final evaluations and rankings which led to a unanimous vote to enter into negotiations with the six (6) shortlisted firms.

**RECOMMENDATION:**

The Evaluation Committee unanimously recommends award to the following six (6) firms:

1. Calvin, Giordano & Associates, Inc.
2. Johnson Engineering, Inc.
3. Kimley-Horn and Associates, Inc.
4. SEPI Engineering & Construction, Inc.
5. S&ME, Inc.
6. Wade Trim, Inc.

<b>ATTACHMENTS</b>	None	<b>NAME AND NUMBER OF FUNDING SOURCE</b>	Various Based on Project and Requesting Department
<b>ESTIMATED ANNUAL COST</b>	\$100,000.00	<b>FUNDS VERIFIED</b>	Yes