

ARCHITECTURAL/ENGINEERING/CONSULTANT SERVICES

SELECTION COMMITTEE

Wednesday, May 11, 2005

MINUTES

Members Present:

Acting Chairman: William J. Anderson

Public Member: Gerry Bedrick

Agency Representative: Christos S. Xenophontos, Administrator
Contracts and Specifications
>Department of Transportation (DOT):

A quorum being present, the meeting was called to order by the Chairman. Minutes of the A/E/CS Selection Committee meeting of April 27, 2005 were approved by G. Bedrick and W. Anderson. The following agenda items were addressed and voted upon by the Committee:

1. Department of Transportation (DOT): (9:03 a.m.)
 - A. LOI/TECH #B04530 – Preliminary Engineering for Statewide High Hazard Intersections/Ramps (8 Contracts)
Voting Members: W.Anderson, G. Bedrick, C. Xenophontos
Cost: \$3,169,000 (90% federal/10% state)

C. Xenophontos and R. Rocchio presented this item. C. Xenophontos noted that this request was for combined Letters of Interest and Technical Proposals for preliminary engineering services for high hazard intersections and ramps at different locations throughout the state. The purpose of this phase of the project is to collect and analyze data at intersections identified in the LOI and to recommend the appropriate improvements to reduce the frequency and severity of accidents at those locations. The department anticipates the award of eight contracts with a programmatic DBE goal of 25%. Twenty two proposals were received and evaluated on project approach, staff qualifications, firm's experience and existing workload with each category carrying a maximum of 25 points.

Recommendation: Upon a motion made by Mr. Bedrick, 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 eight names of Vanasse Hangen Brustlin, Inc., Gordon R. Archibald, Inc., Pare Engineering Corp., Bryant Associates, Inc., Caputo & Wick, Ltd., United International Corp., Cataldo Associates, and GM2 Associates, Inc., the most responsive and responsible of the 22 firms that responded to the LOI. (9:12 a.m.)

- B. RFP #B04494 – Interstate 195 Relocation Project Motorist Awareness Media Campaign (9:15 a.m.)
Voting Members: W.Anderson, G. Bedrick, C. Xenophontos
Estimate Cost: \$500,000/yr. (4 yr. contract – 80% federal/20% state)

C. Xenophontos and D. DiBiasio presented this item. C. Xenophontos noted that this solicitation requested both technical and cost proposals to provide the department with the necessary services for a motorist awareness media campaign to center around the I-195 CORRIDOR and the multi-year construction currently taking place. Only two proposals were received. The proposals were evaluated on staff qualifications, firm’s capability, suitability of approach, work plan quality, and cost proposal, each carrying a maximum amount of 20 points.

Recommendation: Upon a motion made by Mr. Bedrick, 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 single name of Duffy & Shanley, Inc., the more responsive and responsible of the 2 firms that responded to the RFP. (9:24 a.m.)

- C. LOI/TECH #B03594 – Statewide 1R Highway Improvement Program (4 Contracts) (9:26 a.m.)
Voting Members: W.Anderson, G. Bedrick, C. Xenophontos
Cost: \$1,500,000 (3 yr. contract – 80% federal/20% state)

C. Xenophontos and R. Smith presented this item. C. Xenophontos noted that this solicitation requested Letters of Interest and technical proposals for the initial project report and final design for the statewide 1R highway improvement program. This project was assigned a 30% programmatic DBE goal. Letters of Interest from 18 firms were evaluated and short-listed to 7 firms, and then the technical proposals submitted by the short-listed firms were evaluated. The firms were evaluated on the following criteria: Project approach, 40 points, and project schedule, staff assignments, and overall technical presentation at 20 points each. Four firms were selected for recommendation.

Recommendation: Upon a motion made by Mr. Bedrick, 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 four names of Gordon R. Archibald, Inc., Pare Engineering Corporation, Garafalo & Associates, and Green International, Inc., the most responsive and responsible of the 18 firms that responded to the LOI. (9:35 a.m.)

2. Department of Elderly Affairs (DEA): (9:37 a.m.)

RFP #B04727 – Prescription Drug Discount Plan for the Uninsured
Voting Members: W.Anderson, G. Bedrick, K. Pono
Cost: No Cost to State

K. Pono noted that two responses were received and, from a technical perspective, were of equal quality. Both firms were experienced with this type of program and have been in the industry for quite some time. The Agency sought a firm to provide the best cost to the consumer, and Pharmacare Management Services, Inc. provided the better cost proposal.

Mr. Bedrick asked how the Agency determined the projected discounts outlined in the RFP. Ms. Pono answered that the Agency looked at similar programs in other states and consulted with pharmacists in the community.

Recommendation: Upon a motion made by Mr. Bedrick, seconded by Ms. Pono and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the Department of Elderly Affairs, as approved by the Acting Director, and sends forward to the Director of Administration for her consideration the single name of Pharmacare Management Services, Inc., the more responsive and responsible of the 2 firms that responded to the RFP. (9:43 a.m.)

3. Department of Health (DOH): (9:48 a.m.)

A. LOI #B04037 – Clinical & Preventive Health Services
Voting Members: W.Anderson, G. Bedrick, M. Stoeckel
Cost: \$20,000

M. Stoeckel, Chief, Office of Occupational and Radiological Health, noted that the department requires a number of clinical and preventive health services. For example, laboratory employees use biological and chemical agents and certifications are necessary to ensure that preventive health services are in place. Field employees are exposed to lead, asbestos, etc. and must be protected under OSHA standards. In the Division of Disease Prevention and Control, there are public health nurses who interview patients who have been exposed to infectious agents. The purpose of the LOI is to consolidate services with one vendor.

Recommendation: Upon a motion made by Mr. Bedrick, seconded by Ms. Stoeckel 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, as approved by the Director, and sends forward to the Director of Administration for her consideration the single name of Atmed Treatment Center, the only respondent to the LOI. (9:52 a.m.)

- B. LOI #B04836 – Training Programs for Grant Administration (9:53 a.m.)
Voting Members: W.Anderson, G. Bedrick, D. Reavey
Cost: \$25,200

D. Reavey noted that most of the Agency's funds are from federal sources. They have received notifications that the federal government will begin changing their requirements for monitoring grants. Because the Agency has limited staff with training in grant administration, it was felt that it would be beneficial to offer training to program managers to monitor each contract.

Only one proposal was received. Ms. Reavey stated that she did not think that many firms do this type of work. The only respondent, Management Concepts, offered a good proposal and met the department's budget. References were checked with favorable reviews.

Recommendation: Upon a motion made by Mr. Bedrick, seconded by Ms. Reavey 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, as approved by the Director, and sends forward to the Director of Administration for her consideration the single name of Management Concepts, the only respondent to the LOI. (9:58 a.m.)

Upon a motion made by Mr. Bedrick, seconded by Ms. Reavey and unanimously carried, the meeting was adjourned at 9:58 a.m.

Gail M. Walsh
Recording Secretary

Supporting documentation is on file at the Division of Purchases.