

	<p>Fulton County Board of Commissioners Agenda Item Summary</p>	<p>BOC Meeting Date 10/15/2014</p>
<p>Requesting Agency Facilities and Transportation Services Department</p>		<p>Commission Districts Affected All Districts</p>
<p>Requested Action <i>(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)</i> Request approval to renew existing contracts – Facilities and Transportation Services Department, RFP# 13RFP90030K-DB - Standby Professional Services for Facilities Related Planning, Design, Engineering and Assessments - Mechanical, Electrical, Plumbing and Fire Protection Design, Services and Facility Assessments, in the total amount of \$750,000 with (A) KHAFA Engineering Consultants, Inc. (Atlanta, GA) in the amount of \$250,000; (B) SL King & Associates, Inc. (Atlanta, GA) in the amount of \$250,000; and (C) Wiley Wilson (Atlanta, GA) in the amount of \$250,000 to provide standby professional services for mechanical, electrical, plumbing and fire protection services. This action exercises the first of two renewal options. One renewal option remains. Effective dates: January 1, 2015 through December 31, 2015.</p>		
<p>Requirement for Board Action <i>(Cite specific Board policy, statute or code requirement)</i> In accordance with Purchasing Code Section 102-394(6), the Purchasing Department shall present all renewal requests to the Board of Commissioners at least 90 days prior to the contract renewal date or 60 days if the contract term is six (6) months or less.</p>		
<p>Is this Item Goal Related? <i>(If yes, describe how this action meets the specific Board Focus Area or Goal)</i> No</p>		
<p>Is this a purchasing item? Yes</p>		
<p>Summary & Background</p>	<p><i>(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)</i></p>	
<p>The Facilities and Transportation Services Department requests approval to renew existing contracts to provide standby professional services for mechanical, electrical, plumbing and fire protection services.</p> <p>The intent of this service is for one or more firms to provide some, all or any combination of the various and diverse technical, professional, mechanical, electrical, plumbing and fire protection services and related projects for the County on an "task need basis". The services includes various professional services as mechanical, electrical, plumbing, and fire protection expertise, resources and personnel experienced in the various phases of planning, design and engineering.</p> <p>The County has not expended any funds under this contract for FY2013, but has spent \$151,972 as of August 2014.</p>		

<p>Agency Director Approval</p>		<p>County Manager's Approval</p>
<p>Typed Name and Title Felicia Strong-Whitaker, Interim Director</p>	<p>Phone (404) 612-5800</p>	
<p>Signature</p>	<p>Date</p>	

Revised 03/12/09 (Previous versions are obsolete)

KHAFRA Engineering Consultants, Inc.

CURRENT CONTRACT HISTORY	BOC ITEM	DATE	DOLLAR AMOUNT
Original Award Amount	14-0287	4/16/2014	\$250,.00000
1st Renewal			\$250,000.00
Total Revised Amount			\$500,000.00

S. L. King & Associates, Inc.

CURRENT CONTRACT HISTORY	BOC ITEM	DATE	DOLLAR AMOUNT
Original Award Amount	14-0287	4/16/2014	\$250,.00000
1st Renewal			\$250,000.00
Total Revised Amount			\$500,000.00

Wiley|Wilson

CURRENT CONTRACT HISTORY	BOC ITEM	DATE	DOLLAR AMOUNT
Original Award Amount	14-0287	4/16/2014	\$250,.00000
1st Renewal			\$250,000.00
Total Revised Amount			\$500,000.00

Contract & Compliance Information (Provide Contractor and Subcontractor details.)

(A)

Contract Value: \$250,000.00

Prime Vendor: KHAFRA Engineering Consultants, Inc.

Prime Status: African American Male Business Enterprise - Certified

Location: Atlanta, Georgia

County: Fulton County

Prime Value: \$175,000.00 or 70.00%

Subcontractor: Engineered Systems & Services

Subcontractor Status: African American Male Business Enterprise Certified

Location: Suwanee, GA

County: Gwinnett County

Subcontractor Value: \$50,000.00 or 20%

Subcontractor: 2M Design Consultants

Subcontractor Status: African American Male Business Enterprise Certified

Location: Johns Creek, GA

County: Fulton County

Subcontractor Value: \$25,000.00 or 10%

Total Contract Value: \$250,000.00 or 100%

Total M/FE Value: \$250,000.00 or 100%

(B)
Contract Value: \$250,000.00
Prime Vendor: **S. L. King & Associates, Inc.**
Prime Status: ***African American Male Business Enterprise - Certified***
Location: Atlanta, Georgia
County: Fulton County
Prime Value: \$225,000.00 or 90.00%

Subcontractor: **Working Building, LLC**
Subcontractor Status: **Non-Minority**
Location: Atlanta, GA
County: Fulton County
Contract Value: \$12,500.00 or 5.00%

Subcontractor: **Delon Hampton & Associates, Inc.**
Subcontractor Status: ***African American Male Business Enterprise Certified***
Location: Atlanta, GA
County: Fulton County
Contract Value: \$12,500.00 or 5.00%

Total Contract Value: **\$250,000.00 or 100%**
Total M/FBE Value: **\$237,500.00 or 95.00%**

(C)
Contract Value: \$250,000.00
Prime Vendor: **Wiley|Wilson**
Prime Status: ***Non-Minority***
Location: Atlanta, Georgia
County: Fulton County
Prime Value: \$237,500.00 or 95.00%

Subcontractor: **The Protection Engineering Group**
Subcontractor Status: **Non-Minority**
Location: Duluth, GA
County: Gwinnett County
Contract Value: \$12,250.00 or 5.00%

Total Contract Value: **\$250,000.00 or 100%**
Total M/FBE Value: **-0-**

Grand Total: **\$750,000.00 or 100%**
Grand Total M/FBE Value: **\$487,500.00 or 65.00%**

Contractor Type	Contractor Status	Contractor Name	Address	City	State	Zip Code	Contact Name	Contact Phone	Contact Email	Upon Approval	Amount	Percentage	Prime/Contract Value
Prime	M/FBE	KHAFRA Engineering Consultants, Inc.	225 Peachtree Street, NW, Suite 1600	Atlanta	GA	30303-1730	Valentino T. Bates	404-525-2120			\$250,000.00	70.00%	\$175,000.00
Sub	M/FBE	Engineered Systems & Services		Suwanee	GA						\$50,000.00	20.00%	
Sub	M/FBE	2M Design Consultants		John Creek	GA						\$25,000.00	10.00%	
Prime	M/FBE	S. L. King & Associates, Inc.	270 Peachtree Street, NE, Suite 1600	Atlanta	GA	30303	Stanley L. King	404-524-5800			\$250,000.00	90.00%	\$225,000.00
Sub	Non-M/FBE	Working Buildings, LLC		Atlanta	GA						\$12,500.00	5.00%	
Sub	M/FBE	Delon Hampton & Associates, Inc.		Atlanta	GA						\$12,500.00	5.00%	
Prime	Non-M/FBE	Wiley Wilson	7000 Central Parkway, Suite 1475	Atlanta	GA	30328	Neil McSweeney	678-320-1844			\$250,000.00	95.00%	\$237,500.00
Prime	Non-M/FBE	The Protection Engineering Group		Duluth	GA						\$12,500.00	5.00%	

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Agency Director Approval		County Manager's Approval
Typed Name and Title	Phone	
Signature	Date	

Felicia Strong-Whitaker, Interim Director
 (404) 612-5800

Revised 03/12/09 (Previous versions are obsolete)

Solicitation Information	NON-MFBE	MBE	FBE	TOTAL
No. Bid Notices Sent:				
No. Bids Received:				

Total Contract Value	\$750,000.00 or 100%
Total M/FBE Values	\$487,500 or 65%
Total Prime Value	\$637,500 or 85%

Fiscal Impact / Funding Source *(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)*
 100-TBD-TBD-1160: General, To Be Determined, Professional Services - \$750,000.00. Funding is contingent upon availability per Capital project and pending approval of the FY 2015 Budget by the BOC.

Exhibits Attached *(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)*
Exhibit 1: Contractor Performance Reports
Exhibit 2: Contract Renewal Evaluation Form
Exhibit 3: Contract Renewal Agreements

Source of Additional Information *(Type Name, Title, Agency and Phone)*
 Michael A. Ross, Assistant Director, Building Construction & Jail Maintenance – (404) 612-3772

Agency Director Approval		County Manager's Approval
Typed Name and Title	Phone	
Signature	Date	

Felicia Strong-Whitaker, Interim Director
 (404) 612-5800

Revised 03/12/09 (Previous versions are obsolete)

Procurement			
Contract Attached: Yes		Previous Contracts: Yes	
Solicitation Number: RFP# 13RFP90030K-DB		Submitting Agency: Facilities and Transportation Services	Staff Contact: Trudie E. Carmichael
Contact Phone: 404-612-5929			
Description: Renew existing contracts for Standby MEP			
FINANCIAL SUMMARY			
Total Contract Value:		MBE/FBE Participation:	
Original Approved Amount: \$750,000.00		Amount: \$500,000.00 %: 66.66%	
Previous Adjustments:		Amount: %:	
This Request: \$750,000.00		Amount: %:	
TOTAL: \$750,000.00		Amount: %:	
Grant Information Summary:			
Amount Requested:		<input type="checkbox"/> Cash	
Match Required:		<input type="checkbox"/> In-Kind	
Start Date:		<input type="checkbox"/> Approval to Award	
End Date:		<input type="checkbox"/> Apply & Accept	
Match Account \$:			
Funding Line 1: 100-TBD-TBD-1160 Pending Approval of the FY 2015 Budget by the BOC	Funding Line 2:	Funding Line 3:	Funding Line 4:
KEY CONTRACT TERMS			
Start Date: 1/1/2015		End Date: 12/31/2015	
Cost Adjustment:		Renewal/Extension Terms: One (1) renewal option remaining	
ROUTING & APPROVALS			
X	Originating Department:	Pye, April	Date: 9/29/2014
	County Attorney:		Date:
X	Purchasing/Contract Compliance:	Strong-Whitaker, Felicia	Date: 10/2/2014
X	Finance/Budget Analyst/Grants Admin:	Whitted, Ivan	Date: 9/30/2014
	Grants Management:		Date:
X	County Manager:	O'Connor, Patrick	Date: 10/9/2014

	<p>INTEROFFICE MEMORANDUM Dwight Ferrell, County Manager Facilities & Transportation Services Department Phone: (404) 612-5900 Fax: (404) 730-5897</p>
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TO: Felicia Strong-Whitaker, Interim Director, Purchasing and Contract Compliance

FROM: Michael Ross, Assistant Director, Building Construction and Jail Services *MR*

DATE: August 26, 2014

SUBJECT: Contractor Performance Report (CPR)

We have not had an opportunity to fully evaluate the Contractor's work performance. The Contract Agreement, #13RFP90030K-DB, is to provide Standby Professional Services for Facilities Related Planning, Design, Engineering Assessments – MEPFP was executed on June 6, 2014, and the Notice to Proceed (NTP) was issued on June 17, 2014, (see attached NTP letter). The Contractor has not been assigned any work to-date. We will evaluate their performance during the fourth quarter.

Project: Standby Professional Services for Facilities Related Planning, Design, Engineering Assessments – MEPFP

Project

No: #13RFP90030K-DB

Contractor: Wiley|Wilson
7000 Central Parkway, Suite 1475
Atlanta, GA 30328
POC: Neil McSweeney, PE, Sr. Vice-President
Telephone #: 678-320-1844

If you require any additional information, please contact Trudie E. Carmichael at (404) 612-5929.

MR/tec

Enclosure



INTEROFFICE MEMORANDUM

Dwight Ferrell, County Manager
Facilities & Transportation Services Department
Phone: (404) 612-5900
Fax: (404) 730-5897

TO: Felicia Strong-Whitaker, Interim Director, Purchasing and Contract Compliance
FROM: Michael Ross, Assistant Director, Building Construction and Jail Services
DATE: August 26, 2014
SUBJECT: Contractor Performance Report (CPR)

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Project: Standby Professional Services for Facilities Related Planning, Design, Engineering Assessments – MEPFP

Project No: #13RFP90030K-DB

Contractor: Khafra Engineering Consultants, Inc.
225 Peachtree Street NE Ste. 1600
Atlanta, GA 30303-1730
POC: Valentino T. Bates, President
Telephone #: 404-525-2120

If you require any additional information, please contact Trudie E. Carmichael at (404) 612-5929.

MR/tec

Enclosure

	<p>INTEROFFICE MEMORANDUM Dwight Ferrell, County Manager Facilities & Transportation Services Department Phone: (404) 612-5900 Fax: (404) 730-5897</p>
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FROM: Michael Ross, Assistant Director, Building Construction and Jail Services
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Project: Standby Professional Services for Facilities Related Planning, Design, Engineering Assessments – MEPFP

Project

No: #13RFP90030K-DB

Contractor: S. L. King & Associates, Inc.
270 Peachtree Street NE Suite 1600
Atlanta, GA 30303
POC: Stanley L. King, President & CEO
Telephone #: 404-524-5800

If you require any additional information, please contact Trudie E. Carmichael at (404) 612-5929.

MR/tec

Enclosure

Contract Renewal Evaluation Form

Date:	August 27, 2014
Department:	FACILITIES AND TRANSPORTATION SERVICES
Contract Number:	13RFP90030K-DB
Contract Title:	Professional Services for Facilities Related Planning, Design, Engineering and Assessments - Mechanical, Electrical, Plumbing and Fire Protection

Instructions:

It is extremely important that every contract be rigidly scrutinized to determine if the contract provides the County with value. Each renewal shall be reviewed and answers provided to determine whether services should be maintained, services/scope reduced, services brought in-house or if the contract should be terminated. Please submit a completed copy of this form with all renewal requests.

1. Describe what efforts were made to reduce the scope and cost of this contract.

Increased in-house review and scope preparation for contracts to reduce the number of hours needed by consultants.

2. Describe the analysis you made to determine if the current prices for this good or service is reflective of the current market. Check all applicable statements and provide documentation:

Internet search of pricing for same product or service:

	Date of search:	Click here to enter a date.
	Price found:	Click here to enter text.
	Different features / Conditions:	Click here to enter text.
	Percent difference between internet price and renewal price:	Click here to enter text.

Explanation / Notes:

Cobb County, City of Atlanta, and Dekalb County do not utilize stand-by contracts. There are no municipalities in the Metro Atlanta area to use for benchmarks or comparison purposes.

14-0843

Market Survey of other jurisdictions:

Date contacted:	August 26, 2014
Jurisdiction Name / Contact name:	Dekalb County
Date of last purchase: Contract awarded in June 2014. Not used to date	Click here to enter a date.
Price paid:	Click here to enter text.
Inflation rate:	Click here to enter text.
Adjusted price:	Click here to enter text.
Percent difference between past purchase price and renewal price:	Click here to enter text.
Are they aware of any new vendors?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are they aware of a reduction in pricing in this industry?	<input type="checkbox"/> Yes <input type="checkbox"/> No
How does pricing compare to Fulton County's award contract?	Click here to enter text.

Explanation / Notes:

The contract was just awarded in June 2014. We are requesting proposals for upcoming services.

Other (Describe in detail the analysis conducted and the outcome):

Click here to enter text.

3. What was the actual expenditure (from the AMS system) spent for this contract for previous fiscal year?

Zero dollars

4. Does the renewal option include an adjustment for inflation? **Yes** **No**
(Information can be obtained from CPI index)

Was it part of the initial contract? **Yes** **No**

Date of last purchase:	Click here to enter a date.
Price paid:	Click here to enter text.
Inflation rate:	Click here to enter text.
Adjusted price:	Click here to enter text.
Percent difference between past purchase price and renewal price:	Click here to enter text.

Explanation / Notes:

Click here to enter text.

5. Is this a seasonal item or service? Yes No

6. Has an analysis been conducted to determine if this service can be performed in-house? Yes No If yes, attach the analysis.

7. What would be the impact on your department if this contract was not approved?

We do not have staff with the professional licenses and designations required by code to perform this work.



Prepared by

MICHAEL ROSS, ASSISTANT DIRECTOR

Department Head

September 16, 2014

Date

Tuesday, September 16, 2014

Date



DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

Fulton County, GA

CONTRACT RENEWAL

DEPARTMENT: FACILITIES & TRANSPORTATION SERVICES

BID/RFP# DESCRIPTION: STANDBY PROFESSIONAL SERVICES FOR FACILITIES RELATED PLANNING, DESIGN, ENGINEERING AND ASSESSMENTS - MECHANICAL, ELECTRICAL, PLUMBING AND FIRE PROTECTION DESIGN, SERVICES AND FACILITY ASSESSMENTS

BID/RFP# NUMBER: 13RFP90030K-DB

ORIGINAL APPROVAL DATE: APRIL 16, 2014

RENEWAL PERIOD: FROM: JANUARY 1, 2015, THROUGH DECEMBER 31, 2015

RENEWAL OPTION # 1 OF 3

NUMBER OF RENEWAL OPTIONS: 3

RENEWAL AMOUNT: \$250,000.00

COMPANY'S NAME: KHAFRA ENGINEERING CONSULTANTS, INC.

ADDRESS: 225 PEACHTREE STREET, NE, SUITE 1600

CITY: ATLANTA

STATE: GEORGIA

ZIP: 30303-1730

SIGNATURES: SEE NEXT PAGE

SIGNATURES:

Vendor agrees to accept the renewal option and abide by the terms and conditions set forth in the contract and specifications for Bid/RFP#

(Person signing must have signature authority for the company/corporation)

NAME: _____ **(Print)**
(CEO, President, Vice President)

VENDOR'S SIGNATURE: _____ **DATE** _____

ATTEST:

NOTARY PUBLIC: _____

TITLE: _____ **COUNTY:** _____

SEAL (Affix) **MY COMMISSION EXPIRES:** _____

ATTEST:

FULTON COUNTY, GEORGIA

DATE: _____

**JOHN H. EAVES, CHAIRMAN
BOARD OF COMMISSIONERS**

DATE: _____

**MARK MASSEY
CLERK TO THE COMMISSION**

**DEPARTMENT AUTHORIZES RENEWAL OPTION ON THE AFOREMENTIONED
BID/RFP:**

DEPARTMENT HEAD: _____ **(Print)**

DEPARTMENT HEAD SIGNATURE: _____ **DATE** _____

Please indicate if the following are provided:

- BOC Chairperson's signature required on renewals \$ 50,000.00 or more or any Bid/RFP previously approved by the Board of Commissioners of Fulton County.*
- A copy of the current Certificate of Insurance must be attached to all renewals.*
- Current Performance and Payment Bonds attached (If required)*
- Minimum of four (4) signature pages required.*



DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

Fulton County, GA

CONTRACT RENEWAL

DEPARTMENT: FACILITIES & TRANSPORTATION SERVICES

BID/RFP# DESCRIPTION: STANDBY PROFESSIONAL SERVICES FOR FACILITIES RELATED PLANNING, DESIGN, ENGINEERING AND ASSESSMENTS - MECHANICAL, ELECTRICAL, PLUMBING AND FIRE PROTECTION DESIGN, SERVICES AND FACILITY ASSESSMENTS

BID/RFP# NUMBER: 13RFP90030K-DB

ORIGINAL APPROVAL DATE: APRIL 16, 2014

RENEWAL PERIOD: FROM: JANUARY 1, 2015, THROUGH DECEMBER 31, 2015

RENEWAL OPTION # 1 OF 3

NUMBER OF RENEWAL OPTIONS: 3

RENEWAL AMOUNT: \$250,000.00

COMPANY'S NAME: S. L. KING & ASSOCIATES, INC.

ADDRESS: 270 PEACHTREE STREET, NW
SUITE 1600

CITY: ATLANTA

STATE: GEORGIA

ZIP: 30303-1701

SIGNATURES: SEE NEXT PAGE

SIGNATURES:

Vendor agrees to accept the renewal option and abide by the terms and conditions set forth in the contract and specifications for Bid/RFP#

(Person signing must have signature authority for the company/corporation)

NAME: _____ **(Print)**
(CEO, President, Vice President)

VENDOR'S SIGNATURE: _____ **DATE** _____

ATTEST:

NOTARY PUBLIC: _____

TITLE: _____ **COUNTY:** _____

SEAL (Affix) **MY COMMISSION EXPIRES:** _____

ATTEST:

FULTON COUNTY, GEORGIA

DATE: _____

**JOHN H. EAVES, CHAIRMAN
BOARD OF COMMISSIONERS**

DATE: _____

**MARK MASSEY
CLERK TO THE COMMISSION**

**DEPARTMENT AUTHORIZES RENEWAL OPTION ON THE AFOREMENTIONED
BID/RFP:**

DEPARTMENT HEAD: _____ **(Print)**

DEPARTMENT HEAD SIGNATURE: _____ **DATE** _____

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DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

Fulton County, GA

CONTRACT RENEWAL

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BID/RFP# DESCRIPTION: STANDBY PROFESSIONAL SERVICES FOR FACILITIES RELATED PLANNING, DESIGN, ENGINEERING AND ASSESSMENTS - MECHANICAL, ELECTRICAL, PLUMBING AND FIRE PROTECTION DESIGN, SERVICES AND FACILITY ASSESSMENTS

BID/RFP# NUMBER: 13RFP90030K-DB

ORIGINAL APPROVAL DATE: APRIL 16, 2014

RENEWAL PERIOD: FROM: JANUARY 1, 2015, THROUGH DECEMBER 31, 2015

RENEWAL OPTION # 1 OF 3

NUMBER OF RENEWAL OPTIONS: 3

RENEWAL AMOUNT: \$250,000.00

COMPANY'S NAME: WILEY|WILSON

ADDRESS: 7000 CENTRAL PARKWAY, SUITE 1475

CITY: ATLANTA

STATE: GEORGIA

ZIP: 30328-6055

SIGNATURES: SEE NEXT PAGE

SIGNATURES:

Vendor agrees to accept the renewal option and abide by the terms and conditions set forth in the contract and specifications for Bid/RFP#

(Person signing must have signature authority for the company/corporation)

NAME: _____ **(Print)**
(CEO, President, Vice President)

VENDOR'S SIGNATURE: _____ **DATE** _____

ATTEST:

_____ **NOTARY PUBLIC:** _____

TITLE: _____ **COUNTY:** _____

SEAL (Affix) **MY COMMISSION EXPIRES:** _____

ATTEST:

FULTON COUNTY, GEORGIA

_____ **DATE:** _____

**JOHN H. EAVES, CHAIRMAN
BOARD OF COMMISSIONERS**

_____ **DATE:** _____

**MARK MASSEY
CLERK TO THE COMMISSION**

**DEPARTMENT AUTHORIZES RENEWAL OPTION ON THE AFOREMENTIONED
BID/RFP:**

DEPARTMENT HEAD: _____ **(Print)**

DEPARTMENT HEAD SIGNATURE: _____ **DATE** _____

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- Current Performance and Payment Bonds attached (If required)*
- Minimum of four (4) signature pages required.*