

**REQUEST FOR
QUALIFICATIONS**

Notice is hereby given that the Board of County Commissioners of Sumter County, Florida, will be receiving proposals for the following:

**"ARCHITECTURAL/
ENGINEERING SERVICES
FOR SUMTER COUNTY
RENOVATION OF THE
SUMTER COUNTY 1988 MAIN
JAIL"**

Qualification packets are available upon request by calling (352) 569-6067, or by coming to the Budget & Purchasing Office, Room 220, Sumter County Government Offices, 910 North Main Street, Bushnell, Florida, or by contacting Demand Star at 1-800-711-1712 or www.DemandStar.com.

All inquiries and questions regarding this RFQ must be made only to the contact identified below and shall be made in writing by fax, e-mail, or mail:

Mrs. Amanda Taylor, Budget & Purchasing Department
Mailing Address:
910 N. Florida Street
Bushnell, FL 33513
E-mail:
Amanda.taylor@sumtercountyfl.gov
Fax: (352) 793-0207
Phone: (352) 569-6067

The deadline for submission of questions relating to the RFQ shall be Thursday, February 18, 2010 at 5:00 PM

Proposals must be received by the County no later than 10:00 AM, EST, Monday, March 8, 2010. Late submittals will be rejected and returned unopened to the Proposer. Proposals must be firmly sealed in packaging that is clearly marked on the outside: "Board of Sumter County Commissioners Request for Qualifications for Sumter County Renovation of the Sumter County 1988 Main Jail RFQ #145-0-2010/AT". Sealed Proposals must be mailed or delivered to Mrs. Amanda Taylor, at the above address.

Upon submission, all Proposals become the property of the County, who has the right to use any or all ideas presented in any Proposal submitted in response to this RFQ, whether or not the Proposal is accepted. Proposals will be opened immediately following the due date and time.

BOARD OF COUNTY
COMMISSIONERS
SUMTER COUNTY, FLORIDA
#209089 January 19, 2010
January 26 2010

RFQ 145-0-2010/AT Architectural / Engineering Design Services for Sumter County Renovation of the Sumter County 1988 Main Jail Non Mandatory Pre-Bid Meeting held on Friday, February 5, 2010 at 9:00am in Room 142 located at the Government Offices, 910 North Main Street, Bushnell, FL 33513.

Doug Conway, Amanda Taylor, Major Moffitt, and Annette Fitzpatrick were present to represent staff.

Amanda stated this meeting was not mandatory. Amanda reviewed the jail walk-thru dates and other associated dates for the project. Amanda stated the dates were available on Demand Star at www.demandstar.com. Amanda stated the first walk-thru would be following the Pre-Bid meeting for anyone who wanted to attend. Amanda stated this would be a silent walk thru and that all questions had to be submitted in writing prior to the questions deadline of 2/18/2010 at 5:00pm.

Amanda reviewed questions and answers that had previously been submitted as follows:

1. Will this renovation include solar panels? Not a component at this time.
2. Will this project have a Construction Manager at Risk? No
3. Is there any site/civil engineering work or is it all architectural? No civil all work is inside the existing building. However, Doug stated he would need to look into that and something regarding this component would be issued on Demand Star.
4. Please clarify what project delivery method will be employed, e.g. will construction phase be a solicitation for "bid" or "construction management" since jail constructions experience is a criteria for the A/E? Once the Architect and Engineer has prepared the bid / construction documents, Sumter County will issue an RFP for General Contractors to provide construction services proposals. The proposals will be evaluated by the Selection Committee members based on the RFP criteria to determine which contractor is best suited to provide these services, then recommendation for final approval will be taken to the Sumter County Board of County Commissioners.

Amanda then turned the meeting over to Doug and Major Moffitt.

Doug stated again he would review the civil issue and if necessary something would be posted on Demand Star regarding any updates to this component. Doug stated on Page #11 was the break down of the Scope of Services for this project. Doug stated he would be providing additional Fire Flow Data and the anticipated work schedule from Sumter County as stated within the bid document on Page #12. Doug stated this was project was open to suggestions from the Architect in regards to space and systems of all types. Doug stated the Energy Management Systems are currently co-used between the courthouse and the 1988 jail; however, with this renovation Sumter County is looking for the jail to run on its own Energy Management System. Major Moffitt had nothing to add.

Attendees were given an opportunity to ask questions.

1. Would a floor plan be provided? No, not until a contract is reached for security reasons.

2. Would the jail be occupied during construction? No, inmates will be relocated during the renovation construction phase of this project.
3. What is the address to the Detention Center? 219 East Anderson Avenue, Bushnell, FL 33513.
4. What type of security system is being used in the new jail? Stanley is in the new jail, Norman Industries is in the 1998 jail.

Major Moffitt stated during the walk-thru we would be around inmates. He stated if anyone wants to take a picture they must ask first because there are restrictions of picture taking within the jail. Major Moffitt stated he would give the general layout during the walk thru but would not be answering any questions.

The meeting was adjourned at 9:32am.

RFQ 145-0-2010/AT Architectural / Engineering Design Services for Sumter County Renovation of the Sumter County 1988 Main Jail bid opening meeting took place on 3-8-2010 at 10:05am in Room 142, located at the Government Offices, 910 North Main Street, Bushnell, FL 33513.

Amanda Taylor, Doug Conway, and Bob Kegan were present to represent County staff.

Three bids were received on time, zero bids were received late, and one No Proposal form from Skinner Vignola McLean, Inc. was received. The three bids received were from Clemons, Rutherford & Associates, Inc.; KP Studio Architect; and Architecture Studio, Inc.

Amanda stated because three bids were received no short list would be done and all vendors would presentation on 3-12-2010 at 10:00am in Room 142. A recommendation would be make to the Sumter County Board of County Commissioners on 3-23-2010 to award and enter into contract negotiations.

The meeting adjourned at 10:15am.

Attached are the scores from the Selection Review Committee for RFQ 145-0-2010/AT
1988 Sumter Jail Renovation

Architecture Studio – 253 points

Clemons – Rutherford, Associates – 215 points

KP Studio – 213 points

Please see the attached score sheets.

The recommendation to enter into contract with Architecture Studio will be taken to the
Sumter County Board of County Commissioners on 3-23-2010.

Please contact Amanda Taylor at Amanda.taylor@sumtercountyfl.gov if you have any
questions regarding this matter. Thank you.

BRUCE
BRUCE

WILL
WILKINSON

Scoring Criteria for RFQ 145 Sumter County 1988 Main Jail Remodel

Firm: CRA

	TOTAL POINTS
A. Firm Description (maximum 4 pages) (10 points)	10
B. Experience & Ability to Meet the Budget (35 points)	20
C. Design Plan (20 points)	10
D. Services (10 points)	5
E. Schedule (15 points)	10
F. Certified Minority Business Enterprise (5 points)	—
G. Other Benefits (5 points)	
CUMMULATIVE TOTAL	55

Selection Committee Member: Major Moditt

Scoring Criteria for RFQ 145 Sumter County 1988 Main Jail Remodel

Firm: KP STUDIO ARCHITECT

	TOTAL POINTS
A. Firm Description (maximum 4 pages) (10 points)	5
B. Experience & Ability to Meet the Budget (35 points)	25
C. Design Plan (20 points)	10
D. Services (10 points)	5
E. Schedule (15 points)	15
F. Certified Minority Business Enterprise (5 points)	—
G. Other Benefits (5 points)	
CUMMULATIVE TOTAL	60

Selection Committee Member: Major Mobbitt

CURRENTLY DOING VILLAGES SERVICE CENTER

Scoring Criteria for RFQ 145 Sumter County 1988 Main Jail Remodel

Firm: ARCHITECTURE STUDIO, INC

	TOTAL POINTS
A. Firm Description (maximum 4 pages) (10 points)	10
B. Experience & Ability to Meet the Budget (35 points)	10
C. Design Plan (20 points)	20
D. Services (10 points)	10
E. Schedule (15 points)	15
F. Certified Minority Business Enterprise (5 points)	5
G. Other Benefits (5 points)	
CUMMULATIVE TOTAL	70

Selection Committee Member: Major Moffitt

Scoring Criteria for RFQ 145 Sumter County 1986 Main Jail Remodel

Firm: K.P. Studios

	TOTAL POINTS
A. Firm Description (maximum 4 pages) (10 points)	10
B. Experience & Ability to Meet the Budget (35 points)	30
C. Design Plan (20 points)	15
D. Services (10 points)	10
E. Schedule (15 points)	15
F. Certified Minority Business Enterprise (5 points)	0
G. Other Benefits (5 points)	0
CUMMULATIVE TOTAL	80

Selection Committee Member: Joseph J. Conway

Scoring Criteria for RFQ 145 Sumter County 1988 Main Jail Remodel

Firm: CLEMONS - Rutherford

	TOTAL POINTS
A. Firm Description (maximum 4 pages) (10 points)	10
B. Experience & Ability to Meet the Budget (35 points)	30
C. Design Plan (20 points)	15
D. Services (10 points)	10
E. Schedule (15 points)	15
F. Certified Minority Business Enterprise (5 points)	0
G. Other Benefits (5 points)	0
CUMMULATIVE TOTAL	80

Selection Committee Member: Joseph Flannery

Scoring Criteria for RFQ 145 Sumter County 1988 Main Jail Remodel

Firm: Architecture Studios

	TOTAL POINTS
A. Firm Description (maximum 4 pages) (10 points)	10
B. Experience & Ability to Meet the Budget (35 points)	30
C. Design Plan (20 points)	20
D. Services (10 points)	10
E. Schedule (15 points)	15
F. Certified Minority Business Enterprise (5 points)	5
G. Other Benefits (5 points)	5
CUMMULATIVE TOTAL	95

Selection Committee Member: Joseph J. Lemay

Scoring Criteria for RFQ 145 Sumter County 1988 Main Jail Remodel

Firm: CRA Architects

	TOTAL POINTS
A. Firm Description (maximum 4 pages) (10 points) <i>Knowledge</i>	10
B. Experience & Ability to Meet the Budget (35 points) <i>Experience</i>	35
C. Design Plan (20 points)	20
D. Services (10 points)	5
E. Schedule (15 points)	10
F. Certified Minority Business Enterprise (5 points)	—
G. Other Benefits (5 points)	—
CUMMULATIVE TOTAL	80

Selection Committee Member: *[Signature]*

Scoring Criteria for RFQ 145 Sumter County 1988 Main Jail Remodel

Firm: Architecture Studios

	TOTAL POINTS
A. Firm Description (maximum 4 pages) (10 points) <i>Knowledge ++</i>	8
B. Experience & Ability to Meet the Budget (35 points) <i>Experience ++</i>	30
C. Design Plan (20 points)	20
D. Services (10 points)	10
E. Schedule (15 points)	15
F. Certified Minority Business Enterprise (5 points)	-
G. Other Benefits (5 points) <i>Has County experience +</i>	5
CUMMULATIVE TOTAL	88

Selection Committee Member: *[Signature]*

Scoring Criteria for RFQ 145 Sumter County 1988 Main Jail Remodel

Firm: HP Studio Architecture

			TOTAL POINTS
A. Firm Description (maximum 4 pages) (10 points)	<i>Knowledge</i>	+	8
B. Experience & Ability to Meet the Budget (35 points)	<i>Experience</i>	+	25
C. Design Plan (20 points)		+	20
D. Services (10 points)		+	5
E. Schedule (15 points)	<i>Has a doable schedule</i>	+	10
F. Certified Minority Business Enterprise (5 points)		+	-
G. Other Benefits (5 points)	<i>Has experience with the County</i>		5
CUMMULATIVE TOTAL			73

Selection Committee Member: *[Signature]*