



POLK STATE COLLEGE

INTENT TO AWARD

RFQ # 22-06

Architectural/Engineering Services Building#3 Science Building (WSC)

1. Background

- a. Polk State College issued the Request for Qualification (RFQ) #22-06 for Architectural/Engineering Services in accordance with the Purchasing manual. The purpose of the public solicitation is to select a firm to provide professional services in support of the Renovation/Remodeling of Building#3 Science Building (WSC)
- b. The services include:
 - i. Support in the development of the Guaranteed Maximum Price (GMP).
 - ii. Architectural, engineering, and associated services.
 - iii. Utilize Interactive/Visual Technology to enhance stakeholder engagement.
 - iv. Support the College's Direct Material Purchase Program.
 - v. Coordinate with Polk State College staff and Construction Manager in the companion RFQ #22-07

2. The Evaluation Team:

Voting Members

Non-Voting Members

Lonnie Thompson	Chief Diversity Officer	B. Stack	Interim Director Procurement
Reggie Webb	SVP, Student Services and Campus Operations	A.Armbruster	Procurement
Anthony Cornett	Faculty Senate Rep.	M. Kelley	Facilities
KT Moran	Science Faculty Rep.	G. Urbano	Facilities
Greg Harris	Faculty Rep.		
Lee Malone	Director, IT Infrastructure		
Robbie Manikis	Mgr. Planning and Construction, Project Manager		
Keith Smith	Facilities Plant Manager		

3. Advertisement

- a. The RFQ advertised in the Polk County News Sun on February 15, 2023.
- b. The RFQ posted on the Procurement Department’s ITB/RFQ bulletin board, February 15, 2023.
- c. The RFQ posted on the Polk State College website at the Procurement Department’s RFQ #22-06 webpage.

4. Distribution / Submittals

- a. The RFQ document was available for download from the Polk State College Purchasing website.
- b. A non-mandatory Pre-Proposal conference, February 22, 2023.
- c. Six (6) proposals received March 20, 2023. ALL proposals were determined to be responsive and accepted. In alphabetical order:

- i. DLR Group
- ii. HOK
- iii. Lunz Group
- iv. Rowe Architects
- v. STA/PBK Architects

d. The Evaluation Team met March 29, 2023, and scored the written submittals as follows:

Firm	Score	Action
DLR	609.00	shortlisted
FWB	636.93	shortlisted
HOK	596.00	shortlisted
Lunz	606.58	shortlisted
STA/PBK	633.87	shortlisted
Rowe	558.62	X

e. The Evaluation Team agreed to an on-site presentation/interview of the top five firms on March 11, 2023.

5. Reference Checks - The Procurement Department performed reference checks of the selected firms to interview/present. The results of the reference checks did not materially impact the outcome and are available for review.

6. On-site presentations/interviews March 11, 2023. The Evaluation Team scored each of the presentations as follows:

Summary

Firm	Score
DLR	719.0
FWB	712.0
HOK	640.0
Lunz	751.0
STA/PBK	723.0

7. President Dr. Angela Falconetti has approved the rankings.
8. President Falconetti and Evaluation Team recommend to the District Board of Trustees approval of the ranking of firms as noted below. Additionally, authorize the President's Designee to enter contract negotiations with the top-tiered firm. Should that effort prove unsuccessful, the next firm in line will be contacted, until such time a contract is negotiated by the Designee and signed by Dr. Falconetti, or a re-start of the public solicitation.

Ranking:

- #1. Lunz
- #2. STA/PBK Architects
- #3. DLR group
- #4. FWB
- #5. HOK