

**ARCHITECTURAL/ENGINEERING/CONSULTANT SERVICES**

**SELECTION COMMITTEE**

**Wednesday, March 8, 2006**

**MINUTES**

Members Present:

Acting Chairman: William J. Anderson

Public Member: Gerry Bedrick

Agency Representative: James D. McGinn, P.E., Principal Civil Engineer  
>Department of Environmental Management:

A quorum being present, the meeting was called to order by the Chairman.

Minutes of the A/E/CS Selection Committee meeting of February 22, 2006 were approved by W. Anderson and G. Bedrick.

The following agenda items were addressed and voted upon by the Committee:

1. Department of Environmental Management (DEM): (9:00 a.m.)

LOI #B05842 – Arcadia Hatchery Water Exploration  
Voting Members: W.Anderson, G. Bedrick, J. McGinn  
**Cost: \$39,500**

J. McGinn noted that the Arcadia Hatchery is one of four fish hatcheries that the department operates and is the only warm water hatchery. It is important that water quality and temperature be maintained. The temperature of the water is kept constant by mixing surface water where water temperature fluctuates with the seasons with ground water from a well that remains at a constant temperature. The department currently operates one well at the hatchery that is not sufficient. The purpose of this LOI is to explore additional ground water sources to increase production at the hatchery or to make the determination that there is no additional water and to manage the program accordingly.

The scope of work is in two parts. Part one is to drill a well into the ground above the bedrock which is the preferred method. Part two would be to drill into the bedrock to find 100 gallons of water per minute.

Recommendation: Upon a motion made by Mr. Anderson, seconded by Mr. Bedrick 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 Director, and sends forward to the Director of Administration for her consideration the single name of GZA GeoEnvironmental, Inc., the only respondent to the LOI. (9:07 a.m.)

2. Department of Education (RIDE): (9:10 a.m.)

LOI #B05919 – Curriculum Development: Mathematics, Reading & Writing  
Voting Members: W.Anderson, G. Bedrick, D. Schaefer  
**Cost: \$218,453 FY06 and FY07**

D. Schaefer and C. Bilotti represented the Agency. D. Schaefer noted that the legislature has stated that the department must develop a statewide curriculum by August 2006. The department has identified effective components of classroom lessons and built a template for these components. The purpose of the LOI is to hire a consultant to provide professional development for teachers to write effective lesson plans. Classrooms will be videotaped for instructional purposes and resources will be provided for parent participation.

Recommendation: Upon a motion made by Mr. Anderson, seconded by Mr. Bedrick and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the Department of Education's Technical Review Subcommittee, as approved by the Commissioner, and sends forward to the Director of Administration for her consideration the single name of Learning Point Associates, the only respondent to the LOI. (9:29 a.m.)

3. Department of Human Services (DHS) (9:32 a.m.)

A. Sole Source Request – Brain Injury Resource Center  
Voting Members: W. Anderson, G. Bedrick, D. Kayala  
**Cost: \$85,000**

D. Kayala noted the Brain Injury Association of RI was awarded a single source contract in 2002 (still in effect) to perform deliverables under a Health Resources and Services Administration Grant. The deliverables they completed under this contract include the establishment of the RI Brain Injury Resource Center. It is important that the Resource Center continue in a coordinated manner with a sensitivity to the special needs of the affected population; therefore, the agency is requesting that the Brain Injury Association of RI be awarded this new contract on a sole source basis so that they can maintain the Resource Center they have run for the past three years.

Recommendation: Upon a motion made by Mr. Anderson, seconded by Mr. Bedrick 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 Brain Injury Association of RI, to be awarded on a sole source basis. (9:34 a.m.)

- B. RFP B05921 – Training/Technical Assistance – Special Health Care Needs (9:36 a.m.)  
Voting Members – W. Anderson, G. Bedrick, R. Etchingham  
**Cost: \$1,170,000 through June 30, 2008**

R. Etchingham, S. Reniere and B. DuHamel represented the Agency. R. Etchingham noted that the Center for Child and Family Health is seeking a consultant to provide training, technical assistance and coordination of services with the department's certified providers for services for children with special health care needs and their families. These programs include, but are not limited to, Early Intervention, CEDARR Family Centers, CEDARR Direct Services, including Home-Based Therapeutic Services, Kids Connect, and Personal Assistance Services and Supports.

The agency and the technical assistance specialists will work with the agency to help develop, provide training and technical assistance to assure family-centered, community based, culturally competent systems of care that are comprehensive, universally accessible, and effective for Rhode Island children. Ten tasks were included in the RFP: recruiting and retention of early childhood professionals, early intervention training, access to resources for children with special health care needs, low incidence and specialty services, publications, transition coordination for early intervention, technical assistance and support in the coordination of specialty services, serve as liaison for collaboration between Part C and Part B of the Individuals with Disabilities Act, public awareness and Child Find, and certain special projects.

Two responses were received from Rhode Island College and John Snow, Inc. The proposals were scored in four areas: previous experience and background in the area of special needs children, organization and staffing, proposed approach to the plan, and value. Value included the content of the proposal as well as cost.

Rhode Island College scored higher in three areas. Rhode Island College offered a cost proposal of \$1,045,544 for Tasks 1-9; John Snow, Inc. offered a lower cost proposal at \$1,016,091 for Tasks 1-9. Rhode Island College, however, proposed to utilize a staff almost double the number of that proposed by John Snow, Inc. John Snow offered highly qualified staff that were mostly research consultants to be brought in from other projects; whereas, Rhode Island College also offered highly qualified staff that would be on task each day. Rhode Island College has an established relationship with the providers in this area.

Recommendation: Upon a motion made by Mr. Anderson, seconded by Mr. Bedrick 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 Rhode Island College, the more responsive and responsible of the 2 firms that responded to the RFP. (9:51 a.m.)

4. Department of Children, Youth and Families (DCYF): (9:55 a.m.)

RFP #B05939 – Evaluation Services

Voting Members: W.Anderson, G. Bedrick, C. Caron

**Cost: \$800,000 (7 yr. Contract)**

C. Caron, S. Bowler and L. Saunders represented the agency. C. Caron noted that the purpose of the RFP was to identify a qualified evaluator to provide comprehensive analytical evaluation and research services to inform the development of evidence based programs, services and policies and to evaluate the effectiveness of programs as they relate to child, family and system outcomes.

The scope of the work was to have the vendor demonstrate expertise with a complex interrelated number of dimensions of child welfare that includes child welfare, behavioral health, and juvenile justice.

Two vendors replied to the RFP. Yale University received 95 out of a total of 100 points. For the past few years, Yale University has been conducting evaluation services for the agency and has very good knowledge, and a reputation and history in Rhode Island and nationally. The agency is impressed not only with Yale's technical expertise, but their ability to work with agency providers and families.

Although Yale's cost proposal of \$800,000 was higher than the proposal submitted by Hornby Zeller Associates, Inc. of \$613,470, Yale's total allocation of hours and detailed description of those hours reflected Yale's clear understanding of the scope of the work required to carry out the activities required by the RFP.

Recommendation: Upon a motion made by Mr. Anderson, seconded by Mr. Bedrick and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the Department of Children, Youth and Families' Technical Review Subcommittee, as approved by the Director, and sends forward to the Director of Administration for her consideration the single name of Yale University, the more responsive and responsible of the 2 firms that responded to the RFP. (10:10 a.m.)

5. Department of Transportation (DOT): (10:16 a.m.)

LOI/TECH #B04715 – RIDOT Construction Management Services:

Programmatic Contract Time Determination/Project Schedule Monitoring

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

**Cost: \$1,436,000 Increase**

C. Xenophontos, N. Marzano, L. Murray, and A. Gill represented the agency.

Mr. Anderson stated that this recommendation is for an increase in the amount of a contract awarded to Plexus Corporation at the September 28, 2005 meeting of the A/E/CS Selection Committee.

Mr. Bedrick noted that this contract would eliminate the potential for conflict of interest, which is very important, and introduced a discussion concerning how potential savings can be monitored when this contract is implemented.

Mr. Bedrick noted that the scope of work for this project had been changed and the contract amount was increased from \$7.6 million to \$9,036,017 dollars. Mr. Xenophontos stated that the 10% fixed fee allowed for the work was not included in the original estimate, and there is now more involvement from a DBE firm than in the original scope of work, from the original 5% participation to about 8%.

Mr. Anderson introduced a lengthy discussion concerning the percentage of project costs currently being spent for schedule management that are in the range of 0.5% to 1.5% of the construction cost of the project. Mr. Marzano stated that he used 2003 project year figures as an average for the original estimate and determined that approximately \$1,000,000 per year is required to handle a normal workload. He then studied the GARVEE funded projects and arrived at approximately the same amount per year.

Mr. Bedrick requested an explanation of a statement in the technical evaluation, which reads, "As the contract progresses the efficiencies due to standardization will be demonstrated." The evaluation also states, "Task 4.2.2, Pre-90% Schedule Development, is allocated 100 hours per project and we hope to realize a 25% reduction in these hours directly as a result of template use on all standard contracts. We would estimate that half of all projects over the four year life of the contract, about 100 projects, would benefit from this reduction." Mr. Marzano answered that one consultant will set up templates for the work and train department engineers both in design and construction, thereby reducing consultant hours for future projects. A lengthy discussion followed.

The importance of the A/E/CS Selection Committee acting in partnership with the Department of Transportation as this contract goes forward to maximize savings was discussed.

Upon a motion made by Mr. Xenophontos, seconded by Mr. Anderson and unanimously approved by the Committee, within four months of the start of the contract, the department will have metrics in place, with a schedule, and will work in partnership with the A/E/CS Selection Committee. The department will submit the schedule to the Committee, and keep the Committee apprised in the future.

Upon a motion made by Mr. Anderson, seconded by Mr. Bedrick and unanimously approved by the Committee, the Department of Administration Legal Group will review the language involving conflict of interest and will, within five business days, make any recommendations to the Department of Transportation.

Recommendation: Upon a motion made by Mr. Anderson, seconded by Mr. Bedrick 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 Plexus Corporation, for an increase in funding and a contractual award finalized. (10:48 a.m.)

Upon a motion made by Mr. Anderson, seconded by Mr. Bedrick and unanimously approved by the Committee, the meeting was adjourned at 10:48 a.m.

Supporting documentation is on file at the Division of Purchases.