



Interoffice Memorandum

January 4, 2018

TO: Mayor Teresa Jacobs  
and the Board of County Commissioners

FROM: *CW* Carrie Woodell, Manager, Procurement Division

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

SUBJECT: Selection of Consultant, RFP Y18-803-EB, Design Services for Orange  
County Convention Center North/South Building Access Control  
Replacement

**RECOMMENDATION**

Selection of one firm and an alternate, to provide Design Services for Orange County Convention Center North/South Building Access Control Replacement, Request for Proposals Y18-803-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 \$500,000.

**SGM Engineering, Inc.**  
**Stantec Consulting Services, Inc.**

This item was evaluated by the Procurement Committee on January 3, 2018. 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 Access Control Replacement Project. The facility is located in District 6.

**DISCUSSION**

The Consultant will design the replacement, upgrade and expansion of the Access Control System at the North/South Building based on the County's current standards and guidelines for door access control. The replacement, upgrade and expansion project includes tunnel, exhibit, concourse, mezzanine, and penthouse levels at the North/South Building. The door access control system demolition will consist of removal of the existing door access control systems and their components and associated services required to complete the work.

The Scope of the Contract Includes:

1. Administration
2. Design and Plan Preparation
3. Permitting
4. Construction Administration Services
5. Green Building certification requirements

Four proposals were received in response to the Request for Proposals (RFP). The Procurement Committee evaluated the proposals in accordance with the criteria set forth in the RFP. The proposals from TLC Engineering for Architecture, Inc. and RTM Engineering, Inc. scored too low for Board consideration. Scores from the Procurement Committee are attached.

**PROCUREMENT COMMITTEE**  
**RFP Y18-803-EB**  
**DESIGN SERVICES FOR OCCC NORTH/SOUTH BUILDING ACCESS CONTROL REPLACEMENT**

JANUARY 3, 2018

<b>RFP#: Y18-803-EB</b>	<b>PROJECT MANAGER</b>		<b>PROJECT ENGINEER</b>		<b>PROJECT TEAM</b>		<b>M/WBE</b>		<b>LOCATION</b>		<b>VOLUME</b>		<b>SCOPE</b>		<b>VETERANS</b>		<b>DISPLACED WORKERS</b>		<b>TOTAL</b>
<b>DESIGN SERVICES FOR OCCC NORTH/SOUTH BUILDING ACCESS CONTROL REPLACEMENT</b>																			
<b>WEIGHT</b>	<b>15</b>		<b>10</b>		<b>15</b>		<b>15</b>		<b>10</b>		<b>5</b>		<b>30</b>		<b>2</b>		<b>1</b>		
	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.	1.0	25.0	1.0	16.7	4.0	60.0	5	75.0	5	50.0	4	20.0	3.40	102.0	1	2.0	0	0.0	350.7
Stantec Consulting Services, Inc.	2.0	50.0	0.0	0.0	2.60	39.0	4	60.0	5	50.0	4	20.0	3.60	108.0	0	0.0	0	0.0	327.0



Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

January 2, 2018

TO: Elia Batista, Senior Contract Administrator, Procurement Division  
FROM: Angela Brown, Senior Contract Administrator, Business Development  
SUBJ: Y18-803-EB/ Design Services for Orange County Convention Center North/South Building Access Control Replacement  
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, INC. Majority Prime		
<u>M/WBE Subconsultants:</u>		
Montgomery Consulting Group, Inc. (White Female)	7%	Cost Estimating
KLPN Studio, Inc. (White Female)	20%	Architecture
<b>Total M/WBE Participation:</b>	<b>27%</b>	
<b>EEO Staff:</b>	<b>43%</b>	
<b>Points:</b>	<b>4</b>	
<u>BONUS POINTS:</u>		
Displaced Worker(s) Proposed		
Registered Service Disabled Veteran(s) Proposed:		
Blue Cord Design & Construction, LLC	1	Construction Observation & Schedule Reviews
<b>Total Bonus Points:</b>	<b>2</b>	

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

**M/WBE Subconsultant:**

C.T. Hsu & Associates, P.A. (Asian Pacific Male)	22%	Architectural Support
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Montgomery Consulting Group, Inc. (White Female)	5%	Cost Estimation
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	27%	
<b>Total M/WBE Participation:</b>	<b>50%</b>	

**EEO Staff:**

**5**

**Points:**

**BONUS POINTS:**

**Displaced Worker(s) Proposed**

**Registered Service Disabled Veteran(s)  
Proposed:**

Alliance Design & Construction, Inc.	1	Construction Administration
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<b>Total Bonus Points:</b>	<b>2</b>
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**3. STANTEC CONSULTING SERVICES, INC.  
Majority Prime**

**M/WBE Subconsultant:**

Montgomery Consulting Group, Inc. (White Female)	10%	Cost Estimating
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VoltAir Consulting Engineers, Inc. (African American Male)	30%	ICT Consulting Services
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<b>Total M/WBE Participation:</b>	<b>40%</b>
<b>EEO Staff:</b>	<b>43%</b>

**Points:**

**4**

**BONUS POINTS:**

**Displaced Worker(s) Proposed**

**Registered Service Disabled Veteran(s)  
Proposed**

<b>Total Bonus Points:</b>	<b>0</b>
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4. **TLC ENGINEERING FOR  
ARCHITECTURE, INC.  
Majority Prime**

**M/WBE Subconsultant:**

Rhodes + Brito Architects, Inc. (African American Male)	16%	Architectural Services
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Bobes Associates Consulting Engineers, Inc. (Hispanic Male)	12%	Electrical Engineering
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Montgomery Consulting Group, Inc. (White Female)	8%	Cost Estimating
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<b>Total M/WBE Participation:</b>	<b>36%</b>	
<b>EEO Staff:</b>	<b>39%</b>	

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

Displaced Worker(s) Proposed

Registered Service Disabled Veteran(s)  
Proposed

Gator Engineering and Aquifer Restoration, Inc.	1	Mechanical Engineering
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<b><u>Total Bonus Points:</u></b>	<b>2</b>	
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