



Dr. Dan A. Sims, Superintendent

ACTION MEMORANDUM

To: Bibb County Board of Education, Dr. Dan A. Sims, Superintendent

From: Sam Kitchens, Assistant Superintendent of Operations
Elaine Wilson-Beverly, Executive Director of Procurement

Subject: RFP 25-004 Architectural Services for the Renovation of Howard Middle School and Howard High School

Summary:

As part of the 2021 ESPLOST building program, the Board approved renovations for Howard Middle and High Schools. This memorandum recommends a firm to provide the architectural services for this project.

Background:

RFP 25-004 was released on July 29, 2024. A mandatory pre-proposal meeting was held at the 4580 Cavalier Drive, Macon, GA 31220, on August 13, 2024, at 9:00 AM. Nine (9) architectural firms were present to receive all information pertaining to this project. However, only five (5) of these architectural firms submitted proposals. The deadline for submitting proposals was August 30, 2024, at 9:00 AM. The five (5) proposals were reviewed based on criteria set forth in the RFP. The results of the review is listed in Table 1 below.

Recommendation:

It is recommended that the Bibb County Board of Education authorizes the Superintendent to enter into contract with SP Design Group to provide architectural services for renovations at Howard Middle and High Schools. The funds will be paid out of 2021 ESPLOST.

Superintendent's Comments and Approval:

Superintendent's Comments	Approved / Not Approved
Dr. Dan A. Sims	Approved

TABLE I:

Scoring Summary

Active Submissions

	<u>Total</u>	<u>Base Proposal % for Design and Contract Administra- tion</u>	<u>Company Overview</u>	<u>Related Experience</u>	<u>Project Approach</u>	<u>Proposed Schedule</u>	<u>A - Required Acknow- ledgements</u>	<u>A-1 - Bid Bond</u>	<u>A-2 - Addenda Acknow- ledged</u>
<u>Supplier</u>	<u>/ 100 pts</u>	<u>/ 25 pts</u>	<u>/ 15 pts</u>	<u>/ 20 pts</u>	<u>/ 20 pts</u>	<u>/ 20 pts</u>	<u>/ 0 pts</u>	<u>Pass/Fail</u>	<u>Pass/Fail</u>
<u>SP Design Group (J70)</u>	89.5	20.75	13.5	18.5	18.25	18.5	0	Pass	Pass
<u>WM2A Architects (Y63)</u>	87	22.25	12.75	17.75	16.25	18	0	Pass	Pass
<u>Robertson Loia Roof, P.C. (S56)</u>	78.75	18.75	12	18.75	14	15.25	0	Pass	Pass
<u>Dunwody/ Beeland, Architects, Inc. (C54)</u>	78	19.5	12.25	18.25	14.25	13.75	0	Pass	Pass
<u>Corgan (A78)</u>	66.5	13.25	10.5	13	15.75	14	0	Pass	Pass