



September 17, 2021

TO: Mayor Jerry L. Demings
-AND-
County Commissioners

A handwritten signature in black ink, appearing to read "Carrie Mathes".

Carrie Mathes, CFCM, NIGP-CPP, CPPO, C.P.M., Manager, Procurement Division

CONTACT: Randall Nixon, Project Manager, Capital Projects Division
407-836-0043

SUBJECT: Consultant Selection, Request for Proposals Y21-812-FH, Design Services for Clerk of Courts Winter Park Courthouse at Metric Drive

RECOMMENDATION:

Selection of one firm and two ranked alternates to provide Design Services for Clerk of Courts Winter Park Courthouse at Metric Drive, Request for Proposals Y21-812-FH, from the following firms listed alphabetically:

- DLR Group Inc.
- Rhodes + Brito Architects, Inc.
- Silling Associates, Inc.

Request the Board to authorize execution of the final contract by the Procurement Division to negotiate and award a contract provided that it does not exceed the budget of \$800,000. Further request authorization for the Procurement Division to formally terminate negotiations with the top ranked firm, if we are unable to come to a favorable negotiated agreement, and commence negotiations with the ranked alternate.

This item was evaluated by the Procurement Committee on September 1, 2021 and September 16, 2021. Commissioner Christine Moore was assigned to the Procurement Committee.

PURPOSE:

The purpose of this procurement is to select a firm to provide design services for the newly acquired building, located at 4037 Metric Drive, Winter Park, FL 32792, which requires renovation to meet the needs of the Clerk of Courts and Court Administration for the relocated Winter Park Courthouse. The project will be located in District 5.

DISCUSSION:

The project will consist of the renovation of a 33,915 square-foot existing building. Interior office spaces will be reconfigured to meet the needs of The Clerk of Courts and The Goldenrod Service Center and include additional restroom spaces, new office spaces, two court rooms, holding cells, meeting spaces, jury waiting rooms, Judge's Chambers, court waiting areas, and additional administrative support areas. Exterior upgrades will include the addition of site lighting, security, fencing, and parking reconfigurations.

Three proposals were received in response to this Request for Proposals (RFP) and were evaluated in accordance with the criteria contained in the RFP. The scores of the Procurement Committee are attached.

Procurement Committee Meetings - September 1, 2021 and September 16, 2021 @ 1 PM (REVISED)
Y21-812-FH Design Services for the Clerk of Courts Winter Park Courthouse at Metric Drive

CRITERIA	Project Manager	Project Team	Scope	VOW	Location	M/WBE	Displaced Workers (B)	SDV (B)	Total Weighted Points
Weighted Value	25	15	30	5	10	15	5	15	120
Similar Projects Requested	5	(B) Indicates Bonus Points (Maximums Bonus Points Above)							
DLR Group Inc.	125.00	60.00	150.00	25.00	50.00	75.00	0.00	0.00	485.00
Rhodes + Brito Architects, Inc.	25.00	45.00	120.00	20.00	50.00	75.00	0.00	2.00	337.00
Silling Associates, Inc.	125.00	60.00	150.00	25.00	50.00	75.00	0.00	2.00	487.00



INTEROFFICE MEMORANDUM

September 7, 2021

TO: Fabio Henao, Contracting Agent
Procurement Division

FROM: Angela Brown, Senior Contract Administrator
Business Development Division

SUBJECT: Business Development Division M/WBE Proposal Evaluation **(AMENDED)**

PROJECT: Y21-812-FH / Design Services for the Clerk of Courts Winter Park Courthouse at Metric Drive

APPROVED: *Aheena Ferguson*

The M/WBE participation goal for this RFP is 27% and the M/WBE Employment Workforce goal is 24%. Listed below are respondents to the subject RFP with their sub-consultants and M/WBE participation score on a one (1) to five (5) scale:

1. DLR GROUP, INC., a FLORIDA CORPORATION Majority Prime

M/WBE Sub-consultant(s)	M/WBE Classification	Projected %	Sub-consultants Role
DAO Consultants, Inc.	AF(Pac)	2%	Civil Engineering Services
SGM Engineering, Inc.	AM(Is)	25%	Mech/Plumb/FP/Elec/Data/Security Electronics

Total M/WBE Participation Proposed: 27%
M/WBE Sub consultant participation Weighted Score: **37.5**

Total M/WBE Workforce: 35%
Total WBE Workforce: 52%

Minority Workforce and Women Workforce Weighted Score: **37.5**

Total M/WBE Participation Weighted Score: 75

Registered Service-Disabled Veteran(s) (SDV) Sub-consultant	Points	SDV Sub-consultant Role
None		

Registered SDV(s) Proposed: 0
SDV Bonus Points: 0

Dislocated Worker(s) Proposed: 0
Dislocated Worker(s) Bonus Points: 0

Total Bonus Points: 0
(Includes SDV & Dislocated Workers)

2. RHODES + BRITO ARCHITECTS, INC. Minority Prime - AFAM

M/WBE Sub-consultant(s)	M/WBE Classification	Projected %	Sub-consultants Role
SGM Engineering, Inc.	AM(Is)	25%	Mechanical, Electrical, Plumbing, Technology
Murray Design Group, Inc.	AFAM	3%	Landscape Architecture
TRI3 Civil Engineering Design Studio, Inc.	AF(Is)	5%	Civil Engineering
BASE Consultants, Inc.	AF(Is)	3%	Structural

Total M/WBE Participation Proposed: 36%
M/WBE Sub consultant participation Weighted Score: **37.5**

Total M/WBE Workforce: 40%
Total WBE Workforce: 22%

Minority Workforce and Women Workforce Weighted Score: **37.5**

Total M/WBE Participation Weighted Score: 75

Registered Service-Disabled Veteran(s) (SDV) Sub-consultant	Points	SDV Sub-consultant Role
Blue Cord Design and Construction, LLC dba Blue Cord Professional Services	2	Cost – Quality Control

Registered SDV(s) Proposed:	1
SDV Bonus Points:	2
Dislocated Worker(s) Proposed:	0
Dislocated Worker(s) Bonus Points:	0
Total Bonus Points:	2
<i>(Includes SDV & Dislocated Workers)</i>	

3. **SILLING ASSOCIATES, INC.**
Majority Prime

M/WBE Sub-consultant(s)	M/WBE Classification	Projected %	Sub-consultants Role
SGM Engineering, Inc.	AM(Is)	25%	Mechanical, Electrical, Plumbing, and Fire Protection
BASE Consultants, Inc.	AF(Is)	2%	Structural Engineering
TEAM Engineering, LLC	WF	4.5%	*Civil & Landscape (Landscape role not clearly defined on Form F-2)

***Additional clarification needed on landscape role of MWBE subconsultant.**

Total M/WBE Participation Proposed:	31.5%	
M/WBE Sub consultant participation Weighted Score:		37.5

Total M/WBE Workforce:	18%
Total WBE Workforce:	18%

Minority Workforce and Women Workforce Weighted Score:	37.5
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Total M/WBE Participation Weighted Score:	75
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Registered Service-Disabled Veteran(s) (SDV) Sub-consultant	Points	SDV Sub-consultant Role
Blue Cord Design and Construction, LLC	2	Cost Estimating

Registered SDV(s) Proposed:	1
SDV Bonus Points:	2
Dislocated Worker(s) Proposed:	0
Dislocated Worker(s) Bonus Points:	0
Total Bonus Points:	2
<i>(Includes SDV & Dislocated Workers)</i>	