


# MANATEE COUNTY GOVERNMENT

## INTENT TO AWARD

<b>SUBJECT</b>	Transit Development Plan (TDP) Major Update –Federal Transit Authority Grant Project	<b>DATE POSTED</b>	MC 9/15/17GD DS 9/15/17GD CC _____
<b>PURCHASING REPRESENTATIVE</b>	Monica Sell, Contract Negotiator 749-3042	<b>DATE CONTRACT SHALL BE AWARDED</b>	Upon successful negotiations
<b>DEPARTMENT</b>	Public Works	<b>CONSEQUENCES IF DEFERRED</b>	
<b>SOLICITATION</b>	RFP 17-1091MS	<b>AUTHORIZED BY DATE</b>	Dennis Wallace, CPPO September 15, 2017

### NOTICE OF INTENT TO AWARD

Notice of Intent to Award for RFP 17-1091MS Manatee County Transit Development Plan (TDP) Major Update –Federal Transit Authority Grant Project to the following:

**Tindale-Oliver & Associates, Inc., dba Tindale Oliver**  
Tampa, Florida

### 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

#### BACKGROUND:

The purpose of this Request for Proposals (RFP) was to solicit from qualified individuals, corporations, partnerships and other legal entities to provide a ten (10) year transit development plan (TDP) which can then be submitted to the Florida Department of Transportation (FDOT). Major updates are required every five years and, in the interim, transit agencies are required to submit annual Progress Reports. The TDP is the transit agency's planning, development and operational guidance document which is to be used for the Sarasota/Manatee Metropolitan Planning Organization (MPO) Transportation Improvement Program (TIP) and the FDOT Work Program. The TDP is to be consistent with applicable approved local government comprehensive plans and the MPO's long-range transportation plan and in conformance with Rule 14-73.001 of the Florida Administrative Code, Florida Statutes 341.052, the Federal Highway Administration, Federal Transit Administration regulations and the most recent federal transportation legislation, the FAST Act. The TDP should provide an analysis of current service, including justification for the service, the need/demand driving that service, the benefits to the community, and also potential needs for future service enhancements.

**SOLICITATIONS:** The RFP was advertised on the Manatee County website, DemandStar, and was also provided to the Manatee County Chamber of Commerce for release to its members. A total of two (2) proposals were received.

#### Firms that submitted proposals:

**Transportation Management & Design, Inc. | Carlsbad, California**  
**Tindale Oliver | Tampa, Florida**

#### EVALUATION COMMITTEE MEMBERS:

**Che Barnett, Redevelopment Coordinator, Redevelopment & Economic Opportunity**  
**William Steele, Transit Division Manager, Public Works**  
**Monica Sell Contract Negotiator, Financial Management Department, Procurement Division (Chair)**

**EVALUATION RESULTS SUMMARY:**

The Evaluation Committee convened on July 28, 2017 to review evaluation committee responsibilities, discuss member's availa meetings, and the Florida Sunshine Law as applicable to public meetings. The Evaluation Committee then proceeded to review (2) proposals. The Evaluation Committee deliberated after discussing each of the Proposals. A unanimous decision was made award to **Tindale-Oliver & Associates, Inc., dba Tindale Oliver**

• **Tindale-Oliver & Associates, Inc., dba Tindale Oliver**

Tindale Oliver had an excellent technical approach and sub consultant team. This vendor has the notable experience of writing the TDP Manual for the State of Florida. They understand the lengthy and complex requirements of completing a TDP. They have relevant and up to date TDP experience and references in Florida. They provided an in-depth schedule as to how they would tackle the TDP. Their firm has completed over sixty (60) TDP's since 1999 and they also completed the 2013 Manatee County Area Transit TDP. An aspect of their project approach for the onboard surveys was to use the latest technology in multiple languages. They had a strong and experienced staff and specified roles and responsibilities. These characteristics and the overall evaluation criteria ranked Tindale Oliver as the higher of the two proposals; therefore the Evaluation Committee recommends that **Tindale Oliver** be recommended to move forward to Negotiations.

• **Transportation Management & Design, Inc.**

TMD is a solid firm with over 30 years' experience in transit systems. They provided a strong proposal but the committee found their strengths were focused in operations and restructuring not in the development and implementation of transit development plans. They did not demonstrate an understanding of the implementation rule and their proposal did have some inconsistencies. Therefore the Evaluation Committee did not recommend them to for an award.

Upon completion of the Evaluation Committee meeting on July 12, 2017, the Committee recommended the Intent to Negotiate award to the County Administrator for the following:

**Tindale-Oliver & Associates, Inc., dba Tindale Oliver**

**ESTIMATED COST OF SERVICES:** The estimated annual expenditure is \$164,472.00

**Funding:** Florida Department of Transportation Grant

*The above justifications are a generalized summary of major observations intended only to provide the County Administrator 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 to proceed with the award to the following:

**Tindale-Oliver & Associates, Inc., dba Tindale Oliver**

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

	• N/A	<b>FUNDING SOURCE</b> (Acct Number & Name)	<input checked="" type="checkbox"/> Funds Verified <input type="checkbox"/> Insufficient Funds
<b>COST</b>	\$164,472.00	<b>AMT/FREQ OF RECURRING COSTS</b> (Attach Fiscal Impact Statement)	N/A