

ARCHITECTURAL/ENGINEERING/CONSULTANT SERVICES

SELECTION COMMITTEE

Friday, January 19, 2007

MINUTES

Members Present:

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

Public Member: Gerry Bedrick

Agency Representative: Barbara A. Phayre

State Fleet Operations Officer

>Department of Administration/Division of Facilities Management

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

Minutes of the A/E/CS Selection Committee meeting of December 20, 2006 were approved by L. DeQuattro and G. Bedrick.

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

1. Department of Administration (DOA): (9:05 a.m.)

A. RFP #B06250 – Fleet Maintenance/Repair

Voting Members: L. DeQuattro, G. Bedrick, B. Phayre

Cost: \$595,959.00/Year (3 Yr. Contract with Option for Two 3-Yr. Renewals)

W. Ferguson and B. Phayre represented the Agency. W. Ferguson noted that the Office of State Fleet Operations (State Fleet) manages the repair program for state vehicles using outside vendors and repair shops solicited through the MPA bid process. State Fleet is responsible for issuing work orders to the agencies for repairs to vehicles as needed, and for paying all invoices on a bi-weekly basis. State Fleet, through the Division of Information Technology (DoIT), stores all data in a database that includes all vehicles to which the state has title (about 2500 vehicles, 1500 of which are passenger vehicles, vans, pickup trucks, SUV's, etc.). Reporting from this database is not user friendly and, therefore, reports must be ordered from DoIT sometimes requiring days or weeks for completion.

The system provided under this RFP will include a comprehensive user friendly reporting system in real time. The vendor will monitor every vehicle to ensure that each is maintained per manufacturer's recommendations, to eliminate any repetitive repairs, and to track cost of repairs. The state spent approximately \$6 million last year for vehicle maintenance with the Department of Transportation's share being approximately \$4.5 million of that amount.

A discussion followed, and Mr. Bedrick expressed his concern, with regard to potential savings under this program, and the fact there was only one bid. There are several other firms that offer this service; one had expressed interest in this RFP and another firm had aggressively marketed their program to the state. Mr. Ferguson stated that it is difficult to quantify actual savings at this time, but that the vendor guarantees a savings of at least \$323,172 based upon a cost per vehicle calculation. Estimated savings could be as high as \$1,000,000 within the first year.

Mr. DeQuattro asked how we will monitor the program. Mr. Ferguson answered that State Fleet will monitor the program through the database, using last year's expenditures as a comparison.

The Agency contacted references for the respondent in several states including Georgia, Utah, Wisconsin, and the Tennessee Valley Authority, and all were favorable.

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 Administration'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 Automotive Rentals, Inc., the only respondent to the RFP. The Agency representatives have been directed by the Committee to provide a more detailed analysis of cost savings to the Committee. The Agency is authorized to move forward with contract negotiations and to return to the A/E/CS/SC for final contract approval. (9:48 a.m.)

B. RFQ #7002594 – Design Services – Pastore Government Center (9:53 a.m.)
Voting Members: L. DeQuattro, G. Bedrick, A. Lisnoff

The purpose of this project is to collect and analyze data and to recommend appropriate improvements included in the approved Howard Avenue Roadway Improvement Project. This area includes Howard Avenue in Cranston, RI, from and including the intersection of Pontiac Avenue progressing westerly to the intersection of Slate Hill Road on the grounds of the Pastore Center. This is a two-phase process. Phase I consists of a Conceptual Design Report. Phase II will be the development of a final design.

A discussion followed concerning the fact that cost was not an evaluation factor.

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) voted to table the recommendation of the Department of Administration's Technical Review Subcommittee. The Agency was directed to negotiate a flat fee with Pare Engineering subject to final approval of the Committee. (10:17 a.m.)

2. Department of Mental Health, Retardation and Hospitals (MHRH): (10:20 a.m.)

- A. LOI #B06464 – Electrical Engineering Services
Voting Members: L. DeQuattro, G. Bedrick, E. Rudegear
Cost: \$129,950

E. Rudegear noted that this is a project to redesign the primary electrical distribution system at the Pastore Center. Four proposals were evaluated on the following criteria: staff qualifications 20%, project plan 20%, project methodology 20%, references 10%. Based on the scores received in the technical evaluation, three of the four respondents were requested to submit their cost proposals; this portion was valued at 30% of the total score. Mr. Rudegear gave a brief overview of the qualifications of each firm 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 Mental Health, Retardation and Hospitals' Technical Review Subcommittee, as approved by the Director, and sends forward to the Director of Administration for her consideration the single name of Edwards and Kelcey, the most responsive and responsible of the 4 firms that responded to the LOI. (10:27 a.m.)

- B. Extension of Contract for Engineering/Construction Management Services at Central Power Plant (10:27 a.m.)
Voting Members: L. DeQuattro, G. Bedrick, E. Rudegear
Cost: \$162,615.80

E. Rudegear noted that in 1994 the Agency issued an LOI and solicited a firm to write an RFP for the design and construction of a substantial addition to the central power plant. Camp Dresser McKee was selected from a variety of vendors to write the RFP and to oversee the design and construction of the power plant. Although the equipment is now in operation, the punch list was never completed due to an arbitration issue between the contractor for the project and the contractor's construction manager. This dispute was resolved about six months ago, and the Agency wishes to complete the punch list items.

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 Mental Health, Retardation and Hospitals, as approved by the Director, and sends forward to the Director of Administration for her consideration the single name of Camp Dresser & McKee, for a contract extension. (10:33 a.m.)

- C. Single Source Request – Engineering Services – Feasibility Study to Replace Existing Black Start Generator at Central Power Plant (10:33 a.m.)
Voting Members: L. DeQuattro, G. Bedrick, E. Rudegear

After a brief discussion, it was determined by the Committee that additional information was needed.

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) voted to table the recommendation of the Department of Mental Health, Retardation and Hospitals. The Agency will return to the next meeting of the A/E/CS/SC with additional information. (10:34 a.m.)

3. Department of Health (DOH): (10:39 a.m.)

- A. RFQ #7002590 – Asthma Clinical Care Program
Voting Members: L. DeQuattro, G. Bedrick, D. Goldman
Cost: \$31,350 Federal Funding (1 Yr. Contract with Option for 2 Add. 12-Month Renewals)

D. Reavey and D. Goldman represented the Agency. D. Goldman noted that this is a request to provide services for an educational component to a clinical initiative related to asthma called the PACE (Physician’s Asthma Care Education) Program which is the chronic care model and includes clinical information about asthma that will be given to current Rhode Island Chronic Care Collaborative (RICCC) sites in hospitals, health centers, and private physicians’ office practices. The purpose of this initiative is to improve the quality of care for asthma patients.

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 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 Hasbro Children’s Hospital/RI Hospital, Asthma and Allergy Center, the only respondent to the RFP. (10:45 a.m.)

- B. RFQ #7002589 – 2007 Youth Risk Behavior Survey (10:45 a.m.)
Voting Members: L. DeQuattro, G. Bedrick, D. Perry
Cost: \$125,500

D. Reavey and D. Perry represented the Agency. D. Perry noted that the Youth Risk Behavior Survey is a cross-sectional survey administered every other year to randomly selected samples of Rhode Island public high school students. An interagency collaboration including the Departments of Health, Education, and Mental Health, Retardation and Hospitals, will jointly sponsor the survey that collects information pertaining to individual health-risk behaviors that include a wide variety of health issues. Technical assistance is provided through a Cooperative Agreement with the Centers for Disease Control and Prevention. Prior surveys have been a major source of data for supporting public health programs and health-related legislation in Rhode Island and assessing Rhode Island's improvement in major health risk areas. Because most of this information is not available from other state sources and, as part of nationwide surveillance systems, the survey allows for comparisons between Rhode Island and other states.

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 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 Market Decisions, the most responsive and responsible of the 3 firms that responded to the RFQ. (10:53 a.m.)

4. Department of Labor and Training (DLT): (10:57 a.m.)

Increase to Purchase Order for Architectural Services at 217 Pond St., Woonsocket, RI
Voting Members: L. DeQuattro, G. Bedrick, V. Faria
Amount of Increase: \$3479.97 / Total Contract Amount: \$28,879.97

V. Faria noted that about three years ago there was a roof replacement at this location and several problems were encountered necessitating change orders to increase the amount of the purchase order. The Agency is now seeking approval of an increase to the purchase order for Aharonian & Associates, Inc. to make final payment under their contract.

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 Labor and Training, as approved by the Director, and sends forward to the Director of Administration for her consideration the single name of Aharonian & Associates, Inc., for an increase to their purchase order. (11:00 a.m.)

5. Department of Children, Youth and Families (DCYF): (11:02 a.m.)

Extension of Contract for Consultant Services to Develop a Program for New Rhode Island Training School Women's Correctional Program & New Community Based Facilities

Voting Members: L. DeQuattro, G. Bedrick, K. Aucoin

Cost: \$41,250

K. Aucoin noted that Mr. Martinez has an extensive background in juvenile justice. He headed up the Georgia Division of Juvenile Justice for five years, and was highly recommended to the Agency for his expertise, not only in Georgia, but also in Colorado. Mr. Martinez is a national champion in terms of promoting transitional planning for juvenile justice youth in a correctional setting.

The Agency contracted with Mr. Martinez from the spring of 2005 until the present. Of the original contract in the amount of \$30,000, approximately \$17,000-\$18,000 has been spent. Because the Agency is going into the final phase of program design and development, and the new facilities are expected to be open in October-November of this year, the Agency will request Mr. Martinez to review the internal program design work, and utilize his expertise and technical assistance in formalizing the design work. He will also assist in policy development and training development for staff.

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 Children, Youth and Families, as approved by the Director, and sends forward to the Director of Administration for her consideration the single name of Orlando Martinez, for a contract extension. (11:14 a.m.)

Upon a motion made by Mr. DeQuattro, seconded by Mr. Bedrick and unanimously approved by the Committee, the meeting was adjourned at 11:14 a.m.

Supporting documentation is on file at the Division of Purchases.