

BOARD OF BIDS AND CONTRACTS NOVEMBER 20, 2008

3. SPACE NEEDS ASSESSMENT SERVICES for VARIOUS COUNTY DEPARTMENTS - FACILITIES DEPARTMENT

FUNDING - FACILITIES DEPARTMENT

(Request for Proposal sent to twenty-two vendors)

RFP 08-0285

	McCluggage Van Sickle & Perry	Plante Moran CRESA	Daniel C. Smith & Associates	WDM Architects	Law Kingdon	Schaefer Johnson Cox Frey Architecture
Fee Schedule						
Group 1 - Administration/Tax	\$9,906.07	-	\$60,600.00	\$24,900.00	\$40,500.00	\$21,000.00
Group 2 - Health Department	\$6,633.13	-	\$30,000.00	\$16,700.00	\$29,700.00	\$10,500.00
Group 3 - Human Services	\$7,811.93	-	\$74,000.00	\$17,850.00	\$37,800.00	\$25,500.00
Reprogramming	\$13,089.87	-	Based on square footage**	\$33,000.00	\$27,000.00	\$17,900.00
Miscellaneous expenses*	-	\$5,500.00 - \$6,000.00	-	-	-	-
Total	\$37,441.00	\$42,500.00 - \$43,000.00	\$149,500.00/ \$164,600.00***	\$92,450.00	\$135,000.00	\$74,900.00
Timeline	4-1/2 months	4-5 months	22 weeks	27 weeks	22 weeks	16-22 weeks
Addendum	Y	Y	Y	Y	Y	Y

* Miscellaneous expenses include travel, lodging, reproduction costs, etc.

** Fee for functions involved with reprogramming would be proportionate to fees listed above, which are primarily determined on a per square foot basis.

*** \$149,500.00 are total fees if all groups are programmed concurrently. \$164,600.00 are total fees if each group is programmed separately.

On the recommendation of Joe Thomas, on behalf of the Facilities Department, Irene Hart moved to **accept the low proposal from McCluggage Van Sickle & Perry in the amount of \$37,441.00.** Jennifer Dombaugh seconded the motion. The motion passed unanimously.

A committee composed of Paula Downs - Facilities, Steve Claassen - Facilities, Charlene Stevens - County Manager's Office, Articia Thomas - County Manager's Office, Joe Thomas - Purchasing, and Ted Knoblauch - Purchasing evaluated proposal responses based on experience, qualifications, and approach to work.

Schaefer Johnson Cox Frey Architecture, Plante Moran CRESA, and McCluggage Van Sickle & Perry were short listed, interviewed and references checked. The committee unanimously determined that McCluggage Van Sickle & Perry provided the best overall proposal to the County.