

## Purchasing Summary

|                     |                                        |                                    |
|---------------------|----------------------------------------|------------------------------------|
| <b>EVENT #</b> 6858 | <b>TITLE:</b> Cost Estimating Services | <b>ESTIMATED COST:</b> \$75,000.00 |
|---------------------|----------------------------------------|------------------------------------|

|                                 |                                                                                                                            |                                                   |
|---------------------------------|----------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|
| <b>TYPE OF PROCUREMENT:</b> RFP | <b>ANNUAL CONTRACT</b> <input checked="" type="checkbox"/><br><b>ANNUAL MAINTENANCE AGREEMENT</b> <input type="checkbox"/> | <b>ONE TIME PURCHASE</b> <input type="checkbox"/> |
|---------------------------------|----------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|

**CONTRACT TERM (IF APPLICABLE)**  
April 11, 2019 through December 31, 2019

**S/DBE (IF APPLICABLE)**  
This project was not identified as an SBE project because the requirement of three certified SBEs could not be met at the time this bid was released.

**MATRIX (IF APPLICABLE)**

| Proposer                           | Proposer's Qualifications and Experience (40 points) | Technical Capabilities (25 points) | References (5 points) | Fees (25 points) | Local Vendor Participation (5 points) | Total (100 points) |
|------------------------------------|------------------------------------------------------|------------------------------------|-----------------------|------------------|---------------------------------------|--------------------|
| Core and CSG                       | 39.25                                                | 24.75                              | 5                     | 15.47            | 0                                     | 84.47              |
| Project Controls Group, Inc.       | 28.75                                                | 21.25                              | 3.25                  | 25               | 0                                     | 78.25              |
| WCCI Construction Consulting, Inc. | 23.75                                                | 12.5                               | 3.75                  | 19.52            | 0                                     | 59.52              |

**NOTES**

Recommend approval to award an annual contract for cost estimating services to Costing Services Group in the estimated amount of \$75,000.00. This contract will be used by the Office of Capital Projects to provide services including, but not limited to, review and recommendation of costs related to task order contracts, construction manager at risk, design/bid/build, and design/build projects to assure that costs are commensurate with the project scope and local market conditions.

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

The proposal was advertised, opened, and reviewed. Delivery: As needed. Terms: Net 30 days. The bidders were:

|      |                                                                |           |
|------|----------------------------------------------------------------|-----------|
| B.P. | Costing Services Group (Atlanta, GA) <sup>D</sup>              | \$132.50* |
|      | Project Controls Group (St. Louis, MO) <sup>D</sup>            | \$81.97*  |
|      | WCCI Construction Consulting, Inc. (Maitland, FL) <sup>D</sup> | \$105.00* |

A pre-bid conference was conducted and no vendors attended. (D) Indicates non-local owned business. (\*) Indicates average per hour rate. Recommend approval.

Local Available: Yes

Total Sent: 464

Total Received: 3

Vendor Federally Debarred/Suspended: No