



Fulton County Board of Commissioners  
**Agenda Item Summary**

# **17-0528**

**BOC Meeting Date**  
6/21/2017

**Requesting Agency**

Library

**Commission Districts Affected**

All Districts

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

Request the approval of recommended proposal – Atlanta-Fulton Public Library System, RFP#17RFP020717K-EC, Design/Build Services for Library Capital Improvement Program, Phase II (AFPLS-CIP), for Group 4 library renovations Guaranteed Maximum Price (GMP) in the amount of \$2,675,368.00 with BuildSmart/Tebarco a Joint Venture LLC, (Atlanta, GA), to provide Design/Build Services for the renovation of two (2) existing libraries (East Point Library and Fairburn Hobgood-Palmer Library). Effective upon contract execution for three (3) years or until contract completion as determined by the County.

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

In accordance with State of Georgia O.C.G.A. § 36-91 Georgia Local Government Public Works Construction Law, all competitive sealed proposals (RFP's) for public works construction projects CM at Risk, Construction PM, D/B Projects) costing \$100,000 or more 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                      All People are culturally and recreationally enriched

**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.)*

The Atlanta–Fulton Public Library System requests approval of recommended proposal to provide Design/Build Services through all phases of design and construction for two (2) existing library buildings that are part of the Library Capital Improvement Program, Phase II, Group 4 renovations (East Point Library and Fairburn Hobgood-Palmer Library).

On July 16, 2008, the Fulton County Board of Commissioners (BOC) voted to place a \$275 million bond referendum on the November 4, 2008 ballot to implement the Library Facility Master Plan. The referendum was approved with 65% voter support. Phase I of the Facility Master Plan, the construction of 8 new libraries and renovation/expansion of 2 libraries, has been completed. Phase II includes the renovation of 22 existing libraries of which the Design/Build Services for Group 4 library renovations (East Point Library and Fairburn Hobgood-Palmer Library) is a part.

The County solicited proposals from qualified proposers capable of providing Design/Build Services through all phases of design and construction of projects for the Library Capital Improvement Program. BuildSmart/Tebarco a Joint Venture, LLC, herein after referred to as the “Design/Builder,” shall provide the expertise, resources and professional personnel experienced in all phases of

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

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project design and construction to successfully complete the Scope of Work described in the RFP. The Scope of Work of the Design/Builder extends through all phases of design and construction, requires project deliverables and includes responsibilities generally described below:

**Preconstruction Services**

The Design/Builder shall provide the following Preconstruction Services, including but not necessarily limited to the following:

**Pre-design Phase**

- Prepare existing conditions documents of each building for use during the design phase
- Conduct surveys and perform other investigations including hazardous materials testing/reporting above and beyond any such tests performed by Fulton County and provide results to Fulton County prior to the start of any design work.
- Meet with Atlanta-Fulton Public Library and Fulton County staff for the purpose of information gathering prior to the development of the program for any library.
- The Design/Builder shall attend and actively participate in community outreach meetings for each library.

**Schematic Design Phase**

The Design/Builder shall prepare Schematic Design documents for each library in accordance with all applicable codes, rules, regulations and sound design practices. The design shall be functional, buildable, maintainable, within budget, and to the complete satisfaction of Fulton County. The Schematic design package shall include at a minimum but not limited to the following:

- A cost estimate showing all quantities and unit costs, and formatted as required by the County
- Constructability review
- Detailed Critical Path Schedule
- Preliminary layout of major furniture and book shelving systems.
- Site work, parking and landscape improvements
- Schematic Design documents indicating the extent of all work anticipated on the building including interior and exterior modifications
- Outline specifications

**Design Development Phase**

The Design/Builder shall prepare Design Development documents for each library based on approved Schematic Design Documents and in accordance with all applicable codes, rules, regulations and sound design practices. The design shall be functional, buildable, maintainable, within budget, and to the complete satisfaction of Fulton County. The Design Development package shall include at a minimum but not limited to the following:

- An updated cost estimate showing all quantities and unit costs, and formatted as required by the County
- Constructability review comments
- Updated Critical Path Schedule
- ADA compliance review performed with Fulton County's ADA Compliance Representative
- Site work, parking and landscape improvements
- Updated Design Development documents indicating the extent of all work anticipated on the building including both interior and exterior modifications
- Layout of all furniture items and book shelving systems

## Continued

- Layout of all electrical and lighting systems
- Layout of all mechanical equipment and HVAC systems
- Layout of all building technology and security systems
- Preliminary specifications
- Material Selection Boards showing all material and colors intended for use in each library facility

**Construction Documents Phase**

The Design/Builder shall prepare Design Development documents for each library based on approved Schematic Design Documents and in accordance with all applicable codes, rules, regulations and sound design practices. The design shall be functional, buildable, maintainable, within budget, and to the complete satisfaction of Fulton County. The Design Development package shall include at a minimum but not limited to the following

- An updated cost estimate showing all quantities and unit costs, and formatted as required by the County
- Constructability review comments
- Updated Critical Path Schedule
- Site work, parking and landscape improvement plans
- Construction documents detailing the extent of all work anticipated on the building including interior and exterior modifications
- Furniture Plans showing all furniture items and book shelving systems
- Electrical Plans showing all electrical and lighting systems
- Mechanical Plans showing all mechanical equipment, HVAC and fire safety systems
- Technology Plans showing all building technology and security systems
- Specifications/Project Manual

**Construction Services****Construction Phase**

Construction for the project will commence with the issuance of a Notice-to-Proceed with Construction issued in writing by Fulton County and will terminate when final payment is made by Fulton County to the Design Builder. Substantial Completion will occur when the library project is ready for its intended use in accordance with the approved plans and specifications and the local Authority having jurisdiction over the project issues a Certificate of Occupancy. The Scope of Services during the Construction Phase includes but is not limited to the following:

- Implementations and coordination with Fulton County in developing a plan for compliance with First Source Jobs Program
- Prepare and issue bid packages in compliance with Fulton County's purchasing requirements
- Pre-Construction Meeting with trades
- Mock-up construction
- Construction of the project
- Construction management and administration
- Quality Control Inspections by the Design/Builder with monthly reports issued to Fulton County/Owners Program Manager by the Design/Builder's design professionals during construction
- LEED Administration and documentation
- Meeting with Fulton County/Owners Program Manager; record and distribute minutes
- Bi-weekly schedule updates

- Coordination of the Owners Material and Testing and Inspections Contractor
- Obtain and pay for all required permits and inspections
- Minimize disruption to other trades, building occupants
- Implement MBE Utilization Plan
- Pay for all goods and services and provide releases to Fulton County/Owner's Program Manager as required during execution of work
- Provide information to Fulton /county/Owner's Program Manager to assist with reports
- Arrange to train Fulton County personnel in operations and maintenance procedures by manufactures' representatives
- Obtain Certificate of Occupancy
- Issue Certificate of Substantial Completion including associated punch list

#### Post Construction

Items on the punch shall be completed and Final Completion shall be achieved by the Design/Builder within thirty (30) days of Substantial Completion. Also, within one (1) month of achieving Substantial Completion, the Design/Builder shall provide five (5) copies of a final report which includes:

- Copies of all meeting minutes
- Copies of all permits
- As-build drawings prepared by the A/E (4 sets black line prints & five (5) digital copies)
- Correspondence with regulatory agencies
- Final survey on Mylar and electronic form
- Operations and Maintenance Manuals
- Statement certifying Project Completion
- Final summary of all costs
- Completion of all required of the RFP
- Warranty Inspections
- Warranty Review/Facility Inspection one (1) month prior to the end of the general warranty period with Fulton County and facility staff. Identify and repair/resolve all outstanding warranty issues prior to the end of the warranty period.

To protect the interests of the County, the County Attorney shall approve the contract as to form and substance, and make any necessary modification, prior to execution by the Chairman."

#### **Community Impact:**

This request involves the renovation of libraries in communities throughout the County. The successful and timely renovation of each library will impact communities countywide.

#### **Department Recommendation:**

The Atlanta-Fulton Public Library System recommends approval of this request.

#### **Project Implications:**

The cost of the requested service will be funded using library bond funds; therefore, it will not impact the County or library operations.

#### **Community Issues/Concerns:**

None

#### **Departmental Issues/Concerns: None**

**History of BOC Agenda Item:** This is a new procurement.

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

**Contract Value:** \$2,675,368.00  
**Prime Vendor:** BuildSmart/Tebarco a joint Venture LLC (45/55)  
**Prime Status:** BuildSmart – Certified AABE  
 Tebarco – Non MBE  
**Location:** Atlanta, GA  
**County:** Fulton County

**Contract Value:** \$419,607.00  
**Prime Vendor:** BuildSmart/Tebarco a Joint Venture LLC  
**Prime Status:** BuildSmart – Certified AABE  
 Tebarco – Non MBE  
**Location:** Atlanta, GA  
**County:** Fulton County  
**Prime Value:** \$140,407.00 or 33.46%  
 BuildSmart - \$63,183.15 (15.06%)  
 Tebarco - \$77,223.85 (18.40%)

**Subcontractor:** J.W. Robinson & Associates  
**Subcontractor Status:** African American Male Business Enterprise Certified  
**Location:** Atlanta, GA  
**County:** Fulton County  
**Contract Value:** \$185,300.00 or 44.16%

**Subcontractor:** The Dragon Group  
**Subcontractor Status:** African American Male Business Enterprise Certified  
**Location:** Atlanta, GA  
**County:** Fulton County  
**Contract Value:** \$93,900.00 or 22.38%

**Total Contract Value:** \$419,607.00 or 100% (DESIGN PHASE ONLY)  
**Total MBE Value:** \$342,383.15 or 81.60% (DESIGN PHASE ONLY)

**M/FBE Subcontractors:** \$279,200 or 66.54% (for design phase as listed above)

**Subcontractor(s) TBD for Construction Phase:**

**Construction Phase Dollars Remaining:** \$2,255,761.00  
**M/FBE Projected for Construction:** \$947,419.62 or 42.00%

**NOTE:** The prime contractor must submit the name, scope of work to be performed, dollar value, percentage of work and M/FBE status of each subcontractor for the construction phase to the Department of Purchasing & Contract Compliance at 60% completion of the design phase. At 60% completion of the construction documents and all subcontractors have been identified, the subcontractors will be presented to the BOC for approval as part of the contract.

# # 17-0528

<b>Solicitation Information</b>	<b>NON-MFBE</b>	<b>MBE</b>	<b>FBE</b>	<b>TOTAL</b>
No. Bid Notices Sent:	<b>20</b>	<b>15</b>	<b>5</b>	<b>40</b>
No. Bids Received:	<b>1</b>	<b>1</b>		<b>1</b>
<b>Total Contract Value</b>	<b>\$419,607.00 or 100.00% (DESIGN PHASE ONLY)</b>			
<b>Total M/FBE Values</b>	<b>\$342,383.15 or 81.60% (DESIGN PHASE ONLY)</b>			
<b>Total Prime Value</b>	<b>\$140,407.00 or 33.46% (DESIGN PHASE ONLY)</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>				
573-650-6500-L034-573CST - \$1,459,780.00				
573-650-6500-L035-573CST - \$1,215,588.00				
<b>Exhibits Attached</b> <i>(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)</i>				
Exhibit 1: Evaluation Committee Recommendation Letter				
Exhibit 2: Contractor Performance Memo				
Exhibit 3: Single Bid Analysis				
<b>Source of Additional Information</b> <i>(Type Name, Title, Agency and Phone)</i>				
Gabriel Morley, Executive Director, Atlanta-Fulton Public Library System, (404) 730-1972				

<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>	

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**Procurement****Contract Attached:**  
No**Previous Contracts:**  
No**Solicitation Number:**  
17RFP020717K-EC**Submitting Agency:**  
APLS**Staff Contact:**  
Alfred Collins**Contact Phone:**  
404-730-1822**Description:** Design/Build Services for Library Capital Improvement Program, Phase II (AFPLS-CIP), for Group 4 library renovations**FINANCIAL SUMMARY****Total Contract Value:**

Original Approved Amount: .  
 Previous Adjustments: .  
 This Request: \$2,675,368.00  
 TOTAL: \$2,675,368.00

**MBE/FBE Participation:**

Amount: Click here to enter text.  
 Amount: Click here to enter text. %: .  
 Amount: . **\$342,383.15 OR 81.60% (DESIGN PHASE)** %: .  
 Amount: . %: .

**Grant Information Summary:**

Amount Requested: . ☐ Cash  
 Match Required: . ☐ In-Kind  
 Start Date: . ☐ Approval to Award  
 End Date: . ☐ Apply & Accept  
 Match Account \$: .

**Funding Line 1:**  
573-650-6500-L034  
\$1,459,780.00**Funding Line 2:**  
573-650-6500-L035  
\$1,215,588.00.**Funding Line 3:**  
.**Funding Line 4:**  
.**KEY CONTRACT TERMS****Start Date:**Upon Contract  
Execution**End Date:**

3 years or until contract completion

**Cost Adjustment:**

.

**Renewal/Extension Terms:**

.

**ROUTING & APPROVALS**

(Do not edit below this line)

X	Originating Department:	Morley, Gabriel	Date: 6/5/2017
X	County Attorney:	Ringer, Cheryl	Date: 6/14/2017
X	Purchasing/Contract Compliance:	Strong-Whitaker, Felicia	Date: 6/14/2017
X	Finance/Budget Analyst/Grants Admin:	Jones, Monica	Date: 6/8/2017
.	Grants Management:	.	Date: .
X	County Manager:	Anderson, Dick	Date: 6/15/2017



## INTEROFFICE MEMORANDUM

**TO:** Felicia Strong-Whitaker, Director  
Department of Purchasing & Contract Compliance

**FROM:** Evaluation Committee Recommendation Letter

**DATE:** May 17, 2017

**PROJECT:** #17RFP020717K-EC, Design/Build Services for Library CIP Renovations—Group 4

In accordance with the Purchasing Code, a duly appointed Evaluation Committee has reviewed the proposals submitted in response to the above-reference project on behalf of the Atlanta-Fulton Public Library System.

One (1) qualified firms' submitted proposals for evaluation and consideration for award of this project:


1. BuildSmart/Tebarco a Joint Venture, LLC.


After review, evaluation and consideration of all available information related to the requirements and evaluation criteria of the RFP, the Evaluation Committee has determined that the proposal submitted by **BuildSmart/Tebarco a Joint Venture, LLC.** with a total score of **84.95%**, is the recommended vendor for the award of **#17RFP020717K-EC, Design/Build Services for Library CIP Renovations—Group 4.**




The Evaluation Committee members attest that each member scored each proposal independently in accordance with the evaluation criteria set forth in the Request for Proposal and that their individual score is a part of the final scores in the attached Evaluation Matrix.

**SELECTION COMMITTEE MEMBERS:**

  
\_\_\_\_\_  
Gabriel Morley  
Director  
Atlanta-Fulton Public Library

  
\_\_\_\_\_  
Ellis Kirby  
Director  
Real Estate and Asset Management

  
\_\_\_\_\_  
Alfred Collins  
Assistant Director, Building Engineering/Library Projects, AFPL  
Real Estate and Asset Management

  
\_\_\_\_\_  
Gayle Holloman  
Division Manager  
Atlanta-Fulton Public Library

Evaluation Committee Recommendation Letter  
May 17, 2017  
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EVALUATION CRITERIA	WEIGHT	BuildSmart / Tebarco a Joint Venture, LLC.				
Technical Approach – Pre-Design and Design Services	15%	12.19				
Technical Approach – Pre-Construction and Scheduling	15%	12.19				
Technical Approach – Construction and Post Construction	15%	11.25				
Qualifications and Experience of Key Personnel	10%	9.38				
Relevant Project Experience	13%	10.56				
Availability of Key Personnel	5%	4.38				
Local Preference	5%	5				
Service Disabled Veterans Preference	2%	0				
Cost Proposal-Revenue Sharing of Gross Receipts	20%	20				
<b>TOTAL SCORE:</b>	<b>100%</b>	<b>84.95%</b>				

# Single Bid/Quote Analysis Form

Date: April 25, 2017

Requesting Department: Atlanta-Fulton Public Library System

Solicitation Number: #17RFP020717K-EC

Title: Design/Build Services for Library Renovations CIP – Group 4

Bid / Proposal Due Date: April 24, 2017

Brief Description: Provide Design-Build Services for the design and construction of the Group 4 Library Renovations.

Number of Notifications: 56

## RANDOM CANVASSING OF OTHER VENODRS: 12

(1) Lack competency (2) Poor timing (3) Lack resources (4) Short response due date (5) Other

<b>1. Vendor:</b>	GSB Architects & Interiors, Inc.
<b>Contact Person:</b>	Adolfo Guerra
<b>Phone Number:</b>	404-233-6450 x701
<b>Reason for not responding:</b>	<input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input type="checkbox"/> No Response
<b>Comments</b>	Multiple engagements left little time to prepare
<b>2. Vendor:</b>	Matrix 3D
<b>Contact Person:</b>	Wilfred Ray
<b>Phone Number:</b>	wraywr3033@gmail.com
<b>Reason for not responding:</b>	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input type="checkbox"/> No Response
<b>Comments</b>	Matrix 3D is a sub-contractor on the Rosser led team. Most of the fee is on the back half of this project. Firms did not want be excluded from that work by going after this part.
<b>3. Vendor:</b>	Winter Johnson Group
<b>Contact Person:</b>	Artis Johnson
<b>Phone Number:</b>	404 946-6493
<b>Reason for not responding:</b>	<input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> No Response
<b>Comments</b>	

<b>4.Vendor:</b>	<b>Brown Design Group, Inc.</b>
<b>Contact Person:</b>	<b>Coy L. Cooper, Jr. RA</b>
<b>Phone Number:</b>	<b>(404) 559-1805</b>
<b>Reason for not responding:</b>	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input type="checkbox"/> No Response
<b>Comments</b>	No opportunity to place bid because the Design Build process is contracted with lead by the Contractor and not the Architect. We reached out to the contractor we deemed capable of successfully providing the construction services, but they already had a predetermined Architect on board.
<b>5.Vendor:</b>	Click here to enter text.
<b>Contact Person:</b>	Click here to enter text.
<b>Phone Number:</b>	Click here to enter text.
<b>Reason for not responding:</b>	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> No Response
<b>Comments</b>	Click here to enter text.

Additional vendors can be added if needed.

#### RECOMMENDATION AND SUGGESTIVE COURSE OF ACTION:

Click here to enter text.

☐ **Re-solicit**

☒ **Other**

Click here to enter text.

*Elsa D. Castro*

**Purchasing Representative  
(APA Completing Form)**

Assistant Purchasing Agent

**Title**

April 26, 2017

**Date**

Purchasing Director

Date



## INTEROFFICE MEMORANDUM

Ellis G. Kirby, LEED AP, CEM, CEFP, Director  
Department of Real Estate and Asset Management  
Phone: (404) 612-5919  
Fax: (404) 612-1766

**TO:** Felicia Strong-Whitaker, Director,  
Purchasing and Contract Compliance

**FROM:** Ellis G. Kirby, Director *EGK*

**DATE:** February 14, 2017

**SUBJECT:** Contractor's Performance Report (CPR) – BuildSmart/Tebarco, a Joint Venture, LLC

The Contractor listed below has never provided any professional goods or services to Fulton County's Department of Real Estate and Asset Management; therefore there is no Contractor's Performance Report in the current database. The Contract Administrator will evaluate their performance accordance to the terms and conditions of the bid documents after the completion of the project:

**PROJECT:** Cafeteria Demolition and Tax Commissioner's Office Remodeling at  
Fulton County Government Center

**PROJECT #:** 16ITB103998K-JAJ

**CONTRACTOR:** BuildSmart/Tebarco, a Joint Venture, LLC  
1690 Bluegrass Lakes Parkway  
Alpharetta, GA 30004

**POC:** Mr. Darrell P. Stallings

**PHONE #:** (678) 409-6523

If you need additional information, please contact Harry Jordan at (404)-612-5933.

C: Joe Davis, Administrator, Deputy Director, DREAM  
Doug Cummings, Construction Project Manager, DREAM  
Sam Bakare, Building Construction Manager, DREAM  
James Jones, Assistant Purchasing Agent, K Team, Purchasing & Contract Compliance  
Harry Jordan, Contract Administrator Supervisor