



October 31, 2018

To: RFP Respondents

RE: One (1) firm to provide all required professional engineering services for:
Street Lighting System Design and Related Inspection (CE&I) Annual Services on a Work Task Order Basis

Department of Engineering and Public Works

P.O. Box 21229
West Palm Beach, FL 33416-1229
(561) 684-4000
FAX: (561) 684-4050
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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

"An Equal Opportunity Affirmative Action Employer"

Dear Consultant:

This letter serves to advise you of that because only two proposals were received for the above mentioned project, the Short List Committee will not meet. Per PPM CW-O-048, the User Department determined that both respondents, Electrical Design Associates, Inc., and Engineered Design Services, LLC will be considered shortlisted and be submitted to the Selection Committee for final selection.

Consultants are hereby notified of the "Cone of Silence" requirements pursuant to Palm Beach County Lobbyist Registration Ordinance 2003-055. In addition, it is recommended that all design professionals seeking to provide services to Palm Beach County review Policies and Procedures Manual (PPM) CW-F-067 "Evaluating, Recovering and Recording Errors/Omissions by a Design Professional", which can be found at www.co.palm-beach.fl.us/publicaffairs/ppm/pdf/cw-f-067.pdf

Short-listed firms may add or delete team members after the Short List Committee meeting if the Contracts Manager is notified **within five (5) business days** of this notice. If a short-listed firm makes changes to their team within the above period, the Contracts Manager will notify the other short-listed firms of such changes.

Enclosed, please find a copy of the consultant summary spreadsheet for this project. Thank you for your submittal and we encourage you to respond to future RFP's.

The Short Listed firms will be notified under separate cover of their presentation time. Should you have any questions or require additional information, please contact me at 561-684-4150 or email me at HKnight@pbcgov.org

Sincerely,

Holly Knight, P.E.
Contracts Section Manager

- pc: Tanya McConnell, P.E., Deputy County Engineer
- cc: Patrick Rutter, Assistant County Administrator
David L. Ricks, P.E., County Engineer
Steve Carrier, P.E., Assistant County Engineer
Omelio A. Fernandez, P.E., Director, Roadway Production
Morton Rose, P.E., Assistant Director, Roadway Production
Anthony Montero, Office of the Inspector General
Yelizaveta B. Herman, Assistant County Attorney
Amy Harris, P.E., Street Lighting Manager, Traffic Division
Committee Members

SHORTLIST CONSULTANT SUMMARY

One Firm to Provide: Professional Engineering Consulting Services for
Street Lighting System Design & Related Inspection (CE&I)
Annual Services

Project No: N/A

Meeting Date: N/A

Meeting Time: N/A

TEAM				LOCATION		SBE & M/WBE			VOLUME OF PREVIOUS WORK (\$)				
Team Members	Services Provided	% Work on Project	Notes	% Work in PBC	Points	SBE	M/WBE (Non-black)	M/WBE (Black)	Points	Fee Considered	Pro-Rated Fee *	Points	
Electrical Design Associates, Inc.	9.05	80%		80%	<u>8</u>	80.0	80.0		<u>10</u>	\$64,031	\$51,225	<u>10</u>	
Baxter & Woodman, Inc. d/b/a Matthews Consulting	unrequested services	10%	2	**		**				**	**		
Dennis J. Leavy & Associates	unrequested services	10%	2	**		**				**	**		
		100%		80%		80.0%	80.0%	0.0%					\$51,225
						10	5	0		5			
Engineered Design Services, LLC	9.05	100%		90%	<u>9</u>	100.0		100.0	<u>10</u>	\$0	\$0	<u>10</u>	
		100%		90%		100.0%	0.0%	100.0%			\$0		
						10	0	5		5			
Prime Categories	Subcategories			Notes									
9.05 (Highway Lighting)	none			* - Pro Rated Fee = Previous Work Amount multiplied by the % of work on the project									
				1- Prime and Sub on different teams									
				2 - Unrequested Services									
				**- blank because this team member is only providing unrequested services									