



**Interoffice Memorandum**

SEE MINUTES  
FOR MOTION

BCC Mtg. Date: March 15, 2016

February 22, 2016

TO: Mayor Teresa Jacobs  
and the Board of County Commissioners

FROM: *fd* Johnny M. Richardson, Manager, Procurement Division

CONTACT: Sara Flynn-Kramer, Manager, Capital Projects Division  
(407) 836-0048

SUBJECT: Selection of Consultant, RFP Y16-806-CC, Design Services for a  
Fire Station Prototype

**RECOMMENDATION**

Selection of one firm and two alternates; Request for Proposals Y16-806-CC, Design Services for a Fire Station Prototype, from the following firms listed alphabetically. Further recommend the Board authorize execution of the final contract by the Procurement Division provided that it does not exceed the budget of \$300,000.

Architects Design Group/ADG, Inc.  
Bentley Architects + Engineers, Inc.  
C.T. HSU + Associates, P.A.

This item was reviewed and approved by the Procurement Committee on February 17, 2016. Commissioner S. Scott Boyd was assigned to the Procurement Committee.

**PURPOSE**

To select a firm for negotiation of a contract to provide design services for a fire station prototype.

**DISCUSSION**

The project is for design services for a fire station prototype, consisting of a two-bay fire station with the flexibility to be a back-in or drive-through fire station with the ability to add a future bay. The prototype must have the flexibility to provide at least two different exterior elevation options depending on location.

The consultant will perform the following services:

1. Project Program Development
2. Schematic Design
3. Design Development
4. Site Adaptation

Y16-806-CC

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Five proposals were received in response to the solicitation. The proposals of Strollo Architects, Inc. (262 points) and Forefront Architecture and Engineering, LLC (195 points) failed to achieve a sufficient score for Board consideration. Consensus scores of the Procurement Committee are attached.

RFP#: Y16-806-CC	PROJECT MANAGER		PROJECT TEAM		M/WBE		LOCATION		VOLUME		SCOPE		S-D VETERAN		WAGE RCP		TOTAL
	25		15		15		10		15		20		2		1		
DESIGN SERVICES FOR A FIRE STATION PROTOTYPE	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	
Architects Design Group/ADG, Inc.	5.0	125	4.0	60	4	60	5	50	4	60	4.2	84	1	2	0	0	441.0
C.T. HSU + Associates, P.A.	5.0	125	3.0	45	5	75	5	50	4	60	3.2	64	1	2	0	0	421.0
Bentley Architects + Engineers, Inc.	4.5	113	3.0	45	4	60	5	50	4	60	3.0	60	1	2	1	1	390.5



**Interoffice Memorandum**

**BUSINESS DEVELOPMENT DIVISION**

DATE: February 16, 2016  
TO: Corie Cummings, Senior Contract Administrator, Procurement Division  
FROM: <sup>A.B.</sup> Angela Brown, Senior Contract Administrator, Business Development Division  
SUBJ: Y16-806-02 / Design Services for a Fire Station Prototype  
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
<b>ARCHITECTS DESIGN GROUP/ADG, INC.</b> Majority Prime		
<b><u>M/WBE Subconsultants:</u></b>		
SGM Engineering, Inc. (Asian Pacific Male)	21.8%	Mechanical/Electrical/Plumbing/ Fire Protection
BASE Consultants, Inc. (Asian Islander Female)	9.6%	Structural Engineering
<b>Total M/WBE Participation:</b>	<b>31.4%</b>	
<b>EEO Staff:</b>	<b>48%</b>	
<b>Points:</b>	<b>4</b>	
<b><u>BONUS POINTS:</u></b>		
No Welfare Recipient(s) Proposed		
Registered Service Disabled Veteran(s) Proposed:		
Alliance Design and Construction, Inc.	1	Cost Estimating/Quality Control
<b>Total Bonus Points:</b>	<b>2</b>	

**BENTLEY ARCHITECTS + ENGINEERS, INC.**  
**Majority Prime**

**M/WBE Subconsultants:**

SGM Engineering, Inc. (Asian Pacific Male)	27%	Mechanical, Electrical, Fire Safety, and Plumbing
Ramski & Company, Inc. (White Female)	2%	Interior Design & Planning

**Total M/WBE Participation:** 29%  
**EEO Staff:** 50%

**Points:** 4

**BONUS POINTS:**

Welfare Recipient(s) Proposed: 1

Registered Service Disabled Veteran(s) Proposed:

Alliance Design and Construction, Inc.	1	Cost Estimating
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**Total Bonus Points:** 3

**C.T. HSU + ASSOCIATES, INC.**  
**Minority Prime – Asian Pacific Male**

**M/WBE Subconsultants:**

JCR Consulting, Inc. (White Female)	1%	Landscape Architecture
SGM Engineering, Inc. (Asian Pacific Male)	22.5%	Mechanical, Electrical and Plumbing Engineering and Fire Protection Services
Advanced Structural Design, Inc. (Hispanic Male)	7%	Structural Engineering Services

**Total M/WBE Participation:** 30.5%  
**EEO Staff:** 50%

**Points:** 5

**BONUS POINTS:**

No Welfare Recipient(s) Proposed

Registered Service Disabled Veteran(s) Proposed:

Blue Cord Design and Construction, Inc.	1	Cost Estimating Services
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**Total Bonus Points:** 2

**FOREFRONT ARCHITECTURE AND  
ENGINEERING, LLC  
Majority Prime**

**M/WBE Subconsultants:**

Proposer has not indicated the utilization  
of any Orange County certified M/WBEs on  
Form B nor Form M as required.

<b>Total M/WBE Participation:</b>	<b>0%</b>
<b>EEO Staff:</b>	<b>47%</b>
<b>Points:</b>	<b>3</b>

**BONUS POINTS:**

No Welfare Recipient(s) Proposed

No Registered Service Disabled Veteran(s)  
Proposed

<b>Total Bonus Points:</b>	<b>0</b>
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**STROLLO ARCHITECTS, INC.  
Majority Prime**

**M/WBE Subconsultants:**

SGM Engineers, Inc. (Asian Pacific Male)	26%	MEP Engineering & Technology Design
Bowen Engineering Corporation (Hispanic Male)	10%	Structural Engineering
<b>Total M/WBE Participation:</b>	<b>36%</b>	
<b>EEO Staff:</b>	<b>22%</b>	
<b>Points:</b>	<b>3</b>	

**BONUS POINTS:**

No Welfare Recipient(s) Proposed

Registered Service Disabled Veteran(s) Proposed:

Blue Cord Design & Construction, LLC	1	Construction Cost Estimating
<b>Total Bonus Points:</b>	<b>2</b>	