



Interoffice Memorandum
October 20, 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: Selection of Firm, Request for Proposals Y17-906-CC, Continuing Professional Building Envelope Services

RECOMMENDATION

Selection of one firm and two ranked alternates to provide Continuing Professional Building Envelope Services, Request for Proposals Y17-906-CC, from the following firms listed alphabetically. Further request authorization for negotiation and execution of the final contract by the Procurement Division to establish hourly rates for future requirements. The performance period for the contract will be for 1 year with two 1 year renewals.

A/R/C Associates, Incorporated
Jay Ammon Architect, Inc.
Terracon Consultants, Inc.

Proposals were evaluated by the Procurement Committee on October 18, 2017. Commissioner Pete Clarke was assigned to the Procurement Committee.

PURPOSE

To select a firm to provide continuing professional building envelope services throughout the County.

DISCUSSION

The major focus under this contract is for professional building envelope services, to include, but not be limited to, roofs, walls and window systems (storefront and curtain wall). The Consultant shall provide and or perform professional building envelope services for a variety of projects being administered by various County divisions. Such projects may include, but not be limited to, the renovation, repair, replacement, or improvement of buildings.

The various professional building envelope services, depending on the scope, composition, and complexity of each project may include, but not be limited to the following:

- A. Studies/Assessments/Surveys/Analysis/Testing
- B. Preliminary Schematic Designs

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- C. Design Development
- D. Bid Services
- E. Cost Estimating Services
- F. Construction Contract Administration Services

Five proposals were received in response to the solicitation. The proposals of Gale Associates, Inc. and Jacobs Engineering Group, Inc. scored too low for Board consideration.

Consensus scores of the Procurement Committee are attached.

RFP#: Y17-906-CC	PROJECT		PROJECT		M/WBE		LOCATION		VOLUME		SCOPE		VETERANS		WORKERS		TOTAL
CONTINUING PROFESSIONAL BUILDING ENVELOPE SERVICES	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	
Jay Ammon Architect, Inc.	5.0	125.0	4.0	60.0	3	45.0	5	50.0	4	60.0	4.0	80.0	1	2.0	0	0.0	422.0
A/R/C Associates, Incorporated	5.0	125.0	3.0	45.0	3	45.0	5	50.0	4	60.0	3.8	76.0	1	2.0	0	0.0	403.0
Terracon Consultants, Inc.	2.0	50.0	3.0	45.0	4	60.0	5	50.0	4	60.0	4.0	80.0	0	0.0	0	0.0	345.0



Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

October 17, 2017

TO: Corie Cummings, Senior Contract Administrator, Procurement Division
FROM: Angela Brown, Senior Contract Administrator, Business Development
SUBJ: Y17-906-CC Continuing Professional Building Envelope Services
APPROVED: for 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. A/R/C ASSOCIATES, INCORPORATED		
Majority Prime		
<u>M/WBE Subconsultants:</u>		
BASE Consultants, Inc. (Asian Islander Female)	10%	Structural Engineering
SGM Engineering, Inc. (Asian Pacific Male)	17%	MEP Engineering
Total M/WBE Participation:	27%	
EEO Staff:	11%	
Points:	3	
<u>BONUS POINTS:</u>		
Displaced Worker(s) Proposed	0	
Registered Service Disabled Veteran(s) Proposed		
Alliance Design & Construction, Inc.	1	Estimating
Total Bonus Points:	2	

2. **GALE ASSOCIATES\SOUTH\INC.**
Majority Prime

M/WBE Subconsultants:

Bobes Associates Consulting Engineers, Inc. (Hispanic Male)	15%	Mechanical/Electrical Engineering Services
Brindley Pieters & Associates, Inc. (African American Male)	5%	Structural Engineering Services
Montgomery Consulting Group, Inc.(White Female)	7%	Cost Estimating Services
Total M/WBE Participation:	27%	
EEO Staff:	42%	

Points: **4**

BONUS POINTS:

Displaced Worker(s) Proposed	0
Registered Service Disabled Veteran(s) Proposed	0
Total Bonus Points:	0

3. **JACOBS ENGINEERING GROUP, INC.**
Majority Prime

M/WBE Subconsultants:

SGM Engineering, Inc. (Asian Pacific Male)	15%	Mechanical/Electrical/LEED
BASE Consultants, Inc. (Asian Islander Female)	12%	Structural Engineering
Total M/WBE Participation:	27%	
EEO Staff:	56%	

Points: **4**

BONUS POINTS:

Displaced Worker(s) Proposed	0
Registered Service Disabled Veteran(s) Proposed	0
Total Bonus Points:	0

4. JAY AMMON ARCHITECT, INC.
Majority Prime

M/WBE Subconsultants:

SGM Engineering, Inc. (Asian Pacific Male)	27%	Mechanical and Electrical Engineering
Total M/WBE Participation:	27%	
EEO Staff:	12%	
Points:	3	

BONUS POINTS:

Displaced Worker(s) Proposed	0	
Registered Service Disabled Veteran(s) Proposed:		
Alliance Design & Construction, Inc.	1	Construction Administrative Services
Total Bonus Points:	2	

5. TERRACON CONSULTANTS, INC.
Majority Prime

M/WBE Subconsultants:

SGM Engineering, Inc. (Asian Pacific Male)	15%	Mechanical and Electrical Engineering, CADD Support, Field Support
MRI Architectural Group, Inc. (Asian Pacific Male)	10%	Architectural Services, CADD Support, Field Support
J. Costa Group, LLC (Hispanic Male)	5%	Field Inspection Support
ASG Reprographics, Inc. (Hispanic Male)	2%*	Reprographics and Printing

***This firm's M/WBE certification has expired; therefore, the projected percent allocation is not included in the total M/WBE participation.**

Total M/WBE Participation:	30%
EEO Staff:	35%
Points:	4

BONUS POINTS:

Displaced Worker(s) Proposed	0
Registered Service Disabled Veteran(s) Proposed	0
Total Bonus Points:	0