

Purchasing Summary

EVENT # 7615	TITLE: Architectural and Technical Support Services	COST: \$300,000
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)

Contract term expires on December 31, 2020

DBE (IF APPLICABLE)

This event had an open DBE goal. The recommended proposer submitted DBE participation at the prime/subcontractor level in the amount of 16% using Coastline Consulting Services (Pooler, GA)^(C) 9%, Palacio Collaborative (Atlanta, GA)^(C) 5%, and Mandel Design (Savannah, GA)^(A) 2%

MATRIX

Proposer	Proposer's Qualifications and Experience (35 points)	Methodology (10 points)	References (15 points)	Fees (25 points)	DBE Participation (10 points)	Local Vendor Participation (5 points)	Total (100 points)
Cogdell Mendrala Architects	35	10	15	25	1	5	91
Greenline Architecture	34.3	7.3	15	22.1	5	5	88.7
Kern & Co	33.3	8	12.3	23.1	6	5	87.7
Hussey Gay Bell	33.8	9.5	15	20.8	2	5	86.1
LS3P	33	7.3	15	16.4	2	5	78.7

NOTES

Recommend approval to award an annual contract for architectural and technical support services from Cogdell Mendrala Architects for up to \$300,000. The Office of Capital Projects Management will use the contract on an as-needed basis for architectural services for various City projects which include both renovations and new construction.

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

Six proposals were received in response to this RFP. All proposals were reviewed and fully evaluated by a selection committee of City staff. The contract term expires on December 31, 2020 and includes four annual renewal options.

The proposal was advertised, opened, and reviewed. The proposers were:

B.P.	Cogdell Mendrala Architects (Savannah,GA) ^(B)	\$110*
	Greenline Architecture (Savannah, GA) ^(B)	\$124.70*
	Kern & Co (Savannah, GA) ^(B)	\$119*
	Hussey Gay Bell (Savannah, GA) ^(B)	\$132.30*
	LS3P (Savannah, GA) ^(B)	\$167.70*
	Gunn Meyerhoff Shay Architects (Savannah, GA) ^(B)	(vendor withdrew from consideration)

(*) Indicates average combined hourly rate. (A) indicates local, DBE-owned business. (B) indicates local, non-DBE owned business. (C) indicates non-local, DBE-owned business. Recommend approval.

Local vendors notified via supplier portal: Yes

Total sent: 727

Total received: 6