



January 26, 2023

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

~~FROM:~~

Carrie Mathes, CFCM, NIGP-CPP, CPPO, C.P.M., Manager II,
Procurement Division

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

SUBJECT: Consultant Selection, Request for Proposals, Y23-809-SH, Design
Services for the Orange County Convention Center West Building Chapin
Theater Finishes and Stage Upgrades

RECOMMENDATION:

Selection of KZF Design LLC dba KMF Architects to provide Design Services for the Orange County Convention Center West Building Chapin Theater Finishes and Stage Upgrades, Request for Proposals, Y23-809-SH.

Request the Board to authorize the Procurement Division to negotiate and execute a contract with a not-to-exceed budget of \$364,000.

The proposal was evaluated by the Procurement Committee on January 25, 2023. Commissioner Michael Scott was assigned to the Procurement Committee.

PURPOSE:

This contract will provide final design and construction plans for the Orange County Convention Center West Building Chapin Theater Finishes and Stage Upgrades. This project is located in District 6.

FUNDING:

Funding is available in account number 4430-035-0966-49-6210.

DISCUSSION:

The existing stage was modified for a permanent Broadway type production show over 20 years ago, and due to the extent of those modifications coupled with its many years of operation, is in need of replacement. The existing orchestra pit cover is difficult, time consuming, and hazardous for staff to remove. The carpet, seating, and wall panel fabric are all original to the Chapin Theater, which opened in 1996.

Selection of Consultant, Request for Proposals Y23-809-SH Design Services for the Orange County Convention Center West Building Chapin Theater Finishes and Stage Upgrades

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These finishes need to be replaced as they are unrepairable and have exceeded their useful life and no longer provide for the guest experience of a world class convention center for the clients attending Orange County Convention Center events.

Two proposals were received in response to this Request for Proposals (RFP). The proposal from LED AMP Energy Corp. was deemed non-responsive for failing to submit required documents per the RFP. The Procurement Committee evaluated the proposal in accordance with the criteria set forth in this RFP. The Procurement Committee's consensus scores are attached.

Procurement Committee Meeting - January 25, 2023 1:00 PM
Y23-809-SH, Design Services for OCCC West Building Chapin Theater Finishes and Stage Upgrades

CRITERIA	Project Manager	Engineer/ Architect	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)							
KZF Design LLC	37.50	25.00	60.00	120.00	15.00	50.00	75.00	0.00	0.00	382.50



INTEROFFICE MEMORANDUM

January 25, 2023

TO: Sean Hynes, Contracting Agent
Procurement Division

FROM: Sheena Ferguson, Manager
Business Development Division

SUBJECT: Business Development Division M/WBE Proposal Evaluation

PROJECT: Y23-809-SH / Design Services for the Orange County Convention Center West Building
Chapin Theater Finishes and Stages Upgrades

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 and bonus points:

1. KMF Architects Majority Prime

M/WBE Sub-consultant(s)	M/WBE Classification	Projected %	Sub-consultants Role
SGM Engineering, Inc.	AM(Is)	20%	Mechanical and Electrical Engineering
Carlsson Construction Estimators, Inc.	WF	2%	Cost Estimating
TJNG Partners, Inc	WF	20%	Interior Design

Total M/WBE Participation Proposed: 42%
M/WBE Sub consultant participation Weighted Score: 37.5

Total M/WBE Workforce: 57%
Total WBE Workforce: 71%

Minority Workforce and Women Workforce Weighted Score: 37.5

Total M/WBE Participation Weighted Score: 75

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

Registered SDV(s) Proposed: 0

SDV Bonus Points: 0

Dislocated Worker(s) Proposed: 0

Dislocated Worker(s) Bonus Points: 0

Total Bonus Points: 0

(Includes SDV & Dislocated Workers)