



BoardDocs Cover Page

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

Meeting Date:	December 6, 2023	
Agenda Session: (Category)	<input checked="" type="checkbox"/> Work Session (Bids, former F&F items, grant approvals 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 <input type="checkbox"/> Board Committee
Title (Subject):	RFP 24A1, 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)	<input type="checkbox"/> Information (e.g., grants under \$50K, *grants over \$50K are Information/Discussion/Action) <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 24A1, 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: _____
<p>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, amelia.ross@fcps.org, jeremiah.johnson@fcps.org, and brandon.oland@fcps.org.</p>		

PURPOSE OF PRESENTATION: Staff 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.

Staff recommends RFP 24A1, Architectural/Engineering Consultant Services, be awarded to the highlighted firms by category, as indicated on the Evaluation Scoring Summary Sheet.

PRESENTER(S) & TITLE(S):

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

SUBMITTED BY:

Bill Meekins, CPPB, CPPO, NIGP-CPP, CSBO, CPCP, Purchasing Manager
 Leslie R. Pellegrino, Chief Financial Officer

RFP 24A1
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 September 28, 2023.
1. **RFP Participation:**
 - 671 companies notified
 - 35 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, 2025. 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 proposal.
 - Specific projects will be assigned to a contracted firm based on project scope, time to complete and the proposed cost.
 - Work performed under this contract shall be on a lump sum basis, with the hourly rates utilized for changes in scope of work only.
 - This is an indefinite quantities contract with no commitment regarding a specific number of assignments or value of work.
 - The contract administrator is Brian Staiger, Senior Project Manager, Planning and Construction Management.
 4. **Source of Funding:** FY24 Board Approved CIP and Operating Budgets and contingent upon Board approval of FY25, and FY26 CIP and Operating Budgets.
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- B. **Recommendation:** Staff recommends that RFP 24A1, Architectural/Engineering Consultant Services, be awarded to the highlighted firms by category, as indicated on the attached Evaluation Scoring Summary Sheet and Hourly Rate Sheet.
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C. **Action taken by the Board** (Purchasing use only):

<u>KM/mg</u> Approved	_____ Denied	_____ Deferred	_____ Other	BOE Mtg: 12.06.23
12.6.23_Date	_____ Date	_____ Date	_____ Date	KM/mg

RFP 24A1, Architectural/Engineering Consultant Services

Proposals were received from:

<u>Name</u>	<u>Address</u>
A.J. Adam Engineering, LLC	Towson, MD
ADTEK Engineers, Inc.	Frederick, MD
Alban Engineering, Inc.	Cockeysville, MD
Ashley McGraw Architects	Washington, DC
Brudis & Associates, Inc.	Columbia, MD
Burdette, Koehler, Murphy and Associates, Inc.	Baltimore, MD
Bushey Feight Morin Architects	Hagerstown, MD
Clark Azar & Associates, Inc.	Germantown, MD
Colimore Architects an ATI, Inc. Company	Baltimore, MD
Crabtree, Rohrbaugh & Associates	Towson, MD
Curry Architects	Baltimore, MD
Design Collective	Baltimore, MD
EBL Engineers, LLC	Baltimore, MD
ECS Mid-Atlantic, LLC	Frederick, MD
Facility Engineering Associates, P.C.	Fairfax, VA
Frederick Ward Associates	Bel Air, MD
Gipe Associates, Inc.	Towson, MD
IMEG Consultants Corp.	Rock Island, IL
James Posey Associates Inc.	Baltimore, MD
KCI Technologies, Inc.	Frederick, MD
Leuteno Thomas, LLC	Oxon Hill, MD
Maginniss & del Ninno Architects	Alexandria, VA
MK Consulting Engineers, LLC	Baltimore, MD
Noelker and Hull Associates, Inc.	Frederick, MD
Proffitt & Associates Architects, P.C.	Frederick, MD
Quinn Evans Architects	Baltimore, MD
Setty & Associates International, PLLC	Baltimore, MD
Sheladia Associates, Inc.	Rockville, MD
Site Resources, Inc.	Cockeysville, MD
SK&A Structural Engineers	Potomac, MD
Specialized Engineering	Frederick, MD
TCA Architects	Crownsville, MD
Waldon Studio Architects & Planners, PC	Columbia, MD
Weigand Associates, Inc.	Germantown, MD
Zavos Architecture & Design, LLC	Frederick, MD

RFP 24A1, ARCHITECTURAL/ENGINEERING CONSULTANT SERVICES - EVALUATION SCORING SUMMARY

Architectural Firm	Average Technical Score (100 Points)
Proffitt & Associates Architects	96.33
TCA Architects	91.67
BFM Architects	91.00
Quinn Evans	89.67
Zavos Architecture+Design, LLC	89.67
Crabtree, Rohrbaugh & Associates	87.67
Clark Azar & Associates, Inc.	87.33
Design Collective, Inc.	87.00
Waldon Studio Architects & Planners, PC	85.33
Maginniss + del Ninno Architects	82.67
Ashley McGraw Architects	81.67
Frederick Ward Associates	81.67
Sheladia Associates	81.67
Leuterio Thomas, LLC	80.67
Noelker and Hull Associates, Inc.	80.33
Colimore Architects	79.67
Curry Architects	75.67

MEP (Mechanical/Electrical/Plumbing) Firm	Average Technical Score (100 Points)
James Posey Associates, Inc.	95.00
Alban Engineering Inc	90.33
Burdette, Koehler, Murphy & Associates, Inc.	89.67
Gipe Associates, Inc.	89.67
Weigand Associates Inc.	84.67
Setty & Associates International, PLLC	84.33
EBL Engineers, LLC	82.33
Sheladia Associates	81.67
AJ Adam Engineering	76.33

Geo Tech Firm	Average Technical Score (100 Points)
ECS	93.33
Specialized Engineering	89.33

Civil Firm	Average Technical Score (100 Points)
ADTEK Engineers, Inc.	96.33
Brudis & Associates, Inc.	90.33
Site Resources, Inc.	90.67
KCI Technologies, Inc.	86.67
MK Consulting Engineers LLC	86.00
Sheladia Associates	81.67
IMEG Consultants Corp.	79.33

Other Firm	Average Technical Score (100 Points)
Facility Engineering Associates, P.C.	89.33

Structural Firm	Average Technical Score (100 Points)
ADTEK Engineers, Inc.	96.33
Brudis & Associates, Inc.	90.33
SK&A Structural Engineers	89.67
Sheladia Associates	81.67
Leuterio Thomas, LLC	80.67

Scoring Criteria

- Overall Proposal/Cover Letter
- Firm Overview
- Organization Chart
- Architectural Educational Experience
- Architectural Consultant Staffing

RFP 24A1, ARCHITECTURAL/ENGINEERING CONSULTANT SERVICES
HOURLY RATES

	Principal	Project Engineer/ Architect	Project Manager	Geotechnical Engineer	CADD Designer	Clerical/Administrative Assistant	2 Person Survey Crew	3 Person Survey Crew	Other - Interior Designer	Other - Senior Principal Architect	Other - Senior Project Architect	Other - Senior Architectural Designer	Other - Draftsman	Other - Senior Preservation Architect & Design Technology Director	Other - Senior Interior Designer & Senior Landscape Architect	Other - Architect Senior Designer	Other - Architect	Other - Historian/Interior Design/Landscape Architect
Architectural Firm																		
Proffitt & Associates Architects	\$ 150.00	\$ 135.00	\$ 130.00		\$ 95.00	\$ 70.00			\$ 95.00	\$ 160.00	\$ 145.00	\$ 105.00	\$ 70.00					
TCA Architects	\$ 230.00	\$ 170.00	\$ 190.00		\$ 115.00	\$ 70.00												
BFM Architects	\$ 158.00	\$ 125.00	\$ 96.00		\$ 78.00	\$ 66.00			\$ 88.00									
Quinn Evans	\$ 235.00	\$ 200.00	\$ 200.00		\$ 125.00	\$ 80.00			\$ 210.00	\$ 190.00				\$ 210.00	\$ 190.00	\$ 130.00	\$ 160.00	\$ 130.00
Zavos Architecture+Design, LLC	\$ 168.00	\$ 144.00	\$ 95.00		\$ 80.00	\$ 62.00												

	Principal	Project Engineer/ Architect	Project Manager	Geotechnical Engineer	CADD Designer	Clerical/Administrative Assistant	2 Person Survey Crew	3 Person Survey Crew	Other - Design Engineer	Other - Project Landscape Architect
Civil Firm										
ADTEK Engineers, Inc.	\$ 185.00	\$ 105.00	\$ 150.00	\$ 150.00	\$ 80.00	\$ 55.00	\$ 140.00	\$ 180.00		
Brudis & Associates, Inc.	\$ 185.00	\$ 145.00	\$ 165.00		\$ 95.00	\$ 75.00	\$ 150.00	\$ 205.00	\$ 125.00	
Site Resources, Inc.	\$ 190.00	\$ 140.00	\$ 160.00		\$ 120.00	\$ 80.00				\$ 130.00

	Principal	Project Engineer/ Architect	Project Manager	Geotechnical Engineer	CADD Designer	Clerical/Administrative Assistant	2 Person Survey Crew	3 Person Survey Crew	Other - Design Engineer	Other - Project Landscape Architect
Structural Firm										
ADTEK Engineers, Inc.	\$ 185.00	\$ 105.00	\$ 150.00	\$ 150.00	\$ 80.00	\$ 55.00				
Brudis & Associates, Inc.	\$ 185.00	\$ 145.00	\$ 165.00		\$ 95.00	\$ 75.00	\$ 150.00	\$ 205.00	\$ 125.00	
SK&A Structural Engineers	\$ 250.00	\$ 150.00	\$ 195.00		\$ 150.00	\$ 85.00				

**RFP 24A1, ARCHITECTURAL/ENGINEERING CONSULTANT SERVICES
HOURLY RATES**

	Principal	Project Engineer/ Architect	Project Manager	Geotechnical Engineer	CADD Designer	Clerical/Administrative Assistant	2 Person Survey Crew	3 Person Survey Crew	Other - Sr. Project Manager	Other - Cx Manager	Other - Sustainability Engineer	Other - MEP Designer
<i>MEP (Mechanical/Electrical/Plumbing) Firm</i>												
James Posey Associates, Inc.	\$ 245.00		\$ 180.00		\$ 110.00	\$ 80.00			\$ 205.00	\$ 190.00	\$ 165.00	\$ 135.00
Alban Engineering Inc	\$ 160.00	\$ 100.00	\$ 135.00		\$ 75.00	\$ 50.00						
Burdette, Koehler, Murphy & Associates, Inc.	\$ 125.00	\$ 95.00	\$ 110.00		\$ 65.00	\$ 60.00						
Gipe Associates, Inc.	\$ 265.00	\$ 125.00	\$ 175.00		\$ 90.00	\$ 75.00						

	Principal	Project Engineer/ Architect	Project Manager	Geotechnical Engineer	CADD Designer	Clerical/Administrative Assistant	2 Person Survey Crew	3 Person Survey Crew	Other - Field Engineer/ Geologist	Other - Environmental Specialist
<i>Geo Technical Firm</i>										
ECS	\$ 250.00	\$ 175.00	\$ 175.00	\$ 150.00	\$ 100.00	\$ 65.00			\$ 115.00	
Specialized Engineering	\$ 175.00			\$ 145.00	\$ 55.00	\$ 45.00			\$ 90.00	\$ 90.00

	Principal	Project Engineer/ Architect	Project Manager	Geotechnical Engineer	CADD Designer	Clerical/Administrative Assistant	2 Person Survey Crew	3 Person Survey Crew	Other - Analyst Financial
<i>Other Firm</i>									
Facility Engineering Associates, P.C.	\$ 313.00	\$ 255.00	\$ 189.00			\$ 70.00			\$ 198.00