

ARCHITECTURAL/ENGINEERING/CONSULTANT SERVICES

SELECTION COMMITTEE

Wednesday, September 15, 2004

MINUTES

Members Present:

Administrator – Purchasing Systems: William J. Anderson

Public Member: George deTarnowsky

Agency Representative: Thomas E. Wright

**>Department of Administration/Division of Facilities Management
(DOA):**

A quorum being present, the meeting was called to order by the Administrator – Purchasing Systems. Minutes of the A/E/CS Selection Committee meeting of July 28, 2004 were approved by G. deTarnowsky and W. Anderson. The following agenda items were addressed and voted upon by the Committee:

**1. Department of Administration/Division of Facilities Management
(DOA): (1:03 p.m.)**

LOI #B03908 – Miscellaneous Projects for Improvements or Repairs at William E. Powers Building

Voting Members: W. Anderson, G. deTarnowsky, T. Wright

Cost: Building Study - \$14,750

6.5% of \$200,000 estimated construction cost

T. Wright noted that there were five responses to the LOI. The bids were for a percentage of the construction estimate for various projects in this building, ranging from parking garage potential, to moving cubicles, to fixing concrete walks and steps. Edward Rowse Architects offered the lowest fee at 6.5% of the construction cost and a building study cost of \$14,750; they also scored highest in the technical evaluation.

Recommendation: Upon a motion made by Dr. deTarnowsky, seconded by Mr. Wright and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the Department of Administration/Division of Facilities Management's Technical Review Subcommittee, as approved by the Executive Director/Operations Officer, and sends forward to the Director of Administration for her consideration the single name of Edward Rowse Architects, the most responsive and responsible of the 5 firms that responded to the LOI. (1:07 p.m.)

2. Department of Environmental Management (DEM): (1:07 p.m.)

LOI #B03724 – Geotechnical & Hydraulic Engineering Design for Arcadia Bridges Project, Exeter, RI

Voting Members: W.Anderson, G. deTarnowsky, L. Lawless

Cost: \$25,062.25

R. Sutton and L. Lawless presented this item. R. Sutton noted that this item was presented at the July 28, 2004 meeting of the A/E/CS/SC; however, there were some unanswered questions. L. Lawless stated that there are six bridges included in this LOI: four will be completely replaced and two will receive new superstructures and be replaced on existing abutments. The design work for the abutments and superstructures will be done in-house. The purpose of this LOI is to hire a sub-consultant to do the borings and the geotechnical analysis. The Agency is recommending GZA Geoenvironmental, Inc. Ms. Lawless stated that, when she asked the firm why their proposal was relatively low compared to the other bidders, they answered that they wanted the work.

Mr. Anderson advised that the lowest cost proposal should receive the highest score in that category. One scorer gave a lower score,

but this did not affect the outcome of the evaluation.

Recommendation: Upon a motion made by Dr. deTarnowsky, seconded by Mr. Anderson and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the Department of Environmental Management's Technical Review Subcommittee, as approved by the Acting Director, and sends forward to the Director of Administration for her consideration the single name of GZA Geoenvironmental, Inc., the most responsive and responsible of the eight firms that responded to the LOI. (1:10 p.m.)

3. University of Rhode Island (URI): (1:12 p.m.)

A. LOI #B03719 – Whispering Pines – New Lodge & Dining Room Expansion

Voting Members: W.Anderson, G. deTarnowsky, T. Mitchell

Cost: Phase I: \$20,000 (Survey and Building Program)

Phase II: Approximately \$300,000

T. Mitchell and D. Krasko presented this item. T. Mitchell noted that the purpose of the LOI is to contract with an architectural firm in a two-phase approach to design an addition to the existing dining room and service kitchen and to construct a new 20-bedroom lodge with related conference room and other potential amenities. Twelve firms responded to the LOI; four firms were short-listed and interviewed.

The Agency is recommending Vision III Architects, based on their extensive background in designing hospitality facilities. Of the four short-listed firms, Vision III was the only firm that did not propose to subcontract the design of the kitchen and dining room; this was viewed as a significant strength of the Vision III team.

Mr. Anderson noted that the S/L/A/M Collaborative was scored first with Vision III second after the initial review, then the order reversed. What caused this change? Mr. Mitchell responded that S/L/A/M proposed to bring in another firm to do the kitchen design work. It was a very close decision, but the committee felt that in-house capability to do this design work was important.

Dr. deTarnowsky asked what “sustainability” means. D. Krasko stated this includes the use of recycled materials, renewable sources of energy, and other environmental issues incorporated in the LEED program (Leadership in Energy & Environmental Design).

Dr. deTarnowsky asked how this is judged because the scores were erratic. T. Mitchell answered that the committee looked for examples where firms had used local materials and where they described a familiarity with sustainability. This criteria was included in the LOI and questions were also raised during the presentations. D. Krasko added that the committee looked at LEED certifications included in the proposals.

Dr. deTarnowsky stated that under the requirement Ability to Meet Deadline, the scoring was also erratic. D. Krasko responded that, when scoring firms that are familiar to the Agency, have good references or good repeat clients, the scoring can be more accurate.

Mr. Anderson asked if references were checked for short listed firms and Mr. Mitchell answered no.

Recommendation: Upon a motion made by Dr. deTarnowsky, seconded by Mr. Anderson and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the University of Rhode Island's Technical Review Subcommittee, as approved by the Vice President for Administration, and sends forward to the Director of Administration for her consideration for the single name of Vision III Architects, the most responsive and responsible of the 12 firms that responded to the LOI. (1:21 p.m.)

B. LOI #B03931 – Mechanical Engineering Services – Blanket Requirements (1:22 p.m.)

Voting Members: W.Anderson, G. deTarnowsky, D. Krasko

Cost: \$50,000/yr. (3 year contract)

D. Krasko noted that four responses were received. The recommended firm, Creative Environment Corporation, has done a great deal of work at URI for a number of years on many projects

They had been part of teams with other architects on larger projects, performed troubleshooting, and held blanket contracts.

Recommendation: Upon a motion made by Dr. deTarnowsky, seconded by Mr. Krasko and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the University of Rhode Island's Technical Review Subcommittee, as approved by the Vice President for Administration, and sends forward to the Director of Administration for her consideration for the single name of Creative Environment Corporation, the most responsive and responsible of the 4 firms that responded to the LOI. (1:24 p.m.)

C. LOI #B03932 – Miscellaneous Architectural Consulting Services – Blanket Requirements (1:24 p.m.)

Voting Members: W.Anderson, G. deTarnowsky, D. Krasko

Cost: \$50,000/yr. (3 year contract)

D. Krasko noted that is the same type of LOI as the previous request

for mechanical engineering services, except this LOI requests architectural services. Twelve firms responded to the LOI. Lamborghini/Feibelman is the recommended firm because they have done a good deal of small projects at the University, such as laboratories and emergency repairs; and they are responsive, attentive to detail, very good at following through on projects and meeting schedules.

Recommendation: Upon a motion made by Dr. deTarnowsky, seconded by Mr. Krasko and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the University of Rhode Island's Technical Review Subcommittee, as approved by the Vice President for Administration, and sends forward to the Director of Administration for her consideration for the single name of Lamborghini/Feibelman, the most responsive and responsible of the 12 firms that responded to the LOI. (1:26 p.m.)

4. Department of Corrections (DOC): (1:28 p.m.)

A. LOI #B03295 – Electrical Branch Service Work – Donald Price Facility

Voting Members: W.Anderson, G. deTarnowsky, R. Lee

Cost: 7.15% of \$750,000 Estimated Construction Cost

R. Lee noted that two companies submitted proposals, Gaskell

Associates and Powers Engineering. Although both firms are very experienced in electrical engineering and have performed services at the Department of Corrections, the Agency is recommending Powers Engineering because Gaskell Associates' fee proposal was higher.

Recommendation: Upon a motion made by Dr. deTarnowsky, seconded by Mr. Lee and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the Department of Corrections' Technical Review Subcommittee, as approved by the Director, and sends forward to the Director of Administration for her consideration the single name of Powers Engineering, the more responsive and responsible of the 2 firms that responded to the LOI.

**B. LOI #B03296 – Electrical Branch Service Work – Women's GM/Dix
Voting Members: W.Anderson, G. deTarnowsky, R. Lee
Cost: 5.93% of \$1,000,000 Estimated Construction Cost**

R. Lee noted that three experienced firms submitted proposals and, again, the Agency recommended the firm who submitted the lowest cost proposal, Maguire Group.

Recommendation: Upon a motion made by Dr. deTarnowsky, seconded by Mr. Lee and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection

Committee (A/E/CS/SC) accepts the recommendation of the Department of Corrections' Technical Review Subcommittee, as approved by the Director, and sends forward to the Director of Administration for her consideration the single name of Maguire Group, the most responsive and responsible of the 3 firms that responded to the LOI.

**C. LOI #B03297 – Electrical Branch Service Work – Maximum Security
Voting Members: W.Anderson, G. deTarnowsky, R. Lee
Cost: 12% of \$500,000 Estimated Construction Cost**

R. Lee noted that D&B Engineering (D&B) has done a good deal of engineering work at Maximum Security (primary engineering work at facility and two secondary projects). D&B has recently been purchased by Gaskell Associates (Gaskell) and Greg Driggers, the single engineer at D&B, is now employed by Gaskell. The Agency felt it would be advantageous for Gaskell to continue the secondary engineering for this project.

W. Anderson stated that Gaskell Associates did not receive the highest score and they did not submit the lowest fee. Mr. Lee responded that it was the opinion of the Agency that the fee submitted by Powers Engineering was too low at 7% to perform the requirements in the Scope of Work.

Dr. deTarnowsky advised, and a discussion followed, that this

rationale should be part of the evaluation.

Recommendation: Upon a motion made by Dr. deTarnowsky, seconded by Mr. Lee and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the Department of Corrections' Technical Review Subcommittee, as approved by the Director, and sends forward to the Director of Administration for her consideration the single name of Gaskell Associates, the most responsive and responsible of the 3 firms that responded to the LOI. Gaskell Associates, Ltd. is recommended by the Agency based on the belief that the lowest bid of 7% is too low to perform the requirements in the Scope of Work.

D. LOI #B03732 – Installation of New Chilled Water System Conduit

Voting Members: W.Anderson, G. deTarnowsky, R. Lee

Cost: \$37,250

R. Lee noted that three firms responded to this LOI: Cataudella Associates, Kiely Associates and Maguire Group. Kiely Associates did not demonstrate experience with chiller systems and showed no current work. The Agency recommends Cataudella Associates.

Recommendation: Upon a motion made by Dr. deTarnowsky, seconded by Mr. Lee and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection

Committee (A/E/CS/SC) accepts the recommendation of the Department of Corrections' Technical Review Subcommittee, as approved by the Director, and sends forward to the Director of Administration for her consideration the single name of Cataudella Associates, the most responsive and responsible of the 3 firms that responded to the LOI. (1:41 p.m.)

E. LOI #B03992 – Substance Abuse Testing and Treatment (1:42 p.m.)

Voting Members: W.Anderson, G. deTarnowsky, S. Braitsch

Cost: \$250,000

S. Braitsch, Supervisor of the Parole Unit, and K. Giorgio, Parole Aide, presented this item. Two firms responded to the LOI: Phoenix House and The Providence Center. The Agency is recommending The Providence Center based on the fact that Phoenix House provided very few details in their proposal. Most of their cited programs were out of state, they did not describe the staff that would be dedicated to this project, nor did they indicate if they would be able to provide on-site services in the northern part of the state, Newport County or West Bay.

Recommendation: Upon a motion made by Dr. deTarnowsky, seconded by Ms. Braitsch and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the

Department of Corrections' Technical Review Subcommittee, as approved by the Director, and sends forward to the Director of Administration for her consideration the single name of The Providence Center, the more responsive and responsible of the 2 firms that responded to the LOI. (1:44 p.m.)

**5. Rhode Island Public Telecommunications Authority (WSBE-TV):
(1:46 p.m.)**

RFP #B03333 – Consultant Services – Rehabilitation Technology

Voting Members: W. Anderson, G. deTarnowsky, R. Knott

Cost: \$2,408,927.65

R. Knott, Chief Engineer, noted that the purpose of the RFP is to hire a consultant for a digital origination facility. Five firms responded to the RFP. Two finalists were solicited for Best and Final Offers and the Agency is recommending HB Communications, Inc.

Recommendation: Upon a motion made by Dr. deTarnowsky, seconded by Mr. Knott and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the RI Public Telecommunications Authority's Technical Review Subcommittee, as approved by the Acting President and CEO;CFO, and sends forward to the Director of Administration for her consideration the name of HB Communications, Inc., the most responsive and responsible of the 5

firms that responded to the RFP. (1:48 p.m.)

6. Rhode Island Justice Commission (1:52 p.m.)

RFP #B03644 – Evaluation of Domestic Violence Shelters

Voting Members: W.Anderson, G. deTarnowsky, G. Caruolo

Cost: \$32,475.44

G. Caruolo noted that the purpose of the RFP is to conduct an evaluation of domestic violence shelters in the state, and that is funded through a variety of grant programs. Three responses were received; two of these met the minimum requirements and were then evaluated on their cost proposals.

Dr. deTarnowsky asked Ms. Caruolo to elaborate on a statement in the Agency’s memorandum that the proposal submitted by John Snow, Inc. mentioned that “the funds offered for the evaluation were insufficient.” The Agency’s memorandum also stated, “they seemed to have quite a bit of staff, so this is probably why they would have difficulty budgeting for the project.”

Ms. Caruolo clarified that John Snow, Inc. was advised of the budgeted amount for this project. In their proposal, they often repeated that this was not enough money.

Recommendation: Upon a motion made by Dr. deTarnowsky, seconded by Ms. Caruolo and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the Rhode Island Justice Commission's Technical Review Subcommittee, as approved by the Executive Director, and sends forward to the Director of Administration for her consideration the single name of Botec Analysis Corporation, the most responsive and responsible of the 3 firms that responded to the RFP. (1:56 p.m.)

**7. Department of Mental Health, Retardation and Hospitals (MHRH):
(1:58 p.m.)**

RFP #B03680 – Chloramine Disinfection Pilot Study

Voting Members: W.Anderson, G. deTarnowsky, S. Ferreira

Cost: \$65,000

S. Ferreira noted that at Zambarano Hospital there have been problems with residual chlorine that is causing an excess of trihalomethane (TTHM). The Agency studied four alternatives to remedy this problem and chose this Chloramine Disinfection Pilot Study. The Agency obtained approval from the Department of Health and moved forward to solicit a vendor. Four vendors responded, all were competent to perform this work, all had available staff, and references were checked. There was no feedback from any of the respondents regarding MBE requirements.

Maguire stood out because they proposed to employ a subcontractor who was very experienced in this sort of pilot study; none of the other vendors had this kind of experience. When the cost proposals were evaluated, Maguire and C&E were very close. Maguire stood out again because of the subcontractor who could do the job and interpret the results.

Recommendation: Upon a motion made by Dr. deTarnowsky, seconded by Ms. Ferreira and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the Department of Mental Health, Retardation and Hospital's Technical Review Subcommittee, as approved by the Director, and sends forward to the Director of Administration for her consideration the single name of The Maguire Group, the most responsive and responsible of the 4 firms that responded to the RFP. (2:03 p.m.)

7. Department of Human Services (DHS): (2:06 p.m.)

RFP #B03703 – Health Care Technical Service to Division of Health Care Quality, Purchasing and Finance

Voting Members: W.Anderson, G. deTarnowsky, D. Florio

Cost: \$3.6 Million

D. Florio and T. Leddy presented this item. T. Leddy noted that contracting with an organization with specialized technical skills in the area of managed care is a federal requirement in the operation of the Rite Care Program. The purpose of this RFP was to solicit a vendor to perform this work. Despite numerous outreach efforts and some extended periods for responses to come in, the only response was received from ACS State Healthcare, LLC, which is the current vendor.

Dr. deTarnowsky asked how many people are working on this contract. Ms. Leddy answered that there are approximately 29 FTE's plus subcontractors.

Mr. Anderson asked how many vendors downloaded the RFP and Ms. Leddy answered there were more than 30.

The bidder's response to the RFP was of sound quality, the proposed staff was experienced, and the proposal demonstrated an understanding of the task and the scope of work. The Agency recommends ACS State Healthcare, contingent upon successful negotiation of certain contract items.

Dr. deTarnowsky expressed his concern, and a lengthy discussion was held, with regard to the following statement in the evaluation:

“The contractor has reduced employee health insurance benefits to the employees on the RI account (compared to the last bid, five years ago) to a level where benefits are significantly inferior to that is offered by both small and large companies in RI, at a significantly higher employee cost sharing level than is generally seen in RI, such that ACS employee health insurance is prohibitive for many of the employees on the RI account, such as for member services and administrative support staff. This is unacceptable given the work of the contractor in Rhode Island is to ensure access to affordable, comprehensive health insurance for RI families.”

Recommendation: Upon a motion made by Dr. deTarnowsky, seconded by Ms. Florio and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the Department of Human Services’ Technical Review Subcommittee, as approved by the Director, and sends forward to the Director of Administration for her consideration the single name of ACS State Healthcare, LLC, the only respondent to the RFP. This acceptance is contingent upon the proviso that the Director of Administration be advised of the concerns of this committee with regard to Page 9, Paragraph 3, above. (2:23 p.m.)

8. Department of Health (DOH): (2:26 p.m.)

RFP #B03727 – Administration of Nursing Exams

Voting Members: W. Anderson, G. deTarnowsky, C. Alexander

Cost: No Cost

D. Reavey and C. Alexander presented this item. C. Alexander noted that this is a proposal to outsource the nursing assistant examination for the Department of Health. Currently, the Agency administers the examinations through their licensed training programs, processes the applications, and collects fees.

Three proposals were received. The proposal from Capstar was determined to be non-responsive because they did not provide references as required in the RFP. Promissor received a score of 97.75 out of 100; American Red Cross received a score of 81.

Recommendation: Upon a motion made by Dr. deTarnowsky, seconded by Mr. Alexander and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the

Department of Health's Technical Review Subcommittee, as approved by the Director, and sends forward to the Director of Administration for her consideration the single name of Promissor, the most responsive and responsible of the 3 firms that responded to the RFP.

(2:28 p.m.)

9. Rhode Island Board of Governors for Higher Education (RIBGHE):

(2:31 p.m.)

LOI #B04044 – Development of Mission Statements, Outcomes and Assessment

Voting Members: W. Anderson, G. deTarnowsky, N. Carriuolo

Cost: \$25,000

N. Carriuolo noted that the Rhode Island Office of Higher Education recommends Peggy L. Maki, Ph.D. of Maki Associates as the consultant for the development across the RI system of public higher education of mission statements, student outcomes assessment and general overall assessment that will tie into the system.

In January of 2004 the Rhode Island Board of Governors for Higher Education voted to require all the public campuses to engage in student outcomes assessment. This will be the basis for PK-16 alignment of what students are expected to know. The New England Association of Schools and Colleges (NEASC), the regional accrediting agency, also requires outcomes assessment of accredited schools, college and universities. In August 2004, the

legislature voted to revise PL 16-40 to require that all degree-granting educational institutions be NEASC accredited.

Dr. Maki's proposal met all the criteria for selection, and she is probably the foremost nationally known consultant in the area of outcomes assessment. Dr. Maki formerly worked for the NEASC in charge of outcomes assessment.

Recommendation: Upon a motion made by Dr. deTarnowsky, seconded by Dr. Carriuolo and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the Department of Health's Technical Review Subcommittee, as approved by the Director, and sends forward to the Director of Administration for her consideration the single name of Peggy L. Maki, Ph.D. the only respondent to the LOI. (2:35 p.m.)

10. Department of Transportation (DOT): (2:38 p.m.)

LOI #B02997 – Statewide Bridge Inspection Services

Voting Members: W. Anderson, G. deTarnowsky, C. Xenophontos

Average Cost per Year (3 Yr. MPA):

DMJM+Harris/CE&C \$400,200

AI Engineers \$286,820

Lichtenstein \$381,666.67

Chas. H. Sells \$325,200

United International \$364,133.33

Mr. Anderson stated that this is a reassessment of this LOI due to a deficiency in the scoring summary presented at the July 28, 2004 A/E/CS/SC meeting.

C. Xenophontos noted that the Agency prepared supplemental information with regard to scoring cost proposals. A methodology was used that was discussed and agreed upon at the last meeting of the A/E/CS/SC. Some of the scoring did change as a result of this re-scoring; however, the top five ranked firms remained the same. The Agency is recommending award to the top five firms.

Recommendation: Upon a motion made by Dr. deTarnowsky, seconded by Mr. Xenophontos and unanimously approved by the Committee, the Architectural/ Engineering/Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the Department of Transportation's Technical Review Subcommittee, as approved by the Director, and sends forward to the Director of Administration for her consideration the following five firms which are the most responsive and responsible of the 17 firms that responded to the LOI: DMJM+Harris, AI Engineers, Inc., Lichtenstein Consulting Engineers, Inc., Chas. H. Sells, Inc., and United International Corporation. (2:40 p.m.)

Supporting documentation is on file at the Division of Purchases.

Upon a motion made by Dr. deTarnowsky, seconded by Mr. Xenophontos and unanimously carried, the meeting was adjourned at 2:40 p.m.

Gail M. Walsh

Recording Secretary