



Open Session Item

SUBJECT: Contract Award (PUR-1504) Construction/Building Inspection Services Requirements Contract

PRESENTATION DATE: June 22, 2021

PRESENTATION BY: Rick Curry, CPPO, Director of Purchasing and Rich Eichelberger Director of Construction

RECOMMENDED MOTION: Move to award a *primary*, based on the responsive, responsible proposal with the lowest price proposal amount; and, as permitted in the Request for Proposals (RFP), to award a *stand-by* contract based on the responsive, responsible proposal with the next lowest price proposal amount, at the specified unit costs and estimated hours (no minimum or maximum guaranteed).

REPORT-IN-BRIEF: The services under this contract consist of providing construction/building inspection services, as well as field and laboratory services for various projects located throughout the County. The projects may include maintenance and construction of roads, traffic signals, bridges, drainage structures, waterlines, sewer lines, buildings or any similar public improvements projects. The duration of the contract shall be for a period of two (2) years tentatively to begin June 1, 2021, with an option by the County to renew for up to three (3) additional one (1) year periods. Under the terms of the contract, other political jurisdictions within the County may utilize the services provided as a result of this contract. This is a requirements contract; therefore, services will be utilized on an as-needed basis at the respective hourly unit prices for each class of inspector and at the unit price for each test as specified in their Price Proposals with no guarantee of a maximum or minimum number of hours or tests.

The RFP was advertised on the County's web site with access to downloading the RFP, the State's "eMaryland Marketplace Advantage" web site, and in the local newspaper. Access to/download of the RFP document was performed by fifty (50) persons/firms, nine (9) firms were represented at the pre-proposal teleconference. Three (3) firms responded with proposal submittals. The meeting of the Committee was held on Monday, June 7, 2021 to review Qualifications & Experience Proposals. As a result of evaluation of their Qualifications & Experience Proposals of the three (3) firms were determined to be responsive to the RFP; therefore, the Price Proposals of those were opened and evaluated (see attached Proposal Tabulation Sheet). The Coordinating Committee was comprised of the following members: Deputy Director of Engineering & Construction Management – Engineering (Chairman Designee), Deputy Director of Engineering and Construction Management – Construction, Deputy Director of Environmental Management, Construction Inspector – Division of Engineering and Construction Management, and the Director of Purchasing.

DISCUSSION: N/A

FISCAL IMPACT: Funds are budgeted in various project accounts for these services.

CONCURRENCES: As recommended by the unanimous decision of the Coordinating Committee

ALTERNATIVES: To hire personnel to perform the services

ATTACHMENTS: Price Proposal Tabulation Sheet

AUDIO/VISUAL NEEDS: N/A