

BOARD OF EDUCATION OF HARFORD COUNTY

INFORMATIONAL REPORT

DECISION ON AWARD OF CONTRACT ENGINEERING SERVICES FOR ABERDEEN MIDDLE SCHOOL HVAC SYSTEMIC RENOVATION

July 17, 2023

Background Information:

As part of the FY 2024 Capital Improvement Budget Request, the Board of Education of Harford County approved capital funding, in the amount of \$34,174,275.00, as required, to fund the HVAC systemic replacement at Aberdeen Middle School. This project is state and locally funded. The project requires engineering, design, and construction administration services to develop construction documents that are needed to obtain pricing for construction services to replace/upgrade the existing HVAC system. The work includes, but is not limited to, replacement of the entire HVAC system, updated temperature controls and updated electrical. In addition, the exterior doors and windows will be replaced under this project, along with re-conditioning the elevator.

Design services will provide the construction documents to adequately reflect the repair and/or replacement of existing architectural elements and systems that are affected by the renovation. The project will support our current sustainability initiatives from the early design phases through the construction of the project, and we will pursue any eligible BGE rebates.

Discussion:

A Request for Qualifications (RFQ) for Engineering Design Services was issued by HCPS' Facilities Management Department. In response to this RFQ, eight (8) firms submitted responses that were evaluated by a selection committee that considered team qualifications, experience, workload, and references. Four (4) firms were "shortlisted," interviewed, and ranked.

As a result of this process, the committee has selected the engineering firm of Gipe Associates, Inc. to provide the services required to successfully complete the HVAC systemic renovation project at Aberdeen Middle School. Gipe has successfully performed professional engineering/design services for Harford County Public Schools on many systemic projects, replacement projects, and new schools.

Superintendent's Recommendation:

The Superintendent of Schools recommends that the Board of Education approve a contract for the above described professional engineering/design services for the HVAC systemic renovations project at Aberdeen Middle School, in the amount of \$1,897,375.00, to Gipe Associates, Inc.

REQUEST FOR QUALIFICATIONS PROFESSIONAL CONSULTING SERVICES

ARCHITECTURAL AND ENGINEERING SERVICES
ABERDEEN MIDDLE SCHOOL HVAC SYSTEMIC RENOVATIONS

The purpose of this Request for Qualification is to solicit proposals demonstrating qualifications from interested teams to provide full architectural and engineering services for the Aberdeen Middle School HVAC Systemic Renovations. Selection and ranking shall be based on team composition, Maryland public school experience, BGE Smart Energy Savers experience, project suitability, and negotiated fee. This proposed project scope will consist of the replacement and upgrade of the building HVAC system, evaluation and upgrades of the building controls and electrical system, replacement of the fire alarm system, updates to the sprinkler system, and replacement of exterior doors and windows. The successful team will be contracted to confirm the preliminary project budget, provide subsequent project cost estimates through design, coordinate with the Facilities Management Department and school administrative personnel, review and develop minimum equipment standards, project phasing and sequencing as part of their full design services. Additional information attached including:

- RFQ detail document
- Please Note: Floorplans and as-builts of existing condition are available to interested firms upon request.

Interested teams should submit six (6) copies of SF254, SF255, SF330 or equivalent government accepted standard forms and other data relevant to prior Maryland Public School design experience and an electronic copy via USB flash drive. Please e-mail Harry Miller at harry.miller@hcps.org with any questions. The qualifications and responses should be mailed, or hand delivered by 2:00 p.m. local time on Friday, April 21, 2023, to Harford County Public Schools, Planning and Construction, Harry Miller, 2209 Conowingo Road, 2nd Floor, Bel Air, Maryland 21015. Late submissions and facsimile transmissions WILL BE CONSIDERED NON-RESPONSIVE AND WILL BE REJECTED. The Board of Education of Harford County Public Schools reserves the right to accept or reject any and all qualifications and to waive any informalities.

Board of Education of Harford County
Dr. Sean W. Bulson
Superintendent of Schools

CONTENTS

| | |
|---|---|
| PURPOSE | 3 |
| BACKGROUND | 3 |
| SCOPE OF WORK | 4 |
| SYSTEMIC UPGRADE SCOPE..... | 4 |
| STRUCTURAL & ENVELOPE | 3 |
| MECHANICAL | 3 |
| PLUMBING..... | 4 |
| ELECTRICAL | 4 |
| ADA AND LIFE SAFETY | 4 |
| OTHER | 4 |
| SUBMITTAL FORMAT | 5 |
| SUBMISSION REQUIREMENTS..... | 5 |
| EVALUATION AND SELECTION PROCESS | 5 |
| EVALUATION CRITERIA FOR PROPOSALS | 5 |
| EVALUATION CRITERIA FOR INTERVIEWS..... | 5 |
| SELECTION PROCESS SCHEDULE..... | 6 |
| SUBMISSION PROCESS..... | 6 |

PURPOSE

Harford County Public Schools (HCPS) issued this Request for Qualifications (RFQ) for Aberdeen Middle School HVAC Systemic Renovations.

BACKGROUND

Aberdeen Middle School was built in 1973 and consists of a two-story building of 196,800 SF. The original design embraced the open teaching concept with five open pod areas, these spaces were converted to enclosed classrooms through two (2) separate renovation projects.

- **1982:** Elevator added
- **1996 Renovation:** Lower-level pod in area D was converted to enclosed classrooms.
- **1998 Renovation:** Remaining pods in areas A,B,C, and E were converted to enclosed classrooms.
- **2000 Fire Alarm System Replacement**
- **2002 Central Plant Improvements:** Absorption chillers and steam boilers were removed and replaced with two (2) air-cooled chillers and two (2) hot water boilers.
- **2004 Energy Performance Improvements:** DDC controls and VFDs added to air-handlers, boilers converted to gas and oil tank removed.
- **2007 Main Switch Gear Replaced**
- **2013 Energy Performance Improvements:** Upgraded electrical transformers
- **2022 Roof Replacement**

The building is served by a four-pipe HVAC system utilizing two (2) air cooled chillers and two (2) cast iron, hot water boilers.

| Equipment | Manufacturer | Size | Model |
|-----------|--------------|------------|---------------|
| Chiller | Trane | 400 Tons | RTAC 4004 |
| Chiller | Carrier | 350 Tons | 30GXR350MF |
| Boiler | Weil-McLain | 208.2 H.P. | 2594 Series 3 |
| Boiler | Smith | 207.5 H.P. | 4500A-S/W-20 |

SCOPE OF WORK

SYSTEMIC UPGRADE SCOPE

STRUCTURAL & ENVELOPE

- Remove and replace exterior windows with new aluminum thermally broken frames, with operable sections in classroom areas.
- Replace existing exterior doors.

MECHANICAL

- HVAC Systemic Renovation
- In the main mechanical room, it is recommended to replace the building heating system with multiple modular boilers with cascading sequencing to allow for more energy efficient operation and lower standby losses compared to the existing boilers.

- A primary secondary chilled water pumping arrangement with variable flow to the building should be designed to reduce the operating cost of cooling the building.
- To reduce maintenance efforts, a heat exchanger should be located inside the main mechanical room and the primary loop should contain glycol so that draining and refilling the loop between seasons is not needed.

PLUMBING

- Replace domestic water heating tank with efficiency gas fired DHW heaters@ 100 gallons. This allows the building to have DHW without requiring the boilers to be operational year-round.
- The building's sprinkler system should be evaluated and updated as necessary.
- Evaluate hydronic piping.

ELECTRICAL

- Some components of the building's electrical system have been upgraded or replaced at different points in time. It is recommended to evaluate and replace all electrical system components necessary to support the new HVAC system.
- It is recommended to replace the building's lighting fixtures with new energy efficient LED fixtures.

ADA AND LIFE SAFETY

- The existing fire alarm system is a Simplex model 4020, installed in 2000. It is recommended to replace the existing fire alarm system.

OTHER

- The existing metal pan ceiling shall be removed and replaced with acoustical ceiling tiles.
- The project will replace exterior doors and windows to improve the building efficiency.

SUBMITTAL FORMAT

SUBMISSION REQUIREMENTS

- Transmittal letter
- Table of contents
- Summary of scope of services to be provided
- Understanding of the project
- Examples of relevant Middle/High systemic experience
- References
- Qualifications/Experience of Project Team

EVALUATION AND SELECTION PROCESS

The selection process for this project will be based on an evaluation of qualifications. An Evaluation Committee made up of 6 to 9 members of identified stakeholders shall be determined by HCPS. The stakeholders are to include personnel from the Office of School Construction, Facilities Management and

Educational Services. The process will involve the following:

1. Distribution of the Request for Qualifications
2. Collection of required documentation from interested parties
3. Schedule and conduct of interviews with selected firms
4. Negotiate fee proposal with top-ranked firm
5. Recommendation of selected firm to the Superintendent of schools
6. Approval of contracts by Board of Education

EVALUATION CRITERIA FOR PROPOSALS

The Evaluation Committee will review and evaluate the proposals submitted based on the elements listed below. The scores from all committee members will be tallied; the top firms will be selected and notified of the interview process. Firms not selected will be advised of their status. HCPS reserves the right to reject any and all proposals and/or to waive any minor informalities.

- Completeness and composition of submission
- Project team composition
- Experience including but not limited to:
 - Middle/High systemic
 - Technical / Trade School
 - Maryland Schools / MSDE / PSCP / MSA
 - Phased Occupied Limited Renovation
 - ASHRAE recommendations for COVID-19
 - BGE Rebate
- References

EVALUATION CRITERIA FOR INTERVIEWS

The interview process will consist of two (2) parts. The first shall be a presentation by representatives of the selected firm and sub-consultants. The second part will consist of questions developed by the committee. Each firm must be asked the same questions. Follow-up questions are permitted if additional information or clarification is required.

The presentation should consist of the following:

- Past performance on similar work
- Special qualifications and experience
- Technical competence/staff qualifications
- Proposed analytical approach

The interview committee shall assess the scores for each firm interviewed. The committee will tally the scores from each member and the final score will be used to rank the firms.

The committee shall enter cost and scope negotiations, with the highest rated firm. If the committee and firm cannot agree upon the scope and cost, the committee will negotiate with the next highest rated firm. This process will continue until a fair and reasonably priced contract can be awarded.

The committee will recommend to the Harford County Superintendent of Schools an award to the responsible proposer whose proposal is determined to be most advantageous to Harford County Public Schools, considering the factors outlined above.

Harford County Public Schools reserves the right to terminate negotiation when, in its judgement, negotiations have reached an impasse. The successful offeror will be required to execute a contract with Harford County Public Schools and the contract will include all the provisions of this RFQ, including

conditions, attachments and addenda issued.

SELECTION PROCESS SCHEDULE

DISTRIBUTION OF REQUEST FOR QUALIFICATIONS: _____ March 31, 2023
LAST DAY FOR QUESTIONS _____ April 12, 2023
SUBMISSION OF QUALIFICATIONS: _____ April 21, 2023
INTERVIEWS: _____ Week of May 29, 2023
BOARD OF EDUCATION REPORT DUE: _____ June 14, 2023
BOARD OF EDUCATION MEETING: _____ June 26, 2023
CONTRACT ISSUANCE _____ July 2023

SUBMISSION PROCESS

Interested firms will submit their qualifications **(must provide six (6) hard copies and one (1) electronic copy via USB flash drive)** based upon the specific scope and project descriptions described above. Please submit email harry.miller@hcps.org with any questions.

Packets should be addressed to:

Harry Miller
Assistant Supervisor
Planning and Construction
Harford County Public Schools
2209 Conowingo Road
Bel Air, MD 21015

Qualifications must be received by Friday, April 21, 2023 by 2:00 p.m. Facsimile submissions WILL NOT be accepted.

REQUEST FOR QUALIFICATIONS
ARCHITECTURAL AND ENGINEERING SERVICES
ABERDEEN MS HVAC SYSTEMIC RENOVATIONS
APRIL 2023

1. Alban Engineering
303 International Circle, Suite #450
Hunt Valley, MD 21030
Jeffrey W. Alban
President
410-82-6411
jalban@albanengineering.com
2. Burdette, Koehler, Murphy, and Assoc., Inc.
6300 Blair Hill Lane, Suite 400
Baltimore, MD 21209
James Barrett
President
410-323-0600
jbarett@bkma.com
3. Bowman Consulting Group, LTD
300 Joppa Road, Suite 501
Towson, MD 21286
P. Edwin Abbott, Jr.
Director MEP Engineering
410-4941111
eabbott@bowman.com
4. Gilbert Architects, Inc.
10451 Mill Run Circle, Suite 400
Owings Mills, MD 21117
Scott Adams
Studio Director
410-356-8856
scotta@gilbertarchitects.com
5. Gipe Associates, Inc.
1220 East Joppa Road, Suite 223
Towson, MD 21286
Michael Purtell
Senior Vice President
410-832-2420
mpurtell@gipe.net
6. Henry Adams Consulting Engineers
600 Baltimore Avenue, 4th Floor
Baltimore, MD 21204
Scott Haythorn
Principal
410-296-6500 ext. 418
Haythorn@henryadams.com
7. Johnson, Mirmiran & Thompson, Inc.
40 Wight Avenue
Hunt Valley, MD 21030
Jerome Jurick
Senior Vice President
410-316-2406
iinnes@jmt.com
8. Weigand Associates
20270 Goldenrod Lane, Suite 100
Germantown, MD 20876
Elizabeth Weigand
President
301-540-9060
eweigand@wainet.net

ARCHITECTURAL AND ENGINEERING SERVICES INTERVIEWS
ABERDEEN MS HVAC SYSTEMIC RENOVATIONS
MAY 2023

1. Burdette, Koehler, Murphy, and Assoc., Inc.
6300 Blair Hill Lane, Suite 400
Baltimore, MD 21209
James Barrett
President
410-323-0600
jbarett@bkma.com

2. Bowman Consulting Group, LTD
300 Joppa Road, Suite 501
Towson, MD 21286
P. Edwin Abbott, Jr.
Director MEP Engineering
410-4941111
eabbott@bowman.com

3. Gipe Associates, Inc.
1220 East Joppa Road, Suite 223
Towson, MD 21286
Michael Purtell
Senior Vice President
410-832-2420
mpurtell@gipe.net
410-296-6500 ext. 418
Haythorn@henryadams.com

4. Johnson, Mirmiran & Thompson, Inc.
40 Wight Avenue
Hunt Valley, MD 21030
Jerome Jurick
Senior Vice President
410-316-2406
iinnes@jmt.com