

A Resolution to Pursue Negotiations for a Contract with AED Inc. for Architectural and Engineering Services

R-24-2016

**City Council of the City of Glenarden, Maryland
2016 Legislation**

Resolution No: R-24-2016
Introduced By: Maxine Phifer, Council President
Co-Sponsor: At the request of the Administration
Session: Regular Session
Date of Introduction: January 11, 2016

A Resolution to Pursue Negotiations for a Contract with AED Inc., for Architectural and Engineering Services

WHEREAS, The City of Glenarden wishes to hire an independent contractor to provide architectural and engineering services, as well as to act as contract administrator(s) and contract specialist(s), for City projects, on an "as is needed bases," including but not limited to interior and exterior design services, and engineering capabilities, including but not limited to civil, structural, mechanical, electrical, and geotechnical, for a 12-month base period with renewal options for two (2) additional 12-month periods; and

WHEREAS, a Request for Proposals was issued for Architectural and Engineering Services and Services for Contract Administration, and AED Inc., was the selected bidder. A copy of their proposal is attached as Exhibit A; and

WHEREAS, the Council has determined that the Mayor should be authorized to negotiate a final contract with AED Inc., for the referenced services, subject to review by the City attorney, to be returned to Council for final approval.

NOW, THEREFORE BE IT RESOLVED by City Council of the City of Glenarden, Maryland, sitting in Regular Session this 11th day of January, 2016 as follows:

1. That the Mayor be and he is authorized to negotiate the terms of an Engagement Agreement with AED Inc., subject to review by the City attorney, to be returned to the Council for final approval.
2. The contract amount for these services shall be expended from the Professional Services line item within the Administration's budget; and shall not exceed \$23,000.
3. That this Resolution shall take effect immediately upon passage.

Date Approved:

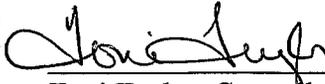
January 11, 2016

A Resolution to Pursue Negotiations for a Contract with AED Inc. for Architectural and Engineering Services
R-24-2016

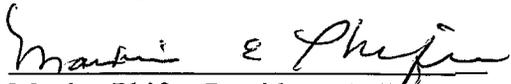
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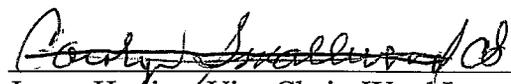
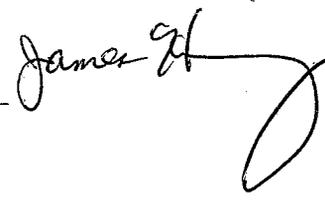
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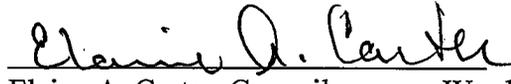
ATTEST:

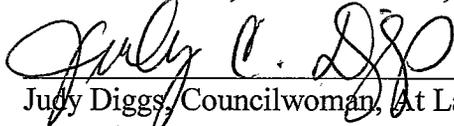

Toni Taylor, Council Clerk

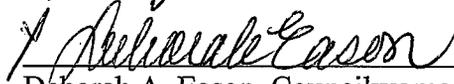
City Council of Glenarden


Maxine Phifer, President, At Large

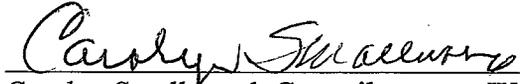
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James Herring, Vice Chair, Ward I


Elaine A. Carter, Councilwoman, Ward II


Judy Diggs, Councilwoman, At Large


Deborah A. Eason, Councilwoman, Ward II


Jennifer Jenkins, Councilwoman, Ward III


Carolyn Smallwood, Councilwoman, Ward I

Yes -7-
No -0-
Abstain -0-



November 13, 2015

The City of Glenarden (The City)
8600 Glenarden Parkway
Glenarden, MD 20782

RE: RFP for Architectural and Engineering (A-E) Services and Contract Administration Support

To the City:

AED is pleased to submit our qualifications for **Architectural and Engineering (A-E) Services and Contract Administration Support Services**. AED is an engineering, construction management, and professional services firm that delivers high quality cost-effective services to public and private clients. We also possess a Top Secret Facility Clearance, Cage Code: 0VM93. In 2013, we acquired John J. Christie Associates (JJCA) with offices in Washington DC, and Orlando, FL. Through the acquisition, our design capabilities have been expanded to include multi-discipline design services. John Christie, PE, the Founder of JJCA, remains an integral part of AED serving as Principal in Charge. He will be leading AED's design efforts for this engagement.

As a prime consultant, AED has supported Professional Service Contracts for Architect and Engineering (A/E) fields as well as Contract Administrator(s) and Contract Specialist(s) similar to The City's requirements.

AED is a certified Maryland Department of Transportation Certified MBE, a Prince Georges County DBE firm, and a Princes Georges CB-17 registered firm. Headquartered in Hyattsville, Maryland, AED currently employs 60+ staff located within 12 states at client sites. Our clients are consistently pleased with our ability to manage multiple projects and resources simultaneously. AED is reliable, consistent and solution-oriented. We have successfully managed numerous design, and construction administration projects.

We understand that The City requires an A-E firm with proven municipal experience in capital facilities projects – an experienced firm who will:

- **Partner with you and serve as an extension of your maintenance staff.** We will provide access to all of our engineers, architects, cost estimators, construction support, and specialists.
- **Use familiarity with design standards for all projects** to offer design services for your facilities that incorporate and coordinate all aspects of multiple systems.
- **Focus on a design of systems that are energy efficient, sustainable and controllable.** We will provide sustainable design incorporating energy efficient building design and sustainable sites.
- **Focus on design of systems that deliver occupant comfort, limited maintenance, and upgradable characteristics** should changes to the workplace environment occur in the future. We will work closely with our architect, owner and contractor clients to design creative solutions for your projects.

Our Team to support the City's requirements:

The Edgecombe Group, Inc. (EG) Headquartered in Hyattsville, MD – EG is an established, multi-disciplinary design firm that successfully integrates outstanding technical ability within architectural, landscape architectural, urban design, and preservation projects. Since 1992, The Edgecombe Group's name has been synonymous with design excellence and dependability. We strive to recognize and work with the unique characteristics inherent to each site, both enhancing and protecting the natural features of the land. They give a great deal of attention to project visioning, conceptual design, and image creation, which is paramount to the success of a project.



K. Dixon Architecture, PLLC (KDA) is an architectural design firm specializing in providing professional design services, project management, and planning consulting for various types of buildings including health care, residential, commercial, faith-based, and educational facilities. Our goal since our establishment has been to provide our clients with skilled technical and aesthetic design from a perspective of social and environmental relevance. Our founder and principal was an early adopter of the USGBC Leadership in Energy and Environmental Design (LEED) program becoming a LEED accredited professional in 2003.

K. Dixon Architecture, PLLC was incorporated in February of 2003 in the Commonwealth of Virginia. The company relocated to the State of Maryland where it was granted certification as a Minority Business Enterprise by the Maryland Department of Transportation in March 2011; its certification as a Small Minority-Owned Business Enterprise by the Commonwealth of Virginia in March 2011; and its certification as a Disadvantaged Business Enterprise with the Metropolitan Washington Unified Certification Program in July 2011; as well as , its certification as a Local Small Disadvantaged Business Enterprise by the Metropolitan Washington Airports Authority (MWAA) in May 2011. The firm is also a self-certified Woman-Owned Small Business registered with the U.S. Small Business Administration

Founded in 1988, Engineering Consulting Services (ECS) is a leader in geotechnical engineering, environmental consulting, construction materials testing, and facilities engineering. ECS helps clients achieve success by hiring industry professionals who understand the complexities of building and maintaining modern infrastructures. ECS has grown to nearly 50 locations and eight subsidiaries spread across the Mid-Atlantic, Southern, and Midwestern states. The firm is ranked 86 in *Engineering News Record's* (ENR) Top 500 Design Firms (April 2015), and 182 in ENR's Top 200 Environmental Firms (August 2014).

Team AED Capabilities and Capacity

AED offers more choices for The City's capital program needs. The depth of our experience and the knowledge and skills of our diverse staff means we have the capacity to provide additional services and handle projects above and beyond the original scope. Highlights of AED capabilities include:

- Mechanical, electrical, plumbing, fire protection, Civil, Structural and systems (MEP/FP/S) engineering for varied project types in both new construction and renovation;
- Programming, master planning, design-build, owner's representation, design criteria, and reviews for ADA compliance, and commissioning;
- Structural design services based on significant experience with multiple project types, including commercial, educational, government, industrial, institutional, religious, and residential;
- General Engineering Designs for both new facilities and renovations to existing;
- Relevant past performance with municipalities in Maryland, Washington, D.C, and Florida
- Sustainable Design

We Deliver Excellence and Innovation

Through the development and application of best practices – those that are proven to be the most effective and efficient – we deliver excellence. Our staff of appropriately registered professionals works collaboratively with our clients from pre-design planning through occupancy; taking a project from inception and startup through execution, to testing and closeout, while maintaining our focus on delivering the best end result. Professional services include preparation of engineering studies, evaluations, and reports; facilities condition assessment, work prioritization, and costing; and design of renovations, additions, and new construction of schools.



Today, Team AED offers a wealth of knowledge on reliable, energy efficient, and cost beneficial MEP systems for state-of-the-art public school facilities. Our team continuously strives to build upon that knowledge to maintain an awareness of ever-changing new technologies, code requirements, and engineering design concepts for schools of the future. Our clients are consistently pleased with our ability to manage multiple projects and resources simultaneously. AED is reliable, consistent, and solution-oriented. We have successfully managed numerous design, construction, engineering, and facilities contracts providing the necessary resources in a timely manner. We offer innovative ideas to cut costs for our customers. ***We partner with our clients, serving as their advocate and adviser, and build long-term relationships based on mutual respect and trust.***

The AED Team is committed to the project, its schedule and in assisting the City in keeping within its budget for each project. We appreciate the opportunity to submit our proposal and we look forward to an effective and beneficial working relationship with the City of Glenarden. Should you have any questions, please feel free to contact me at 301-683-2112 x1009.

Sincerely,

Reginald E. Waters
President

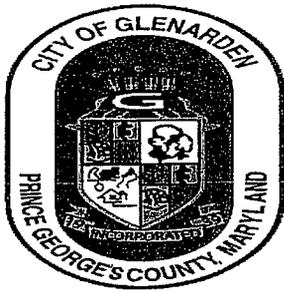
The City of Glenarden

Architectural and Engineering (A-E) Services and Contract Administration

November 13, 2015

Price Proposal

Prepared for:



City of Glenarden
8600 Glenarden Parkway
Glenarden, MD 20782

COPY

Prepared by:



AED Inc.
6525 Belcrest Road, Suite 426
Hyattsville, MD 20782
Phone: 301-683-2112 Fax: 240.465.0653
Designated POC: Reginald E. Waters, President; rwaters@aedworld.com

DUNS: 556406296
Cage Code: 0VM93



November 13, 2015

The City of Glenarden (The City)
8600 Glenarden Parkway
Glenarden, MD 20782

RE: RFP for Architectural and Engineering (A-E) Services and Contract Administration Support

To the City:

AED is pleased to submit our **Price Proposal** for the City of Glenarden's RFP for Architectural and Engineering (A-E) Services and Contract Administration. Please see the attached Rate Sheet, with AED's rates per discipline.

AED's diverse engineering staff is comprised of Professionals Engineers, Accredited LEED® Professionals, Certified Energy Managers, Designers, CADD Specialists and Construction Managers. Our engineering services include Consulting Engineering Design in Mechanical (HVAC), Electrical, Plumbing, Fire Protection, Structural Design, Commissioning, LEED, Energy Audits Facility Assessments and Construction Administration, and Construction Management. AED is a member of the United States Green Building Council (USGBC) and LEED®.

Our team continuously strives to build upon that knowledge to maintain an awareness of ever-changing new technologies, code requirements, and engineering design concepts for schools of the future. Our clients are consistently pleased with our ability to manage multiple projects and resources simultaneously. We have successfully managed numerous design, construction, engineering, and facilities contracts providing the necessary resources in a timely manner. We partner with our clients, serving as their advocate and adviser, and build long-term relationships based on mutual respect and trust.

For this effort, AED is able to offer the City of Glenarden the following:

- **3% discount when project costs exceed \$25,000**
- **1% discount for invoices paid within 15 days on every project.**

The AED Team is committed to the project, its schedule and in assisting the City in keeping within its budget for each project. We appreciate the opportunity to submit our proposal and we look forward to an effective and beneficial working relationship with the City of Glenarden. Should you have any questions, please feel free to contact me at 301-683-2112 x1009.

Sincerely,


Reginald E. Waters
President

The City of Glenarden



Proposed Position (Professional Title)	Base	OY1	OY2
Principal II	\$224.67	\$229.17	\$233.75
Principal I	\$200.33	\$204.33	\$208.42
Program Manager/Mechanical Engineer	\$163.44	\$166.71	\$170.04
Sr. Mechanical Engineer	\$139.14	\$141.92	\$144.76
Mechanical Engineer II	\$113.88	\$116.15	\$118.48
Mechanical Engineer I	\$104.45	\$106.54	\$108.67
Program Manager/Electrical Engineer	\$163.44	\$166.71	\$170.04
Sr. Electrical Engineer	\$139.14	\$141.92	\$144.76
Electrical Engineer II	\$113.88	\$116.15	\$118.48
Electrical Engineer I	\$104.45	\$106.54	\$108.67
Program Manager/Plumbing Engineer	\$163.44	\$166.71	\$170.04
Sr. Plumbing Engineer	\$139.14	\$141.92	\$144.76
Plumbing Engineer II	\$113.88	\$116.15	\$118.48
Plumbing Engineer I	\$104.45	\$106.54	\$108.67
Program Manager/Fire Protection	\$163.44	\$166.71	\$170.04
Sr. Fire Protection Engineer	\$139.14	\$141.92	\$144.76
Fire Protection Engineer II	\$113.88	\$116.15	\$118.48
Fire Protection Engineer I	\$104.45	\$106.54	\$108.67
Program Manager/Civil Engineer	\$163.44	\$166.71	\$170.04
Sr. Civil Engineer	\$139.14	\$141.92	\$144.76
Civil Engineer II	\$113.88	\$116.15	\$118.48
Civil Engineer I	\$104.45	\$106.54	\$108.67
Program Manager/Structural	\$163.44	\$166.71	\$170.04
Sr. Structural Engineer	\$139.14	\$141.92	\$144.76
Structural Engineer II	\$113.88	\$116.15	\$118.48
Structural Engineer I	\$104.45	\$106.54	\$108.67
Program Manager/Environmental	\$163.44	\$166.71	\$170.04
Sr. Environmental Engineer	\$139.14	\$141.92	\$144.76
Environmental Engineer II	\$113.88	\$116.15	\$118.48
Environmental Engineer I	\$104.45	\$106.54	\$108.67
Environmental Project Manager II	\$92.58	\$94.43	\$96.32
Environmental Project Manager I	\$75.72	\$77.24	\$78.78
GIS Analyst	\$97.43	\$99.38	\$101.37
GIS Technician II	\$62.64	\$63.90	\$65.17
GIS Technician I	\$53.13	\$54.19	\$55.28
Project Manager III	\$129.40	\$131.99	\$134.63
Project Manager II	\$116.06	\$118.38	\$120.75
Project Manager I	\$91.62	\$93.45	\$95.32
Sr. Inspector	\$146.49	\$149.42	\$152.41
Inspector (General)	\$155.42	\$158.53	\$161.70
Mechanical /Inspector	\$155.43	\$158.54	\$161.71
Civil/Inspector	\$155.43	\$158.54	\$161.71
Bridge Inspector	\$155.43	\$158.54	\$161.71
Roof Inspector	\$155.43	\$158.54	\$161.71
Tunnel Inspector	\$155.43	\$158.54	\$161.71
Sr. Cost Estimator	\$163.03	\$166.29	\$169.61
Architectural Estimator	\$163.03	\$166.29	\$169.61
Mechanical Estimator	\$160.39	\$163.60	\$166.87
Electrical Estimator	\$163.03	\$166.29	\$169.61
Plumbing Estimator	\$158.49	\$161.66	\$164.90
Civil Estimator	\$152.85	\$155.91	\$159.02
Structural Estimator	\$154.72	\$157.82	\$160.97
Value Engineer	\$155.42	\$158.53	\$161.70
MEP Facilities / Engineering Support	\$113.88	\$116.16	\$118.48
Construction Manager	\$157.33	\$160.48	\$163.69
CAD Specialist II	\$63.37	\$64.64	\$65.93
CADD Specialist I	\$62.12	\$63.36	\$64.63
Safety Officer	\$139.80	\$142.60	\$145.45
Geologist	\$88.31	\$90.08	\$91.88
GIS analyst	\$88.31	\$90.08	\$91.88
CADD Designer	\$83.37	\$85.03	\$86.74
Administrative Support Specialist II	\$40.75	\$41.57	\$42.40
Administrative Support Specialist I	\$34.27	\$34.96	\$35.66
Technical Writer	\$84.78	\$86.48	\$88.21
Contract Manager	\$93.26	\$95.12	\$97.03

Pricing Ground Rules and Assumptions

- * Rates are based on labor hour, level of effort with intent to invoice on time and materials basis.
- * Rates are escalated at 2% per year for out years
- * It is assumed that if for any reason travel outside of the local area is required, AED will be reimbursed at cost plus handling fee.
- * These rates are valid for 60 days.