




SEE MINUTES  
FOR MOTION  
JUL 14 2015 NP/CAS

June 24, 2015

To: Mayor Teresa Jacobs  
and the Board of County Commissioners

From:  Johnny M. Richardson, Manager, Procurement Division

Contact: Terry Devitt, Assistant Director, Orange County Convention  
Center, 407- 685-9867

Subject: Selection of Consultant, RFP Y15-807-MM  
Design Services for Orange County Convention Center  
West Building Meeting Rooms W109 & W110 Renovation

### **RECOMMENDATION**

Selection of one firm and an alternate to provide Design Services for the Orange County Convention Center (OCCC) West Building Meeting Rooms W109 & W110 Renovation, Request for Proposals Y15-807-MM, from the following firms listed alphabetically. Further, recommend the Board authorize negotiation and execution of the final contract by the Procurement Division within a budget of \$470,000.

Helman Hurley Charvat Peacock/Architects, Inc.  
Rhodes & Brito Architects, Inc.

Proposals were evaluated by the Procurement Committee on June 17, 2015. Commissioner Ted Edwards was assigned to the Procurement Committee.

### **PURPOSE**

To select a firm to provide design services for the OCCC West Building Meeting Rooms W109 & W110 Renovation.

### **DISCUSSION**

The consultant will provide design services to renovate the OCCC West Building Meeting Rooms W109 & W110 into administrative office space.

Meeting rooms W109 & W110 were built in January 1996 during the construction of Phase IV at the Convention Center. The two meeting rooms are located on the first level of the West Building adjacent to the employee parking garage. Currently, each room can be subdivided into two sections by movable partitions, and can accommodate approximately 2,510 people. The rooms are rented to the public for shows and events.

The proposed renovation will allow OCCC staff to be relocated from W220 and other areas to the new space which will be converted into an administration area with reception area, offices, conference rooms, and an open space for cubicles.

Y15-807-MM

Page 2 of 2

This also allows the original administrative space which is close to the show and event areas to be repurposed and available for client use.

The consultant will perform the following services:

1. Design
2. Permits and Fees
3. Bidding Services
4. Contract Administration

Two proposals were received in response to the solicitation. Consensus scores of the Procurement Committee are attached.

This project will be negotiated in phases with the first phase being basic architectural services to include design, bidding and construction administration and additional phase for onsite project representation may be negotiated and added to the contract via amendment. Careful construction phasing is necessary to ensure that scheduled events will not be impacted by the work.

RFP#:Y15-807-MM Design Services for the Orange County Convention Center West Building Meeting Rooms W109 & W110 Renovation	PROJECT MANAGER (Factor 1.666)		PROJECT ENGINEER (Factor 1.666)		PROJECT TEAM		M/WBE		LOCATION		VOLUME		SCOPE		S-D VETERAN		WAGE RCP		TOTAL
	15	WEIGHTED SCORE	10	WEIGHTED SCORE	15	WEIGHTED SCORE	15	WEIGHTED SCORE	10	WEIGHTED SCORE	5	WEIGHTED SCORE	30	WEIGHTED SCORE	2	WEIGHTED SCORE	1	WEIGHTED SCORE	
Helman Hurley Charvat Peacock/Architects Inc.	1.0	25.0	2.0	33.3	3.0	45	4	60	5	50	4	20	3.0	90	1	2	0	0	325.3
Rhodes & Brito Architects, Inc.	1.5	37.5	2.0	33.3	4.0	60	5	75	5	50	4	20	5.0	150	0	0	0	0	425.8



**Interoffice Memorandum**

**BUSINESS DEVELOPMENT DIVISION**

DATE: June 16, 2015

TO: Marsha Mussori, Senior Contract Administrator, Procurement Division

FROM: Angela Brown, Senior Contract Administrator, Business Development Division

SUBJ: Y15-807-MM / Design Services for the Orange County Convention Center  
West Building Meeting Rooms W109 & W110 Renovation

APPROVED: *Sheena Ferguson*  
Sheena Ferguson, Acting BDD Manager

Listed below are respondents to the subject RFP with their sub-consultants and M/WBE participation score on a 1 – 5 scale (RFP GOALS: M/WBE-27% & EEO-24%):

	Projected %	Sub-Consultant Role
<b>HELMAN HURLEY CHARVAT PEACOCK/ARCHITECTS, INC. Majority Prime</b>		
<b><u>M/WBE Subconsultants:</u></b>		
SGM Engineering, Inc. (Asian Pacific Male)	30%	HVAC Design/Plumbing and Sprinkler Design/Electrical Systems
TJNG Partners, Inc. (White Female)	20%	Interior Design
<b>Total M/WBE Participation:</b>	<b>50%</b>	
<b>EEO Staff:</b>	<b>47%</b>	
<b>Points:</b>	<b>4</b>	
<b><u>BONUS POINTS:</u></b>		
No Welfare Recipient(s) Proposed		
Registered Service Disabled Veteran(s) Proposed:		
Blue Cord Design & Construction, LLC	1	Cost Estimating
<b>Total Bonus Points:</b>	<b>2</b>	

**RHODES + BRITO ARCHITECTS,  
INC.**

**Minority Prime (African American  
Male)**

**M/WBE Subconsultants:**

Advanced Structural Design, Inc. (Hispanic Male)	4%	Structural Engineering
Montgomery Consulting Group, Inc. (White Female)	2%	Cost Estimating
<del>*Siebein Associates, Inc.</del>	2%	<del>Acoustical Consulting</del>
Ramski & Company, Inc. (White Female)	8%	Interior Design
SGM Engineering, Inc. (Asian Pacific Male)	20%	Mechanical, Electrical and Plumbing Engineering

**\*This firm is not certified by Orange  
County as a M/WBE.**

**Total M/WBE Participation: 34%**  
**EEO Staff: 61%**

**Points: 5**

**BONUS POINTS:**

**No Welfare Recipient(s) Proposed**

**No Registered Service Disabled  
Veteran(s) Proposed**

**Total Bonus Points: 0**