



May 23, 2018

TO: THE DISTRICT BOARD OF TRUSTEES
OF VALENCIA COLLEGE

FROM: SANFORD C. SHUGART
President

RE: AWARD OF RFQu #2018-25 FOR CIVIL ENGINEERING, CONTINUING SERVICES
CONTRACT

On January 17, 2018, the College issued a Request for Qualification (RFQu), RFQu #2018-25. The RFQu sought to qualify civil engineering firm(s) to perform professional services on a task authorization order basis for various college-wide projects to include studies, survey, storm water permitting, traffic analysis, peer review, design and preparation of construction documents.

Proposals for the RFQu were received and opened on February 16, 2018. The following four (4) firms submitted proposals in response to the solicitation:

1. Chen Moore and Associates
2. Harris Civil Engineers, LLC.
3. Highland Engineering
4. DRMP

A public evaluation meeting was held on February 26, 2018 to review, evaluate and to shortlist firms to advance to the interview stage. Four (4) committee members reviewed, scored and ranked the proposals based on the following criteria: a) Completeness, b) Responsiveness, c) Required Forms, d) References, e) Business Location, f) Business Structure, g) Previous Experience with Continuing Services Contracts, h) Proposed Project Staff and Functions, i) Experience with Higher Education Projects, j) Experience with Due Diligence for Property Acquisitions, and k) Experience with Traffic Pattern Analysis and Proposed Solutions.

Based on the content of the proposals, the Evaluation Committee waived the interview stage proceeded to select the highest three (3) ranked firms as follows: Harris Civil Engineers, LLC, DRMP, and Highland Engineering.

RECOMMENDED ACTION:

The President recommends that the District Board of Trustees of Valencia College authorize the College to engage Harris Civil Engineers, DRMP and Highland Engineering, to serve as the civil engineering partners college-wide, subject to the negotiation of mutually agreeable contracts.

President