

**RFP 20A1**  
**BRUNSWICK ELEMENTARY SCHOOL FEASIBILITY STUDY ARCHITECT SELECTION**

**FACT SHEET**

A. **Overview:** This recommendation is to establish a contract for architectural services for the feasibility study of the modernization or replacement of Brunswick Elementary School. Proposals were opened on July 17, 2019.

1. **RFP participation:**

121 proposals downloaded  
14 companies submitted proposals

2. **Proposals were received from:**

Cannon Design (Baltimore, MD)  
Crabtree, Rohrbaugh & Associates (Towson, MD)  
Craig Gaulden Davis, Inc. (Baltimore, MD)  
Design Collective, Inc. (Baltimore, MD)  
GWWO, Inc. dba: GWWO Architects (Baltimore, MD)  
Hord Coplan Macht, Inc. (Baltimore, MD)  
Johnson, Mirmiran & Thompson, Inc. (Hunt Valley, MD)  
Manns Woodward Studios, Inc. (White Marsh, MD)  
Morgan Design Group, Architects (Westminster, MD)  
Murphy & Dittenhafer, Inc. (Baltimore, MD)  
**Proffitt & Associates Architects, PC (Frederick, MD)**  
Quinn Evans Architects (Baltimore, MD)  
Samaha Associates, P.C. (Fairfax, VA)  
Waldon Studio Architects & Planners, Inc. (Columbia, MD)

3. **Other Facts:**

- The purpose of this feasibility study is to identify school facility renovation and space needs, and the cost of meeting those needs.
- The study will consider the following available options:
  - renovation
  - partial demolition
  - complete demolition
- Staff members from different departments reviewed the technical proposals. Selection is based on the total score of each vendor's technical and cost proposal. Cost proposals were opened from firms scoring a total of 75 points or higher on the technical proposal.
- The contract will be administered by Elizabeth Pasierb, AICP, Supervisor of Facilities Planning.

4. **Source of Funding:** FY20 Approved Capital Improvement Projects Budget.

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B. **Recommendation:** Staff recommends that RFP 20A1, Brunswick Elementary School Feasibility Study Architect Selection, be awarded to Proffitt & Associates, P.C. (Frederick, MD), at a cost not to exceed \$59,649.

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C. **Action taken by the Board (Purchasing use only):**

<u>AB</u> Approved	_____ Denied	_____ Deferred	_____ Other	KM/ab
8.14.19 Date	_____ Date	_____ Date	_____ Date	BOE Meeting: 08.14.19

**RFP 201A, BRUNSWICK ELEMENTARY SCHOOL FEASIBILITY STUDY  
SCORING SUMMARY**

<b>Firm</b>	<b>Technical Score</b>	<b>Fee Score</b>	<b>Total Score</b>
<b>Proffitt &amp; Associates</b>	<b>80.00</b>	<b>20.00</b>	<b>100.00</b>
GWWO	77.13	19.96	97.09
Design Collective	75.25	18.57	93.82
Hord Coplan Macht	75.03	17.57	92.60

## BRUNSWICK ES FEASIBILITY STUDY FEE PROPOSAL

Architect	30,750
Civil	9,950
Structural	3,800
MEP	5,000
Telecommunications	Included in MEP
Food Service	2,980
Other Sub Cost Estimator	5,969
Subtotal	<u>\$58,449</u>

Reimbursables\* 1,200


**TOTAL FEE** \$59,649

**\*Reimbursables will include:**

Printing for meeting handouts, booklet printing, and printing a limited amount of presentation material as required.

**Exceptions and Comments:**

We are assuming that the majority of presentations will be electronic and that a large quantity of printed high-quality presentation boards or renderings will not be required.

  
Kori Purdum Matheis, President