

**Agenda Item Summary**BOC Meeting Date  
10/7/2020**Requesting Agency**

Real Estate and Asset Management

**Commission Districts Affected**

All Districts

**Requested Action** *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*

Request approval to extend existing contract - Department of Real Estate and Asset Management, RFP #17RFP107111K-EC, Project Management Team Services in the amount of \$1,940,998.00 with The Joint Venture of Heery International, Inc. and McAfee3 Architects (Heery/McAfee3 – a joint venture), to continue to provide without disruption project management over-sight of the remaining construction projects for the FCURA Bonds Capital Improvement Program. Effective dates: October 15, 2020 through April 30, 2023.

**Requirement for Board Action** *(Cite specific Board policy, statute or code requirement)*

In accordance with Purchasing Code Section 102-420, contract modifications within the scope of the contract & necessary for contract completion of the contract, in the specifications, services, time of performance or terms and conditions of the contract shall be forwarded to the Board of Commissioners for approval.

**Is this Item related to a Strategic Priority Area?** *(If yes, note strategic priority area below)*

Yes                      Open and Responsible Government

**Is this a purchasing item?**

Yes

**Summary & Background**

*(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)*

**Scope of Work:** This contract extension will allow the Project Management Team Services (A Joint Venture of Heery International, Inc. and McAfee3 Architects) to continue without interruption to perform project management over-sight of the completion of the remaining construction projects for the FCURA Bonds Capital Improvement Program through April 30, 2023.

Detailed of anticipated estimate staffing level required to complete the remaining Bonds Capital Improvement Projects beginning October 2020 through April 2023:

Staff Position	FT/PT	Completion Date
Program Manager	PT	4/30/2023
Project Manager #1	FT	12/31/2021
Project Manager #2	FT	12/31/2021
Project Manager #3	FT	4/30/2023
Project Manager #4	PT	3/31/2021
Inspector	FT	6/30/2022
Mechanical Engineer (Cx)	PT	4/30/2023

**Agency Director Approval****County Manager's Approval**

Typed Name and Title

Felicia Strong-Whitaker, Director

Phone

(404) 612-5800

Signature

Date

Electrical Engineer	PT	4/30/2023
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This contract provides broad range of management services and activities that performs in multiple Projects over a number of phases at the County's discretion in order to meet the County's needs in implementing its FCURA Urban Redevelopment Capital Improvement Plan. The original contract term was for three years or until completion as determined by the County.

The Project Management Team (PMT) will continue to assist the County's staff to launch the Fulton County FCURA Urban Redevelopment Capital Improvement Plan, establish the comprehensive program definition and direction for the Plan, and direct and control the various tasks required for implementation and completion of the Plan.

Tasks to be performed by the PMT for the program, and assigned project(s) may include, but not be limited to the following:

- A. Program and Contract Administration
- B. Program Controls
- C. Project Planning and Procurement
- D. Project Design Management
- E. Pre-Construction
- F. On-Site Project Management
- G. Post Construction
- H. Public Information and Community Outreach

**Community Impact:** This agenda item is necessary to continue to provide Project Management Team Services through the completion of the FCURA Bonds Capital Improvement Program which will meet the purpose of a long-term service needs of the community.

**Department Recommendation:** The Department of Real Estate and Asset Management recommends approval to extend the existing contract through April 30, 2023, to continue to provide Project Management Team Services for the FCURA Bonds Capital Improvement Program until projects are completed.

The BOC approved the contract #17RFP107111K-EC on August 16, 2017, as Item #17-0680. The initial term for this capital bonds project was for a period of three years upon issuance of Notice to Proceed and Contract Agreement; which was commenced on October 16, 2017. Then the BOC recently approved Change Order Less Than 10% on August 5, 2020, as Item #20-0523 for additional management services in support of the Assembly Hall Renovation and Refurbishment Project.

The Department (Project Management Team) is recommending approval to extend the existing contract through April 30, 2023, to continue provide without interruption the Project Management Team Services for the FCURA Bonds Capital Improvement Program until construction projects are completed, in collaboration with the Department of Real Estate and Asset Management, Project Management Team, in the total amount of \$1,940,998.00, which brings the total spending authority to \$5,053,842.76.

**Project Implications:** Failure to approve this contract extension will result in working without a valid contract agreement and would jeopardize the continue Project Management Services for the

FCURA Bonds Program and severely delayed in its completion of the remaining projects for Fulton County.

**Community Issues/Concerns:** None of which the Department is aware.

**Department Issues/Concerns:** If this contract is not extended, DREAM does not have the capacity, or the expertise, to perform full time Project Management Team Services for the FCURA Capital Bonds Improvement Program for Fulton County.

**History of BOC Agenda Item:** Yes, See chart below:

CURRENT CONTRACT HISTORY	BOC ITEM	DATE	DOLLAR AMOUNT
Original Award Amount	17-0680	8/16/17	\$2,834,424.00
Change Order No. 1	20-0523	8/5/20	\$278,420.76
<b>Contract Extension</b>			<b>\$1,940,998.00</b>
Total Revised Amount			\$5,053,842.76

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

**Contract Value:** \$1,940,998.00  
**Prime Vendor:** Heery International, Inc./McAfee3 (JV)  
**Prime Status:** Heery (\$763,394.51 or 57%) Minority-McAfee3 (\$575,894.11 or 43%)  
 AAFBE/Certified  
**Location:** Atlanta, GA  
**County:** Fulton County  
**Prime Value:** \$1,339,288.62 or 69.00%

**Subcontractor:** D. Clark Harris, Inc.  
**Subcontractor Status:** White Female Business Enterprise-Certified  
**Location:** Fayetteville, GA  
**County:** Fayette County  
**Contract Value:** \$310,559.68 or 16.00%

**Subcontractor:** MHR International  
**Subcontractor Status:** African American Male Business Enterprise-Certified  
**Location:** Atlanta, GA  
**County:** Fulton County  
**Contract Value:** \$291,149.70 or 15.00%

**Total Contract Value:** \$1,940,998.00 or 100.00%  
**Total MFBE Value:** \$1,177,603.49 or 60.67%

<b>Solicitation Information</b>	<b>NON-MFBE</b>	<b>MBE</b>	<b>FBE</b>	<b>TOTAL</b>
No. Bid Notices Sent:				
No. Bids Received:				
<b>Total Contract Value</b>	<b>\$1,940,998.00 or 100.00%</b>			
<b>Total M/FBE Values</b>	<b>\$1,177,603.49 or 60.67%</b>			
<b>Total Prime Value</b>	<b>\$1,339,288.62 or 69.00%</b>			
<b>Fiscal Impact / Funding Source</b> <i>(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)</i> 533-520-5200-1190: FCURA-2019, Real Estate and Asset Management, Project Management-\$1,940,998.00				
<b>Exhibits Attached</b> <i>(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)</i> <b>Exhibit 1:</b> Amendment No.2 to Form of Contract <b>Exhibit 2:</b> Contractor's Performance Report				
<b>Source of Additional Information</b> <i>(Type Name, Title, Agency and Phone)</i> Joseph N. Davis, Director, Department of Real Estate and Asset Management, (404) 612-3772				

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

Continued

**Procurement**

<b>Contract Attached:</b> Yes	<b>Previous Contracts:</b> Yes		
<b>Solicitation Number:</b> 17RFP107111K-EC	<b>Submitting Agency:</b> Department of Real Estate and Asset Management	<b>Staff Contact:</b> Harry Jordan	<b>Contact Phone:</b> (404) 612-5933

**Description:** Approval to extend existing contract to provide continue Project Management Team Services for FCURA Bonds Capital Improvement Program through April 2023.

**FINANCIAL SUMMARY**

<b>Total Contract Value:</b>		<b>MBE/FBE Participation:</b>	
Original Approved Amount:	\$2,834,424.00	Amount: .	%: .
Previous Adjustments:	\$278,420.76	Amount: .	%: .
This Request:	\$1,940,998.00	Amount: <b>\$1,177,603.49</b> or	<b>60.67%</b> .
TOTAL:	\$5,053,842.76	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 \$:	.		

<b>Funding Line 1:</b> 533-520-5200-1190: \$1,940,998.00	<b>Funding Line 2:</b> .	<b>Funding Line 3:</b> .	<b>Funding Line 4:</b> .
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**KEY CONTRACT TERMS**

<b>Start Date:</b> .	<b>End Date:</b> 4/30/2023
<b>Cost Adjustment:</b> .	<b>Renewal/Extension Terms:</b> .

**ROUTING & APPROVALS**

(Do not edit below this line)

X	Originating Department:	Davis, Joseph	Date: 9/10/2020
X	County Attorney:	Stewart, Denval	Date: 9/20/2020
X	Purchasing/Contract Compliance:	Strong-Whitaker, Felicia	Date: 9/24/2020
X	Finance/Budget Analyst/Grants Admin:	Jones, Monica	Date: 9/14/2020
.	Grants Management:	.	Date: .
X	County Manager:	Gillespie, Alana	Date: 9/24/2020

**AMENDMENT NO. 2 TO FORM OF CONTRACT**

Contractor: **The Joint Venture of Heery International, Inc. and McAfee3 Architects**

Contract No. **17RFP107111K-EC, Project Management Team Services**

Address: **999 Peachtree Street, NE**  
City, State **Atlanta, Georgia 30309**

Telephone: **(404) 946-2005**

E-mail: [rchomiak@heery.com](mailto:rchomiak@heery.com)

Contact: **Rob Chomiak, P. E. CCM, LEED AP**  
**Principal –In-Charge**

**W I T N E S S E T H**

WHEREAS, Fulton County (“County”) entered into a Contract with **The Joint Venture of Heery International, Inc. and McAfee3 Architects** to provide/perform Project Management Team Services, dated October 16, 2017, on behalf of the Department of Real Estate and Asset Management; and

WHEREAS, the purpose of this amendment is to extend the existing contract with all terms and conditions unchanged for additional 30 months through April 30, 2023, to continue to provide without disruption project management over-sight of the remaining construction projects for the FCURA Bonds Capital Improvement Program for Fulton County; and

WHEREAS, the Contractor has performed satisfactorily over the period of the contract; and

WHEREAS, this amendment was approved by the Fulton County Board of Commissioners on **October 7, 2020, BOC Item #20-** .

**NOW, THEREFORE**, the County and the Contractor agree as follows:

This Amendment No. 2 to Form of Contract is effective as of the 7<sup>th</sup> day of October, 2020, between the County and The Joint Venture of Heery International, Inc. and McAfee3 Architects (Heery/McAfee3- a Joint Venture), who agree that all Services specified will be performed in accordance with this Amendment No. 2 of Form of Contract and the Contract Documents.

1. **SCOPE OF WORK TO BE PERFORMED:** To provide continue without disruption to perform project management over-sight of the completion of the remaining

construction projects for the FCURA Bonds Capital Improvement Projects beginning October 15, 2020 through April 30, 2023, for Fulton County.

Detailed of anticipated estimate staffing level required to complete the remaining Bonds Capital Improvement Projects beginning October 2020 through April 2023:

<b>Staff Position</b>	<b>FT/PT</b>	<b>Completion Date</b>
Program Manager	PT	4/30/2023
Project Manager #1	FT	12/31/2021
Project Manager #2	FT	12/31/2021
Project Manager #3	FT	4/30/2023
Project Manager #4	PT	3/31/2021
Inspector	FT	6/30/2022
Mechanical Engineer (Cx)	PT	4/30/2023
Electrical Engineer	PT	4/30/2023

The Project Management Team (PMT) will continue to assist the County's staff to launch the Fulton County FCURA Urban Redevelopment Capital Improvement Plan, establish the comprehensive program definition and direction for the Plan, and direct and control the various tasks required for implementation and completion of the Plan.

2. **COMPENSATION:** The services described under Scope of Work herein shall be performed by Contractor for a total amount not to exceed **\$1,940,998.00** (One Million Nine Hundred and Forty Thousand and Nine Hundred and Ninety Eight Dollars and Zero Six Cents).
3. **LIABILITY OF COUNTY:** This Amendment No. 2 to Form of Contract shall not become binding on the County and the County shall incur no liability upon same until such agreement has been executed by the Chair to the Commission, attested to by the Clerk to the Commission and delivered to Contractor.
4. **EFFECT OF AMENDMENT NO. 2 TO FORM OF CONTRACT:**  
Except as modified by this Amendment No. 2 to Form of Contract, the Contract, and all Contract Documents, remain in full force and effect.

**[INTENTIONALLY LEFT BLANK]**

**IN WITNESS THEREOF**, the Parties hereto have caused this Contract to be executed by their duly authorized representatives as attested and witnessed and their corporate seals to be hereunto affixed as of the day and year date first above written.

OWNER:

**FULTON COUNTY, GEORGIA**

CONSULTANT:

**THE JOINT VENTURE OF  
HEERY INTERNATIONAL, INC.  
AND MCAFEE3 ARCHITECTS**

\_\_\_\_\_  
Robert L. Pitts, Chairman  
Fulton County Board of Commissioners

ATTEST:

\_\_\_\_\_  
Rob Chomiak, P. E. CCM, LEED AP  
Principal-In-Charge

ATTEST:

\_\_\_\_\_  
Tonya R. Grier  
Interim Clerk to the Commission

(Affix County Seal)

APPROVED AS TO FORM:

\_\_\_\_\_  
Secretary/  
Assistant Secretary

(Affix Corporate Seal)

ATTEST:

\_\_\_\_\_  
Office of the County Attorney

APPROVED AS TO CONTENT:

\_\_\_\_\_  
Notary Public

County: \_\_\_\_\_

\_\_\_\_\_  
Joseph N. Davis, Director  
Department of Real Estate and Asset  
Management

Commission Expires: \_\_\_\_\_

(Affix Notary Seal)

ITEM#: _____ RCS: _____ <b>RECESS MEETING</b>	ITEM#: _____ RM: _____ <b>REGULAR MEETING</b>
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## DEPARTMENT OF PURCHASING &amp; CONTRACT COMPLIANCE

CONTRACTORS PERFORMANCE REPORT  
PROFESSIONAL SERVICES

Report Period Start	Report Period End	Contract Period Start	Contract Period End
4/1/2020	6/30/2020	10/18/2017	10/17/2020
PO Number			PO Date
520 17RFP107111K-EC			11/14/2017
Department	<b>Real Estate and Asset Management</b>		
Bid Number	<b>#17RFP107111K-EC</b>		
Service Commodity	<b>Project Management Services</b>		
Contractor	<b>Heery McAfee3, a joint venture</b>		

= Unsatisfactory	<i>Achieves contract requirements less than 50% of the time, not responsive, effective and/or efficient, unacceptable delay, incompetence, high degree of customer dissatisfaction.</i>
= Poor	<i>Achieves contract requirements 70% of the time. Marginally responsive, effective and/or efficient; delays require significant adjustments to programs; key employees marginally capable; customers somewhat satisfied.</i>
= Satisfactory	<i>Achieves contract requirements 80% of the time; generally responsive, effective and/or efficient; delays are excusable and/or results in minor programs adjustments; employees are capable and satisfactorily providing service without intervention; customers indicate satisfaction.</i>
= Good	<i>Achieves contract requirements 90% of the time. Usually responsive; effective and/or efficient; delays have not impact on programs/mission; key employees are highly competent and seldom require guidance; customers are highly satisfied.</i>
= Excellent	<i>Achieves contract requirements 100% of the time. Immediately responsive; highly efficient and/or effective; no delays; key employees are experts and require minimal directions; customers expectations are exceeded.</i>

. Quality of Goods/Services (-Specification Compliance - Technical Excellence - Reports/Administration - Personnel Qualification)

☐ 0  
☐ 1  
☐ 2  
☐ 3  
☒ 4

Comments:

Excellent project management services firm. Quality and customer oriented. Have well developed systems and approaches but flexible to accommodate various project challenges.

. Timeliness of Performance (-Were Milestones Met Per Contract - Response Time (per agreement, if applicable) - Responsiveness to Direction/Change - On Time Completion Per Contract)

☐ 0  
☐ 1  
☐ 2  
☐ 3  
☒ 4

Comments:

Meets or exceeds delivery dates and nimble to project/owner changes.

. Business Relations (-Responsiveness to Inquiries - Prompt Problem Notifications)

☐ 0  
☐ 1

Comments:



# 20-0702

communication skills. Timely notification of progress and potential problems. Meets project milestones and delivery dates. Excellent cost control project

4

Customer Satisfaction (-Met User Quality Expectations - Met Specification - Within Budget - Proper Invoicing - No Substitutions)

Comments:

Outstanding satisfaction. Experienced team, well defined project approach, strong project management skills, good communicators. Firm dedicated to project management services. Excellent provider.

4

Contractors Key Personnel (-Credentials/Experience Appropriate - Effective Supervision/Management - Available as Needed)

Comments:

Senior Program Manager best in class. +25 years of project management experience primarily with public sector facilities. Engineer by education. Well developed program management approach. Project team experienced in MEP, exterior, and other disciplines.

4

Overall Performance Rating:

4.0

Would you select/recommend this vendor again?  
Check box for Yes. Leave Blank for No)

Yes No

Rating completed by:

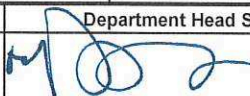
Bill.Mason

Department Head Name

Department Head Signature

Date

JOSEPH W. DAVIS



6/19/2020