

# **TOWN OF PALM BEACH**

**Information for Town Council Meeting on: September 10, 2024**

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TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

VIA: Robert Miracle, CPA Deputy Town Manager, Finance and Administration

FROM: Dean Mealy, II NIGP-CPP, CPPO Town Procurement and Contract Manager

RE: Resolution No. 110-2024, awarding RFQ No. 2024-24, Traffic Engineering Consultant to Kimley-Horn and Associates, Inc. and The Corradino Group, Inc. for a five-year term contingent upon satisfactory service, mutual agreement and annual budget authorization

DATE: August 27, 2024

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## **STAFF RECOMMENDATION**

Staff recommends the Town Council approve Resolution No. 110-2024, awarding RFQ No. 2024-24, Traffic Engineering Consultant to Kimley-Horn and Associates, Inc. and The Corradino Group, Inc. for a five-year term contingent upon satisfactory service, mutual agreement and annual budget authorization.

## **SUMMARY EXPLANATION/BACKGROUND**

Procurement and Contract Management had previously solicited a Traffic Engineering Consultant under RFQ No. 2023-47. This item was eventually rejected by Town Council through Resolution No. 067-2024 so a new solicitation could be issued.

Procurement and Contract Management issued RFQ No. 2024-24 for Traffic Engineering Consultant Services on June 10, 2024.

The scope of the solicitation stated the following: The intent of this "Request for Qualifications" is for the Town to potentially select one or more Applicant Firm(s) capable of providing the Traffic Engineering Consultant Services. Services shall include, but will not be limited to town wide traffic analysis, traffic counts, review of island ingress/egress roadways, review of FDOT bridge operations, intersection review, assistance to staff pertaining to development review matters, service as expert witness for the Town, review of parking needs of for the Town, review of public parking control and regulation activities, analysis of proposed transportation planning activities, traffic engineering consequences of new development in adjacent communities, assessment of traffic impacts for proposed new structures and provision of traffic engineering services associated with the goals, objectives and policies associated with the Transportation Element of the Town's Comprehensive Plan.

When the solicitation was issued, thirty-three firms reviewed the proposal, and six firms submitted. The six firms that submitted were:

- Kimley-Horn and Associates, Inc.
- Calvin, Giordano & Associates, Inc.
- CTS Engineering, Inc.
- Metro Trafix LLC
- The Corradino Group, Inc.
- Volkert

The Selection Committee for this RFQ consisted of the following members:

<b><u>Voting</u></b>	<b><u>Non-Voting</u></b>
Jason Debrincat, P.E.	Paul Brazil, P.E.
Patrica Strayer, P.E.	Julie Parham, P.E.
Wayne Bergman	Jennifer Hofmeister-Drew, AICP, LCAM
Bob Miracle, CPA	Ryan Canterbury and Dean Mealy – facilitators

After review of the proposals, the Selection Committee voted unanimously to award to Kimley-Horn and Associates, Inc. and The Corradino Group, Inc. without conducting oral interviews.

Each firm brings unique qualifications for both Public Works and Planning, Zoning and Building as tasks can be slightly different in scope and how either one of the two recommended firms can address the specifics being requested. This approach provides for greater leverage of assigned projects. The combination of transportation planning and engineering services for the Town was found to be best accomplished by these two firms.

As projects are identified, the requesting department will submit a requisition along with the associated proposal for the work to be completed.

### **FUNDING/FISCAL IMPACT**

Funding for tasks will be associated with the department requesting and approved budgeted operating funds.

### **TOWN ATTORNEY REVIEW**

This format has been utilized by the Town in previous recommendations and was approved by the Town Attorney.