



January 18, 2023

To: RFP Respondents

RE: One (1) firm to provide all required professional engineering services for:

**Street Lighting System Design and Related Inspection (CEI)  
Professional Continuing Services Contract  
on a Consultant Service Authorization Basis  
Project No. 2023051**

**Department of Engineering  
and Public Works**

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



**Palm Beach County  
Board of County  
Commissioners**

Gregg K. Weiss, Mayor  
Maria Sachs, Vice Mayor  
Maria G. Marino  
Dave Kerner  
Marci Woodward  
Sara Baxter  
Mack Bernard

**County Administrator**

Verdenia C. Baker

Dear Consultants

This letter serves to advise that the following teams will present to the Selection Committee: **HBC Engineering Company** and **REDD, Inc. (dba) Town Lighting Engineers.**

The Short List meeting for the project will not take place because only the above mentioned teams were responsive to the RFP.

E.C. Fennell, P.A. (dba) ECF Engineering Consultants submitted a proposal but was non-responsive to the solicitation because they do not possess Palm Beach County CCNA Certification in the 9.05 (Highway Lighting) category as required in the Notice.

Consultants are hereby notified of the "Cone of Silence" requirements pursuant to Palm Beach County Lobbyist Registration Ordinance 2003-055 (Palm Beach County Code 2-351 through 2-358). 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

<http://www.pbcgov.com/publicaffairs/ppm/pdf/cw-f-067.pdf>

The "Consultant Summary" table and the Short List Committee voting sheets will be posted at:

<https://discover.pbcgov.org/engineering/roadwayproduction/Pages/Roadway-Publications.aspx>

"An Equal Opportunity  
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**Project Name: Street Lighting System Design and Related Inspection  
(CEI) Professional Continuing Services Contract on a Consultant  
Service Authorization Basis  
Project Number: 2023051  
Shortlist Committee Results**

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](mailto:hknight@pbcgov.org).

Sincerely,

Holly Knight, P.E.  
Contracts Section Manager

Enc: Summary Spreadsheet of Teams  
OEBO Compliance Review Letter

cc: Patrick Rutter, Assistant County Administrator  
David L. Ricks, P.E., County Engineer  
Joanne M. Keller, P.E., Deputy County Engineer  
Steven B. Carrier, P.E., Assistant County Engineer  
Morton L. Rose, P.E., Director, Roadway Production Division  
Kathleen O. Farrell, P.E., Assistant Director, Roadway Production Division  
Maroun Azzi, P.E., Thoroughfare Roads Section Manager, Roadway Production Division  
Will Carey, P.E., Special Projects Manager, Roadway Production Division  
Kristine Frazell-Smith, P.E., Local Roads Section Manager, Roadway Production Division  
Motasem Al-Turk, P.E., Director, Traffic Division  
Albert Hoffman, Director, Construction Coordination  
Scott Cantor, Director, Land Development Division  
Angela Smith, Compliance Specialist, OEBO  
Tiffany Thomas, Office of the Inspector General  
Yelizaveta B. Herman, Assistant County Attorney  
Fay Reynolds, Legal Secretary, County Attorney  
CCNA File

## OEBO PARTICIPATION EVALUATION FORM

DATE SENT: December 16, 2022	CONTRACTS MANAGER:
PROJECT #: 2023051	PROJECT NAME: Street Lighting Design and Related Inspections
USER DEPARTMENT: Engineering	SOLICITATION OPENING DATE:
OEBO ESTABLISHED API: SBE Evaluation Preference. [Ordinance Ref: 2-80.27 (3) (d) Option 1	

## KEYS FOR DETERMINATIONS:

- (1) YES
- (2) NO
- (3) N/A

## PROPOSAL EVALUATION INFORMATION

PRIME RESPONDENT	PRIME IS A CERTIFIED S/M/WBE	PRIME RESPONDENT IS ELIGIBLE FOR POINTS	PERCENTAGE OF S/M/WBE UTILIZATION	EVALUATION POINTS
E. C. Fennell Engineering Consultants	( 2 )	( 2 )	0%	0
HBC Engineering Company	( 1 )	( 1 )	100%	15
REDD, Inc. (dba) Town Lighting Engineers	( 2 )	( 2 )	0%	0

EVALUATION NOTES: See evaluation notes on the attached compliance review page.

EVALUATED BY: Angela Smith, Small Business Development Specialist III

SIGNATURE: 

DATE: 12/16/2022

REVIEWED BY: Allen Gray, Manager

SIGNATURE: 

DATE: 12/16/2022

	Certification Status	Expiration Date	Percentage of Work	
<b>Prime Respondent:</b> E. C. Fennell Engineering Consultants	<i>Non-SBE</i>	N/A	100%	
<b>Sub-Consultant Name</b>				<b>Points</b>
<b>NONE</b>	<i>N/A</i>	N/A	<b>N/A</b>	<input type="checkbox"/>
<b>TOTAL SBE PARTICIPATION</b>			<b>0%</b>	
<b>EVALUATION POINTS</b>			<b>0</b>	

**Evaluation Comments:**

E. C. Fennell Engineering Consultants is not eligible to receive SBE Evaluation Points.

	Certification Status	Expiration Date	Percentage of Work	
<b>Prime Respondent:</b> HBC Engineering Company	<i>MBE - AA</i>	5/23/2025	100%	
<b>Sub-Consultant Name</b>				<b>POINTS</b>
<b>Prime S/MBE Respondent Self-performing</b>	<i>MBE-AA</i>	5/23/2025	<b>100%</b>	<input checked="" type="checkbox"/>
<b>TOTAL SBE PARTICIPATION</b>			<b>100%</b>	
<b>EVALUATION POINTS</b>			<b>15</b>	

**Evaluation Comments:**

HBC Engineering Company is eligible to receive SBE Evaluation Points and they are responsive to the EBO requirements.

	Certification Status	Expiration Date	Percentage of Work	
<b>Prime Respondent:</b> REDD, Inc. (dba) Town Lighting Engineers	<i>Non-SBE</i>	N/A	100%	
Sub-Consultant Name				POINTS
NONE	N/A	N/A	N/A	<input type="checkbox"/>
<b>TOTAL SBE PARTICIPATION</b>			<b>0%</b>	
<b>EVALUATION POINTS</b>			<b>0</b>	

**Evaluation Comments:**

**REDD, Inc. (dba) Town Lighting Engineers are not eligible to receive SBE Evaluation Points.**

## SHORTLIST CONSULTANT SUMMARY

**One Firm to Provide:** Professional Engineering Consulting Services for  
Street Lighting System Design and Related Inspection (CEI) Professional Continuing Services Contract  
on a Consultant Service Authorization Basis

**Project No:** 2023051  
**EBO API's:** SBE Evaluation Preference. *Ord. Ref.: 2-80.27(3)(d)(Option 1)*

**Meeting Date:** N/A  
**Meeting Time:** N/A

TEAM				LOCATION		EBO			VOLUME OF PREVIOUS WORK (\$)			
Team Members	Services Provided	% Work on Project	Notes	% Work in PBC	Points (3 max)	SBE	PBC M/WBE	FL M/WBE	Points (17 max)	Fee Considered	Pro-Rated Fee*	Points (10 max)
<b><u>E. C. Fennell, P.A. (dba) ECF Engineering Consultants</u></b>	(9.05)	100%	3, 7, 11	80%	<b>3</b>				<b>0</b>	\$0	\$0	<b>10</b>
* - E. C. Fennell, P.A. is not CCNA Certified for 9.05, therefore an incomplete team.		100%		80%		0.0%	0.0%	0.0%		\$0		
						0		0				
<b><u>HBC Engineering Company</u></b>	9.05	100%	10	100%	<b>3</b>	100.0	100.0	100.0	<b>17</b>	\$733,874	\$733,874	<b>5</b>
		100%		100%		100.0%	100.0%	100.0%		\$733,874		
						15		2				
<b><u>REDD, Inc. (dba) Town Lighting Engineers</u></b>	9.05	100%	7	0%	<b>0</b>				<b>0</b>	\$0	\$0	<b>10</b>
* - REDD, Inc. (dba) Town Lighting Engineers does not have a local office. No Business Tax Receipt for the Palm Beach County Tax Collector.		100%		0%		0.0%	0.0%	0.0%		\$0		
						0		0				

<u>Prime Categories</u>	<u>Subcategories</u>	<u>Notes</u>
9.05 (Highway Lighting)		* - Pro Rated Fee = Previous Work Amount multiplied by the % of work on the project
		1 - Prime and Sub on different teams
		2 - Unrequested Service
		3 - Incomplete Team
		4 - Did not meet mandatory EBO requirement
		5 - Prime is doing less than 50% of the work
		6 - Prime does not have at least one prime category
		7 - Errors or Blanks on Questionnaires or Forms Missing
		8 - Not registered in VSS
		9 - SF 330 Missing or Incomplete
		10 - Blanks or "TBD" on Summary Chart at End of Letter
		11 - Not CCNA Certified in a category they propose to provide