

# CENTRAL FLORIDA EXPRESSWAY AUTHORITY

## MEMORANDUM

TO: CFX Board Members

FROM: Aneth Williams  
Director of Procurement

DATE: June 15, 2017

SUBJECT: Approval of Final Ranking and Contract Award  
General Traffic and Earnings Consultant Services  
Contract No. 001300

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Letters of Interest were advertised for the referenced project on April 30, 2017. One firm, CDM Smith responded by the May 31, 2017 deadline. When less than three proposals are received the Procurement Procedures Manual requires that the Director of Procurement and the division Chief meet to discuss the options available to CFX. On May 31, 2017, a meeting was held between the Director of Procurement and the Chief of Infrastructure. After discussion and consideration, it was agreed that the solicitation process should proceed.


The Evaluation Committee was polled and unanimously agreed to shortlist CDM Smith. A recommendation to accept the Evaluation Committee decision was submitted to the Executive Director who accepted the recommendation.

Staff believes that award of the contract to CDM Smith is in the best interest of CFX after considering 1) the cost to re-advertise and complete the selection process again, 2) staff's opinion that re-advertising would not result in more proposals being submitted, and 3) CDM Smith's experience and performance as our Traffic and Earnings Consultants for the past five years.

Board approval of the final ranking and award of contract to CDM Smith is requested in the amount of \$2,550,000.00 for the initial three year contract period.

This contract is included in the Five-Year Work Plan.


Reviewed by:

  
\_\_\_\_\_  
Joseph A. Berenis, PE  
Chief of Infrastructure

# CENTRAL FLORIDA EXPRESSWAY AUTHORITY

## MEMORANDUM

**TO:** Laura Kelly  
Executive Director

**FROM:** Aneth Williams   
Director of Procurement

**SUBJECT:** General Traffic and Earnings Consultant Services  
Contract No. 001300  
Recommendation of Evaluation Committee

**DATE:** June 8, 2017

On May 31, 2017 Letters of Interest was received from one proposer, CDM Smith, whose pre-qualifications has been verified. In accordance to the Procurement Procedures, I met with Joe Berenis to discuss the receipt of the single proposal. Notification of the solicitation was submitted to 288 recipients and also advertised in the Orlando Sentinel on April 26, 2017. It was decided at the meeting to proceed with the solicitation process.

The Evaluation Committee consist of Glenn Pressimone, Will Hawthorne, Iranetta Dennis and Julie Naditz (Orange County Representative).

Each Committee member had been provided with Copy of the Notice to Professionals/Contractors requesting LOIs, CDM Smith's proposal, Evaluation Committee Disclosure form, Evaluation Committee Scoring Sheet and the selection process schedule. In the notification, the Committee was asked to respond to me via e-mail by either agreeing or disagreeing with the shortlisting of CDM Smith.

The Committee members unanimously agreed to shortlist CDM Smith.

In accordance with the Procurement Procedures, if only one response is received and the Evaluation Committee determines that the consultant is technically qualified, no technical proposal will be required.

Your acceptance or rejection of the Committee's recommendation is requested.

Committee members' signatures:

Please see the attached Committee members' responses

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Accept Committee Recommendation ☒ Reject Committee Recommendation ☐

  
\_\_\_\_\_  
Laura Kelly, Executive Director

If rejected, reason(s) for rejection:

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Attachment

## Aneth Williams

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**From:** Glenn Pressimone  
**Sent:** Thursday, June 08, 2017 11:33 AM  
**To:** Aneth Williams  
**Subject:** Contract 001300

Aneth,

I have no issue with moving forward and shortlisting CDM Smith for this Contract. Please let me know what information you need from me today as I will not be here tomorrow.

Thanks,  
-GP

Glenn M. Pressimone, P.E.  
Director of Engineering  
**CENTRAL FLORIDA EXPRESSWAY AUTHORITY**  
4974 ORL Tower Rd.  
Orlando, FL 32807  
(o) 407.690.5321  
(f) 407.690.5033  
[glenn.pressimone@cfxway.com](mailto:glenn.pressimone@cfxway.com)

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## Aneth Williams

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**From:** Will Hawthorne  
**Sent:** Thursday, June 08, 2017 11:31 AM  
**To:** Aneth Williams  
**Subject:** Contract 001300 LOI

Aneth,

As requested in your letter dated May 31, 2017 regarding the shortlisting of the Traffic and Earnings consultant letters of interest, I am responding to let you know I support shortlisting CDM Smith for this contract.

If anything additional is needed from me, please let me know.

Thanks,  
Will

Will Hawthorne, PE  
Manager of Engineering  
Central Florida Expressway Authority  
4974 ORL Tower Road • Orlando, FL 32807  
407.690.5337 (p) • 407-690-5033 (f)  
CFXway.com

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## Aneth Williams

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**From:** Iranetta Dennis  
**Sent:** Monday, June 05, 2017 10:59 AM  
**To:** Aneth Williams  
**Subject:** Contract #001300

Good morning Aneth,

I agree with shortlisting CDM Smith.

Iranetta J. Dennis  
Director of Supplier Diversity  
Central Florida Expressway Authority  
4974 ORL Tower Road • Orlando, FL 32807  
407.690.5000 (p) • 407-690-5011 (f)  
CFXway.com

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## Aneth Williams

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**From:** Julie.Naditz@ocfl.net  
**Sent:** Thursday, June 08, 2017 10:14 AM  
**To:** Aneth Williams  
**Subject:** CFXWay Procurement - Contract No. 001300  
**Attachments:** Naditz Disclosure Form for Evaluation Committee Members.pdf

Aneth,

I agree to shortlist CDMSmith for the above contract.

Attached are my Evaluation Committee Disclosure Forms.

Please let me know if the scoring of the LOI meeting has been cancelled.

Thanks and hope you are having a great week!

Julie R. Naditz, P.E.  
Manager, Orange County Highway Construction  
407-836-7949  
4200 South John Young Parkway  
Orlando, Florida 32839  
julie.naditz@ocfl.net

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