COUNTY AGENDA REQUEST

Department:	Fire and Emergency Services	Presenter(s):	Allen McCullough
Meeting Date:	Thursday, April 12, 2012	Type of Request:	Consent

Wording for the Agenda:

Approval of staff's request to award Proposal #P817 for Fire Station Architectural Services to The Howell Group, in the amount of $98,000, and to authorize the Chairman to sign a contract or any related documents contingent upon the County Attorney's review.

Background/History/Details:

The County is planning for the relocation of Fire Station Number 3. Property has been acquired and preparation for construction is underway. Staff has gone through a substantial process of seeking and reviewing firms suitable to design and engineer the new structure and to prepare requests for bids so that a contractor for the construction of the building can be sought.

During the March 8th Workshop, Public Safety Director Allen McCullough and staff provided an overview of what the process has been for soliciting an engineering firm and how their recommendation was arrived at. The Board agreed with staff's recommendation.

What action are you seeking from the Board of Commissioners?

Approval of staff's request to award Proposal #P817 for Fire Station Architectural Services to The Howell Group, in the amount of $98,000, and to authorize the Chairman to sign a contract or any related documents contingent upon the County Attorney's review.

If this item requires funding, please describe:

Funding has been budgeted and available for construction of Fire Station Number 3.

Has this request been considered within the past two years?	Yes	If so, when?	Wednesday, April 4, 2012
Is Audio-Visual Equipment Required for this Request?*	No	Backup Provided with Request?	Yes

**** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.***

Approved by Finance	Yes	Reviewed by Legal	Yes
Approved by Purchasing	Yes	County Clerk's Approval	Yes
Administrator's Approval	Yes		

Staff Notes:

Fayette County GEORGIA

Where Quality Is A Lifestyle

To: Board of Commissioners

From: M. Allen McCullough, Fire Chief
Director of Public Safety

Date: March 28, 2012

Subject: Fire Station Architectural Proposal to the Howell Group

Background/History/Details:

Purchasing advertised for a Request for Proposal (RFP) for fire station architectural service for the Station 3 project. Proposal #P817

A Pre-proposal meeting was held on December 28, 2011with 33 parties attending.

24 total proposals were submitted for consideration. These proposals ranged in fee from a low of $48,000 to a high of $270,000.

In the RFP the following items were advertised as the grading criteria for submitted proposals.

The committee met and each area was scored on a 1-10 scale.

- Experience with construction projects for fire station and public facilities
- Experience with designing projects similar in size, type, and experience in design and managing a public safety project within the advertised scope of work
- Professional experience of design staff
- Evaluation of previous design work
- Proposed fee
- Location of the office and personnel to perform the work

Based on the criteria a short list of four firms was developed from this grading. These firms were invited to make presentations to the committee.

Presentations took place on March 22 & 23.
Presentation Firms:

2WR – Columbus, Ga.
KA Oldham Design – Newnan, Ga.
Pope Partners – Roswell, Ga.
The Howell Group – Marietta, Ga.

Based on the presentations, follow up questions by the committee during the presentations, and a reference check of past customers the committee consensus was to award the proposal to The Howell Group.

Mr. Howell was contacted after this decision was made and he was informed he was under consideration and requested to consider any fee reduction based on the scope of work and his presentation. He notified Purchasing on March 28 that he would reduce his fee from $102,000 down to $98,000.

It is the recommendation of Fire & Emergency Services to award Proposal #P817 for Fire Station Architectural services to: The Howell Group for a fee of $98,000.

MAM

Fayette County GEORGIA

Where Quality Is A Lifestyle

To: Jack Krakeel

From: Ted L. Burgess

Date: April 4, 2012

Subject: Bid #817 – Replace Fire Station #3

The Purchasing Department issued Request for Proposals #817 to acquire architectural, engineering, and interior design services for replacement of Fire Station #3 in Tyrone. Invitations were direct-mailed to 36 firms. In addition, invitations were extended via a local newspaper, the county website, Georgia Local Government Access Marketplace (www.glga.org), and television Channel 23 in the usual manner.

Twenty four vendors responded to the Request for Proposals (please see attached tally sheet). A committee was convened to select the proposal that offered the best value. The committee was represented by Fire and Emergency Services, Permits and Inspections, Building and Grounds Maintenance, and Purchasing. Each committee member evaluated all 24 proposals based on criteria stated in the Request for Proposals:

- Experience with construction projects for fire stations and public safety facilities.
- Experience in designing projects of similar size and type.
- Professional experience of proposed design staff and key consultants.
- Evaluation of previous design work, project management, and feedback from references.
- Proposed fee and hourly rates.
- Location of the office and personnel that will perform the work.

Committee members reached a consensus on the top four proposals. These four were invited to make presentations to the committee. Based on additional information gained from the presentations plus reference checks, The Howell Group, Inc. was the consensus of the committee as the best overall combination of relevant experience, professional approach, and other considerations, as compared to price quotes.

The Howell Group's initial quote had been $102,000. The Purchasing Department negotiated a best and final offer of $98,000. The committee recommends The Howell Group for the project, and the Purchasing Department agrees with the recommendation.

Attachment

PROPOSAL NUMBER: #P817
PROPOSAL NAME: FIRE STATION ARCHITECTURAL DESIGN
OPENING DATE: 3:00PM, TUESDAY, JANUARY 31, 2012

	COMPANY NAME	TOTAL PROPOSED AMOUNT
1.	ACREAGE TO EDEN, INC.	$48,000.00
2.	K.A. OLDHAM DESIGN, INC.	$81,650.00
3.	2WR IF GEORGIA, INC.	$84,500.00
4.	SMITH DESIGN GROUP, INC.	$89,000.00
5.	CLARK PATTERSON LEE	$89,700.00
6.	IPG, INCORPORATED	$99,000.00
7.	WILBY / WILSON	$102,000.00
8.	THE HOWELL GROUP, INC.	$102,000.00
9.	POPE/PARTNERS ARCHITECTS, INC.	$103,000.00
10.	HARRIS FRITZ & ASSOCIATES, INC.	$110,600.00
11.	TUNNELL-SPANGLER-WALSH & ASSOCIATES	$118,000.00
12.	LYMAN DAVIDSON DOOLEY, INC.	$118,500.00
13.	FACILITY DESIGN GROUP INC.	$124,412.00
14.	RUTLEDGE ALCOCK ARCHITECTS	$126,000.00
15.	AIM PARTNERS, PLC	$133,442.00
16.	PRECISION PLANNING, INC.	$149,000.00
17.	CAS ARCHITECTURE, P.C.	$149,500.00
18.	POND & COMPANY	$159,300.00
19.	BROWN DESIGN GROUP, INC.	$184,500.00
20.	STUDIO ALA, LLC	$188,650.66
21.	RICHARD W. SPEARS ARCHITECT, INC. - STEWART COOPER NEWELL ARCHITECTS	$200,000.00
22.	ATKINS NORTH AMERICA, INC. (ATKINS)	$238,000.00
23.	GARDNER SPENCER SMITH TENCH & JARBEAU, P.C.	$245,000.00
24.	WILLIAMS-RUSSELL AND JOHNSON, INC.	$270,000.00