

MANATEE COUNTY GOVERNMENT INTENT TO NEGOTIATE

SUBJECT	Professional Services for Annual Traffic Signal Mast Arm (TSMA) Inspections	DATE POSTED	MC ✓ SE 7/31/14 DS ✓ SE 7/31/14 CC ✓ SE 7/31/14
PURCHASING REPRESENTATIVE	Jacob Erickson, 3053	DATE CONTRACT SHALL BE AWARDED	Upon completion of successful negotiations
DEPARTMENT	Public Works Department	CONSEQUENCES IF DEFERRED	N/A
SOLICITATION	RFP #14-1508JE	AUTHORIZED BY DATE	Melissa M. Wendel, CPPO <i>Melissa M. Wendel</i>

NOTICE OF INTENT TO NEGOTIATE

Notice of Intent to Negotiate with Ayres Associates, Inc., Tampa, FL to provide Professional Services for Annual Traffic Signal Mast Arm (TSMA) Inspections for the 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 purpose of this RFP is to obtain from qualified firms, their experience and qualifications to provide, on an as required basis, professional services for inspection of County owned traffic signal mast arms (TSMA) and intelligent transportation systems (ITS) infrastructure along Manatee County right-of-ways.

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. Two (2) 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

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

Ayres Associates, Inc.	Tampa, FL
Volkert, Inc.	Mobile, AL

ATTACHMENTS (List in order of attached)		FUNDING SOURCE (Acct Number & Name)	101-0020707-531000 <input type="checkbox"/> Funds Verified <input type="checkbox"/> Insufficient Funds
COST	\$30,000 / Annually	AMT/FREQ OF RECURRING COSTS (Attach Fiscal Impact Statement)	N/A

EVALUATION COMMITTEE (VOTING) MEMBERS:

Aaron Burkett – Traffic Operations Division Manager, Public Works Department
Vishal Kakkad – Traffic Design Division Manager, Public Works Department
Jacob Erickson - Contracts Negotiator, Financial Management Department

Non-Voting Staff Attending:

None

EVALUATION RESULTS:

The Evaluation Committee (the "Committee") convened on July 1, 2014 to review evaluation committee responsibilities and the Florida Sunshine Law as applicable to public meetings. The Evaluation Committee then proceeded to review each of the two (2) proposals for their responsiveness to the requirements of the RFP. As a result of the discussion, the Committee unanimously voted and recommended a Intent to Negotiate Award for Ayres Associates, Inc. to the County Administrator.

Ayres Associates, Inc.

Ayres Associates, Inc. demonstrated exceptional qualifications by means of their proposal. Their submitted proposal was responsive and responsible, meeting all necessary criteria set forth in the RFP. Ayres Associates, Inc. has office locations in Tampa and Sarasota, with nine (9) additional offices in five (5) different states. One of the desired components of Ayres Associates, Inc. proposal was their specialization and relevant past work experience with TSMA inspections. Additionally, Ayres Associates, Inc. provided a very strong project approach and listed a series of frequently asked questions regarding TSMA inspections along with their subsequent answers. This provided evidence that Ayres Associates, Inc. has an exceptionally strong foundational knowledge regarding the delivery of the intended services. This specific knowledge coupled with the strength of key personnel and relevant past experience renders Ayres Associates, Inc. a desirable and strong candidate.

Volkert, Inc.

Volkert, Inc. demonstrated a strong project approach by means of their proposal. Their submitted proposal was both responsive and meeting all necessary criteria set forth in the RFP. The Evaluation Committee noted that a majority of the experience presented by Volkert, Inc. was specialized in Bridge Inspection as opposed to the Traffic Signal Mast Arm Inspection experience outlined in the RFP. As a result, Volkert, Inc. ranked second.

ESTIMATED COST OF SERVICES: The estimated annual expenditure is \$30,000.

FUNDING: 101-0020707-531000

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 3-0 to proceed with Ayres Associates, Inc., Tampa, FL.

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