

## AGENDA NOTES

<b>Solicitation Name and Number</b>	Mechanical Engineering and Energy Support Services (Annual Contract with 2 Options to Renew) - RFP 17-500473
<b>Procurement Agent</b>	Nancy Harrison
<b>Date Solicitation bid prices expires. (Indicate if vendor has agreed to extend bid date/prices. Include new date.)</b>	August 31, 2018  Vendor agreed to extend to March 31, 2019
<b>Solicitation Name, Number and Contract Number of expiring/expired contract (If no previous contract, please indicate N/A)</b>	N/A
<b>Previous Contract Number, Contractor Name and Award Amount (Include increases and Total Award Amount)</b>	N/A
<b>Previous Amount Spent on Expiring/Expired Contract (If multiple award, List Amount Spent per Contract and include Total Amount Spent)</b>	N/A
<b>Prime Contractor Information and LSBE – Subcontractor (Prime: Company Name, Owner Name and Title, Number years in business and Number of Years doing business with DeKalb County) (LSBE: LSBE Type (DeKalb or MSA, Participation Percentage, Company Name, Owner Name and Title, Address, Type of Work Provided and Number of years in business)</b>	<p><b>Prime:</b>  <b>Johnson, Spellman &amp; Associates, Inc.</b>          Thomas Willie, Principal Partner          Years in Business: 32          Years doing business with DeKalb: 0          No previous contracts with DeKalb; references are favorable.          Emory University Facilities Management          Robert Manchester, Director of Engineering          404-727-7569</p> <p>Mann Mechanical Company          John Kraus, President          678-681-3374</p> <p>Foreman Seeley Fountain Architecture          Jerry Fountain, Principal          770-729-8433</p> <p>Vendor exercised GFE by agreeing to include a LSBE-MSA vendor on the contract. Vendor did not meet the 20% benchmark because the vendor did not specify what percentage of the contract would be awarded to the LSBE-MSA.</p>

	<b>LSBE-MSA</b> Participation Percentage: TBD Brown Design Group, Inc. 3099 Washington Rd. East Point, GA 30244 Architectural Services Years in business: 24
<b>Attachments</b>	Department Recommendation Form Tabulation Sheet Market Survey

**User Department's Recommendation**

RFP 17-500473 Mechanical Engineering and Energy Support Services  
(Annual Contract with 2 Options to Renew)

**User Department Name:** Facilities Management

**Recommended Proposer:** Johnson, Spellman & Associates, Inc.

**Project Amount:**           \$200,000          

**Funding:**

General  Enterprise       3 Digit Fund Code \_\_\_\_\_

**CIP Line Item No. (if applicable):** \_\_\_\_\_

**Justification if recommendation of award is to a firm other than the highest scoring proposer(s):**

**Approval:**

Clyde D. Stovall  
Clyde Stovall, Director  
Facilities Management Department

Date: Oct 31, 2018