



Interoffice Memorandum

July 26, 2017

TO: Mayor Teresa Jacobs
and the Board of County Commissioners

FROM: Carrie Woodell, Manager, Procurement Division

CONTACT: Marc A. Cannata, Manager, OCCC Capital Planning Division
PERSON: (407) 685-5953

SUBJECT: Selection of Consultant, RFP Y17-813-EB, Design Services for Orange
County Convention Center North/South Building Automation System
(BAS) Upgrade

RECOMMENDATION

Selection of one firm and an alternate to provide Design Services for Orange County Convention Center North/South Building Automation System (BAS) Upgrade, Request for Proposals Y17-813-EB, from the following firms listed alphabetically. Further request the Board authorize execution of the final contract by the Procurement Division provided that it does not exceed the budget of \$420,000.

**RTM Engineering Consultants, LLC
SGM Engineering, Inc.**

This item was evaluated by the Procurement Committee on July 26, 2017. Commissioner Victoria P. Siplin was assigned to the Procurement Committee.

PURPOSE

To select a firm for negotiation of a contract for professional services for the design of the Orange County Convention Center's North/South Building BAS upgrade.

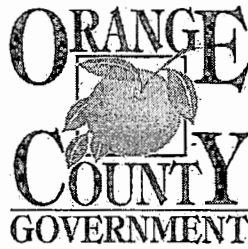
DISCUSSION

The Consultant will design an upgrade to the North/South building automation system, which supports HVAC, food service and other building controls. In addition to upgrading obsolete hardware and software, the Consultant will develop a design that is better adapted to the Convention Center's core business - hosting meetings, conventions and tradeshow for clients who lease convention space. The design will be in conformance with the Convention Center's LEED Gold certification for the operations and maintenance of its buildings. The BAS upgrade shall contribute to the continuation of the Convention Center's LEED certification maintenance in all applicable credit areas. This is required by the Convention Center's management team and uses the most current ASHRAE and LEED standards, where applicable. The design services will include, but not be limited to the following services generally grouped into the following primary categories:

1. Administration
2. Assessment and Planning
3. Design and Plan Preparation
4. Permitting
5. Construction Administration Services
6. Post Construction Services

Two proposals were received in response to the Request for Proposals. The Procurement Committee evaluated the proposals in accordance with the criteria set forth in the Request for Proposals. Scores from the Procurement Committee's evaluation are attached.

RFP#:Y17-813	PROJECT		PROJECT		PROJECT		M/WBE		LOCATION		VOLUME		SCOPE		VETERANS		DISPLACED WORKERS		TOTAL
DESIGN SERVICES FOR THE ORANGE COUNTY CONVENTION CENTER NORTH/SOUTH BUILDING AUTOMATION SYSTEM (BAS) UPGRADE	PROJECT MANAGER (1.666)		PROJECT ENGINEER (1.666)		TEAM														
WEIGHT	15		10		15		15		10		5		30		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	RAW SCORE	WEIGHTED SCORE	
SGM ENGINEERING, INC.	3.0	75.0	3.0	50.0	3	48.0	5	75.0	5	50.0	4	20.0	3	102.0	1	2.0	0	0.0	422.0
RTM ENGINEERING CONSULTANTS, LLC	1.0	25.0	1.0	16.7	4	60.0	4	60.0	5	50.0	4	20.0	3	96.0	1	2.0	0	0.0	329.7



Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

July 24, 2017

TO: Elia Batista, Senior Contract Administrator, Procurement Division
FROM: ^{AB} Angela Brown, Senior Contract Administrator, Business Development
SUBJ: Y17-813-EB / Design Services for Orange County Convention Center (OCCC)
North/South Building Automation System (BAS) Upgrade
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. RTM ENGINEERING CONSULTANTS, LLC Majority Prime		
<u>M/WBE Subconsultants:</u>		
Montgomery Consulting Group, Inc. (White Female)	*10%	Cost Estimating Services
ecoPreserve, LLC (White Female)	20%	Commissioning/LEED O & M Commission Planning/Energy Modeling Sustainability Coaching
*Proposer has indicated estimated percent allocation final based on project scope		
Total M/WBE Participation:	30%	
EEO Staff:	43%	
Points:	4	

BONUS POINTS:

Displaced Worker(s) Proposed

Registered Service Disabled Veteran(s)
Proposed

Blue Cord Design & Construction, LLC

1

Construction Observation &
Schedule Reviews

Total Bonus Points:

2

**2. SGM ENGINEERING, INC.
Minority Prime – Asian Pacific Male**

M/WBE Subconsultants:

Greenpath Energy Solutions, Inc. (African
American Male)

20%

Construction Administration,
including Close-Out
Documents

EcoPreserve, LLC (White Female)

7%

Energy Management, assisting
in LEED, Site Visits, and
Creating As-Build

Total M/WBE Participation:
EEO Staff:

27%
52%

Points:

5

BONUS POINTS:

Displaced Worker(s) Proposed

Registered Service Disabled Veteran(s)
Proposed:

Alliance Design & Construction, Inc.

1

Cost Estimating

Total Bonus Points:

2