



INTER-OFFICE COMMUNICATION

DATE: October 2, 2019

TO: Mack Bernard, Mayor
Members, Board of County Commissioners

THRU: Tanya N. McConnell, P.E., Deputy County Engineer

Tanya N. McConnell 10/3/19

FROM: Holly B. Knight, P.E., Contracts Section Manager
Roadway Production Division

Holly Knight

**RE: October 1, 2019, Selection Committee Results
Lyons Road / Sansbury's Way Buffered Bike Lanes
From Forest Hill Boulevard to Okeechobee Boulevard
Project No.: 2019604**

This Inter-Office Communication serves to advise you of the results of the above referenced Selection Committee meeting. The Committee's evaluation of the presenting firms (see Attachment 2) resulted in the following ranking for the identified project:

1. **HSQ Group, Inc.**
RADISE International, LC
2. **American Consulting Engineers of Florida, LLC**
Brown & Phillips, Inc.
GCME, Inc.
Propel Engineering, Inc.
3. **Stanley Consultants, Inc.**
HSQ Group, Inc.
RADISE International, LC

Department of Engineering and Public Works

P.O. Box 21229

West Palm Beach, FL 33416-1229

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Palm Beach County Board of County Commissioners

Mack Bernard, Mayor

Dave Kerner, Vice Mayor

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Robert S. Weinroth

Mary Lou Berger

Melissa McKinlay

County Administrator

Verdenia C. Baker

"An Equal Opportunity
Affirmative Action Employer"



October 2, 2019

**Re: October 1, 2019, Selection Committee Results
Lyons Road / Sansbury's Way Buffered Bike Lanes
From Forest Hill Boulevard to Okeechobee Boulevard
Project No.: 2019604**

In accordance with PPM# CW-O-048, the results of the referenced Selection Committee meeting are being sent to you for your information. Also, as prescribed in PPM # CW-O-048, negotiations will commence with the top ranked firm unless a request to review the results is received within ten (10) business days of the date of this communication.

Attachments:

- 1- Selection Committee Meeting Minutes
- 2- Compilation of Selection Committee Voting Ballots

ec: with Attachments:

Verdenia Baker, County Administrator
Patrick Rutter, Assistant County Administrator
David Ricks, P.E., County Engineer
Tanya N. McConnell, P.E., Deputy County Engineer
Steve Carrier, P.E., Assistant County Engineer
James Stiles, Director, Water Utilities
Irwin Jacobowitz, Director, Contract Development and Control
Tonya Johnson, Director, Office of Equal Business Opportunity
Omelio A. Fernandez, P.E., Director, Roadway Production
Morton Rose, P.E., Assistant Director, Roadway Production
David Young, P.E., Special Projects Manager, Roadway Production
Holly Knight, P.E., Contracts Section Mgr, Roadway Production
Mostaque Khan, P.E., Project Engineer, Roadway Production
JaeAnn Dean, Technical Assistant II, Roadway Production
Anthony Montero, Office of the Inspector General
Yelizaveta B. Herman, Assistant County Attorney
Fay Reynolds, Legal Secretary, County Attorney
Committee Members

MINUTES OF SELECTION COMMITTEE MEETING
October 1, 2019, Commencing: 9:02 A.M., Ending: 10:58 A.M.
Engineering & Public Works Department, 3rd Floor Conference Room #3W-12

MEMBERS PRESENT:

David Ricks, P.E.	- County Engineer
Hassan Hadjimiry, P.E.*	- Deputy Director, Water Utilities
Tanoy Williams**	- Contracts Analyst, Contract Development & Control
Morton Rose, P.E.***	- Assistant Director, Roadway Production Division
Allen Gray****	- Sm. Business Dev. Mgr., Office of Equal Business Opportunity
David Young, P.E.	- Special Projects Manager, Roadway Production Division

* denote any delegated votes here:

*James Stiles	- Director, Water Utilities
**Irwin Jacobowitz	- Director, Contract Development & Control
***Omelio Fernandez, P.E.	- Director, Roadway Production Division
****Tonya Johnson	- Director, Office of Equal Business Opportunity

DISCUSSION:

Quorum is present representing a minimum of four members at least two of which are engineers.

The Selection Committee was called to order by David Ricks, P.E., County Engineer. It was stated that the committee would be selecting a firm for Professional Engineering Consulting Services for:

**Lyons Road / Sansbury's Way Buffered Bike Lanes
From Forest Hill Boulevard to Okeechobee Boulevard
Project No. 2019604**

The meeting was opened up the meeting for Public Comments, public was present but none had questions or comments.

Opening discussion identifying and outlining the project requirements was given by David Young, P.E., Special Projects Manager. The outline stated what the work entailed, and what the committee should be looking for in the presentations by the firms.

The order of business was to select one consultant. Each was invited to make a presentation of their qualifications before the Selection Committee.

RESULTS:

The Selection Committee voting resulted in the following ranking order of the consulting firms:

1. **HSQ Group, Inc.**
2. **American Consulting Engineers of Florida, LLC**
3. **Stanley Consultants, Inc.**

At the end of the Presentations David Ricks, P.E., County Engineer, stated that the Public is welcome to make comments or sit and observe the discussions. Jagannatha Katkuri of American Consulting Engineers, had asked to sit and observe, however, he left. Nour Shehadeh and Hank Deibel of HSQ Group, later returned and observed the discussions.

COMPILATION OF SELECTION COMMITTEE VOTING BALLOTS

ONE (1) FIRM TO PROVIDE: Professional Engineering Consulting Services for
Lyons Road / Sansbury's Way Buffered Bike Lanes from Forest
Hill Blvd. to Okeechobee Blvd.

PROJECT NO: 2019604

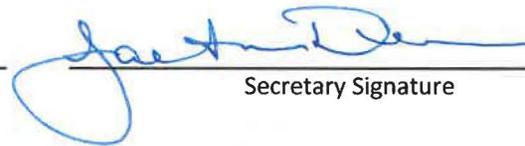
MEETING DATE: Tuesday, October 1, 2019

MEETING TIME: 9:00 A.M.

TOTALS / RANKINGS						
Total points from each voting member and associated rank of firm.						
Selection Committee	American Consulting Engineers of FL, LLC		Stanley Consultants, Inc.		HSQ Group, Inc.	
David Ricks	75	2	74	3	79	1
Hassan Hadjimiry	73	3	77	2	79	1
Tanoy Williams	72	2	71	3	73	1
Morton Rose	79	1	73	3	77	2
Allen Grey	78	2	77	3	79	1
David Young	78	3	81	1	79	2
TOTAL	13		15		8	
RANK	2		3		1	

JaeAnn Dean

Secretary Name Printed



Secretary Signature

CRITERIA:

Ability, knowledge of design criteria and past performance of firm and the designated project team to satisfy the requirements of the project.

MAX SCORE 35

Selection Committee	American Consulting Engineers of FL, LLC	Stanley Consultants, Inc.	HSQ Group, Inc.
David Ricks	32	32	35
Hassan Hadjimiry	30	32	35
Tanoy Williams	30	30	32
Morton Rose	33	30	34
Allen Grey	33	32	35
David Young	35	35	35

CRITERIA:

Approach to the project, understanding of the project and quality of written response, including meeting schedule requirements.

MAX SCORE 35

Selection Committee	American Consulting Engineers of FL, LLC	Stanley Consultants, Inc.	HSQ Group, Inc.
David Ricks	30	31	35
Hassan Hadjimiry	30	34	35
Tanoy Williams	29	30	32
Morton Rose	33	32	34
Allen Grey	32	34	35
David Young	30	35	35

CRITERIA:

Location of the firm's offices where work will be accomplished.

MAX SCORE 3

Selection Committee	American Consulting Engineers of FL, LLC	Stanley Consultants, Inc.	HSQ Group, Inc.
David Ricks	3	3	3
Hassan Hadjimiry	3	3	3
Tanoy Williams	3	3	3
Morton Rose	3	3	3
Allen Grey	3	3	3
David Young	3	3	3

CRITERIA:

State Certified MBE (2 points for state certified MBE primes and/or subconsultants)

MAX SCORE

2

Selection Committee	American Consulting Engineers of FL, LLC	Stanley Consultants, Inc.	HSQ Group, Inc.
David Ricks	2	2	2
Hassan Hadjimiry	2	2	2
Tanoy Williams	2	2	2
Morton Rose	2	2	2
Allen Grey	2	2	2
David Young	2	2	2

CRITERIA:

EBO Program Evaluation preference as applied by the GSC. The API for this contract is a minimum mandatory 20% SBE participation.

MAX SCORE

0

Selection Committee	American Consulting Engineers of FL, LLC	Stanley Consultants, Inc.	HSQ Group, Inc.
David Ricks	0	0	0
Hassan Hadjimiry	0	0	0
Tanoy Williams	0	0	0
Morton Rose	0	0	0
Allen Grey	0	0	0
David Young	0	0	0

CRITERIA:

Volume of previous work awarded by the County over the past 4 years. (The firm with the most work receives the lowest score.)

MAX SCORE

10

Selection Committee	American Consulting Engineers of FL, LLC	Stanley Consultants, Inc.	HSQ Group, Inc.
David Ricks	8	6	4
Hassan Hadjimiry	8	6	4
Tanoy Williams	8	6	4
Morton Rose	8	6	4
Allen Grey	8	6	4
David Young	8	6	4

SELECTION COMMITTEE TALLY SHEET

ONE (1) FIRM TO PROVIDE: **All Engineering Services Required for:
Lyons Road / Sansbury's Way Buffered Bike Lanes from Forest Hill
Blvd. to Okeechobee Blvd.**

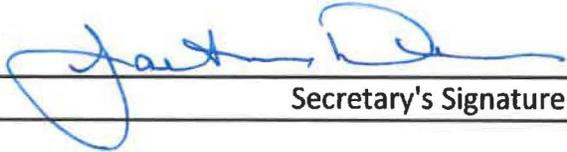
PROJECT NO: **2019604**

MEETING DATE: **Tuesday, October 1, 2019**

MEETING TIME: **9:00 A.M.**

Selection Committee		American Consulting Engineers of FL, LLC	Stanley Consultants, Inc.	HSQ Group, Inc.
County Engineer	David Ricks	2	3	1
County Administrator	<i>Absent</i>			
Director of Water Utilities	* Hassan Hadjimiry	3	2	1
Director of Contracts Development & Control	* Tanoy Williams	2	3	1
Director of Division to which project belongs	* Morton Rose	1	3	2
Director of OSBA	* Allen Grey	2	3	1
Project Manager for project	David Young	3	1	2
Total		13	15	8
Rank		2	3	1

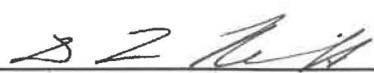
* - Denotes a delegate for a committee member

JaeAnn Dean	
Secretary's Printed Name	Secretary's Signature

SELECTION EVALUATION FORM

ONE (1) FIRM TO PROVIDE:	All Engineering Services Required for: Lyons Road / Sansbury's Way Buffered Bike Lanes from Forest Hill Blvd. to Okeechobee		
PROJECT NO:	2019604		
SELECTION MEETING DATE:	Tuesday, October 1, 2019		
SELECTION MEETING TIME:	9:00 A.M.		

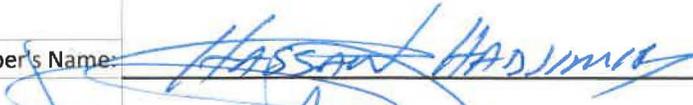
Criteria	Max Score	American Consulting Engineers of FL, LLC	Stanley Consultants, Inc.	HSQ Group, Inc.
Ability, knowledge of design criteria and past performance of firm and the designated project team to satisfy the requirements of the project.	35	32	32	35
Approach to the project, understanding of the project and quality of written response, including meeting schedule requirements.	35	30	31	35
Subtotal	70	62	63	70
Location of the firm's offices where work will be accomplished.	3	3	3	3
State Certified MBE (2 points for state certified MBE primes and/or subconsultants)	2	2	2	2
EBO Program Evaluation preference as applied by the GSC. APIs for this contract are: 20% Minimum Mandatory SBE Participation	0	0	0	0
Volume of previous work awarded by the County over the past 4 years. (The firm with the most work receives the lowest score.)	10	8	6	4
Subtotal	15	13	11	9
Total	85	✓ 75	✓ 74	✓ 79
Rank		✓ 2	✓ 3	✓ 1

Member's Name:	DAVID RICKS
Member's Signature:	

SELECTION EVALUATION FORM

ONE (1) FIRM TO PROVIDE:	All Engineering Services Required for: Lyons Road / Sansbury's Way Buffered Bike Lanes from Forest Hill Blvd. to Okeechobee		
PROJECT NO:	2019604		
SELECTION MEETING DATE:	Tuesday, October 1, 2019		
SELECTION MEETING TIME:	9:00 A.M.		

Criteria	Max Score	American Consulting Engineers of FL, LLC	Stanley Consultants, Inc.	HSQ Group, Inc.
Ability, knowledge of design criteria and past performance of firm and the designated project team to satisfy the requirements of the project.	35	30	32	35
Approach to the project, understanding of the project and quality of written response, including meeting schedule requirements.	35	30	34	35
Subtotal	70			
Location of the firm's offices where work will be accomplished.	3	3	3	3
State Certified MBE (2 points for state certified MBE primes and/or subconsultants)	2	2	2	2
EBO Program Evaluation preference as applied by the GSC. APIs for this contract are: 20% Minimum Mandatory SBE Participation	0	0	0	0
Volume of previous work awarded by the County over the past 4 years. (The firm with the most work receives the lowest score.)	10	8	6	4
Subtotal	15	13	11	9
Total	85	✓ 73	✓ 77	✓ 79
Rank		✓ 3	✓ 2	✓ 1

Member's Name:	
Member's Signature:	

SELECTION EVALUATION FORM

ONE (1) FIRM TO PROVIDE:	All Engineering Services Required for: Lyons Road / Sansbury's Way Buffered Bike Lanes from Forest Hill Blvd. to Okeechobee		
PROJECT NO:	2019604		
SELECTION MEETING DATE:	Tuesday, October 1, 2019		
SELECTION MEETING TIME:	9:00 A.M.		

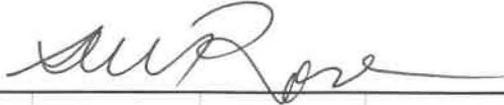
Criteria	Max Score	American Consulting Engineers of FL, LLC	Stanley Consultants, Inc.	HSQ Group, Inc.
Ability, knowledge of design criteria and past performance of firm and the designated project team to satisfy the requirements of the project.	35	30	30	32
Approach to the project, understanding of the project and quality of written response, including meeting schedule requirements.	35	29	30	32
Subtotal	70	59	60	64
Location of the firm's offices where work will be accomplished.	3	3	3	3
State Certified MBE (2 points for state certified MBE primes and/or subconsultants)	2	2	2	2
EBO Program Evaluation preference as applied by the GSC. APIs for this contract are: 20% Minimum Mandatory SBE Participation	0	0	0	0
Volume of previous work awarded by the County over the past 4 years. (The firm with the most work receives the lowest score.)	10	8	6	4
Subtotal	15	13	11	9
Total	85	✓ 72	✓ 71	✓ 73
Rank		✓ 2	✓ 3	✓ 1

Member's Name:	Troy Williams
Member's Signature:	

SELECTION EVALUATION FORM

ONE (1) FIRM TO PROVIDE:	All Engineering Services Required for: Lyons Road / Sansbury's Way Buffered Bike Lanes from Forest Hill Blvd. to Okeechobee		
PROJECT NO:	2019604		
SELECTION MEETING DATE:	Tuesday, October 1, 2019		
SELECTION MEETING TIME:	9:00 A.M.		

Criteria	Max Score	American Consulting Engineers of FL, LLC	Stanley Consultants, Inc.	HSQ Group, Inc.
Ability, knowledge of design criteria and past performance of firm and the designated project team to satisfy the requirements of the project.	35	33	30	34
Approach to the project, understanding of the project and quality of written response, including meeting schedule requirements.	35	33	32	34
Subtotal	70	66	62	68
Location of the firm's offices where work will be accomplished.	3	3	3	3
State Certified MBE (2 points for state certified MBE primes and/or subconsultants)	2	2	2	2
EBO Program Evaluation preference as applied by the GSC. APIs for this contract are: 20% Minimum Mandatory SBE Participation	0	0	0	0
Volume of previous work awarded by the County over the past 4 years. (The firm with the most work receives the lowest score.)	10	8	6	4
Subtotal	15	13	11	9
Total	85	✓ 79	✓ 73	✓ 77
Rank		✓ 1	✓ 3	✓ 2

Member's Name:	MORTON ROSE
Member's Signature:	

SELECTION EVALUATION FORM

ONE (1) FIRM TO PROVIDE:	All Engineering Services Required for:		
	Lyons Road / Sansbury's Way Buffered Bike Lanes from Forest Hill Blvd. to Okeechobee		
PROJECT NO:	2019604		
SELECTION MEETING DATE:	Tuesday, October 1, 2019		
SELECTION MEETING TIME:	9:00 A.M.		

Criteria	Max Score	American Consulting Engineers of FL, LLC	Stanley Consultants, Inc.	HSQ Group, Inc.
Ability, knowledge of design criteria and past performance of firm and the designated project team to satisfy the requirements of the project.	35	33	32	35
Approach to the project, understanding of the project and quality of written response, including meeting schedule requirements.	35	32	34	35
Subtotal	70			
Location of the firm's offices where work will be accomplished.	3	3	3	3
State Certified MBE (2 points for state certified MBE primes and/or subconsultants)	2	2	2	2
EBO Program Evaluation preference as applied by the GSC. APIs for this contract are: 20% Minimum Mandatory SBE Participation	0	0	0	0
Volume of previous work awarded by the County over the past 4 years. (The firm with the most work receives the lowest score.)	10	8	6	4
Subtotal	15	13	11	9
Total	85	✓ 78	✓ 77	✓ 79
	Rank	✓ 2	✓ 3	✓ 1

	Allen Gray
Member's Name:	Allen Gray
Member's Signature:	Allen Gray



SELECTION EVALUATION FORM

ONE (1) FIRM TO PROVIDE:	All Engineering Services Required for: Lyons Road / Sansbury's Way Buffered Bike Lanes from Forest Hill Blvd. to Okeechobee		
PROJECT NO:	2019604		
SELECTION MEETING DATE:	Tuesday, October 1, 2019		
SELECTION MEETING TIME:	9:00 A.M.		

Criteria	Max Score	American Consulting Engineers of FL, LLC	Stanley Consultants, Inc.	HSQ Group, Inc.
Ability, knowledge of design criteria and past performance of firm and the designated project team to satisfy the requirements of the project.	35	35	35	35
Approach to the project, understanding of the project and quality of written response, including meeting schedule requirements.	35	30	35	35
Subtotal	70			
Location of the firm's offices where work will be accomplished.	3	3	3	3
State Certified MBE (2 points for state certified MBE primes and/or subconsultants)	2	2	2	2
EBO Program Evaluation preference as applied by the GSC. APIs for this contract are: 20% Minimum Mandatory SBE Participation	0	0	0	0
Volume of previous work awarded by the County over the past 4 years. (The firm with the most work receives the lowest score.)	10	8	6	4
Subtotal	15	13	11	9
Total	85	✓ 78	✓ 81	✓ 79
Rank		✓ 3	✓ 1	✓ 2

Member's Name:	David Young
Member's Signature:	D Z Young

SELECTION CONSULTANT SUMMARY

One Firm to Provide: Professional Engineering Consulting Services for
Lyons Road / Sansbury's Way Buffered Bike Lanes
from Forest Hill Blvd to Okeechobee Blvd

Project No: 2019604
EBO API's: 20% Minimum Mandatory SBE Participation

Meeting Date: Tuesday, October 1, 2019
Meeting Time: 9:00 a.m.

TEAM				LOCATION		EBO			VOLUME OF PREVIOUS WORK (\$)			
Team Members	Services Provided	% Work on Project	Notes	% Work in PBC	Points (3 max)	SBE	PBC M/WBE	FL M/WBE	Points (2 max)	Fee Considered	Pro-Rated Fee*	Points (10 max)
American Consulting Engineers of Florida, LLC	3.01	60%		60%	3				2	\$277,037	\$166,222	8
Brown & Phillips, Inc.	5.02	10%		10%		10.0	10.0	10.0		\$627,252	\$62,725	
GCME, Inc.	6.01	5%		5%		5.0	5.0	5.0		\$106,074	\$5,304	
Propel Engineering, Inc.	3.01	25%		25%		25.0	25.0	25.0		\$148,091	\$37,023	
		100%		100%		40.0%	40.0%	40.0%			\$271,274	
Stanley Consultants, Inc.	3.01	80%		80%	3				2	\$512,571	\$410,057	6
HSQ Group, Inc.	3.01, 5.02	15%	1	15%		15.0		15.0		\$1,257,752	\$188,663	
RADISE International, LC	6.01	5%	8	5%		5.0	5.0	5.0		\$432,173	\$21,609	
		100%		100%		20.0%	5.0%	20.0%			\$620,328	
HSQ Group, Inc.	3.01, 5.02	95%	1, 7	95%	3	95.0		95.0	2	\$1,257,752	\$1,194,864	4
RADISE International, LC	6.01	5%		5%		5.0	5.0	5.0		\$432,173	\$21,609	
		100%		100%		100.0%	5.0%	100.0%			\$1,216,473	
								2				

SELECTION CONSULTANT SUMMARY

One Firm to Provide: Professional Engineering Consulting Services for
Lyons Road / Sansbury's Way Buffered Bike Lanes
from Forest Hill Blvd to Okeechobee Blvd

Project No: 2019604
EBO API's: 20% Minimum Mandatory SBE Participation

Meeting Date: Tuesday, October 1, 2019
Meeting Time: 9:00 a.m.

TEAM				LOCATION		EBO			VOLUME OF PREVIOUS WORK (\$)			
Team Members	Services Provided	% Work on Project	Notes	% Work in PBC	Points (3 max)	SBE	PBC M/WBE	FL M/WBE	Points (2 max)	Fee Considered	Pro-Rated Fee*	Points (10 max)

<u>Prime Categories</u>	<u>Subcategories</u>	<u>Notes</u>
3.01 (General Hwy. Design, Access & Drainage)	5.02 (Engineering Surveying)	* - Pro Rated Fee = Previous Work Amount multiplied by the % of work on the project
	6.01 (Gelological & Geographic Studies)	1 - Prime and Sub on different teams
		2 - Unrequested Service
		3 - Incomplete Team
		4 - Did not meet mandatory EBO requirement
		5 - Prime is doing less than 50% of the work
		6 - Prime does not have at least one prime category
		7 - Used incorrect questionnaire
		8 - See OEBO Review Letter for Tierra South Florida SBE status details.

SELECTION COMMITTEE MEETING

Palm Beach County Engineering Department

One (1) Firm - to provide all engineering services required for the preparation of plans and specifications complete for formal advertising and receipt of bids for:

**Lyons Road / Sansbury's Way Buffered Bike Lanes
From Forest Hill Boulevard to Okeechobee Boulevard
Project No. 2019604**

Tuesday, October 1, 2019

Name	Organization	Phone	Email
HASSAN HADJIMIRY	PBC WUD	561-493-6021	hhad@pbcwater.com
Allan Gray	O&B	616-6840	agray@pbcgov.org
JADEAN DEAN	ROADWAY PROD.	561/684-4154	jadean@pbcgov.org
Holly Knight	Roadway - Eng	561-684-4150	hknight@pbcgov.org
Mozaghe Khan	Roadway - Eng.	561-684-4153	mkhan@pbcgov.org
TANVY WILLIAMS	DFMB/CTC	561-355-3352	twilliam@pbcgov.org
MORTON ROSE	Roadway Production	561-684-4150	mrose@ " "
DAVID RICKS	COUNTY ENG	355-2066	DRICKS@PBCGOV.ORG
Dave Young	Rdwy Prod	684-4149	DLYDUNA@PBCGOV.ORG