

MANATEE COUNTY GOVERNMENT INTENT TO NEGOTIATE

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| SUBJECT | Transportation Planning and Project Review | DATE POSTED | MC 8/8/14 ✓ SE DS 8/8/14 ✓ SE CC 8/8/14 ✓ SE |
| PURCHASING REPRESENTATIVE | Jacob Erickson, 3053 | DATE CONTRACT SHALL BE AWARDED | Upon Completion of Successful Negotiations |
| DEPARTMENT | Public Works Department | CONSEQUENCES IF DEFERRED | None <i>Ami W. Waller</i> |
| SOLICITATION | RFP #14-1105AS | AUTHORIZED BY DATE | Melissa M. Wendel, CPPO <i>for</i> |

NOTICE OF INTENT TO NEGOTIATE

Notice of Intent to Negotiate with (1) ADEAS-Q, LLC, (2) Atkins North America, Inc., and (3) Renaissance Planning Group to provide Professional Services for Transportation Planning and Project Review for the Manatee County Public Works Department.

ENABLING/REGULATING AUTHORITY

Federal/State law(s), administrative ruling(s), Manatee County Comp Plan/Land Development Code, ordinances, resolutions, policy.

Manatee County Code of Laws

BACKGROUND/DISCUSSION

PROJECT BACKGROUND:

The intent of this Request for Proposal and resulting contract is to provide the Manatee County Public Works Department with the means to review, perform, and prepare related reports for traffic impact analysis, transportation plans, and special purpose transportation studies. Elements of assignments may include but not be limited to, collecting, interpreting and reporting information, drawing conclusions and making recommendations; and providing consultations, investigations and presentations.

Project services shall include preparing and reviewing transportation impact studies for proposed development and land use amendments; evaluating effects of changes to long range transportation plans; evaluating effects of geometric changes to transportation facilities; preparation of capital project design traffic reports; and preparation of transportation-related maps, graphs, and tabular data.

SOLICITATIONS:

The RFP was advertised on the Manatee County website, DemandStar, in the Bradenton Herald and the Tempo News and was also provided to the Manatee County Chamber of Commerce for release to its members. Six (6) proposals were received.

Manatee County Firms that were directly solicited:

None

Manatee County Firms that submitted proposals:

None

Local firms that submitted proposals include:

None

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| ATTACHMENTS (List in order of attached) | | FUNDING SOURCE (Acct Number & Name) | Various CIP Accounts Per Work Assignment <input type="checkbox"/> Funds Verified <input type="checkbox"/> Insufficient Funds |
| COST | \$90,000 / annually | AMT/FREQ OF RECURRING COSTS (Attach Fiscal Impact Statement) | N/A |

Other (non-local) firms that submitted proposals include:

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|------------------------------------|--------------------|
| ADEAS-Q, LLC | St. Petersburg, FL |
| Atkins North America, Inc. | Tampa, FL |
| DKS Associates, Inc. | Tampa, FL |
| Florida Transportation Engineering | Tampa, FL |
| Kimley-Horn and Associates, Inc. | Raleigh, NC |
| Renaissance Planning Group | Orlando, FL |

EVALUATION COMMITTEE (VOTING) MEMBERS:

Clarke Davis – Transportation Planning Manager, Public Works Department
Robert Schmitt – Building and Development Services Division Manager / County Zoning Official, Public Works Department
Jacob Erickson - Contracts Negotiator, Financial Management Department (Chairperson)

Non-Voting Staff Attending:

None

EVALUATION RESULTS:

The Evaluation Committee (the “Committee”) convened in June 2014 to review evaluation committee responsibilities, discuss member’s availability for future meetings, and the Florida Sunshine Law as applicable to public meetings. The Evaluation Committee then proceeded to review each of the six (6) proposals for their responsiveness to the requirements of the RFP. As a result of the discussion, the Committee unanimously voted to short list the following four (4) firms for Oral Presentations, specifically, (i) ADEAS-Q, LLC, (ii) Atkins North America, Inc., (iii) Kimley-Horn and Associates, Inc. and, (iii) Renaissance Planning Group. The Evaluation Committee (the “Committee”) reconvened in July 2014 to evaluate the aforementioned Oral Presentations.

ADEAS-Q, LLC, St. Petersburg, FL - The firm demonstrated exceptional qualifications in their proposal. Their submitted proposal was both responsive and responsible, meeting all necessary criteria set forth in the RFP. Located in St. Petersburg, FL, ADEAS-Q provides independent consulting services which include; short and long-range planning, project development and design, implementation, as well as the maintenance and operations of transportation facilities. This skill set was demonstrated through their extensive work experience with the Florida Department of Transportation and other local municipalities. Another contributing factor was the strength of professional experience from the ADEAS-Q key personnel. Incorporating this experience with the outlined work load, ADEAS-Q met the necessary requirements for consideration.

Atkins North America, Inc., Tampa, FL - The firm demonstrated exceptional qualifications in their proposal. Their submitted proposal was both responsive and responsible, meeting all necessary criteria set forth in the RFP. Atkins North America, Inc. has been working with Manatee County for the past ten (10) years. They have offices located in Tampa and Sarasota, FL with 200 employees split between the two locales. Atkins North America, Inc. demonstrated a wide variety of previous Transportation Planning and Project Review experience both with Manatee County and other local public sector customers. Atkins North America, Inc., a nationwide company, understands the importance of being local and having deep roots in the communities they serve. This project approach coupled with the experience of key personnel made Atkins North America, Inc. a strong candidate for consideration.

Renaissance Planning Group, Orlando, FL - The firm demonstrated exceptional qualifications in their proposal. Their submitted proposal was both responsive and responsible, meeting all necessary criteria set forth in the RFP. While the managing office is located in Orlando, FL, Renaissance Planning Group demonstrated a vast knowledge base regarding Transportation Planning and Project Review in remote locations. This is exemplified by their previous work experience, not only with Manatee County but with other local municipalities. Renaissance Planning Group also provided an in-depth project approach, focusing on the key personnel’s wealth of experience to ensure a timely, budget effective service.

Kimley-Horn and Associates, Inc., Raleigh, NC – The firm demonstrated a strong project approach in their proposal. Their submitted proposal was both responsive and responsible, meeting all necessary criteria set forth in the RFP. With work experience consisting of both public and private sector clients, Kimley-Horn and Associates, Inc. demonstrated a solid knowledge base in regards to Transportation Planning and Project Review. Upon further evaluation and deliberation it was the Committee's opinion that Kimley-Horn and Associates, Inc.'s offered few additional insights in their oral presentation and as a result, ranked the firm fourth.

Upon completion of the Oral Presentations on July 24, 2014, the Committee continued deliberation and ultimately recommended multiple Intent to Negotiate awards for the following three firms: **(i) ADEAS-Q, LLC, (ii) Atkins North America, Inc. and (iii) Renaissance Planning Group** to the County Administrator.

REMAINING RESPONDENTS

The remaining respondents, although well qualified, were not selected based on a comparison of capabilities of the selected firms:

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| DKS Associates, Inc. | Tampa, FL |
| Florida Transportation Engineering | Tampa, FL |

ESTIMATED COST OF SERVICES: The estimated annual expenditure is \$90,000.

FUNDING: Transportation Planning, Professional Services – 107-0020703, obj 531000

The above justifications are a generalized summary of major observations intended only to provide a sufficiently detailed overview of the main observations of a majority of Committee Members. Each Committee Member may have considered one or more facts or factors more or less important than the other Committee Members when voting, and this summary of the Evaluation Committee's decision is not an attempt to exhaustively describe each of the relevant factors which motivated each of the Committee Members to select the rankings described.

The Evaluation Committee voted unanimously 3 to 0 to proceed with the multiple awards to **ADEAS-Q, LLC, St. Petersburg, FL, Atkins North America, Inc., Sarasota, FL, and Renaissance Planning Group, Orlando, FL.**

The resulting agreement will be managed by the Public Works Department.