



POLK STATE COLLEGE

RECOMMENDATION REQUEST FOR QUALIFICATIONS (RFQ)

RFQ #15-03

Architect/Engineering Services for WLR 3rd Floor Remodel/Renovation

1. Background

- a. Polk State College issued the RFQ #15-03 in accordance with Purchasing manual. The purpose of the public solicitation is to select a firm to provide Architectural and Engineering Services for the remodel/renovation of the WLR 3rd Floor.
- b. In general, the services include:
 - i. Providing support in the development of the Guaranteed Maximum Price (GMP)
 - ii. Architectural/ Engineering and ancillary services.
 - iii. Utilize Building Information Modeling (BIM) and 3-d modeling/presentation software
 - iv. Support the College's Direct Material Purchase Program.
 - v. Coordination with Polk State College staff and Construction Manager selected in the companion RFQ #15-04.

2. Advertisement

- a. The RFQ was advertised in the Polk County Democrat
- b. Posted on the Purchasing Department's ITB/RFQ bulletin Board
- c. Posted on the Polk State College web-site at the Purchasing Department's web page RFQ #15-03.

3. Distribution / Submittals

- a. The RFQ solicitation document was advertised May 15, 2015. Notification of the RFQ solicitation document availability was emailed to firms which had requested to be on our bidders list to provide this service.
- b. The RFQ document was available for download from the Polk State College Purchasing website.
- c. A mandatory Pre-Proposal conference was held on June 3, 2015

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- d. Nine (9) proposals were received and the evaluation team accepted ALL nine (9) proposal. In alphabetical order:
- i. DLR Group
 - ii. Furr & Wegman
 - iii. Gould Evans
 - iv. Long & Associates
 - v. Lunz Prebor Fowler
 - vi. Parlier & Crews
 - vii. Rowe Architects
 - viii. Straughn Trout
 - ix. Williamson Dacar

e. The scores for the written submittals were:

F	Average score	Action
DLR Group	3.53	
Furr & Wegman	3.89	shortlisted
Gould Evans	3.50	
Long & Associates	3.58	
Lunz Prebor Fowler	4.07	shortlisted
Parlier & Crews	3.57	
Rowe Architects	3.75	shortlisted
Straughn Trout	3.78	shortlisted
Williamson Dacar	3.75	shortlisted

f. The Evaluation Team agreed to interview the five (5) top ranked firms on July 16, 2015.

4. Reference Check - The Facilities/Purchasing Departments conducted a performance survey of the references supplied by the firms shortlisted for interview/presentation. The results of the performance survey were shared with the Evaluation Team for scoring during the presentation.
5. Oral presentations were held July 16, 2015 and the Evaluation Team scored each of the presentations as shown below:

	Average Score
Furr & Wegman	4.12
Lunz Prebor	3.76
Rowe Architects	4.31
Straughn Trout	3.78
Williamson Dacar	3.90

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6. Evaluation Committee recommends approval of the ranking of firms to provide A/E RFQ #15-03 per the scoring summary noted in par#5.

- #1. Rowe Architects
- #2. Furr Wegman
- #3. Williamson Dacar
- #4. Straughn Trout
- #5. Lunz Prebor Fowler

7. RFQ #15-03 Ranking APPROVED

Eileen Holden 7-20-15

Dr. Eileen Holden

date