

LIVE STREAMING & AUDIO RECORDING

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Board of Commissioners

Regular Meeting
June 10, 2024



AGENDA

I. Call to Order

Chair Haney Keith

II. Action Item: Agenda Changes/Additions

Chair Haney Keith

III. Action Item: Consent Agenda

A. Minutes and Reports

1. Approve Meeting Minutes for May 13, 2024

B. Other

1. Approve Resolution 1877: 1011 W. Grove St., Marriott AC/Element Hotel. Amendment 1 to the Type 4 Capital Improvement Reimbursement Agreement with Pennbridge Lodging
2. Approve Resolution 1878: Records Destruction

CONSENT AGENDA

Motion to Approve Consent
Agenda

AGENDA

V. Action Items

- A. **CONSIDER** Resolution 1876: Selection of On-Call Design Professionals
.....Kathy Wanner (5 minutes)

VI. Adjourn

Resolution 1876

On Call Design Professionals

Kathy Wanner
Contracts Manager



Background

Idaho Code § 67-2320

“Design Professionals”

- Architects
- Landscape Architects
- Engineers

Selected based on qualifications and demonstrated competence.

On Call roster for expedited engagement

Agency Practice

QBS process every 5 years

Last done - 2019



Rendering by GGLO

Qualification-Based Selection Process

Idaho Code 67-2320

On Call Design Professionals	
RFQ Issued	March 22, 2024
Public Notice	March 22 and 29, 2024
Submissions Due	April 22, 2024 by 3pm
Evaluations	April 23 – May 17, 2024
CCDC Board Consideration	June 10, 2024

- ❖ 31 individual firms responded
- ❖ 38 total responses to evaluate

EVALUATION PROCESS

Compliance with technical requirements.

- Pass / Fail

Evaluation Team for each discipline.

- Focus on CCDC-specific needs.

Strengths and Weaknesses evaluated.

Qualitative Evaluation:

- Organizational Qualifications 50
- Personnel Qualifications 50
- Project Experience 50

150 max points

Recommendations to Board.

RFQ Submittal Evaluation		FIRM EVALUATED:
Architecture		
Firm Name Here ---->		
SECTION ONE		
DISCIPLINE SPECIFIC WORKSHEET		
BASIC REQUIREMENTS		
Required - Points Awarded in Section 2, Items 1 - 3 below. Use this as a checklist as you read the proposal. Use the +, 0, - system ---->		+ = Exceeds Expectations 0 = Meets expectations - = Does not meet Expectations
Architectural Design & Consultation		0
Providing architectural plans, stamped construction drawings, and specifications including assistance with preparation of Division 1 general requirements		0
Management of sub-consultants and specialists, including the integration and quality of review of sub-consultants		0
Assisting with public bidding processes including preparation of addenda, meeting agendas, and minutes and conducting pre-bid meetings.		0
Obtaining permits from Authorities Having Jurisdiction		0
Serving as Owner's project manager for construction projects.		0
Providing construction administration services.		0
Attending or presenting in public meetings as Owner's representative.		0
DESIRED EXPERIENCE		
Not required, but firms demonstrating these should be evaluated higher		+ = Exceeds Expectations 0 = Meets expectations - = Does not meet Expectations
Completed projects within CCDC's jurisdiction where the Respondent was responsible for obtaining Design Review approvals, building permits, and right-of-way permits.		0
Completed projects that exemplify sound urban design principles, contribute to the betterment of the public realm, and/or further Boise's transportation and mobility initiatives.		-
Expertise in parking garage design and function, including elevator code and performance, ADA/Life Safety/International Building Code, exterior coatings, and structural systems.		-
Experience leading high profile public project processes, working with public agencies as a prime consultant with a sub-consultant team.		0

SECTION TWO	
INDIVIDUAL EVALUATION SHEET	
EVALUATION CRITERIA	
After reading each Proposal, noting requirements above, Rate each firm on a scale of 1-50 points, where 50 is the highest and 1 is the lowest. Enter your score in the appropriate column.	
<p>50 = Exceptional: Far exceeds expectations. A superior response that meets all the requirements and demonstrates authoritative knowledge of each element of desired experience and a comprehensive understanding of the project.</p> <p>40 - 49 = Very Good: Exceeds expectations, a very good, well thought out response that demonstrates desired knowledge and experience in the majority of the elements and a thorough understanding of the project.</p> <p>30 - 39 = Average: Meets expectations. A good response that meets most of the requirements in a satisfactory manner indicating simple knowledge and understanding of the Agency's needs and requirements.</p> <p>20 - 29 = Below Average: Below expectations, a fair response that meets the requirements in a limited manner, but does not comply with guidelines, parameters, and requirements with no additional information put forth by the respondent.</p> <p>10 - 19 = Minimal: Far below expectations, a poor response that minimally meets the requirements and lacks the necessary experience.</p>	
1. Organizational Qualifications	
50 points possible	
Enter points in Column C >	>
Outline your organization's experience on the scope of work required for the appropriate discipline, including firm's (or specific department's) history, size, resources, philosophy of service, typical volume of work, and project management techniques and methods.	
Include an itemized description of how your firm meets the Basic Requirements outlined in the Scope of Services section for the discipline which you are submitting.	
2. Personnel Qualifications	
50 points possible	
Enter points in Column C >	>
Describe the personnel and project team you are proposing most likely to supply on-call services to CCDC.	

RECOMMENDATIONS

ARCHITECTS

CSHQA, Inc.

Cushing Terrell

Hummel Architects, PLLC

Pivot North Architecture

ZGA Architects & Planners, Chtd.

LANDSCAPE ARCHITECTS

CSHQA, Inc.

GGLO, LLC

Jensen Belts Associates, PLLC

Stack Rock Group, Inc.

The Land Group, Inc.

CIVIL ENGINEERS

Civil Survey Consultants, Inc.

HDR Engineering, Inc.

Kittelson & Associates, Inc.

Precision Engineering, LLC

QRS Consulting, Inc.

STRUCTURAL ENGINEERS

Desman, Inc.

Kimley-Horn and Associates, Inc.

KPFF, Inc.

Walker Consultants, Inc.

WSP USA Builders, Inc.

CONSIDER: Resolution 1876 On-Call Design Professionals

Suggested Motion:

I move to adopt Resolution 1876 creating a roster of selected and pre-approved design professionals as shown in the resolution and to authorize the Executive Director to negotiate and execute five-year, on-call professional services agreements with these firms.

Adjourn

This meeting will be conducted in compliance with the Idaho Open Meetings Law and will allow both in-person and virtual attendance. In addition, consistent with the Center for Disease Control COVID-19 guidelines, people with symptoms, a positive test, or exposure to someone with COVID-19 should stay home or wear a mask. This meeting is being conducted in a location accessible to those with physical disabilities. Participants may request reasonable accommodations, including but not limited to a language interpreter, from CCDC to facilitate their participation in the meeting. For assistance with accommodation, contact CCDC at 121 N 9th St, Suite 501 or (208) 384-4264 (TTY Relay 1-800-377-3529).