



PURCHASING DEPARTMENT

200 W. Oak Street, Suite 4000
Fort Collins, Colorado 80521
(970) 498-5955
Fax (970) 498-5942

MINUTES

**LARIMER COUNTY PROPOSAL #P17-02
DESIGN FOR COUNTY SATELLITE MAINTENANCE SHOPS
FACILITIES DEPARTMENT
MARCH 17, 2017 2:00 P.M.**

Proposals to consider contracting with an Architectural/Engineering firm to provide a turnkey design approach for the replacement of three (3) satellite maintenance facilities for the Larimer County Facilities Department were accepted on Friday, March 17, 2017 at 2:00 p.m. in the Purchasing Department. Proposals were accepted by Les Brown, Purchasing Agent, and recorded by Marlene Aragon, Department Specialist. The following proposals were received:

Tobin & Associates, P.C.
Vaught Frye Larson Architects
Infusion Architects, LLC
Bennett Wagner Grody
D2C Architects
Coover-Clark & Associates, Inc.

No decision of award was made pending review and recommendation by the Larimer County Facilities Department.

The Larimer County Facilities Department reviewed the proposals and recommends accepting the proposal from Bennett Wagner Grody as per the attached departmental recommendation.

The Larimer County Purchasing Department concurs with the above recommendations.

Heather L. MacMillan, CPPB, M.Ed.
Purchasing Director

Carol L. Block, Financial Services Director
For the Board of Larimer County Commissioners



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DEPARTMENTAL RECOMMENDATION

TO: Ken Cooper, Facilities Services Director
Jennifer Johnson, Facilities Planning & Real Estate Group Manager

FROM: Les Brown, Purchasing Agent

DATE: 4/17/2017

SUBJECT: P17-02, Design for County Satellite Maintenance Shops

Transmitted for your review and recommendation, are the proposals received to consider contracting with an Architectural/Engineering firm to provide a turnkey design approach for the replacement of three (3) satellite maintenance facilities. Please fill in this form and return it to me via interoffice mail or fax.

This document will be considered a public record and open to inspection. The individual committee score sheets, comment sheets and other evaluation notes are DELIBERATIVE PROCESS records and not public records. Please keep these documents in your files for one (1) year.

The following criteria, as provided in the RFP, must be used to evaluate the proposals:

1. Firm Capability
2. Project Approach
3. Firm Availability and Project Schedule
4. Consultant and Key Staff Experience and Qualifications
5. Cost

Explain why you want to award the work to a particular vendor and the dollar amount of the award:
Six (6) proposals were received in response to this Request for Proposal. Each member of the Evaluation Committee individually evaluated and scored each proposal. After reviewing the Scoring Matrix (attached) the Evaluation Committee decided to interview the highest-scored vendor, Bennett Wagner Grody. Once the interview was complete, the Evaluation Committee unanimously selected to award to Bennett Wagner Grody, as they felt their solution was the best fit for the County.

THIS RECOMMENDATION MUST BE SIGNED BY THE DEPARTMENT HEAD


DEPARTMENT HEAD SIGNATURE

FACILITIES
DEPARTMENT

4.21.17
DATE

Thank you.

P17-02 Design for County Satellite Maintenance Shops - Scoring Matrix

| COMPANY: | Bennett Wagner Grody | D2C Architects | Infusion Architects, LLC | Vaught Frye Larson Architects | Coover-Clark & Associates, Inc. | Tobin & Associates, P.C. |
|-------------------|-----------------------------|-----------------------|---------------------------------|--------------------------------------|--|-------------------------------------|
| EVALUATORS | | | | | | |
| #1 | 4.05 | 3.85 | 4.48 | 3.78 | 3.60 | 3.45 |
| #2 | 3.60 | 3.95 | 2.35 | 3.35 | 2.05 | 2.00 |
| #3 | 4.40 | 4.58 | 3.50 | 4.05 | 3.50 | 2.96 |
| #4 | 3.90 | 3.28 | 2.43 | 2.83 | 1.83 | 2.28 |
| #5 | 3.97 | 3.18 | 4.17 | 1.00 | 3.81 | 2.95 |
| TOTALS | 19.92 | 18.84 | 16.93 | 15.01 | 14.79 | 13.64 |
| | | | | | | |