

December 13, 2022

TO: William Varandas
Senior Purchasing Agent

CC: Steve Stewart
Chief Procurement Officer

FROM: Mark Johnson, P.M.P. 
Senior Project Manager

SUBJECT: Justification to request and negotiate a proposal with Kimley-Horn and Associates, Inc.

JUSTIFICATION:

The Department of Development Services, Engineering, Transportation and Mobility Division requires a consulting firm to assist the City with the development of a fixed Community Shuttle Route west of I-95, that meets the Broward County Transit (BCT) requirements and the needs of the Community. Kimley-Horn is the best fit for this project for the following reasons:

- Completing this effort as soon as possible is extremely important to take advantage of BCT funding opportunities. As Kimley-Horn was recently awarded the design of neighborhood greenways bicycle routes across the City, they have already established the necessary relationships with the local community leaders/neighborhood associations. Having a different consultant start the outreach process with each of the neighborhood associations would not be as efficient and result in delays.
- Kimley-Horn is very familiar with BCT Community Shuttle requirements, public transportation, and the associated grant funding requirements.
- Kimley-Horn uses a unique ESRI mapping technology that allows the City to create interactive GIS maps that can be used by City residents to add/modify or change proposed routes. As Kimley-Horn has already developed this tool for the City, adding the Community Shuttle routes will not involve much effort. Utilizing a different consultant would require the development of new maps and tools.

RECOMMENDATION:

Approve the selection of Kimley-Horn and Associates, Inc. for solicitation of a proposal for the development of various community shuttle/micro transit service areas west of I-95.

Steve Stewart

APPROVED BY: Steve Stewart
Director of Procurement and Contract Compliance

12-13-2022

Date: