



Interoffice Memorandum

SEE MINUTES
FOR MOTION

November 1, 2016

BCC Mtg. Date: November 29, 2016

TO: Mayor Teresa Jacobs
and the Board of County Commissioners

FROM: Carrie Woodell, Manager, Procurement Division

CONTACT: Sara Flynn-Kramer, Manager, Capital Projects Division
407-836-0048

SUBJECT: Selection of Consultant, Request for Proposals Y17-900-CC,
Building Commissioning Services

RECOMMENDATION

Selection of two firms and two ranked alternates to provide Building Commissioning Services, Request for Proposals Y17-900-CC, from the following firms listed alphabetically. Further recommend the Board authorize negotiation and execution of the final contracts by the Procurement Division to establish hourly rates for future requirements. The performance period for the contracts will be for 1 year with two 1-year renewals.

FCM Engineering
Graef-USA, Inc.
SGM Engineering, Inc.
TLC Engineering for Architecture, Inc.

Proposals were evaluated by the Procurement Committee on October 26, 2016. Commissioner Pete Clarke was assigned to the Procurement Committee.

PURPOSE

To select firms to provide Building Commissioning Services. The services will verify and assure the required performance of building assemblies.

DISCUSSION

The commissioning process is a quality-oriented process for achieving, verifying, and documenting that the performance of facilities, systems, and assemblies meeting defined objectives and criteria. The procedures, methods, and documentation requirements apply to new construction, renovations, retro-commissioning and re-commissioning.

The objective of the commissioning service contracts are to improve building systems and performance in line with Orange County's Green Initiative by developing and executing a testing plan, observing, and documenting performance to ensure that performance criteria is met and energy savings can be achieved. The focus of these contracts will be on the functional testing, test and balance verification, and training to ensure that projects have been constructed in accordance with the plans, specifications, and commissioning specifications if applicable.

Two contracts are required due to county-wide projected workload for the next three years. In keeping with the Board's policy for work distribution, these contracts will be monitored to ensure a reasonable degree of equity in the distribution of contract dollars.

The consultant will perform the following services:

1. Pre-Design Phase - define requirements.
2. Design Phase Commissioning - establish purpose, processes and roles with the design team.
3. Construction Phase Commissioning - finalize commissioning plan and observe or facilitate all equipment and system start up.
4. Acceptance Phase Commissioning - provide test and balance verification and final commission report.
5. Warranty Phase Commissioning - Inspect site and interview building operating personnel to identify any equipment failures.

Six proposals were received in response to the solicitation. The proposals of Affiliated Engineers, Inc. (285) and Edison Energy, LLC (225) scored too low for Board consideration.

Consensus scores of the Procurement Committee are attached.

RFP#:Y17-900-CC		BUILDING COMMISSIONING SERVICES															
CRITERIA	COMMISSIONING AGENT		PROJECT TEAM		M/WBE		LOCATION		VOLUME		SCOPE		Veterans		Displaced Workers		TOTAL
WEIGHT	25		15		15		10		15		20		2		1		
	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	
Graef-USA, Inc.	4.5	112.5	4.0	60.0	4.0	60.0	5.0	50.0	4.0	60.0	5.0	100.0	0.0	0.0	0.0	0.0	442.5
FCM Engineering	3.0	75.0	3.0	45.0	4.0	60.0	5.0	50.0	5.0	75.0	5.0	100.0	1.0	2.0	0.0	0.0	407.0
SGM Engineering, Inc.	3.0	75.0	4.0	60.0	5.0	75.0	5.0	50.0	4.0	60.0	4.0	80.0	1.0	2.0	0.0	0.0	402.0
TLC Engineering for Architecture, Inc.	1.5	37.5	3.8	57.0	4.0	60.0	5.0	50.0	4.0	60.0	4.0	80.0	0.0	0.0	0.0	0.0	344.5



Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

October 24, 2016

TO: Corie Cummings, Senior Contract Administrator, Procurement Division
FROM: Angela Brown, Senior Contract Administrator, Business Development
SUBJ: Y17-900-CC / Building Commissioning Services

APPROVED:

Sheena Ferguson
Sheena Ferguson, BDD Manager

Listed below are respondents to the subject RFP with their sub-consultants and M/WBE participation score on a 1 – 5 scale (RFP GOALS: M/WBE-27% & EEO-24%):

	Projected %	Sub-Consultant Role
1. AFFILIATED ENGINEERS, INC. Majority Prime		
<u>M/WBE Subconsultants:</u>		
Greenpath Energy Solutions (African American Male)	40%	Commissioning Services
Total M/WBE Participation:	40%	
EEO Staff:	27%	
<u>Points:</u>	4	
<u>BONUS POINTS:</u>		
No Welfare Recipient(s) Proposed		
No Registered Service Disabled Veteran(s) Proposed		
<u>Total Bonus Points:</u>	0	

2. **EDISON ENERGY, LLC**
Majority Prime

M/WBE Subconsultants:

Bobes Associates Consulting Engineers, Inc. (Hispanic Male)	27%	Providing Cx support throughout all phases of the project
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Total M/WBE Participation:	27%
EEO Staff:	13%

<u>Points:</u>	<u>3</u>
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BONUS POINTS:

No Welfare Recipient(s) Proposed

No Registered Service Disabled Veteran(s)
Proposed

<u>Total Bonus Points:</u>	<u>0</u>
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3. **FCM ENGINEERING**
Majority Prime

M/WBE Subconsultants:

Bobes Associates Consulting Engineering, Inc. (Hispanic Male)	22%	Mechanical and Electrical Commissioning Support Services
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Bowen Engineering Corporation (Hispanic Male)	2%	Structural Engineering Commissioning Support Services
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Tri3 Civil Engineering Design Studio, Inc. (Asian Pacific Female)	2%	Civil Engineering Commissioning Support Services
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Native Florida Consulting, Inc. (White Female)	1%	Landscape Architecture Commissioning Support Services
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Total M/WBE Participation:	27%
EEO Staff:	67%

<u>Points:</u>	<u>4</u>
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BONUS POINTS:

No Welfare Recipient(s) Proposed

Registered Service Disabled Veteran(s) Proposed:

Roger A. Repstein PE, AIA, CGC dba RDC	1	Architecture Commissioning Support Services
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<u>Total Bonus Points:</u>	<u>2</u>
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4. **GRAEF-USA, INC.**
Majority Prime

M/WBE Subconsultants:

GreenPath Energy Solutions (African American Male)	27%	Commissioning Services, Measurement and Verification, Energy Auditing
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Total M/WBE Participation:	27%
EEO Staff:	54%

<u>Points:</u>	<u>4</u>
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BONUS POINTS:

No Welfare Recipient(s) Proposed

Registered Service Disabled Veteran(s) Proposed:

*AKEA Design, Inc.

***This firm is not registered with Orange County as a Service Disabled Veteran; therefore, bonus points are not allocated.**

<u>Total Bonus Points:</u>	<u>0</u>
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5. **SGM ENGINEERING, INC.**
Minority Prime (Asian Pacific Male)

M/WBE Subconsultants:

GreenPath Energy Solutions (African American Male)	27%	Test and Balance
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Total M/WBE Participation:	27%
EEO Staff:	50%

<u>Points:</u>	<u>5</u>
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BONUS POINTS:

No Welfare Recipient(s) Proposed

Registered Service Disabled Veteran(s) Proposed:

Alliance Design and Construction, Inc.	1	Assistant in Technical Reports
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Total Bonus Points:	<u>2</u>	
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6. **TLC ENGINEERING FOR ARCHITECTURE, INC.**
Majority Prime

M/WBE Subconsultants:

MLM Martin Architects, Inc. (Hispanic Male)	10%	Architecture
Bobes Associates Consulting Engineering, Inc. (Hispanic Male)	10%	Cx HVAC & Electrical
Base Consultants, Inc. (Asian Islander Female)	5%	Structural Engineering
One Source Roofing, Inc. (White Female)	5%	Roofing Inspection Services
Total M/WBE Participation:	30%	
EEO Staff:	33%	

<u>Points:</u>	<u>4</u>
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BONUS POINTS:

No Welfare Recipient(s) Proposed

Registered Service Disabled Veteran(s) Proposed:

*Eagle 6 Technical Services

***This firm is not registered with Orange County as a Service Disabled Veteran; therefore, bonus points are not allocated.**

Total Bonus Points:	<u>0</u>
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