



INTER-OFFICE COMMUNICATION

DATE: June 13, 2018

TO: Melissa McKinlay, Mayor  
Members, Board of County Commissioners

THRU: Tanya N. McConnell, P.E., Deputy County Engineer *Tanya N. McConnell 6/13/18*

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

RE: **June 12, 2018, Selection Committee Results**  
**Kirk Road from LWDD L-7 Canal to Summit Blvd.**  
**Estimated 0.5 miles, 3 lane roadway**  
**Project No.: 2018505**

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

Melissa McKinlay, Mayor

Mack Bernard, Vice Mayor

Hal R. Valeche

Paulette Burdick

Dave Kerner

Steven L. Abrams

Mary Lou Berger

County Administrator

Verdenia C. Baker

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. **EAC Consulting, Inc.**  
HSQ Group, Inc.  
Tierra South Florida, Inc.  
Brown & Phillips, Inc.  
Cyriacks Environmental Consulting Services, Inc.
2. **Propel Engineering, Inc.**  
Baron Worth Advisors, Inc.  
HSQ Group, Inc.  
GCME, Inc.
3. **McMahon Associates, Inc.**  
Arcadis U.S., Inc.  
Brown & Phillips, Inc.  
GCME, Inc.  
Cyriacks Environmental Consulting Services, Inc.

"An Equal Opportunity  
Affirmative Action Employer"



June 13, 2018

Re: June 12, 2018, Selection Committee Results

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

cc: 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 Small Business Assistance  
Omelio A. Fernandez, P.E., Director, Roadway Production  
Morton Rose, P.E., Assistant Director, Roadway Production  
Kathleen Farrell, P.E., Thoroughfare Roads Section Manager,  
Roadway Production  
Holly Knight, P.E., Contracts Section Manager,  
Roadway Production  
Serge Jerome, Project Coordinator II, Roadway Production  
Vanessa Jagoo, Technical Assistant III, Roadway Production  
JaeAnn Dean, Technical Assistant II, Roadway Production  
Anthony Montero, Office of the Inspector General  
Committee Members

## MINUTES OF SELECTION COMMITTEE MEETING

June 12, 2018, Commencing: 9:04 a.m., Ending: 10:55 a.m.

Engineering & Public Works Department  
2300 N. Jog Road, 3<sup>rd</sup> Floor Conference Room #3W-12  
West Palm Beach, Florida 33411-2745

### MEMBERS PRESENT:

Steve Carrier, P.E. *	- Assistant County Engineer
Tanoy Williams **	- Contracts Analyst, Contract Development & Control
Omelio Fernandez, P.E.	- Director, Roadway Production
Allen Gray ***	- Small Business Development Manager, OSBA
Kathleen Farrell, P.E. ****	- Thoroughfare Roads Section Manager, Roadway Production

\*voting for County Engineer

\*\*voting for Director of Contract Development & Control

\*\*\*voting for Director of Small Business Assistance

\*\*\*\*voting for Assistant Director of Roadway Production

### DISCUSSION:

The Selection Committee was called to order by Steve Carrier, P.E., Assistant County Engineer. Patrick Rutter, Assistant County Administrator, was present but did not vote. It was stated that the committee would be selecting a firm for Professional Engineering Consulting Services for:

#### **Kirk Road from LWDD L-7 Canal to Summit Blvd.**

**Estimated 0.5 miles, 3 lane roadway**

**Project No. 2018505**

The meeting was not opened up for Public Comments because it was done at the short list meeting.

Opening discussion identifying and outlining the project requirements was given by Kathleen Farrell, P.E., Thoroughfare Roads Section 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. **EAC Consulting, Inc.**
2. **Propel Engineering, Inc.**
3. **McMahon Associates, Inc.**

At the end of the Presentations Steve Carrier, P.E., Assistant County Engineer, stated that the Public is welcome to make comments or sit and observe the discussions. Jagannatha Katkuri, P.E., Project Manager, EAC Consulting, Inc., was present.

## SELECTION COMMITTEE TALLY SHEET

ONE (1) FIRM TO PROVIDE: **All Engineering Services Required for:  
Kirk Road from LWDD L-7 Canal to Summit Blvd.  
Estimated 0.5 Miles, 3 Lane Roadway**

PROJECT NO: **2018505**

MEETING DATE: **Tuesday, June 12, 2018**

MEETING TIME: **9:00 a.m.**

Selection Committee		Propel Engineering, Inc.	EAC Consulting, Inc.	McMahon Associates, Inc.
County Engineer	* Steve Carrier	2	1	3
County Administrator	<i>Absent</i>			
Director of Water Utilities	<i>Absent</i>			
Director of Contracts Development & Control	* Tanoy Williams	2	1	3
Director of Roadway	Omelio Fernandez	1	2	3
Director of OSBA	* Allen Gray	2	1	3
Project Manager	* Kathleen Farrell	1	2	3
<b>Total</b>		<b>8</b>	<b>7</b>	<b>15</b>
<b>Rank</b>		<b>2</b>	<b>1</b>	<b>3</b>

\* - Denotes a delegate for a committee member

<b>JaeAnn Dean</b> Secretary's Printed Name	 Secretary's Signature
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**COMPILATION OF SELECTION COMMITTEE VOTING BALLOTS**

**DATE** Tuesday, June 12, 2018

**PROJECT** All Engineering Services Required for:

Kirk Road from LWDD L-7 Canal to Summit Blvd.

**PROJECT NO:** 2018505

<b>CRITERIA:</b>			
Ability, knowledge of design criteria and past performance of firm and the designated project team to satisfy the technical requirements of the project.			
<b>MAX SCORE</b>		35	
<b>Selection Committee</b>	<b>Propel Engineering, Inc.</b>	<b>EAC Consulting, Inc.</b>	<b>McMahon Associates, Inc.</b>
Steve Carrier	30	30	25
Tanoy Williams	33	34	20
Omelio Fernandez	33	28	23
Allen Gray	34	34	32
Kathleen Farrell	33	30	30

<b>CRITERIA:</b>			
Approach to the project, understanding of the project and quality of presentation, including meeting time/budget requirements.			
<b>MAX SCORE</b>		35	
<b>Selection Committee</b>	<b>Propel Engineering, Inc.</b>	<b>EAC Consulting, Inc.</b>	<b>McMahon Associates, Inc.</b>
Steve Carrier	27	29	20
Tanoy Williams	33	34	20
Omelio Fernandez	33	32	20
Allen Gray	33	35	32
Kathleen Farrell	35	35	29

<b>CRITERIA:</b>			
Location of the firm's offices and where work will be accomplished			
<b>MAX SCORE</b>		10	
<b>Selection Committee</b>	<b>Propel Engineering, Inc.</b>	<b>EAC Consulting, Inc.</b>	<b>McMahon Associates, Inc.</b>
Steve Carrier	10	10	10
Tanoy Williams	10	10	10
Omelio Fernandez	10	10	10
Allen Gray	10	10	10
Kathleen Farrell	10	10	10

**COMPILATION OF SELECTION COMMITTEE VOTING BALLOTS**

DATE Tuesday, June 12, 2018

PROJECT All Engineering Services Required for:  
Kirk Road from LWDD L-7 Canal to Summit Blvd.

PROJECT NO: 2018505

<b>CRITERIA:</b>			
SBE/MWBE Participation			
<b>MAX SCORE</b>		10	
Selection Committee	Propel Engineering, Inc.	EAC Consulting, Inc.	McMahon Associates, Inc.
Steve Carrier	10	9	7
Tanoy Williams	10	9	7
Omelio Fernandez	10	9	7
Allen Gray	10	9	7
Kathleen Farrell	10	9	7

<b>CRITERIA:</b>			
Volume of previous work awarded by the County over the past four (4) years. (The firm with the most work receives the lowest score.)			
<b>MAX SCORE</b>		10	
Selection Committee	Propel Engineering, Inc.	EAC Consulting, Inc.	McMahon Associates, Inc.
Steve Carrier	10	10	9
Tanoy Williams	10	10	9
Omelio Fernandez	10	10	9
Allen Gray	10	10	9
Kathleen Farrell	10	10	9

<b>TOTALS / RANKINGS</b>						
Total points from each voting member and associated rank of firm.						
Selection Committee	Propel Engineering, Inc.		EAC Consulting, Inc.		McMahon Associates, Inc.	
Steve Carrier	87	2	88	1	71	3
Tanoy Williams	96	2	97	1	66	3
Omelio Fernandez	96	1	89	2	69	3
Allen Gray	97	2	98	1	90	3
Kathleen Farrell	98	1	94	2	85	3
<b>TOTAL</b>	<b>8</b>		<b>7</b>		<b>15</b>	
<b>RANK</b>	<b>2</b>		<b>1</b>		<b>3</b>	

JaeAnn Dean  
Secretary Name Printed

  
Secretary Signature

# SELECTION COMMITTEE EVALUATION FORM

ONE (1) FIRM TO PROVIDE: **All Engineering Services Required for:  
Kirk Road from LWDD L-7 Canal to Summit Blvd.**

**estimated 0.5 miles, 3 lane roadway**

PROJECT NO: **2018505**

SELECTION COMMITTEE MEETING DATE: **Tuesday, June 12, 2018**

SELECTION COMMITTEE MEETING TIME: **9:00 a.m.**

Criteria	Max Score	Propel Engineering, Inc.	EAC Consulting, Inc.	McMahon Associates, Inc.
Ability, knowledge of design criteria and past performance of firm and the designated project team to satisfy the technical requirements of the project.	35	30	30	25
Approach to the project, understanding of the project and quality of presentation, including meeting time/budget requirements.	35	<del>32</del> 27	<del>34</del> 29	20
<b>Subtotal</b>	70			
Location of the firm's offices and where work will be accomplished	10	10	10	10
SBE/MWBE Participation	10	10	9	7
Volume of previous work awarded by the County over the past four (4) years. (The firm with the most work receives the lowest score.)	10	10	10	9
<b>Subtotal</b>	30	30	29	26
<b>Total</b>		✓ 87	✓ 88	✓ 71
<b>Rank</b>		✓ 2	✓ 1	✓ 3

Member's Name:

Steven Carric

6/12/18

Member's Signature:



# SELECTION COMMITTEE EVALUATION FORM

ONE (1) FIRM TO PROVIDE: **All Engineering Services Required for:  
Kirk Road from LWDD L-7 Canal to Summit Blvd.**

**estimated 0.5 miles, 3 lane roadway**

PROJECT NO: **2018505**

SELECTION COMMITTEE MEETING DATE: **Tuesday, June 12, 2018**

SELECTION COMMITTEE MEETING TIME: **9:00 a.m.**

Criteria	Max Score	Propel Engineering, Inc.	EAC Consulting, Inc.	McMahon Associates, Inc.
Ability, knowledge of design criteria and past performance of firm and the designated project team to satisfy the technical requirements of the project.	35	33	34	20
Approach to the project, understanding of the project and quality of presentation, including meeting time/budget requirements.	35	33	34	20
<b>Subtotal</b>	70	66	68	40
Location of the firm's offices and where work will be accomplished	10	10	10	10
SBE/MWBE Participation	10	10	9	7
Volume of previous work awarded by the County over the past four (4) years. (The firm with the most work receives the lowest score.)	10	10	10	9
<b>Subtotal</b>	30	30	29	26
<b>Total</b>		✓ 96	✓ 97	✓ 66
<b>Rank</b>		✓ 2	✓ 1	✓ 3

Member's Name:

Troy Williams

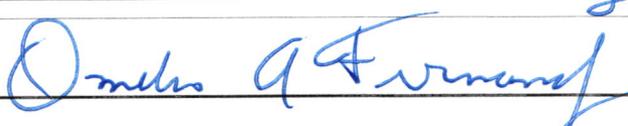
Member's Signature:

Troy Williams

## SELECTION COMMITTEE EVALUATION FORM

ONE (1) FIRM TO PROVIDE:	All Engineering Services Required for:
	Kirk Road from LWDD L-7 Canal to Summit Blvd.
	estimated 0.5 miles, 3 lane roadway
PROJECT NO:	2018505
SELECTION COMMITTEE MEETING DATE:	Tuesday, June 12, 2018
SELECTION COMMITTEE MEETING TIME:	9:00 a.m.

Criteria	Max Score	Propel Engineering, Inc.	EAC Consulting, Inc.	McMahon Associates, Inc.
Ability, knowledge of design criteria and past performance of firm and the designated project team to satisfy the technical requirements of the project.	35	33	28	23
Approach to the project, understanding of the project and quality of presentation, including meeting time/budget requirements.	35	33	32	20
<b>Subtotal</b>	70			
Location of the firm's offices and where work will be accomplished	10	10	10	10
SBE/MWBE Participation	10	10	9	7
Volume of previous work awarded by the County over the past four (4) years. (The firm with the most work receives the lowest score.)	10	10	10	9
<b>Subtotal</b>	30	30	29	26
<b>Total</b>		✓ 96	✓ 89	✓ 69
<b>Rank</b>		✓ 1	✓ 2	✓ 3

Member's Name:	Omelio A. Fernandez
Member's Signature:	

## SELECTION COMMITTEE EVALUATION FORM

ONE (1) FIRM TO PROVIDE: **All Engineering Services Required for:  
Kirk Road from LWDD L-7 Canal to Summit Blvd.**

**estimated 0.5 miles, 3 lane roadway**

PROJECT NO: **2018505**

SELECTION COMMITTEE MEETING DATE: **Tuesday, June 12, 2018**

SELECTION COMMITTEE MEETING TIME: **9:00 a.m.**

Criteria	Max Score	Propel Engineering, Inc.	EAC Consulting, Inc.	McMahon Associates, Inc.
Ability, knowledge of design criteria and past performance of firm and the designated project team to satisfy the technical requirements of the project.	35	34	34	32
Approach to the project, understanding of the project and quality of presentation, including meeting time/budget requirements.	35	33	35	32
<b>Subtotal</b>	70			
Location of the firm's offices and where work will be accomplished	10	10	10	10
SBE/MWBE Participation	10	10	9	7
Volume of previous work awarded by the County over the past four (4) years. (The firm with the most work receives the lowest score.)	10	10	10	9
<b>Subtotal</b>	30	30	29	26
<b>Total</b>		✓ 97	✓ 98	✓ 90
<b>Rank</b>		✓ 2	✓ 1	✓ 3

Member's Name:

*Allen Gray*

Member's Signature:

*Allen Gray*

## SELECTION COMMITTEE EVALUATION FORM

ONE (1) FIRM TO PROVIDE: **All Engineering Services Required for:  
Kirk Road from LWDD L-7 Canal to Summit Blvd.**

**estimated 0.5 miles, 3 lane roadway**

PROJECT NO: **2018505**

SELECTION COMMITTEE MEETING DATE: **Tuesday, June 12, 2018**

SELECTION COMMITTEE MEETING TIME: **9:00 a.m.**

Criteria	Max Score	Propel Engineering, Inc.	EAC Consulting, Inc.	McMahon Associates, Inc.
Ability, knowledge of design criteria and past performance of firm and the designated project team to satisfy the technical requirements of the project.	35	33	30	30
Approach to the project, understanding of the project and quality of presentation, including meeting time/budget requirements.	35	35	35	29
<b>Subtotal</b>	70			
Location of the firm's offices and where work will be accomplished	10	10	10	10
SBE/MWBE Participation	10	10	9	7
Volume of previous work awarded by the County over the past four (4) years. (The firm with the most work receives the lowest score.)	10	10	10	9
<b>Subtotal</b>	30	30	29	26
<b>Total</b>		✓ 98	✓ 94	✓ 85
<b>Rank</b>		✓ 1	✓ 2	✓ 3

Member's Name: **Kathleen Farrell**

Member's Signature: **Kurt O Jantzer**

### SELECTION COMMITTEE CONSULTANT SUMMARY

**ONE (1) FIRM TO PROVIDE: PROFESSIONAL ENGINEERING CONSULTING SERVICES FOR Kirk Road from LWDD L-7 Canal to Summit Blvd. estimated 0.5 miles, 3 lane roadway**

**PROJECT NO.: 2018505**

**SELECTION MEETING DATE: Tuesday, June 12, 2018**

**SELECTION MEETING TIME: 9:00 a.m.**

<u>Consultants Prime / Subs</u>	Prop. CCNA Certified Svcs.	% Work on Project	Notes:	Location			SBE and/or MWBE				Volume (\$)			
				County		% Work in PBC	Points	Status (%)			Points	PBC Database	Fee Considered*	Points
				IN	OUT			SBE	M/WBE					
									(Non-Black)	(Black)				
<b>Propel Engineering, Inc.</b>	<b>3.02, 3.06</b>	80%		X		80%	<b>10</b>	80%		80%	<b>10</b>	\$0	\$0	<b>10</b>
Baron Worth Advisors, Inc.	1.07	2%		X		2%		2%				\$0	\$0	
HSQ Group, Inc.	3.02	13%		X		13%		13%				\$1,270,986	\$165,228	
GCME, Inc.	6.01	5%		X		5%		5%				\$32,994	\$1,650	
		100%				100%		100%	20%	80%			\$166,878	
								10	2	5				
									5					
<b>EAC Consulting, Inc.</b>	<b>3.02</b>	75%		X		75%	<b>10</b>			75%	<b>9</b>	\$0	\$0	<b>10</b>
HSQ Group, Inc.	3.06	7%		X		7%		7%	7%			\$1,270,986	\$88,969	
Tierra South Florida, Inc.	6.01	5%		X		5%		5%				\$779,211	\$38,961	
Brown & Phillips, Inc.	5.02	10%		X		10%		10%		10%		\$625,559	\$62,556	
Cyriacks Environmental Consulting Services, Inc.	1.07	3%			X	0%			3%			\$5,467	\$164	
		100%				97%		17%	15%	85%			\$190,649	
								4	1	5				
									5					
<b>McMahon Associates, Inc.</b>	<b>3.02, 3.06</b>	50%		X		50%	<b>10</b>				<b>7</b>	\$66,987	\$33,494	<b>9</b>
Arcadis U.S., Inc.	3.02	30%		X		30%						\$398,666	\$119,600	
Brown & Phillips, Inc.	5.02	10%		X		10%		10%		10%		\$625,559	\$62,556	
GCME, Inc.	6.01	5%		X		5%		5%	5%			\$32,994	\$1,650	
Cyriacks Environmental Consulting Services, Inc.	1.07	5%			X	0%			5%			\$5,467	\$273	
		100%				95%		15%	10%	10%			\$217,572	
								4	1	2				
									3					

Notes:

**PRIME CATEGORIES:**

3.02 - General Highway Design w/Curb & Gutter, Access & Drainage  
 3.06 - Traffic Operation Design

**SUBCATEGORIES:**

1.07 - Environmental Studies  
 5.02 - Engineering Surveying  
 6.01 - Geological & Geophysical Studies

\*Fee Considered = PBC Database amount multiplied by the % of Work on Project