

ARCHITECTURAL/ENGINEERING/CONSULTANT SERVICES

SELECTION COMMITTEE

Wednesday, July 12, 2006

MINUTES

Members Present:

Acting Chairman: Louis A. DeQuattro, Jr., Esq.

Public Member: Gerry Bedrick

Agency Representative: Dianne Kayala, MS, Chief Family Health Systems
>Department of Human Services/HCQFP, Center for Adult Health

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

Minutes of the A/E/CS Selection Committee meeting of June 14, 2006 were approved by L. DeQuattro and G. Bedrick.

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

1. Department of Human Services (DHS): (9:01 a.m.)

RFP #B06249 – Behavioral Health Services

Voting Members: L. DeQuattro, G. Bedrick, D. Kayala

Cost: \$50,000 (federal grant)

D. Kayala noted that the purpose of the RFP was to obtain behavioral health consulting services to visit homes and troubleshoot behavioral health issues that might arise. This RFP was advertised twice and one response was received to the second solicitation. The respondent offered a proposal on only a portion of the work outlined in the RFP; i.e., they offered behavioral health training modules, but not one on one consulting in a home situation. The quality of the proposal was good and the Agency is recommending selection of the Drug and Alcohol Treatment Association of RI (DATA) in the amount of their proposal of \$34,121; they are also requesting approval to negotiate with DATA to increase the scope of work in an amount not to exceed \$50,000.

Mr. DeQuattro asked a question as to how the payments to DATA would be made. He requested that the Agency forward an e-mail to the A/E/CS Selection Committee describing the payment process.

Mr. Bedrick asked a question as to how the Agency will ensure that the funds will be spent properly during the conduct of the project. Ms. Kayala answered that there is a full time Project Coordinator whose responsibility it is to monitor the program and question participants.

Recommendation: Upon a motion made by Mr. DeQuattro, 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 Drug and Alcohol Treatment Association of RI (DATA), the only respondent to the RFP. The Agency is also authorized to negotiate with DATA to increase the scope of work in a not to exceed amount of \$50,000. (9:15 a.m.)

2. Department of Transportation (DOT): (9:18 a.m.)

- A. LOI/TECH #B03595 – Statewide Drainage & Water Quality Improvements
Voting Members: L. DeQuattro, G. Bedrick, C. Xenophontos
Cost: \$500,000 (3 yr. Contract) 80% federal/20% state

C. Xenophontos, V. Palumbo, and A. Gill represented the Agency. C. Xenophontos noted that the purpose of this LOI is for necessary engineering services for the analysis and design of drainage improvements throughout the state. The DBE goal for this project is set at 0%. Fifteen responses were received and the Letters of Interest were evaluated by the Agency. Five firms were short-listed: Crossman Engineering, Fuss and O'Neill, Maguire Group, United International and Vanasse Hangen Brustlin; and subsequently, their technical proposals were evaluated. Due to the volume of drainage problems throughout the state and in accordance with the terms stated in the RFP, the Agency is recommending award to two firms: Crossman Engineering and Vanasse Hangen Brustlin.

Recommendation: Upon a motion made by Mr. DeQuattro, 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 names of Crossman Engineering and Vanasse Hangen Brustlin, the most responsive and responsible of the 15 firms that responded to the LOI. (9:25 a.m.)

- B. LOI #B04014 – Rehabilitation of the Providence Viaduct Br. No. 578, Providence
(9:28 a.m.)
Voting Members: L. DeQuattro, G. Bedrick, C. Xenophontos
**Cost: \$572,500 (Phase I – 12 Mos., Phase II – 12 Mos.)
90% federal/10% state**

C. Xenophontos, D. Fish, R. Fura and A. Gill represented the Agency. C. Xenophontos noted that the purpose of the LOI is to provide the department with the necessary engineering services for the inspection, testing, analysis, evaluation and recommendations for needed improvements to the Providence Viaduct Bridge. The established DBE goal is 10%. Twelve responses were received and the Letters of Interest were evaluated by the Agency. Five firms were short-listed: Commonwealth Engineers, DMJM + Harris, Gordon Archibald, Maguire Group and Vanasse Hangen Brustlin; and subsequently, their technical proposals were evaluated.

Recommendation: Upon a motion made by Mr. DeQuattro, 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 Vanasse Hangen Brustlin, the most responsive and responsible of the 12 firms that responded to the LOI. (9:36 a.m.)

- C. LOI #B04948 – Preliminary Design Services for Replacement of the Barrington & Warren Bike Path Bridges Nos. 837 and 838, Barrington & Warren (9:36 a.m.)
Voting Members: L. DeQuattro, G. Bedrick, C. Xenophontos
Cost: \$1,057,000 (Phase I – 12 Mos. /Phase II – 24 Mos.)
80% federal/20% state

C. Xenophontos, D. Fish, R. Fura and A. Gill represented the Agency. C. Xenophontos noted that the purpose of the LOI is for engineering services for the preliminary design for the replacement of Barrington and Warren bike path bridges. The DBE goal is 15%. Eleven responses were received and the Letters of Interest were evaluated by the Agency. Five firms were short-listed: DMJM + Harris, Gordon Archibald, Maguire Group, Pare Engineering and Vanasse Hangen Brustlin; and subsequently, their technical proposals were evaluated.

C. Xenophontos noted that DMJM + Harris in their proposal had identified United International Corporation (UIC) as the DBE firm they intended to utilize on this project. Since that time, UIC has graduated out of the DBE program and is no longer a certified DBE firm. DMJM + Harris supplemented their technical proposal with a letter stating their intention to continue to utilize UIC on this project and to make a good faith effort to meet the DBE goal of 15%.

Mr. DeQuattro asked how the Agency evaluates the capacity of a firm to perform work for the state. Mr. Xenophontos answered that the Agency monitors the scheduling of state contracts and the firms that will perform those contracts. The larger firms have designated staff to monitor projects in the cities and towns as well as private work.

Mr. Bedrick asked how the cost of these projects is determined. Mr. Xenophontos and Mr. Fish answered that, based on historical information and experience, the Agency is able to estimate the cost of a project by examining the scope of work, analyzing structural elements, identifying tasks and assigning man hours to each task. A discussion followed.

Recommendation: Upon a motion made by Mr. DeQuattro, 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 DMJM + Harris, the most responsive and responsible of the 11 firms that responded to the LOI. (9:53 a.m.)

3. Department of Education (RIDE): (9:57 a.m.)
RFP #B05828 – Multi-State Development of Custom Science Assessment
Voting Members: L. DeQuattro, G. Bedrick, C. Bilotti
Cost: \$3,351,207 (federally funded)

C. Bilotti and M. Snider represented the Agency. M. Snider, Director, Office of Assessment and Accountability, noted that this project is being done in partnership with Vermont and New Hampshire as a cost savings measure and all three states issued the same RFP. This is a contract to develop science assessments in compliance with the federal *No Child Left Behind* act for children in grades 4, 8, and 11. All three RFP's contained a caveat that, if a firm submitted a proposal to one state, that firm must also submit proposals to the other two states.

Mr. Bedrick commented on the fact that, after reviewing the narrative of the evaluation and then the scoring sheet, he did not feel that the scores supported the narrative in some cases. He did not feel that this would affect the recommendation; however, he cautioned the Agency that the marks should support the remarks.

Mr. DeQuattro asked how the Agency will monitor the deliverables under the contract. Ms. Bilotti answered that there is a staff person dedicated to this responsibility and a discussion followed.

Recommendation: Upon a motion made by Mr. DeQuattro, 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 Measured Progress, the most responsive and responsible of the 5 firms that responded to the RFP. (10:08 a.m.)

4. University of Rhode Island (URI): (10.13 a.m.)
RFP #B06049 – Outreach Activities – URI Transportation Center
Voting Members: L. DeQuattro, G. Bedrick, R. Horn
Cost: \$105,000/12 Mo. Contract (federally funded)

R. Horn, Executive Director, URI Transportation Center, noted that the URI Transportation Center has as one of its three principal responsibilities outreach activities and technology transfer. The department has been conducting a series of activities, the most significant of which is the Local Technical Assistance Program (LTAP) funded by the federal government to the Rhode Island Department of Transportation (DOT). The Rhode Island DOT makes an award to the University's Transportation Center which has worked in the past with support from the Rhode Island Public Works Association. The University would now like to divide the series of responsibilities and directly contract with a firm for the management and coordination of the LTAP. The University also conducts career activities for high school students to acquaint them with transportation career opportunities in construction, training courses for transportation professionals, and a two-week Rhode Island National Summer Transportation Institute for middle school students to acquaint them with the role of transportation in the economy.

The only respondent to the RFP, J. Cathcart, Inc. has been working as a subcontractor to the Rhode Island Public Works Association and has been providing most of the functions required in the RFP.

Recommendation: Upon a motion made by Mr. DeQuattro, 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 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 the single name of J. Cathcart, Inc., the only respondent to the RFP. (10:36 a.m.)

5. Department of Corrections (DOC): (10:43 a.m.)
RFP #B06181 – Computerized Pharmacy Order Entry System
Voting Members: L. DeQuattro, G. Bedrick, J. Marocco
Cost: \$86,800 (4 yr. contract)

J. Marocco, Associate Director, noted that a computerized pharmacy order entry system is one component of an electronic medical records system, and this project was started approximately four years ago utilizing the firm, Contract Pharmacy Services. This system tracks inmates' diagnoses and their medications. The RFP requested cost proposals based on thirty units which is defined as any workstation (hardware independent) with the eCorrRxTM system accessible.

Recommendation: Upon a motion made by Mr. DeQuattro, 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 Corrections' Technical Review Subcommittee, as approved by the Director, and sends forward to the Director of Administration for her consideration the single name of Contract Pharmacy Services, the more responsive and responsible of the 2 firms that responded to the RFP. (10:51 a.m.)

Upon a motion made by Mr. DeQuattro, seconded by Mr. Bedrick and unanimously approved by the Committee, the meeting was adjourned at 10:51 a.m.

Supporting documentation is on file at the Division of Purchases.