



March 29, 2017

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: Consultant Selection, RFP Y17-807-RM
Orange County Corrections-Campus Wide Boiler System Improvements

RECOMMENDATION

Selection of Atkins North America, Inc. to provide Design Services for Corrections-Campus Wide Boiler System Improvements, Request for Proposals Y17-807-RM. Further request the Board authorize the Procurement Division to negotiate and award a contract provided that it does not exceed the budget of \$200,000.

This item was evaluated by the Procurement Committee on February 22, 2017. Commissioner Betsy VanderLey was assigned to the Procurement Committee.

PURPOSE

To negotiate a contract for the Orange County Corrections-Campus Wide Boiler System Improvements.

DISCUSSION

The project is for engineering services for the Orange County Corrections-Campus Wide Boiler System Improvements. The existing boiler system is a decentralized system with individual boilers at every building. The corrections campus is currently served by nine boilers. The project will address the lack of boiler redundancy in the existing system and provide a solution based on best practices in the industry that provide increased efficiencies and reduced energy, maintenance, and operation costs.

The consultant will perform the following services:

1. Schematic Design
2. Design Development
3. Construction Contract Documents
4. Permit Services
5. Contract Administration

Two proposals were received in response to the solicitation. The proposal submitted by Moses & Associates, Inc. failed to meet the minimum scoring required to be considered for award.

The consensus scores of the Procurement Committee are attached.

RFP#: Y17-807-RM	PROJECT		PROJECT		M/WBE		LOCATION		VOLUME		SCOPE		VETERANS		DISPLACED WORKERS		TOTAL
ORANGE COUNTY CORRECTIONS- CAMPUS WIDE BOILER SYSTEM IMPROVEMENTS	PROJECT MANAGER		TEAM														
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	
Atkins North America, Inc.	1.0	25.0	5.0	75.0	3	45.0	5	50.0	4	60.0	5.0	100.0	0	0.0	0	0.0	355.0



Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

February 21, 2017

TO: Rolando Melo, Senior Contract Administrator, Procurement Division
FROM: Angela Brown, Senior Contract Administrator, Business Development
SUBJ: Y17-807-RM / Orange County Corrections – Campus Wide Boiler System Improvements
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. ATKINS NORTH AMERICA, INC. Majority Prime		
<u>M/WBE Subconsultants:</u>		
Proposer has not included the utilization of Orange County certified M/WBEs on Form B nor Form M in their proposal.		
Total M/WBE Participation:	0%	
EEO Staff:	47%	
Points:	3	
<u>BONUS POINTS:</u>		
No Welfare Recipient(s) Proposed		
No Registered Service Disabled Veteran(s) Proposed		
Total Bonus Points:	0	

2. MOSES & ASSOCIATES, INC.
Majority Prime

Proposer has not included the utilization of Orange County certified M/WBEs on Form B nor Form M in their proposal.

Total M/WBE Participation:	0%
EEO Staff:	25%

Points:	3
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BONUS POINTS:

No Welfare Recipient(s) Proposed

No Registered Service Disabled Veteran(s)
Proposed

Total Bonus Points:	0
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