

SUBJECT: Award of Proposal 18-018P, Station 6-2 Design to Burkhart Croft Architects LLC. in the amount not to exceed \$701,049

AGENDA OF: September 5, 2017

ASSEMBLY ACTION:
 adopted with Assembly member
 MacCee opposed (B)

MANAGER RECOMMENDATION: Present to the assembly for consideration.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER: _____

Route To:	Department/Individual	Initials	Remarks
	Purchasing Division	LLA	for Russ
	Capital Projects Director	SPB	
	Finance Director	CK	
	Borough Attorney	AK	
	Borough Clerk	JMM	8/28/17 (B)

ATTACHMENT (S) : Fiscal Note: Yes X No _____
 Advertisement (1p)
 Analysis Sheet (1p)

SUMMARY STATEMENT: On July 13, 2017, the Matanuska-Susitna Borough Purchasing Division issued Request for Proposals (RFP) 18-018P soliciting responses from qualified Architectural and Engineering firms to design the new Station 6-2 fire station and training facility located at 4500 South Mainsail Avenue near the intersection of Knik Goose Bay and Vine Roads.

This new facility is expected to be approximately 40,000 square feet in size and will house a response wing consisting of 3 drive through apparatus bays, a hands on training wing, and a training lab and classroom areas. The existing training tower will be relocated and the current 6-2 facility will be upgraded and used as additional training and warehouse space. This new facility will also include a 200,000 gallon water storage system for use in responses as well as providing water to the adjacent training facility's training hydrant system.

The Request For Proposals(RFP) was issued in accordance with MSB code and was open to any qualified firm to respond. All evaluation criteria, along with their relative weights were provided in the RFP as required by MSB Code.

Proposals were scored on the following criteria:

Objectives and Services	25 points
Methods	15 points
Management	10 points
Relevant Project Experience	30 points
Proposed Project Staff	20 points

A team of 6 Matanuska-Susitna Borough evaluators was assembled and individual scoring took place on the 5 proposals received. Ratings are.

Evaluators were tasked with ranking the proposals based solely on their contents based on the published criteria. The top response in each criteria received a ranking of 5. All other responses to the same criteria were then ranked accordingly in a descending order. Rankings were multiplied by the assigned weights for each criteria and the products were summed to obtain total proposal score.

Following the scoring by the evaluation team, the proposal from Burkhart Croft Architects, LLC was ranked the highest.

Successful negotiations with Burkhart Croft Architects, LLC resulted in the award being presented for approval.

In accordance with MSB Code, this award recommendation is being made to the proposer determined to be the most qualified, for an amount of compensation determined to be fair and reasonable.

The award amount is broken into 4 separate items as follows:

Design Services **\$577,349**

This portion covers all design services including but not limited to Architectural, Civil, Mechanical, Electrical and Structural Engineering. Working closely with the Matanuska-Susitna Borough, the Architect will refine the design of this facility to meet the specific needs for all required uses and produce stamped design documents as required by the Borough and the State of Alaska.

Construction Administration **\$95,700**

The Architect and their team of licensed professionals will work alongside the MSB Project Manager and verify that the facility is being constructed in accordance with their design. They will also be available to answer questions brought forth by the contractor and provide limited submittal review.

Expenses **\$3,000**
Allowance for Permit Fees **\$25,000**

Additional expenses as well as Permit Fees are paid on a reimbursable basis for MSB authorized items.

With an expected construction cost of \$11,000,000 to \$12,000,000, this design and construction administration fee is between 5.8% and 6.3% of the construction cost and represents a great value to the taxpayers.

This project is funded by Fire Service Area funding as well as Certificate of Participation bonds. Administration of this agreement falls under the authority of the Capital Projects Department, Project Management Division.

RECOMMENDATION OF ADMINISTRATION: Award of **PROPOSAL NO. 18-018P, STATION 6-2 DESIGN** to **BURKHART CROFT ARCHITECTS, LLC** for the amount not to exceed **SEVEN HUNDRED ONE THOUSAND FORTY NINE AND 00/100 DOLLARS (\$701,049.00)**

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: September 5, 2017

SUBJECT: Award of Proposal 18-018P, Station 6-2 Design to Burkhart Croft Architects LLC in the amount not to exceed \$701,049

ORIGINATOR: Purchasing

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT (YES NO)
AMOUNT REQUESTED \$701,049	FUNDING SOURCE Cert. of Participation
FROM ACCOUNT # 405.000.000.4xx, xxx	PROJECT # 10183
TO ACCOUNT :	PROJECT #
VERIFIED BY: <i>[Signature]</i>	CERTIFIED BY:
DATE: 8/22/17	DATE:

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						

CAPITAL		701				
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REVENUE						
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FUNDING: (Thousands of Dollars)

General Fund						
State/Federal Funds						
Other		701				
TOTAL		701				

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: _____ PHONE: _____

DEPARTMENT: *Chasemund* DATE: **8/22/17**

APPROVED BY: *[Signature]* DATE: **8/22/17**

MATANUSKA-SUSITNA BOROUGH
350 East Dahlia
Palmer, Alaska 99645

A D V E R T I S E M E N T

VENDOR	ACCOUNT #	DATE FOR ADVERTISEMENT
Anchorage Daily News	MATA 0070	July 13, 2107
TYPE OF AD:	() Display	(X) Classified
		() Public Information

The material herein must be printed in its entirety on the dates shown above. Affidavit of publication is required prior to payment.

**MATANUSKA-SUSITNA BOROUGH PURCHASING DIVISION
#18-018P
Station 6-2 Design**

The Matanuska-Susitna Borough (MSB) Purchasing Division is requesting proposals from Architectural/Engineering (A/E) professionals to design a new Fire Station 6-2 located at 4500 S. Mainsail Avenue (intersection of Knik Goose Bay Road and Vine Rd), Wasilla, Alaska. Project must be ready for construction starting in the 2018 season. Design will include a fully functioning station of approximately 38,000 - 40,000 square feet that will incorporate a training center and warehouse with a construction budget of approximately \$12 - \$12.5M and a design budget of approximately \$500K.

It is anticipated that this project will be delivered through a CM/GC delivery method. Interested proposers must have verifiable experience as a lead design consultant on CM/GC projects.

The project includes, but is not limited to, a 200,000 gallon non-potable water storage system, pumps, well(s), driveways, on-site relocation and burn room upgrades of the existing training tower or construction of a new tower and aesthetic improvements to the existing station. The new station 6-2 will include but is not limited to vehicle bays, drive thru apparatus bays, living/sleeping quarters, training room(s), administrative offices, warehouse, alerting system, secure storage and other spaces.

Proposal documents are available beginning **July 12, 2017** on the Matanuska-Susitna Borough, Purchasing Division website at www.matsugov.us. ALL QUESTIONS RELATING TO THIS PROJECT SHOULD BE SUBMITTED IN WRITING TO: purchasing@matsugov.us

Proposal closing: July 26, 2017 @ 4:00 PM in the Purchasing Division

Proposals must be received in the Purchasing Division prior to the time fixed for closing of the RFP to be considered. Time of receipt will be determined by the time stamp in the Purchasing Division.

Persons needing accommodation in order to participate should contact the borough ADA coordinator at (907) 861-8404.

Page 1 of 1	Approved by: Signature on File
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DEPARTMENT ACCOUNT NO.:

Am 17-088

18-018P Station 6-2 Design

Rater Evaluations

RATER #1	Criteria #	Weight	Architects Alaska		Burkhart Croft		ECI		Rice Fergus Miller		Wolf	
	1	25	1	25	5	125	3	75	4	100	2	50
	2	15	1	15	5	75	3	45	4	60	2	30
	3	10	1	10	5	50	2	20	3	30	4	40
	4	30	3	90	4	120	1	30	2	60	5	150
	5	20	3	60	4	80	2	40	1	20	5	100
	TOTALS			200		450		210		270		370

RATER #2	Criteria #	Weight	Architects Alaska		Burkhart Croft		ECI		Rice Fergus Miller		Wolf	
	1	25	2	50	5	125	4	100	3	75	1	25
	2	15	1	15	5	75	4	60	3	45	2	30
	3	10	1	10	5	50	3	30	4	40	2	20
	4	30	1	30	4	120	2	60	3	90	5	150
	5	20	1	20	5	100	3	60	2	40	4	80
	TOTALS			125		470		310		290		305

RATER #3	Criteria #	Weight	Architects Alaska		Burkhart Croft		ECI		Rice Fergus Miller		Wolf	
	1	25	2	50	5	125	4	100	3	75	1	25
	2	15	4	60	3	45	5	75	2	30	1	15
	3	10	4	40	5	50	1	10	3	30	2	20
	4	30	1	30	3	90	5	150	2	60	4	120
	5	20	3	60	2	40	4	80	1	20	5	100
	TOTALS			240		350		415		215		280

RATER #4	Criteria #	Weight	Architects Alaska		Burkhart Croft		ECI		Rice Fergus Miller		Wolf	
	1	25	3	75	5	125	1	25	2	50	4	100
	2	15	2	30	5	75	1	15	3	45	4	60
	3	10	3	30	5	50	1	10	2	20	4	40
	4	30	3	90	5	150	1	30	2	60	4	120
	5	20	3	60	5	100	2	40	1	20	4	80
	TOTALS			285		500		120		195		400

RATER #5	Criteria #	Weight	Architects Alaska		Burkhart Croft		ECI		Rice Fergus Miller		Wolf	
	1	25	2	50	4	100	3	75	1	25	5	125
	2	15	2	30	5	75	3	45	1	15	4	60
	3	10	2	20	5	50	4	40	1	10	3	30
	4	30	1	30	2	60	5	150	3	90	4	120
	5	20	2	40	5	100	1	20	3	60	4	80
	TOTALS			170		385		330		200		415

RATER #6	Criteria #	Weight	Architects Alaska		Burkhart Croft		ECI		Rice Fergus Miller		Wolf	
	1	25	1	25	5	125	2	50	4	100	3	75
	2	15	1	15	5	75	2	30	4	60	3	45
	3	10	1	10	3	30	2	20	5	50	4	40
	4	30	2	60	4	120	1	30	5	150	3	90
	5	20	1	20	5	100	2	40	4	80	3	60
	TOTALS			130		450		170		440		310

	Architects Alaska	Burkhart Croft	ECI	Rice Fergus Miller	Wolf
TOTAL	1150.00	2605.00	1555.00	1610.00	2080.00
AVERAGE	191.67	434.17	259.17	268.33	346.67

AM 17-088