

CHRONOLOGY OF THE AGENDA ITEM
Contract Award – Lump Sum Fee and Budget Reallocation
RFP No. 24-752-037 – Third Party Commissioning Services

Scope:

Contract Award for RFP No. 24-752-037 - **Total Systems Commissioning, Inc.**, and **TLC Engineering Solutions** for Third Party Commissioning Services Award Approval, Not to Exceed \$642,185.50. Specific details related to the scope of work can be found at <http://www.dekalbschoolsga.org/ionwave.net/>.

Contract Term:

The contract will begin upon Dekalb County Board of Education (“the Board”) approval at the December 9, 2024, meeting and a subsequent fully executed contract. This is a professional services contract.

Solicitation Process

After the May 24, 2016, approval of the 2017-2022 E-SPLOST V referendum by DeKalb voters, the Board approved an E-SPLOST V list of projects on December 5, 2016, that included major building system replacements at Champion Theme School and Nancy Creek Facility, and an addition and modernization of Cross Keys High School.

After the December 22, 2021, approval of the 2022-2027 E-SPLOST VI referendum by DeKalb voters, the Board approved an initial E-SPLOST VI list of projects on February 1, 2023, that included the construction of new school buildings.

The RFP was issued on June 27, 2024, and notification of the RFP was sent via email to over 60 vendors from the DCSD vendor list and 31 vendors through the State of GA Procurement Registry. The solicitation was advertised in the Champion and posted on the DCSD website. Sixteen (16) representatives attended the virtual mandatory pre-submittal conference on July 9, 2024, representing thirteen (13) commissioning firms. On August 8, 2024, proposals were received from seven (7) firms. Four (4) firms were deemed responsive and evaluated by a selection committee. Two (2) firms were selected. This recommendation is based on the evaluations.

Award Process:

This request is to authorize DCSD to contract with **Total Systems Commissioning, Inc.** and **TLC Engineering Solutions**, to provide **Third Party Commissioning Services**.

Additionally, it is requested to approve a budget reallocation in the amount of **\$401,901.50** from Program Contingency which will allow the proper funds to be allocated to the necessary project cost codes.