



January 21, 2020

TO: Mayor Jerry L. Demings  
and the Board of County Commissioners

FROM: Carrie Mathes, CFCM, CPPO, C.P.M., Manager, Procurement Division

CONTACT: Terry Devitt, Acting Deputy Director, Orange County Convention Center  
(407) 685-9867

SUBJECT: Consultant Selection, Request for Proposals Y20-903-JS, Orange County  
Convention Center North/South Building Improvements Commissioning  
Services

**RECOMMENDATION:**

Selection of one firm and two ranked alternates to provide Commissioning Services for the Orange County Convention Center North/South Building Improvements, Request for Proposals Y20-903-JS, from the following firms, listed alphabetically. Further request authorization for the Procurement Division to negotiate and execute the final contract to establish hourly rates for future requirements and to renew the contract for two additional one-year terms.

EXP U.S. Services, Inc.  
FCM Engineering  
Graef-USA Inc.  
Hanson Professional Services Inc.

This item was evaluated by the Procurement Committee on January 15, 2020. Commissioner Victoria P. Siplin was assigned to the Procurement Committee.

**PURPOSE:**

To select one firm for negotiation of a contract to provide commissioning services for the Convention Center North/South Building Improvements. This project is located in District 6.

**DISCUSSION:**

The objective of this commissioning service contract is to improve building systems performance as prescribed by the project documents and in accordance with LEED project goals by developing and executing a testing plan, observing performance, and documenting performance to ensure that performance criteria is met and energy savings can be achieved. The focus of this contract shall be on the functional testing, testing and balancing verification, and training to ensure that building systems are performing in accordance with the plans, specifications, and commissioning specifications.

Four firms submitted proposals in response to this solicitation. The scores of the Procurement Committee are attached.

RFP# Y20-903-JS

ORANGE COUNTY CONVENTION CENTER NORTH/SOUTH BUILDING IMPROVEMENTS COMMISSIONING SERVICES

WEIGHT:	COMMISSIONING MANAGER (1.666 FACTOR)		PROJECT ENGINEER (1.666 FACTOR)		PROJECT TEAM		M/WBE PARTICIPATION		LOCATION		VOLUME		SCOPE		VETERANS		DISPL. WORKER	TOTAL
	15		10		15		15		10		5		30		2		1	
POINT STRUCTURE: 1= Poor      4= Above Avg. 2= Below Avg. 5= Excellent 3= Average	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE		BONUS POINTS	BONUS POINTS		
FIRM NAME:																		
FCM Engineering	2.50	62.50	2.00	33.33	2.40	36.00		75.00	3.00	30.00	4.00	20.00	3.00	90.00	4.00	8.00	0.00	354.83
Hanson Professional Services Inc.	0.00	0.00	1.50	25.00	4.00	60.00		75.00	5.00	50.00	4.00	20.00	4.00	120.00	0.00	0.00		350.00
Graef USA Inc.	0.00	0.00	0.00	0.00	4.00	60.00		37.50	3.00	30.00	4.00	20.00	4.00	120.00	0.00	0.00		267.50
EXP U.S. Services, Inc.	0.00	0.00	2.00	33.33	1.00	15.00	0.00	0.00	5.00	50.00	4.00	20.00	2.00	60.00	0.00	0.00	0.00	178.33



**INTEROFFICE MEMORANDUM**

January 2, 2020

TO: Jacqueta Scott, Contracting Agent  
Procurement Division

FROM: <sup>CS</sup>Chayla German, Senior Contract Administrator  
Business Development Division

SUBJECT: Business Development Division M/WBE Proposal Evaluation

PROJECT: Y20-903-JS/ Orange County Convention Center North/South Building Improvements  
Commissioning Services

APPROVED: Aheena Ferguson

The M/WBE participation goal for this RFP is 27% and the M/WBE Employment Workforce goal is 18% minority, 6% women. Listed below are respondents to the subject RFP with their sub-consultants and M/WBE participation.

- 1. EXP U.S. Services, Inc.  
**MAJORITY PRIME**

M/WBE Sub-consultant(s)	M/WBE Classification	Projected %	Sub-consultants Role
None			

Total M/WBE Participation Proposed: 0 %  
M/WBE Sub consultant participation Weighted Score: 0

Total M/WBE Workforce: 13%  
Total WBE Workforce: 21%  
Minority Workforce and Women Workforce Weighted Score: 0

**Total M/WBE Participation Weighted Score: 0**

Registered Service-Disabled Veteran(s) (SDV) Sub-consultant	Points	SDV Sub-consultant Role
None		

Registered SDV(s) Proposed: 0  
SDV Bonus Points: 0

Displaced Worker(s) Proposed: 0  
Displaced Worker(s) Bonus Points: 0

**Total Bonus Points:** 0  
*(Includes SDV & Displaced workers)*

2. FCM Engineering  
**MAJORITY PRIME**

M/WBE Sub-consultant(s)	M/WBE Classification	Projected %	Sub-consultants Role
Bobes Associates Consulting Engineers	MBE-HM(2)	25%	Support for Commissioning including Mechanical and Electrical Engineering
Native Florida Consulting	WBE-WF (6)	2%	Landscape Architecture Support including Water Usage, Irrigation, and Sustainability Compliance for Commissioning

Total M/WBE Participation Proposed: 27 %  
M/WBE Sub consultant participation Weighted Score: 37.5

Total M/WBE Workforce: 43%  
Total WBE Workforce: 14%  
Minority Workforce and Women Workforce Weighted Score: 37.5

**Total M/WBE Participation Weighted Score: 75**

Registered Service-Disabled Veteran(s) (SDV) Sub-consultant	Projected	SDV Sub-consultant Role
MP Security and Investigations Services, LLC	1%	Commissioning systems support for security, fire and alarms
Parillon Group Boland Hesketh	2%	Communication Support
Triorb Solutions LLC	2%	Commissioning systems testing support

Pierce Florida Realty	1%	Capital Value Consulting Consult with Commissioning Agent on Product Choices and Approaches to Benefit Real Estate Value
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Registered SDV(s) Proposed: 4  
SDV Bonus Points: 8  
Displaced Worker(s) Proposed: 0  
Displaced Worker(s) Bonus Points: 0  
**Total Bonus Points: 8**  
*(Includes SDV & Displaced workers)*

3. Graef-USA Inc.  
**MAJORITY PRIME**

M/WBE Sub-consultant(s)	M/WBE Classification	Projected %	Sub-consultants Role
Bobes Associates Consulting Engineers, Inc.	MBE HM-(2)	27%	Commissioning Technician work and testing assistance

Total M/WBE Participation Proposed: 27 %  
M/WBE Sub consultant participation Weighted Score: 37.5

Total M/WBE Workforce: 55%  
Total WBE Workforce: 0%  
Minority Workforce and Women Workforce Weighted Score: 0

**Total M/WBE Participation Weighted Score: 37.5**

Registered Service-Disabled Veteran(s) (SDV) Sub-consultant	Points	SDV Sub-consultant Role
None		

Registered SDV(s) Proposed: 0  
SDV Bonus Points: 0  
Displaced Worker(s) Proposed: 0  
Displaced Worker(s) Bonus Points: 0  
**Total Bonus Points: 0**  
*(Includes SDV & Displaced workers)*

4. Hanson Professional Services Inc.  
**MAJORITY PRIME**

<b>M/WBE Sub-consultant(s)</b>	<b>M/WBE Classification</b>	<b>Projected %</b>	<b>Sub-consultants Role</b>
TriStar Commissioning, Inc.	MBE-HM (2)	21%	Mechanical and Electrical Commissioning Services
Tags Engineering Inc.	WBE-WF (6)	6%	Mechanical, Electrical and Plumbing Commissioning Services

Total M/WBE Participation Proposed: 27 %  
M/WBE Sub consultant participation Weighted Score: 37.5

Total M/WBE Workforce: 25%  
Total WBE Workforce: 10%  
Minority Workforce and Women Workforce Weighted Score: 37.5

**Total M/WBE Participation Weighted Score: 75**

<b>Registered Service-Disabled Veteran(s) (SDV) Sub-consultant</b>	<b>Projected</b>	<b>SDV Sub-consultant Role</b>
None		

Registered SDV(s) Proposed: 0  
SDV Bonus Points: 0

Displaced Worker(s) Proposed: 0  
Displaced Worker(s) Bonus Points: 0

**Total Bonus Points: 0**  
*(Includes SDV & Displaced workers)*