

Purchasing Summary

EVENT # 3599	TITLE: Mechanical, Electrical, and Plumbing Design Services	COST: \$50,000.00
TYPE OF PROCUREMENT: RFP	ANNUAL CONTRACT <input checked="" type="checkbox"/> ANNUAL MAINTENANCE AGREEMENT <input type="checkbox"/>	ONE TIME PURCHASE <input type="checkbox"/>

CONTRACT TERM (IF APPLICABLE)
January 1, 2019 through December 31, 2019

DBE (IF APPLICABLE)
N/A

MATRIX (IF APPLICABLE)

	Qualifications & Experience (45 points)	Methodology (20 points)	References (5 points)	Local Vendor Participation (5points)	Fees (20 points)	Total (100 points)
Sebring Engineering	45	10	5	5	25	90
RWP Engineering	45	10	5	5	22	87

NOTES

Recommend approval to renew an annual contract for mechanical, electrical, and plumbing design services with Sebring Engineering, LLC (primary) and RWP Engineering (secondary) in an amount not to exceed \$50,000.00. This contract will provide limited-scope engineering services for heating, ventilation, and air conditioning systems, elevators, fire sprinklers and alarms, switch gears, and other systems in existing City facilities, including critical systems assessments for emergency management use.

The contract fees are based on hourly rates for principal engineers, senior mechanical engineers, senior electrical engineers, mechanical engineers, electrical engineers, junior engineers, drafting technicians, and administrative assistants. The recommended primary proposer's average hourly rate for these positions is \$96.25, and the secondary proposer's average hourly rate is \$109.38.

The method of procurement used was the request for proposals (RFP), which evaluates criteria in addition to costs. The criteria used for this RFP were qualifications and experience, methodology, references, local vendor participation, and fees.

Proposals were received October 27, 2015. This contract was originally awarded by Council on December 10, 2015. This is the last of three renewal options. The proposers were as follows:

B.P.	Sebring Engineering, LLC (Savannah, GA) ^(B) (primary)	\$96.25*
B.P.	RWP Engineering (Savannah, GA) ^(B) (secondary)	\$109.38*

A pre-proposal conference was not conducted as this is an annual contract renewal. (B) Indicates local non-minority owned business. (*) Indicates average hourly rates. Recommend approval.

Local Available: Yes

MWBE Available: Yes

Total Sent: 269

MWBE Sent: 33

Total Received: 2

MWBE Received: 0

Vendor federally disbarred or suspended? No