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# POLK STATE COLLEGE

## RECOMMENDATION REQUEST FOR QUALIFICATIONS (RFQ)

### RFQ # 22-03

#### Architectural/Engineering Services Northeast Ridge (NER)

#### 1. Background

- a. Polk State College issued the Request for Qualification (RFQ) #22-03 for Architectural/Engineering Services in accordance with the Purchasing manual. The purpose of the public solicitation is to select a firm to provide professional services in support of the Northeast Ridge Academic Building, Phase 1.
- b. Generally, the services include:
  - i. Support in the development of the Guaranteed Maximum Price (GMP)
  - ii. Architectural, engineering, and associated services
  - iii. Utilize Building Information Modeling (BIM)
  - iv. Support the College's Direct Material Purchase Program
  - v. Coordinate with Polk State College staff and Construction Manager in the companion RFQ #22-04

#### 2. Advertisement

- a. The RFQ was advertised in the Polk County News Sun on May 9, 2022.
- b. The RFQ was posted on the Procurement Department's ITB/RFQ bulletin board May 14, 2022.
- c. The RFQ was posted on the Polk State College website at the Procurement Department's RFQ #22-03 webpage.

#### 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 call was conducted on March 31, 2022.
- c. Four proposals were received April 13, 2022, and ALL four proposals were deemed responsive and accepted. In alphabetical order:
  - i. DLR Group
  - ii. Hunton Brady/FWB Architects
  - iii. Lunz Group
  - iv. STA/PBK Architects

d. The Evaluation Team met and scored the written submittals as follows:

Firm	Score	Action
<b>DLR</b>	<b>589</b>	<b>shortlisted</b>
<b>HB/FWB</b>	<b>564</b>	<b>shortlisted</b>
<b>Lunz</b>	<b>555</b>	<b>shortlisted</b>
<b>STA</b>	<b>611</b>	<b>shortlisted</b>

e. The Evaluation Team agreed to a virtual presentation/on-site interview of the four firms on May 11, 2022.

4. Reference Checks - The Procurement Department performed reference checks of the selected firms to interview/present. The results of the reference checks did not materially impact the outcome and are available for review.
5. The College's Procurement Department was contacted by the principle from the Hunton Brady/FWB Architect team via email dated May 4, 2022. The representative thanked the College for the opportunity to participate in the RFQ process; however, their team had decided not to participate in the oral presentations.
6. Virtual presentations/on-site interviews were held on May 11, 2022. The Evaluation Team scored each of the presentations as follows:

Summary

Firm	Score	E-Team Vote	Rank
DLR	<b>624</b>	<b>2</b>	<b>2</b>
Lunz	<b>607</b>	<b>1</b>	<b>3</b>
STA/PBK	<b>624</b>	<b>4</b>	<b>1</b>

7. The Evaluation Team recommends approval of the A/E ranking per the summary noted in Par#6. The ranking allows for the negotiation to commence with the top tiered firm. Should that effort prove unsuccessful, the next firm in line will be contacted until such time a contract is negotiated and signed, or a re-start of the public solicitation will occur.

- #1. STA/PBK architects
- #2. DLR group
- #3. Lunz group

8. RFQ #22-03 Ranking APPROVED

DocuSigned by:

*Angela Garcia Falconetti*

5/18/2022

Dr. Angela Garcia Falconetti

Date