

## EXPLANATION OF CONSENT AGENDA ITEM E.2.c.(10) June 22, 2016

### ITEM:

Consideration of authorizing staff to negotiate and award a contract in an amount not to exceed \$325,000.00 for the Design-Build Package Development, \$90,000.00 for the Topographic Survey Allowance and \$30,000.00 for the Geotechnical Subsurface boring and investigations to TranSystems Corporation to provide a design criteria package for the development of the Westside Cruise Terminals Roadway Network Improvements project and permission (Narváez/Crowe)

### EXPLANATION:

The PUR-RFQ-16-2 Professional Traffic Engineering Services statements of qualifications for Northside Cruise Terminal Roadway Improvements project milestone established that proposals were due on June 10<sup>th</sup>, 2016. Only one submittal from TranSystem was received. This submittal was distributed to Selection Committee Members for review and scoring in accordance with the criteria listed in the RFQ.

TranSystem is a consulting traffic engineer firm and will develop a comprehensive design-build criteria package, to include plans and specifications, for the reworking of roadways and pedestrian traffic flows for the four (4) affected cruise terminals (CT-5, CT-6, CT-8 and CT-10). The safety of passenger and pedestrian traffic and required separation between ground transportation and commercial traffic will be key components for the design development.

Staff is requesting permission to negotiate the submittal and to award the Design-Build Package Criteria Development to TranSystems and negotiate a contract up to the amounts indicated above.

**Funding Review by Finance (Pat Poston):** The total NTE amount of \$445,000 is included in the FY16 Capital Budget and no increase is required. [Budget item 1130-Portwide Parking lot Improvement]

**Staff Recommends Approval**

**Prepared by: Veronica Narváez-Lugo/Bill Crowe, P.E.**



**CANAVERAL PORT AUTHORITY  
SELECTION COMMITTEE EVALUATION & RANKING/SELECTIONS**

**PROJECT:** PUR-RFQ-16-2 Professional Traffic Engineering Services for Northside Cruise Terminal Roadway Improvements      Selection Committee Meeting Date & Time: No Meeting Held \*

COMPANY	RANKING
TranSystems – Jacksonville, FL	1
* Because there was only one proposal submitted, the selection committee members reviewed and scored the proposal independently and forwarded scores to Purchasing for processing.	

THIS RANKING WILL BE PRESENTED TO THE CANAVERAL PORT AUTHORITY AT ITS REGULARLY SCHEDULED MEETING ON JUNE 22, 2016 FOR A DECISION REGARDING AWARD.

POSTED: DATE June 15, 2016 TIME 10:45 AM BY Karen Pappas, Director, Purchasing

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THIS IS NOTICE OF THE DECISION OF THE CANAVERAL PORT AUTHORITY TO AWARD THE CONTRACT FOR: \_\_\_\_\_  
TO: \_\_\_\_\_

POSTED: DATE \_\_\_\_\_ TIME \_\_\_\_\_ BY \_\_\_\_\_  
REMOVED: DATE \_\_\_\_\_ TIME \_\_\_\_\_ BY \_\_\_\_\_

**Canaveral Port Authority  
 PUR-RFQ-16-2 Professional Traffic Engineering  
 Services for Northside Cruise Terminal Roadway  
 Improvements  
 Step 1 Score Summary**

Alphabetical Order	Proposing Firms
	TranSystems Jacksonville, FL
Evaluator #1 -	91
Evaluator #2 -	97
Evaluator #3 -	88
Evaluator #4 -	88
TOTAL POINTS	364
RANK	1

Rank Order	Proposing Firms
	TranSystems Jacksonville, FL
Evaluator #1 -	91
Evaluator #2 -	97
Evaluator #3 -	88
Evaluator #4 -	88
TOTAL POINTS	364
RANK	1

Canaveral Port Authority  
 PUR-RFQ-16-2 Professional Traffic  
 Engineering Services for Northside Cruise  
 Terminal Roadway Improvements  
 Written Proposal Evaluation Form

Evaluator #1	Proposing Firm	
	Points	Transystems Jacksonville, FL
Selection Criteria		
Tab 1 - General Info & Table of Contents	Non-scored	0
Tab 2 - Letter of Introduction	5	5
Tab 3 - Qualification Data - Similar Experience	15	11
Tab 4 - Design/Build Criteria Package Development Knowledge	15	13
Tab 5 - Local Knowledge	8	8
Tab 6 - Current Workload	6	5
Tab 7 - Organizational Chart	9	9
Tab 8 - Resumes	14	14
Tab 9 - Licenses	3	3
Tab 10 - References	7	5
Tab 11 - Litigation	4	3
Tab 12 - Insurance	4	4
Tab 13 - Business Structure	1	1
Tab 14 - Non-Collusion Affidavit	2	2
Tab 15 - Public Entity Crimes	2	2
Tab 16 - Conflict of Interest Disclosure Form	2	2
Tab 17 - Cert of Debarment	2	2
Tab 18 - WOTC & WTW	1	1
Tab 19 - Financial Statement	Non-scored	0
<b>TOTAL POINTS</b>	<b>100</b>	<b>91</b>

Evaluator #2	Proposing Firm	
	Points	Transystems Jacksonville, FL
Selection Criteria		
Tab 1 - General Info & Table of Contents	Non-scored	0
Tab 2 - Letter of Introduction	5	5
Tab 3 - Qualification Data - Similar Experience	15	15
Tab 4 - Design/Build Criteria Package Development Knowledge	15	15
Tab 5 - Local Knowledge	8	7
Tab 6 - Current Workload	6	4
Tab 7 - Organizational Chart	9	9
Tab 8 - Resumes	14	14
Tab 9 - Licenses	3	3
Tab 10 - References	7	7
Tab 11 - Litigation	4	4
Tab 12 - Insurance	4	4
Tab 13 - Business Structure	1	1
Tab 14 - Non-Collusion Affidavit	2	2
Tab 15 - Public Entity Crimes	2	2
Tab 16 - Conflict of Interest Disclosure Form	2	2
Tab 17 - Cert of Debarment	2	2
Tab 18 - WOTC & WTW	1	1
Tab 19 - Financial Statement	Non-scored	0
<b>TOTAL POINTS</b>	<b>100</b>	<b>97</b>

Evaluator #3	Proposing Firm	
	Points	Transystems Jacksonville, FL
Selection Criteria		
Tab 1 - General Info & Table of Contents	Non-scored	0
Tab 2 - Letter of Introduction	5	5
Tab 3 - Qualification Data - Similar Experience	15	10
Tab 4 - Design/Build Criteria Package Development Knowledge	15	13
Tab 5 - Local Knowledge	8	8
Tab 6 - Current Workload	6	4
Tab 7 - Organizational Chart	9	9
Tab 8 - Resumes	14	12
Tab 9 - Licenses	3	3
Tab 10 - References	7	7
Tab 11 - Litigation	4	3
Tab 12 - Insurance	4	4
Tab 13 - Business Structure	1	1
Tab 14 - Non-Collusion Affidavit	2	2
Tab 15 - Public Entity Crimes	2	2
Tab 16 - Conflict of Interest Disclosure Form	2	2
Tab 17 - Cert of Debarment	2	2
Tab 18 - WOTC & WTW	1	1
Tab 19 - Financial Statement	Non-scored	0
<b>TOTAL POINTS</b>	<b>100</b>	<b>88</b>

Evaluator #4	Proposing Firm	
	Points	Transystems Jacksonville, FL
Selection Criteria		
Tab 1 - General Info & Table of Contents	Non-scored	0
Tab 2 - Letter of Introduction	5	4
Tab 3 - Qualification Data - Similar Experience	15	13
Tab 4 - Design/Build Criteria Package Development Knowledge	15	13
Tab 5 - Local Knowledge	8	7
Tab 6 - Current Workload	6	5
Tab 7 - Organizational Chart	9	8
Tab 8 - Resumes	14	12
Tab 9 - Licenses	3	3
Tab 10 - References	7	6
Tab 11 - Litigation	4	3
Tab 12 - Insurance	4	4
Tab 13 - Business Structure	1	1
Tab 14 - Non-Collusion Affidavit	2	2
Tab 15 - Public Entity Crimes	2	2
Tab 16 - Conflict of Interest Disclosure Form	2	2
Tab 17 - Cert of Debarment	2	2
Tab 18 - WOTC & WTW	1	1
Tab 19 - Financial Statement	Non-scored	0
<b>TOTAL POINTS</b>	<b>100</b>	<b>88</b>

**CANVERAL PORT AUTHORITY  
SOLICITATION SUMMARY**

**Solicitation Number & Name:**

PUR #PUR-RFQ-16-2

Professional Traffic Engineering Services for Northside Cruise Terminal Roadway Improvements

**Advertising:**

Florida Today - May 20, 27 and June 3, 2016

**Notice Posted to Website** (<http://www.portcanaveral.com/Business-With-Us/Current-Solicitations>):

May 24, 2016

**PublicPurchase.com Details** (bid notification service - vendors self register):

Posted May 25, 2016

Vendors Notified - 41

Notified Vendors Who Accessed Notice - 5

**eBuilder Details** (vendor portal for solicitation document download)

Posted May 25, 2016

Vendors Registered - 20

**Bids/Proposals Received:**

One

This was the first solicitation to utilize the new eBuilder software. There were multiple technical issues to work out which caused the 5-day delay from the time the solicitation was advertised to the time the solicitations documents were available through eBuilder. All issues have been resolved so this should not happen on future solicitations.