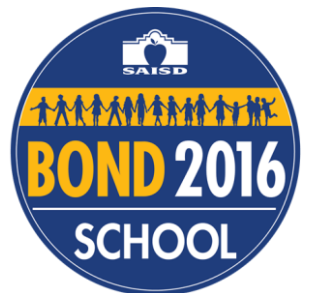


# **RFQ #17-019 (BM) Architectural & Engineering Services**

## **Evaluation & Selection Process**

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Monday, September 18, 2017  
Board Meeting



# OVERVIEW

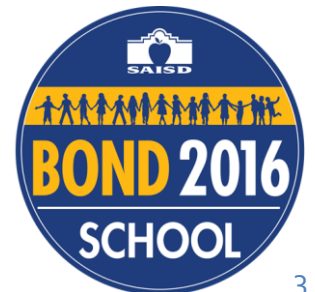
- ❖ Bond 2016 – Selection of Architects
- ❖ Bond 2016 – Schedule
- ❖ TRE/Capital Improvements – Proposed Process for Selection of Architects/Engineers



# BOND 2016 - SELECTION OF ARCHITECTS

## Process:

- ❖ Request for Qualifications issued April 14, 2017
  
- ❖ Ninety Responses Received May 18, 2017
  - ❖ Responses from Architectural Firms 37
  - ❖ Responses from Engineers & Consultants 53
  
- ❖ Phase I Evaluation Process
  - ❖ Three staff members with extensive experience
    - ❖ Kamal ElHabr, Associate Superintendent, Construction Services
    - ❖ Michael Sanchez, Senior Executive Director, Facilities Services
    - ❖ Terry Morawski, Director, Strategic Planning
  - ❖ Scored all 37 architectural firms
  - ❖ Combined scores and ranked firms



# BOND 2016 - SELECTION OF ARCHITECTS

## Phase I Evaluation Criteria:

- ❖ Category A – General Requirements: Pass/Fail
  - ❖ A1. Solicitation Acknowledgment P/F
  - ❖ A2. Addendum Acknowledgment P/F
  - ❖ A3. Representation & Certification Form P/F
  - ❖ A4. General Terms & Conditions P/F
  - ❖ A5. Letter of Intent P/F
  - ❖ A6. Submission Requirements P/F



# BOND 2016 - SELECTION OF ARCHITECTS

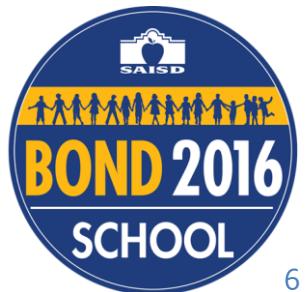
## Phase I Evaluation Criteria:

- ❖ Category B – Company Profile: 30 points
  - ❖ B1. Number of years in business 5
  - ❖ B2. Office Location 4
  - ❖ B3. Number of Officers/Owners 2
  - ❖ B4. History 2
  - ❖ B5. SWMBE/HUB Certification 5
  - ❖ B6. Local Resource Available 3
  - ❖ B7. Professional Liability 3
  - ❖ B8. Volume of work per year (total construction) 3
  - ❖ B9. Volume of school district work per year (total construction) 3

# BOND 2016 - SELECTION OF ARCHITECTS

## Phase I Evaluation Criteria:

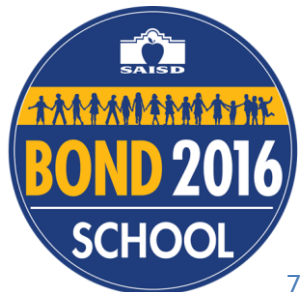
- ❖ Category C – Company Experience: 25 points
  - ❖ C1. Quality of experience 4
  - ❖ C2. Local Office – List of similar projects 6
  - ❖ C3. Experience with other clients 4
  - ❖ C4. Complexity level of projects 6
  - ❖ C5. Experience with SAISD 3
  - ❖ C6. Project delivery experience 2



# BOND 2016 - SELECTION OF ARCHITECTS

## Phase I Evaluation Criteria:

- ❖ Category D – Company Personnel: 15 points
  - ❖ D1. Total number of local full time employees 5
  - ❖ D2. Local professional & technical staff 8
  - ❖ D3. Availability to commence services with experienced staff 2



# BOND 2016 - SELECTION OF ARCHITECTS

## Phase I Evaluation Criteria:

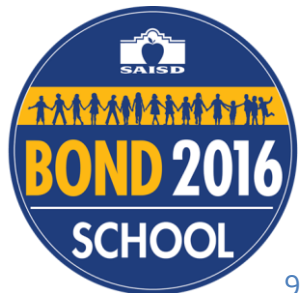
- ❖ Category E – Company Methodology: 24 points
  - ❖ E1. Services provided 3
  - ❖ E2. Define educational services 3
  - ❖ E3. Other advantages 2
  - ❖ E4. Special Expertise Experience 2
  - ❖ E5. Error / omission responsibility 4
  - ❖ E6. Other services as part of basic services 5
  - ❖ E7. Transmit files & related cost 2
  - ❖ E8. Grant district license to reproduce all documents 1
  - ❖ E9. Accepts agreement form 2



# BOND 2016 - SELECTION OF ARCHITECTS

## Phase I Evaluation Criteria:

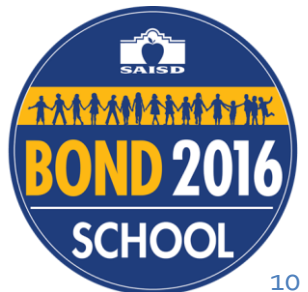
- ❖ Category F – References / Other: 6 points
  - ❖ F1. Client number of references 2
  - ❖ F2. A/E/C number of references 2
  - ❖ F3. Contractor number of references 2
  - ❖ F4. Preferred consultants Provided /Not Provided



# BOND 2016 - SELECTION OF ARCHITECTS

## Process (Continued):

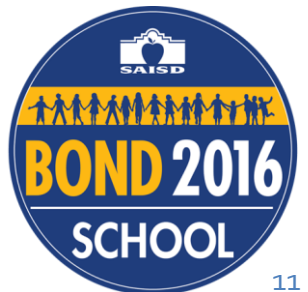
- ❖ Phase II Evaluation Process
  - ❖ Panel of four staff members
    - ❖ Willie Burroughs – Chief Operations Officer
    - ❖ Kamal ElHabr – Associate Superintendent, Construction Services
    - ❖ Michael Sanchez – Senior Executive Director, Facilities Services
    - ❖ Kedrick Wright – Director, Planning and Construction
  - ❖ Interviewed top ranked 16 firms
  - ❖ Recommended 13 for Bond projects



# BOND 2016 - SELECTION OF ARCHITECTS

## Phase II Evaluation Process (Average + / Average / Average -)

- ❖ Company background and experience specific to Bond projects
- ❖ Experience of personnel assigned to SAISD
- ❖ A/E agreement specific reservations
- ❖ Basic and additional services
- ❖ Engineering and consulting firms assignments and potential use of alternate firms



# BOND 2016 - SELECTION OF ARCHITECTS

## Phase II Evaluation Process (Average + / Average / Average -)

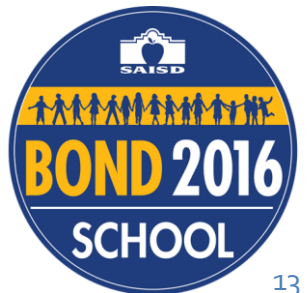
- ❖ Select Bond 2016 project(s) presentation:
  - ❖ Process
  - ❖ Design concepts
  - ❖ Phasing plan
  - ❖ Project schedule
  - ❖ Budget allowance



# BOND 2016 - SELECTION OF ARCHITECTS

## Recommendations & Assignments

- ❖ Most qualified firms
- ❖ Compatibility with each project
- ❖ Previous experience / knowledge of school needs
- ❖ Alignment of design process with pillars of excellence
- ❖ Project approach
- ❖ Civic responsibility
- ❖ Sustainable design
- ❖ Stakeholder involvement



# Bond 2016 - Schedule

- ❖ Selection of Architects May – October 2017
- ❖ Contract Negotiations with Architects October – November 2017
- ❖ Development of Plans and Specifications December 2017 – December 2018
- ❖ Contractor Procurement (CMAR) December 2017 – March 2018
- ❖ Preliminary Construction June 2018 – August 2018
- ❖ Major Construction December 2018 – June 2021
- ❖ Move In Summer 2021



# TRE / Capital Improvements – Proposed Process for Selection of Architects / Engineers

- ❖ Consider firms not assigned for Bond 2016
- ❖ Score and rank firms
- ❖ Conduct interviews with top ranked firms
- ❖ Select one firm per project based on
  - ❖ Experience and compatibility
  - ❖ 21<sup>st</sup> Century learning capabilities
  - ❖ Ability to meet schedule
- ❖ Repeat process for future projects giving additional qualified firms opportunity to provide services

