



November 6, 2023

TO: Mayor Jerry L. Demings
-AND-
County Commissioners

~~FROM:~~ Carrie Mathes, CFM, NIGP-CPP, CPPO, C.P.M., Manager II,
Procurement Division

CONTACT: Lindy A. Wolfe, P.E., LEED AP, Manager II, Utilities Engineering
Division
407-254-9918

SUBJECT: Selection of Consultant, Request for Proposals Y24-800-RC Design
Services for Utilities Central Laboratory Renovation and Expansion

RECOMMENDATION:

Selection of one firm and an alternate to provide Design Services for Utilities Central Laboratory Renovation and Expansion Request for Proposals Y24-800-RC from the following firms listed alphabetically:

- Architectural Design Collaborative, Inc. (ADC)
- KMF Architects

Request authorization for the Procurement Division to negotiate and execute a contract provided that the contract does not exceed the budget of \$3,000,000. This item was evaluated by the Procurement Committee on October 25, 2023. Commissioner Mayra Uribe, was assigned to the Procurement Committee.

Further request authorization for the Procurement Division to formally terminate negotiations with the top ranked firm, if we are unable to come to a favorable negotiated agreement, and commence negotiations with the next ranked alternate, until a successful negotiation is reached.

PROCUREMENT:

The contract will provide design services to renovate and expand the existing Utilities Central Laboratory facility. As the demand for utility services has increased, so has the number of samples required to be tested for regulatory compliance. The existing building is running out of space to accommodate the additional and required workloads. This project is located in District 3.

FUNDING:

Funding is available in account number 4420-038-1554-0010-6310.

APPROVALS:

The Utilities Engineering Division concurs with this recommendation.

DISCUSSION:

The project includes site development and construction of a 20,000 (±) square foot expansion and the renovation of the existing 25,000 (±) square foot building. The building will need to accommodate approximately 43 current employees with a 10-year projection of approximately 70 employees. The building design must incorporate a flexible space concept that will allow accommodation of the anticipated increase in staff with minimal expense or disruption to operations.

The Consultants will perform the following services:

1. Preliminary/Schematic Design
2. Site and Building Design Development
3. Geotechnical Investigation
4. Stormwater Management
5. Final Design and Preparation of Construction Documents
6. Permitting
7. Furniture and Equipment services
8. Bidding Assistance
9. Construction Administration

Two proposals were received in response to this Request for Proposals (RFP) and were evaluated in accordance with the criteria set forth in this RFP. The consensus scores of the Procurement Committee are attached.

Procurement Committee Meeting - October 25, 2023 1:00 PM
Y24-800-RC, Design Services for Utilities Central Laboratory Renovation And Expansion

CRITERIA	Project Manager	Engineer	Project Team	Scope	VOW	Location	M/WBE	Dislocated Workers (B)	SDV (B)	Total Weighted Points
Weighted Value	15	10	15	30	5	10	15	5	15	120
Similar Projects Requested	3	3	(B) Indicates Bonus Points (Maximums Bonus Points Above)							
Architectural Design Collaborative, Inc. (ADC)	62.50	0.00	60.00	120.00	20.00	50.00	37.50	0.00	2.00	352.00
<i>Lead Person - Brandon Bryant</i>	2.50	0.00	4.00	4.00	4.00	5.00	50%	0.00	2.00	
<i>Tad Parker</i>	2.50	0.00	4.00	4.00	4.00	5.00	50%	0.00	2.00	
<i>Iulia Siemen</i>	2.50	0.00	4.00	4.00	4.00	5.00	50%	0.00	2.00	
<i>Sheena Ferguson</i>	2.50	0.00	4.00	4.00	4.00	5.00	50%	0.00	2.00	
<i>Consensus or Average</i>	2.50	0.00	4.00	4.00	4.00	5.00	50%	0.00	2.00	
KMF Architects	75.00	50.00	75.00	150.00	20.00	40.00	0.00	0.00	4.00	414.00
<i>Lead Person - Brandon Bryant</i>	3.00	3.00	5.00	5.00	4.00	4.00	0%	0.00	4.00	
<i>Tad Parker</i>	3.00	3.00	5.00	5.00	4.00	4.00	0%	0.00	4.00	
<i>Iulia Siemen</i>	3.00	3.00	5.00	5.00	4.00	4.00	0%	0.00	4.00	
<i>Sheena Ferguson</i>	3.00	3.00	5.00	5.00	4.00	4.00	0%	0.00	4.00	
<i>Consensus or Average</i>	3.00	3.00	5.00	5.00	4.00	4.00	0%	0.00	4.00	

POINT STRUCTURE:
1= Poor 4= Above Avg.
2= Below Avg. 5= Excellent
3= Average



INTEROFFICE MEMORANDUM

October 23, 2023

TO: Rochelle Chambers, Contracting Agent
Procurement Division

FROM: Angela Brown, Senior Contract Administrator
Business Development Division

SUBJECT: Business Development Division M/WBE Proposal Evaluation

PROJECT: Y24-800-RC / Design Services for Utilities Central Laboratory Renovation and Expansion

APPROVED: Sheena Ferguson

The M/WBE participation goal for this RFP is 27% and the M/WBE Employment Workforce goal is 24%. Listed below are respondents to the subject RFP with their sub-consultants and M/WBE participation score on a one (1) to five (5) scale:

**ARCHITECTURAL DESIGN COLLABORATIVE, Inc. (ADC)
Majority Prime**

M/WBE Sub-consultant(s)	M/WBE Classification	Projected %	Sub-consultants Role
*SGM Engineering, Inc.	AM(Is)	25%	Mechanical, Electrical, Plumbing and Fire Protection
Advanced Structural Designs, Inc.	HM	9%	Structural Engineering
Tri 3 Civil Engineering Design Studio, Inc.	AM(Is)	5%	Civil Engineering
Murray Design Group, Inc.	AFAM	2%	Landscape Design

*M/WBE Subconsultant's signature is not included on Form M-1 as required per RFP Y24-800-RC, Form M-1.

** Proposer did not submit the Form M-1, included in RFP Y24-800-RC, as specified, with the proposal submittal.

Total M/WBE Participation Proposed: 16%
 M/WBE Sub consultant participation Weighted Score: 0
 Total M/WBE Workforce: 67%
 Total WBE Workforce: 52%

Minority Workforce and Women Workforce Weighted Score: 37.5

Total M/WBE Participation Weighted Score: 37.5

Registered Service-Disabled Veteran(s) (SDV) Sub-consultant	Points	SDV Sub-consultant Role
Blue Cord Design & Construction, LLC dba Blue Cord Professional Services	2	Cost Estimating

Registered SDV(s) Proposed: 1
SDV Bonus Points: 2

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

Total Bonus Points: 2
(Includes SDV & Dislocated Workers)

KMF ARCHITECTS
Majority Prime

M/WBE Sub-consultant(s)	M/WBE Classification	Projected %	Sub-consultants Role
*SGM Engineering, Inc.	AM(Is)	13%	MEP Engineering
**Premier Structural Engineering, Inc.	AFAM	3%	Structural Engineering
TRI 3 Civil Engineering Design Studio, Inc.	AM(Is)	6%	Civil Engineering
**Coyle & Caron, Inc.	WF	2%	Landscape Architecture
**Kaleidoscope Interior Design	WF	3%	Interior Design
**Carlsson Construction Estimators, Inc.	WF	1%	Cost Estimating
Barnes, Ferland & Associates, Inc.	AFAM	1%	Environmental Consulting

*Proposer's authorizing signature is not included on Form M-1 as required 1 as required per RFP Y24-800-RC, Form M-1.
**M/WBE Subconsultant's authorizing signature is not included on Form M-1 as required per RFP Y24-800-RC, Form M-1.

Total M/WBE Participation Proposed: 7%
M/WBE Sub consultant participation Weighted Score: 0

Total M/WBE Workforce: 0%***
Total WBE Workforce: 0%***

***Proposer did not complete Form J, therefore, the total M/WBE and WBE workforce is calculated as 0%.

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
Blue Cord Design & Construction, LLC dba Blue Cord Professional Services	2	Scheduling
*Alliance Design & Construction, Inc.	2	QAQC Review – Architecture
*RGD Consulting Engineers Orlando, LLC	2	QAQC Review – MEP, S
Mule Engineering & Construction	2	Phasing Coordination

*Service-Disabled Veteran subconsultant’s authorizing signature is not included as required per RFP Y24-800-RC, Form M-2.

Registered SDV(s) Proposed:	4
SDV Bonus Points:	4
Dislocated Worker(s) Proposed:	0
Dislocated Worker(s) Bonus Points:	0
Total Bonus Points:	8
<i>(Includes SDV & Dislocated Workers)</i>	