

## Purchasing Summary

<b>EVENT #</b> 7502	<b>TITLE:</b> Structural Engineering	<b>COST:</b> \$150,000
<b>TYPE OF PROCUREMENT:</b> Bid	<b>ANNUAL CONTRACT</b> <input checked="" type="checkbox"/> <b>ANNUAL MAINTENANCE AGREEMENT</b> <input type="checkbox"/>	<b>ONE TIME PURCHASE</b> <input type="checkbox"/>

**CONTRACT TERM (IF APPLICABLE)**  
Contract term expires on December 31, 2020

**DBE (IF APPLICABLE)**  
This event had a 20% DBE goal. The recommended bidder, Collins Engineers, submitted DBE participation at the subcontractor level in the amount of 20% using Brownstone Construction- Group, LLC. (Savannah, GA)<sup>(A)</sup>.

**MATRIX (IF APPLICABLE)**

Proposer	Proposer's Qualifications and Experience (60 points)	References (5 points)	DBE Participation (10 points)	Fees (25 points)	Total (100 points)
Collins Engineers	59.6	5	10	21.9	96.5
Thompson Engineering	53	4.4	10	24.2	91.6
Wood PLC	46.4	4.4	10	25	85.8
Raymond Engineering	36	2.6	10	22.8	71.4
SGS Testing, Engineering, and Consulting Services	32.2	0.2	10	17.7	60.1

### NOTES

Recommend approval to award an annual contract for structural engineering services to Collin Engineers, Inc. (primary) and Thompson Engineering (secondary) in the amount of \$150,000. The Office of Capital Projects Management will use these services for limited-scope structural engineering needs, such as condition and capacity assessments of the City's existing facilities and critical City facilities requiring assessment for emergency management use. Following disaster events, structural damage assessments of City facilities with safety evaluations will be needed as well. There may also be a need for assistance in design reviews and third-party advice during construction activities, as well as structural design for small projects. The firm must also provide an on-call engineer who is able to respond to an emergency within 60 minutes of any call.

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 and experience, references, DBE participation, and fees. Each vendor's fees were based on the average hourly rate for all the services under the contract.

This proposal was advertised, opened, and reviewed. Five 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 will expire on December 31, 2020. This contract will have four additional available renewal options. Delivery: As needed. Terms: Net 30 days. The proposers were:

B.P.	Collins Engineers, Inc. (Savannah, GA) <sup>(D)</sup>	(primary)	\$128.33*
	Thompson Engineering (Savannah, GA) <sup>(B)</sup>	(secondary)	\$116.17*
	Wood PLS (Kennesaw, GA) <sup>(D)</sup>		\$112.50*
	Raymond Engineering (Savannah, GA) <sup>(A)</sup>		\$123.33*
	SGS Testing, Engineering, and Consulting Services (Lawrenceville, GA) <sup>(D)</sup>		\$159.17*

A pre-proposal conference was conducted and four of vendors attended. (A) indicates local, DBE-owned business. (B) indicates local, non-DBE owned business. (D) Indicates non-local, non-DBE business. (\*) indicates the average hourly rate for all services. Recommend approval.

Local available: Yes  
Total sent: 565  
Total received: 5  
DBE received: 1  
Vendor federally debarred/suspended: No

