



BoardDocs Cover Page

(Due to final Cabinet-level approval on Monday at noon, 2+ weeks prior to BOE meeting date)

Meeting Date:	December 11, 2019	
Agenda Session: (Category)	<input checked="" type="checkbox"/> Work Session (Bids, former F&F items, etc.) <input type="checkbox"/> Closed <input type="checkbox"/> Regular, Preliminary Items (System Recognitions)	<input type="checkbox"/> Regular, Action/Consent <input type="checkbox"/> Board Items <input type="checkbox"/> Public Hearing
Title (Subject):	RFP 19A3, Architectural/Engineering Consultant Services	
Access:	<input type="checkbox"/> Private	<input checked="" type="checkbox"/> Public
Type:	<input type="checkbox"/> Business Item <input type="checkbox"/> Policy Item <input type="checkbox"/> Strategic Plan Item <input type="checkbox"/> System Recognition <input checked="" type="checkbox"/> Action (e.g., bids, action/consent items) <input type="checkbox"/> Consent (e.g., staffing, policies, grants over \$25k)	<input type="checkbox"/> Information (e.g., grants under \$25k) <input type="checkbox"/> Discussion <input type="checkbox"/> Minutes <input type="checkbox"/> Report <input type="checkbox"/> Special Agenda Type <input type="checkbox"/> Procedure
Aspirational Goals: (May select multiple)	<input type="checkbox"/> 1-Student Achievement <input type="checkbox"/> 2-Effective and Engaged Staff <input checked="" type="checkbox"/> 3-Resource Allocation	<input type="checkbox"/> 4-Family and Community Involvement <input type="checkbox"/> 5-Health and Safety
Recommended Action:	Board approval of RFP 19A3, Architectural/Engineering Consultant Services.	
Backup Documents:	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If yes, how many? <u>1</u> Is one a PowerPoint (PPT): <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Submitted: <input checked="" type="checkbox"/> Herewith <input type="checkbox"/> Later <input type="checkbox"/> Both Comment: _____
Immediately following receipt of an email confirmation that this item has been approved by the Superintendent, the person posting this item to BoardDocs is responsible for emailing the approved PPT to jeremy.eccard@fcps.org and kelly.gordon@fcps.org.		

PURPOSE OF PRESENTATION: Staff has reviewed the attached contract and recommends approval by the Board of Education of Frederick County.

BACKGROUND/SUMMARY: This recommendation is to establish a contract with licensed consultants for on-call design services for architectural, structural, civil, geo technical, mechanical, electrical, and other design disciplines for Frederick County Public Schools.

PRESENTER(S) & TITLE(S):

Kim Miskell, CSBO, Assistant Purchasing Manager
 Brian Staiger, Senior Project Manager, Planning and Construction Management

SUBMITTED BY:

Kerrie Koopman CPPB, CPPO, Purchasing Manager
 Leslie R. Pellegrino, Chief Financial Officer

RFP 19A3
ARCHITECTURAL/ENGINEERING CONSULTANT SERVICES

FACT SHEET

A. **Overview:** This recommendation is to establish contracts with licensed consultants for on-call design services for architectural, structural, civil, geo technical, mechanical, electrical, and other design disciplines. Technical proposals were opened on October 22, 2019.

1. **RFP Participation:**

539 companies notified
44 companies submitted proposals

2. **Proposals were received from:**

See Attached List

3. **Other facts:**

- This contract will be effective from the date of award through October 31, 2021. The contract may be renewed for one additional two-year term at the discretion of the Board of Education with all terms and conditions of the original contract unchanged.
- Proposals were evaluated by a committee of staff members. 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 85 points or higher on the technical proposal.
- Qualified tiers of architectural and engineering consultant firms were established for design services:
 - On Call Tier 1 - for projects with estimated construction costs less than \$500,000.
 - On Call Tier 2 - for projects with estimated construction costs from \$500,000 to \$2,000,000.
- Specific projects will be assigned to a contracted firm based on project scope, time to complete and the proposed cost.
- This is an indefinite quantities contract with no commitment regarding a specific number of assignments or value of work.
- Under the current contract, approximately \$335,537 was spent in FY19.
- The contract administrator is Brian Staiger, Senior Project Manager, Planning and Construction Management.

4. **Source of Funding:** FY20 Board Approved CIP and Operating Budgets and contingent upon Board approval of FY21, and FY22 CIP and Operating Budgets.

B. **Recommendation:** Staff recommends award of the contract for RFP 19A3, Architectural/Engineering Consultant Services be awarded to the highlighted firms by category as indicated on the attached Evaluation Scoring Summary Sheets.

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

<u>KM/mg</u> Approved	_____ Denied	_____ Deferred	_____ Other	<u>KM/mg</u>
<u>12.11.19</u> Date	_____ Date	_____ Date	_____ Date	12.11.19 BOE Mtg

Proposals were received from:

<u>Name</u>	<u>Address</u>	<u>Name</u>	<u>Address</u>
A.J. Adam Engineering, LLC	Towson, MD	Gannett Fleming, Inc.	Baltimore, MD
ADTEK Engineers, Inc.	Frederick, MD	Gipe Associates, Inc.	Towson, MD
Alban Engineering, Inc.	Cockeysville, MD	Henry Adams, LLC	Baltimore, MD
Arium, LLC	Columbia, MD	Hughes Group Architects	Sterling, VA
Bignell Watkins Hasser Architects, P.C.	Annapolis, MD	KCI Technologies, Inc.	Frederick, MD
Brudis & Associates, Inc.	Columbia, MD	Kibart	Towson, MD
Buchart Horn, Inc.	York, PA	L.S. Grim Consulting Engineers, Inc.	Hagerstown, MD
Burdette, Koehler, Murphy and Associates, Inc.	Baltimore, MD	Lania Design & Consulting, LLC	Ashburn, VA
Bushey Feight Morin Architects	Hagerstown, MD	Lutz Engineering, Inc.	Wilmington, DE
CannonDesign	Baltimore, MD	Manns Woodward Studios	White Marsh, MD
CJL Engineering, Inc.	Frederick, MD	Matonak & Associates	Hagerstown, MD
Clark Azar & Associates, Inc.	Germantown, MD	MK Consulting Engineers, LLC	Baltimore, MD
Colimore Architects an ATI, Inc. Company	Baltimore, MD	Murphy & Dittenhafer Architects	Baltimore, MD
Crabtree, Rohrbaugh & Associates	Towson, MD	Proffitt & Associates Architects, P.C.	Frederick, MD
Craig Gaulden Davis	Baltimore, MD	Quinn Evans Architects	Baltimore, MD
CTA Consulting Engineers	Rockville, MD	Sheladia Associates, Inc.	Rockville, MD
Delta Engineers, Architects & Land Surveyors	Chevy Chase, MD	Studio Twenty Seven Architecture	Washington, DC
Design Collective	Baltimore, MD	TCA Architects	Crownsville, MD
EBL Engineers, LLC	Baltimore, MD	Triad Engineering, Inc.	Hagerstown, MD
ECS Mid-Atlantic, LLC	Frederick, MD	Universal Engineering Sciences, Inc.	Hagerstown, MD
Facility Engineering Associates, P.C.	Fairfax, VA	Weigand Associates, Inc.	Germantown, MD
Frederick Ward Associates	Bel Air, MD	Whitney Bailey Cox & Magnani, LLC	Baltimore, MD

RFP 19A3, ARCHITECTURAL/ENGINEERING CONSULTANT SERVICES - EVALUATION SCORING SUMMARY

Tier I - Architectural

Architectural Firm	Average Technical Score	Technical Points (80 Max)	Average Fee Score	Fee Points (20 Max)	Final Overall Score
Proffitt & Associates Architects, P.C.	93.25	78.65	\$ 111.00	18.43	97.08
Bushey Feight Morin Architects	85.25	77.05	\$ 98.40	20.00	97.05
Sheladia Associates, Inc.	87.50	77.50	\$ 133.52	15.64	93.14
Crabtree, Rohrbaugh & Associates Architects	85.75	77.15	\$ 145.00	14.21	91.36
Design Collective	90.00	78.00	\$ 161.00	12.22	90.22
Bignell Watkins Hasser Architects	83.75	76.75			
Murphy & Dittenhafer	81.50	76.30			
Craig Gaulden Davis, Inc.	81.25	76.25			
Manns Woodward Studios	80.50	76.10			
Hughes Group Architects	80.25	76.05			
Studio Twenty Seven Architecture	79.50	75.90			
Delta Engineers, Architects, & Land Surveyors, DPC	79.50	75.90			
Quinn Evans	78.75	75.75			
Lania Design & Consulting, LLC	74.50	74.90			
Arium AE, LLC	74.50	74.90			
tca architects	73.75	74.75			
Cannon Design	73.25	74.65			
Colimore Architects	63.00	72.60			

Tier II - Architectural

Architectural Firm	Average Technical Score	Technical Points (80 Max)	Average Fee Score	Fee Points (20 Max)	Final Overall Score
Colimore Architects	85.25	77.05	\$ 94.79	20.00	97.05
Bushey Feight Morin Architects	85.00	77.00	\$ 98.40	19.55	96.55
Proffitt & Associates Architects, P.C.	91.25	78.25	\$ 111.00	17.99	96.24
Crabtree, Rohrbaugh & Associates Architects	85.50	77.10	\$ 145.00	13.76	90.86
Bignell Watkins Hasser Architects	85.00	77.00	\$ 145.00	13.76	90.76
Design Collective	89.75	77.95	\$ 161.00	11.78	89.73
Craig Gaulden Davis, Inc.	83.00	76.60			
Hughes Group Architects	82.00	76.40			
tca architects	80.75	76.15			
Sheladia Associates, Inc.	83.00	76.60			
Manns Woodward Studios	78.50	75.70			
Studio Twenty Seven Architecture	77.75	75.55			
Delta Engineers, Architects, & Land Surveyors, DPC	73.50	74.70			
Cannon Design	69.50	73.90			
Arium AE, LLC	69.25	73.85			
Murphy & Dittenhafer	67.50	73.50			
Quinn Evans	63.50	72.70			
Lania Design & Consulting, LLC	39.50	67.90			

RFP 19A3, ARCHITECTURAL/ENGINEERING CONSULTANT SERVICES - EVALUATION SCORING SUMMARY

Tier I - Civil					
Civil Firm	Average Technical Score	Technical Points (80 Max)	Average Fee Score	Fee Points (20 Max)	Final Overall Score
Whitney Bailey Cox & Magnani, LLC (WBCM)	88.75	77.75	\$ 93.50	20.00	97.75
Adtek Engineers	91.50	78.30	\$ 114.00	17.03	95.33
Brudis & Associates, Inc. (BAI)	88.00	77.60	\$ 114.00	17.03	94.63
Sheladia Associates, Inc.	87.50	77.50	\$ 133.52	14.20	91.70
Gannett Fleming	88.25	77.65	\$ 138.00	13.55	91.20
KCI	84.25	76.85			
MK Consulting Engineers, LLC	83.75	76.75			
Triad Engineering, Inc.	83.75	76.75			
Delta Engineers, Architects, & Land Surveyors, DPC	79.50	75.90			
Buchart Horn	79.50	75.90			
Universal Engineering Sciences	75.25	75.05			
Clark Azar & Associates, Inc.	72.25	74.45			

Tier II - Civil

Civil Firm	Average Technical Score	Technical Points (80 Max)	Average Fee Score	Fee Points (20 Max)	Final Overall Score
Whitney Bailey Cox & Magnani, LLC (WBCM)	89.00	77.80	\$ 93.50	20.00	97.80
Adtek Engineers	90.50	78.10	\$ 114.00	17.05	95.15
Brudis & Associates, Inc. (BAI)	86.75	77.35	\$ 114.00	17.05	94.40
Gannett Fleming	87.75	77.55	\$ 138.00	13.60	91.15
MK Consulting Engineers, LLC	85.00	77.00	\$ 139.00	13.45	90.45
Triad Engineering, Inc.	83.50	76.70			
Sheladia Associates, Inc.	83.00	76.60			
KCI	82.25	76.45			
Delta Engineers, Architects, & Land Surveyors, DPC	73.50	74.70			
Universal Engineering Sciences	71.75	74.35			
Buchart Horn	68.50	73.70			
Clark Azar & Associates, Inc.	64.25	72.85			

RFP 19A3, ARCHITECTURAL/ENGINEERING CONSULTANT SERVICES - EVALUATION SCORING SUMMARY

Tier I - Geo Tech

Geo Technical Firm	Average Technical Score	Technical Points (80 Max)	Average Fee Score	Fee Points (20 Max)	Final Overall Score
Triad Engineering, Inc.	84.50	76.90	\$ 85.00	20.00	96.90
ECS Mid-Atlantic, LLC	91.50	78.30	\$ 96.00	18.15	96.45
KCI	84.25	76.85	\$ 118.60	14.33	91.18

Tier II - Geo Tech

Geo Technical Firm	Average Technical Score	Technical Points (80 Max)	Average Fee Score	Fee Points (20 Max)	Final Overall Score
Triad Engineering, Inc.	83.50	76.70	\$ 85.00	20.00	96.70
ECS Mid-Atlantic, LLC	91.75	78.35	\$ 96.00	18.15	96.50
KCI	82.25	76.45	\$ 118.60	14.33	90.78

Tier I - MEP (Mechanical/Electrical/Plumbing)

MEP Firm	Average Technical Score	Technical Points (80 Max)	Average Fee Score	Fee Points (20 Max)	Final Overall Score
Burdette, Koehler, Murphy and Associates, Inc.	89.25	77.85	\$ 78.00	20.00	97.85
Alban Engineering, Inc.	94.50	78.90	\$ 88.00	18.55	97.45
Kibart	92.00	78.40	\$ 90.00	18.26	96.66
CJL Engineering	92.50	78.50	\$ 104.00	16.23	94.73
Gipe Associates, Inc.	91.00	78.20	\$ 124.00	13.33	91.53
Lutz Engineering, Inc.	85.50	77.10	\$ 133.00	12.03	89.13
Gannett Fleming	88.25	77.65	\$ 138.00	11.30	88.95
EBL Engineers, LLC	84.00	76.80			
Henry Adams LLC	80.75	76.15			
Weigand Associates, Inc.	80.50	76.10			
Delta Engineers, Architects, & Land Surveyors, DPC	79.50	75.90			
Buchart Horn	79.50	75.90			
A.J. Adam Engineering LLC	79.25	75.85			
Arium AE, LLC	74.50	74.90			
CTA Consulting Engineers	71.00	74.20			
L.S. Grim Consulting Engineers Inc.	62.50	72.50			

Tier II - MEP (Mechanical/Electrical/Plumbing)

MEP Firm	Average Technical Score	Technical Points (80 Max)	Average Fee Score	Fee Points (20 Max)	Final Overall Score
Alban Engineering, Inc.	96.00	79.20	\$ 88.00	18.55	97.75
Burdette, Koehler, Murphy and Associates, Inc.	88.25	77.65	\$ 78.00	20.00	97.65
Kibart	91.25	78.25	\$ 90.00	18.26	96.51
CJL Engineering	88.75	77.75	\$ 104.00	16.23	93.98
Gipe Associates, Inc.	89.75	77.95	\$ 124.00	13.33	91.28
Gannett Fleming	87.75	77.55	\$ 138.00	11.30	88.85
EBL Engineers, LLC	80.50	76.10			
Weigand Associates, Inc.	78.25	75.65			
Henry Adams LLC	77.75	75.55			
Delta Engineers, Architects, & Land Surveyors, DPC	73.50	74.70			
Arium AE, LLC	69.25	73.85			
Buchart Horn	68.50	73.70			
A.J. Adam Engineering LLC	62.00	72.40			
Lutz Engineering, Inc.	54.25	70.85			
L.S. Grim Consulting Engineers Inc.	44.50	68.90			
CTA Consulting Engineers	31.25	66.25			

Tier I - Structural

Structural Firm	Average Technical Score	Technical Points (80 Max)	Average Fee Score	Fee Points (20 Max)	Final Overall Score
Whitney Bailey Cox & Magnani, LLC (WBCM)	88.75	77.75	\$ 93.50	20.00	97.75
Adtek Engineers	91.50	78.30	\$ 114.00	17.03	95.33
Brudis & Associates, Inc. (BAI)	88.00	77.60	\$ 114.00	17.03	94.63
Sheladia Associates, Inc.	87.50	77.50	\$ 133.52	14.20	91.70
Gannett Fleming	88.25	77.65	\$ 138.00	13.55	91.20
KCI	84.25	76.85			
Delta Engineers, Architects, & Land Surveyors, DPC	79.50	75.90			
Buchart Horn	79.50	75.90			
Matonak & Associates	61.75	72.35			

Tier II - Structural

Structural Firm	Average Technical Score	Technical Points (80 Max)	Average Fee Score	Fee Points (20 Max)	Final Overall Score
Adtek Engineers	90.50	78.10	\$ 114.00	17.03	95.13
Whitney Bailey Cox & Magnani, LLC (WBCM)	89.00	77.80	\$ 93.50	20.00	97.80
Gannett Fleming	87.75	77.55	\$ 138.00	13.55	91.10
Brudis & Associates, Inc. (BAI)	86.75	77.35	\$ 114.00	17.03	94.38
Sheladia Associates, Inc.	83.00	76.60			
KCI	82.25	76.45			
Delta Engineers, Architects, & Land Surveyors, DPC	73.50	74.70			
Buchart Horn	68.50	73.70			
Matonak & Associates	27.00	65.40			

Tier I - Other

Other - Facility Mangement Firm	Average Technical Score	Technical Points (80 Max)	Average Fee Score	Fee Points (20 Max)	Final Overall Score	Category
Facility Engineering Associates, P.C.	85.75	77.15	\$ 157.00	20.00	97.15	Other - Facility Management
Frederick Ward Associates	76.50	75.30				Other - Athletic

Tier II - Other

Other - Facility Mangement Firm	Average Technical Score	Technical Points (80 Max)	Average Fee Score	Fee Points (20 Max)	Final Overall Score	Category
Facility Engineering Associates, P.C.	67.50	73.50	\$ 157.00	20.00	93.50	Other - Facility Management
Frederick Ward Associates	76.00	75.20				Other - Athletic