



# POLK STATE COLLEGE

## INTENT To AWARD Recommendation

### REQUEST for QUALIFICATIONS (RFQ)

### RFQ #23-01

Architectural and Engineering Services  
Lakeland Academic Center  
Lakeland Campus

1. Background

- a. Polk State College issued the Request for Qualification (RFQ) #23-01 for Architectural and Engineering Services in accordance with the requirements of the Purchasing Manual. The purpose of the public solicitation is to select a firm to provide professional services, in support of the remodeling and renovation of four (4) 2-story buildings.
- b. The services include:
  - i. Support the development of the Guaranteed Maximum Price (GMP).
  - ii. Architectural, engineering, and associated services.
  - iii. Utilize interactive and visual technology to enhance stakeholder engagement.
  - iv. Support the college’s direct material purchase program.
  - v. Coordinate with Polk State College staff and the CMAR firm in the companion RFQ #23-02.

c. The Evaluation committee:

Voting members

non-voting members

Lonnie Thompson	Chief Diversity Officer	Martin Chicas	Procurement
Cindy Baker	Finance	Angie Armbruster	Procurement
Amy Bratten	Provost	Monica Kelley	Facilities
Beth Lockett	Academic Representative	George Urbano	Facilities
Bert Marchand	Academic Representative		
David Sutton	Academic Representative		
Melvin Thompson	Student Services		
Lee Malone	Director IT Infrastructure		
Brad McConnell	Facilities Plant Manager-LK		

2. Advertisement
  - a. The RFQ advertised in the Polk County SUN on October 4, 2023.
  - b. Posted on the procurement department’s ITB/RFQ bulletin board.
  - c. Posted on the Polk State College website at the Procurement Department’s web page RFQ #23-01.
  
3. Distribution / Submittals
  - a. The RFQ document was available for download from the Polk State College Purchasing website.
  - b. A non-mandatory Pre-Proposal conference was held on October 11, 2023.
  - c. Seven (7) proposals received. All proposals were reviewed and deemed to be responsive and accepted. In alphabetical order:
    - i. BSA LifeStructures
    - ii. DLR Group
    - iii. Furr, Wegman, & Banks
    - iv. Harvard-Jolly/PBK
    - v. Rowe Architects
    - vi. Spiezle Architectural Group

- d. The voting members of the evaluation team met January 30, 2024. At which time proposals were reviewed and scored pursuant to the guidelines outlined in the RFQ document.
- e. Scoring summary:

<b>Firm</b>	<b>Score</b>	<b>Action</b>
BSA LifeStructures	<b>606.00</b>	
DLR Group	<b>603.00</b>	
Furr, Wegman & Banks	<b>659.60</b>	<b>shortlisted</b>
Lunz Group	<b>632.30</b>	<b>shortlisted</b>
Harvard-Jolly/PBK	<b>615.00</b>	<b>shortlisted</b>
Rowe Architects	<b>608.40</b>	
Spiezle Architectural	<b>592.00</b>	

- f. The evaluation team agreed to an in-person presentation and interview of the shortlisted firms, on February 20, 2024.
4. Reference Check by Procurement Services. The results of the reference check were shared with the evaluation team for scoring during the presentation.
  5. Oral presentations and interviews were held February 20, 2024. The voting members of the evaluation team scored each of the presentations and interviews as follows:

Scoring summary:

<b>Firm</b>	<b>Score</b>
Furr, Wegman & Banks	<b>664.00</b>
Harvard-Jolly/PBK	<b>644.00</b>
Lunz Group	<b>615.00</b>

6. Polk State College's President and the evaluation team jointly recommend to the District Board of Trustees approval of the ranking of the A/E firms, as noted below. Additionally, authorize the president or designee to enter contract negotiations with the top-tier firm. Should that effort prove unsuccessful, the next firm in line will be contacted until such time as a contract is signed by Dr. Falconetti or the public solicitation process is restarted.

**RFQ#23-01 Construction Managers at Risk Services**

Ranking	Firm
#1	Furr Wegman & Banks
#2	Harvard -Jolly/PBK
#3	Lunz Group