COUNTY AGENDA REQUEST

Department:	Fire and Emergency Services	Presenter(s):	M. Allen McCullough
Meeting Date:	Thursday, October 11, 2012	Type of Request:	Consent

Wording for the Agenda:

Approval of staff's recommendation to award Proposal #P838- Emergency Operations Center (EOC) Architectural Design to Wakefield Beasley & Associates, in the amount of $162,000.00, for architectural design and development of bid documents for the proposed EOC and Headquarters, and to authorize the Chairman to sign the contract and associated documents contingent on the Attorney's review.

Background/History/Details:

On June 14, 2012, the Purchasing Department issued Request for Proposal #P838- Emergency Operation Center (EOC) Architectural Design. The RFP requested engineering services for a new EOC, space for Public Safety Headquarters, and potentially a new fire station. The RFP asked responders to bid separate prices for the three components, so the decisions could be made based on prices proposed and resources available. Invitations were direct-mailed to 30 vendors, and were further extended through the Fayette Daily News, the county's website, Georgia Local Government Access Marketplace, and Channel 23. Thirteen vendors responded to the invitation to bid. A pre-proposal meeting was held on June 28, 2012 to allow for questions and feedback on the project, and, after this meeting, the Purchasing Department made an addendum available to all respondents. A committee was formed consisting of personnel from several County departments who reviewed and rated the RFPs utilizing specific guidelines.

During the October 3rd Workshop Meeting, staff explained the evaluation process and how it decided on awarding Proposal #P838 to Wakefield Beasley & Associates. The Board consented to place this request on the October 11th Agenda for formal consideration.

What action are you seeking from the Board of Commissioners?

Approval of staff's recommendation to award Proposal #P838- Emergency Operations Center (EOC) Architectural Design to Wakefield Beasley & Associates, in the amount of $162,000.00, for architectural design and development of bid documents for the proposed EOC and Headquarters, and to authorize the Chairman to sign the contract and associated documents contingent on the Attorney's review.

If this item requires funding, please describe:

The EOC-HQ project has funding of $1.3 M (from Fire Station #4). $950,000 in grant funding and $325,000 for the grant match were included in the 2013 budget. Current available funding totals $2.575M. Additional funding has been slated for future years.

Has this request been considered within the past two years?	No	If so, when?	
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	
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: September 6, 2012

Background/History/Details:
The Purchasing Department solicited Requests for Proposals (RFP) (P838) for the architectural design and the development of bid documents for the proposed Emergency Operations Center and Headquarters.

A Pre-Proposal meeting was held on June 28, 2012 to allow for questions and feedback on the project. After this meeting, Purchasing made an addendum available to all respondents.

Thirteen firms submitted proposals for this project. The highest proposal submitted was for $438,596.00, the lowest proposal submitted was $139,000.00. The average of all proposals is $207,775.08.

A committee was formed consisting of personnel from Fire/ES & EMA, Purchasing, Building Permits & Inspections, and Building Maintenance. This committee reviewed and rated the RFPs submitted utilizing the following guidelines:

1. Proposed fee, plus hourly rate and unit rate for any additional work requested.
2. Experience in the design, construction, and management of projects similar in size, type, and scope.
3. Evaluation of previous design work, management of projects, and feedback from references.
4. Professional experience of proposed design staff and key consultants.
5. The location of the project team office and their accessibility to the site.
6. Estimate of time for design and bid document preparation.

The top five proposals were selected for the firms to present an on-site interview before the committee. During the presentations, the committee considered the following five major criteria:

1. The proposed fee.
2. Technical expertise specific to EOC projects with related highly technical components.
3. Experience in the design and construction of essential facilities, EOCs, and Public Safety type facilities.
4. Professionalism of the presentations.
5. Evidence of guidance and project leadership.

Wakefield Beasley & Associates was the consensus recommendation of the committee to Chief McCullough. Wakefield Beasley & Associates representative Mr. Doug Shaw was contacted regarding the RFP fee. The original fee submitted to Purchasing for site design and architectural for the design of the Emergency Operation Center and Headquarters was $170,000.00. The negotiated reduced amount is $162,000.00.

Fire and Emergency Services recommends that the Board of Commissioners accept the RFP from Wakefield Beasley & Associates in the amount of $162,000.00 for the design and development of bid documents for the Emergency Operation Center and Headquarters project.

MAM:cf

Fayette County GEORGIA

Where Quality Is A Lifestyle

To: Jack Krakeel

From: Ted L. Burgess

Date: September 20, 2012

Subject: RFP 838 – Emergency Operation Center Architectural Design

The Purchasing Department issued Request for Proposals (RFP) #838 for architectural and engineering services for a new Emergency Operation Center, space for Public Safety Headquarters, and potentially a new Fire Station. The RFP asked responders to bid separate prices for the three components, so that decisions could be made based on prices proposed and resources available.

Invitations were direct-mailed to 30 vendors. In addition, invitations were extended via the Fayette News, the county website, Georgia Local Government Access Marketplace (www.glga.org), and Channel 23. Thirteen vendors responded to the invitation to bid (please see the attached spread sheet).

Based on responses received, it was decided to evaluate the proposals assuming construction of the Emergency Operation Center and the Headquarters, while allowing for future addition of a Fire Station.

An Emergency Operation Center is a highly specialized structure, which requires more technical expertise to construct than the typical facility. Wakefield Beasley & Associates demonstrated a high degree of knowledge and expertise in this area. The evaluation committee recommended award of the contract to this firm, and I concur with the recommendation.

Attachment

PROPOSAL NUMBER: #P838

PROPOSAL NAMER: **EMERGENCY OPERATION CENTER ARCHITECTURAL DESIGN**

Company	Emergency Operation Center	Public Safety Headquarters	Sub-Total	Fire Station	Total Proposal
ROBERT NOBLE ARCHITECT	$79,000	$60,000	**$139,000**	$48,000	$187,000
WILEY/WILSON	73,125	73,125	**146,250**	97,500	243,750
HUSSEY, GAY, BELL & DEYOUNG INTERNATIONAL, INC.	78,000	72,000	**150,000**	89,000	239,000
STUDIO ALA, LLC	75,817	75,818	**151,635**	66,105	217,740
WAKEFIELD BEASLEY & ASSOCIATES ARCHITECTS INC.	88,000	82,000	**170,000**	88,000	258,000
POPE/PARTNERS ARCHITECTS, INC.	98,700	78,900	**177,600**	70,250	247,850
PRECISION PLANNING, INC.	95,000	87,000	**182,000**	104,000	286,000
MALLETT CONSULTING, INC. / IPG INC.	110,000	78,000	**188,000**	110,000	298,000
K.A. OLDHAM DESIGN, INC.	124,391	96,266	**220,657**	138,766	359,423
CROFT & ASSOCIATES[(A)]	150,400	85,700	**236,100**	92,500	328,600
POND & COMPANY	132,390	114,248	**246,638**	110,830	357,468
ACREAGE TO EDEN, INC.	162,000	115,000	**277,000**	115,000	392,000
ARCHITECTS DESIGN GROUP	222,923	215,673	**438,596**	160,380	598,976

[(A)] Architectural services for campus planning were bid as a separate line-item, at $13,800. This amount is included in the EOC bid shown above.

Fire / EMS / EMA

Fayette County

FIRE & EMERGENCY SERVICES

Emergency Operations Center (EOC)

- November 4, 2011
  - Notification by Gov. Deal
- $950,000
- 75% Federal / 25% County Match

Five Primary Functions of the EOC

- Direction & Control
- Situation Assessment
- Coordination
- Priority Establishment
- Resource Management

Essential Functions of the EOC

- Direction
  - During and Post Event
- Control
  - Resources & Aid Requests
- Warning
  - During the Event & After

EOC Definition

- The EOC is designed to be self-contained facility, capable of remaining functional over what can be sustained periods of days, weeks or longer.

- Must provide a facility envelope that protects all aspects of critical function, and have survivability.

EOC – RFP Project Team

- Completed the review of the 13 respondent proposals and 5 interviews.
  - Ted Burgess – Purchasing Director
  - Greg Ownby – Director of Building Maintenance
  - Joe Scarbrough – Director of Permits & Inspections
  - Russell Price – Director of Information Systems & Technology
  - Allen McCullough – Fire Chief/PS Director
  - Pete Nelms – EMA Coordinator
  - David Scarbrough – Fire Marshal
  - Mike Pollard – Fire & EMS Logistics
  - Tom Bartlett – Deputy Fire Chief

Request for Proposal (RFP)

- 13 Respondents
- 6 Evaluation Criteria
  - Proposed Fee
  - Experience in design of similar projects
  - Evaluation of previous design work
  - Professional experience of design staff
  - Location of project team members/office
  - Estimate of time for design and bid document

Request for Proposal (RFP)

- Five finalists interviews
- 5 Evaluation Criteria
  - Total Fee
  - Technical Expertise in EOC / Technology
  - Experience specific in EOC projects
  - Professionalism in presentation
  - Guidance and project leadership

Fee Proposals

- Low Proposal $139,000
- High Proposal $438,596
- Average Proposal $207,775

Recommendation

- Wakefield Beasley & Associates l AECOM
  - Mr. Doug Shaw AIA, Project Manager
    - Mr. Steven Loomis, FAIA (AECOM)
  - Located in Norcross
  - Founded in 1980
    - Master Planning
    - Architecture
    - Interior Design
    - Program Management
    - Construction Management

Wakefield Beasley & Associates l AECOM

- Previous Public Safety and EOC Project Experience
  - Salt Lake City Public Safety Complex
  - Pennsylvania State EOC
  - Frederick County MD. Public Safety Center
  - Oconee County S.C. Jail
  - Forsyth Co. GA. Planning / Program Study for Courthouse/Jail

Wakefield Beasley & Associates l AECOM

- Previous Public Safety and EOC Project Experience
  - Nassau Co. Fl. Sheriffs Administration & LE Facility
  - Barrow Co. Ga. Courthouse & Jail
  - Gwinnett Co. Police Training Facility
  - Leon Co. Fl./Tallahassee Consolidated Public Safety Complex

Wakefield Beasley & Associates l AECOM

- Previous Public Safety and EOC Project Experience
  - Commonwealth of Kentucky (Frankfort) EOC
  - Moore Okla. Police HQ / Emergency Operations Ctr.
  - West Valley City Utah – Valley Emergency Communications Ctr.
  - Glynn Co. Ga. Public Safety Complex

Fee & Design Time

- Proposed Fee $170,000
- Negotiated Fee $ 162,000
- Design Timeframe: 120 Days

QUESTIONS?

Request this item be placed on the October 11, 2012 Agenda for Approval.