

## MEMORANDUM

To: City Council

From: David J. Deutsch  
City Manager

Subject: Third Party Inspection & Testing Services for Bowie City Hall – R-28-09

Date: April 29, 2009

The Prince George's County Department of Environmental Resources Permits & Review Division requires that the City hire a Third Party Inspector to perform inspections at various stages of construction of the new Bowie City Hall. The services to be performed must be in accordance with the County Third Party Inspection Program Manual.

The following inspection and testing services will be provided under this contract:

### Prince George's County Third Party Inspection Program

- Third Party Inspections – Electrical Inspector of Record (EIR)
- Third Party Inspections – Fire Protection Inspector of Record (FPIR)
- Third Party Inspections – Fire Protections System Inspector of Record (FPSI)
- Third Party Inspections – Inspection of Underground Private Fire System
- Third Party Inspections – Geotechnical Inspector of Record (GIR)
- Third Party Inspections – Mechanical Inspector of Record (MIR)
- Third Party Inspections – Structural Inspector of Record (SIR)

### Independent Testing Agency – As defined by each Specification Section

- Inspection Agency – Specification Section 031000 – Concrete Framing and Accessories
- Inspection Agency – Specification Section 032000 – Concrete Reinforcing
- Inspection Agency – Specification Section 033000 – Cast-in-Place Concrete
- Inspection Agency – Specification Section 042000 – Unit Masonry
- Inspection Agency – Specification Section 051200 – Structural Steel Framing
- Inspection Agency – Specification Section 052100 – Steel Joist Framing
- Inspection Agency – Specification Section 053100 – Steel Decking
- Inspection Agency – Specification Section 054000 – Cold-Formed Metal Framing
- Inspection Agency – Specification Section 071400 – Hot Fluid-Applied Membrane Air Barriers
- Inspection Agency – Specification Section 072710 – Fluid-Applied Membrane Air Barriers
- Inspection Agency – Specification Section 073363 – Vegetated Roofing System on Metal Deck
- Inspection Agency – Specification Section 074213 – Metal Wall Panels
- Inspection Agency – Specification Section 078100 – Applied Fireproofing

- Inspection Agency – Specification Section 078446 – Fire-Resistive Joint Systems
- Inspection Agency – Specification Section 085654 – Security and Detention Windows
- Inspection Agency – Specification Section 095753 – Security Ceiling Assemblies
- Inspection Agency – Specification Section 211313 – Wet-Pipe Sprinkler System
- Inspection Agency – Specification Section 312000 – Earthmoving – Soil Testing
- Inspection Agency – Specification Section 312005 – Building Earthwork – Borrow Proctors
- Inspection Agency – Specification Section 321216 – Hot-Mixed Asphalt Paving
- Inspection Agency – Specification Section 321313 – Cement Concrete Paving
- Inspection Agency – Specification Section 330000 – Utility Backfill & Compaction Testing

On February 24, 2009 the City issued a Request for Proposals for these services. Proposals were due by March 9, 2009. While the RFP requested a cost proposal for the firms estimated work effort, the proposed scopes varied between firms. The reason for the wide variations in the estimated work effort is due to the numerous variables and unknowns. The number of hours needed to complete the required inspections and testing are affected by weather, the Contractor’s schedule, how much work is completed each day, re-inspections, time of year (soil compaction is more difficult in winter than summer), and delivery delays. Due to these variables, Testing and Inspection Services are Time & Materials Not to Exceed Contracts based on an estimated number of work hours with set labor rates. While “total” costs were submitted with the proposals, in this case they are not valid indicators of the actual cost to perform the work since each firm submitting proposals failed to fully capture the scope of services required in their submittal. Seven proposals were received for these services as follows:

• Engineer Consulting Service Group	\$47,390
• Froehling & Robertson, Inc.	\$57,585
• Independent Consultants & Engineers, Inc.	\$74,719
• Hillis-Carnes	\$99,920
• Consulting Engineers, Contractors & Architects	\$100,542
• Meyer Consulting Engineers Corporation	\$105,255
• Capital Development Design	\$170,935

The City’s Project Manager, Arcadis, has evaluated these proposals using the following criteria which were stated in the Request for Proposals for this project:

- A. Firm’s experience and past performance on similar projects located in Prince George’s County.
- B. Must demonstrate firm has completed a minimum of three projects of similar size and scope under the Prince George’s County, Maryland Department of Environmental Resources Permits & Review Division, Third Party Inspection Program (TPIP).
- C. Number of years in business.
- D. Professional qualifications necessary for satisfactory performance of the required services.
- E. Demonstrated capacity to accomplish the work in the required time as time is of the essence.
- F. Familiarity with Prince George’s County, Maryland Department of Environmental Resources Permits & Review Division Third Party Inspection Program (TPIP) Manual
- G. Familiarity with Prince George’s County and Maryland State Building Codes to successfully complete the scope of services.
- H. MBE/WBE participation.
- I. References

Based on the above criteria, Independent Consultants & Engineers, Inc. obtained the highest qualification ranking while also having the lowest labor rates for the Independent Testing Laboratory Services.

To obtain the most accurate Not to Exceed cost possible, Arcadis sent a letter requesting Independent Consultants & Engineers, Inc. to clarify their scope of work and include apparent missing items. Independent Consultants & Engineers, Inc. responded on April 27, 2009 and their revised proposal Not to Exceed Cost is \$95,600. While this is less than the \$160,000.00, budgeted for this segment of the City Hall Project, we recommend reserving the remaining funds as a contingency.

Based on the review of the submittals provided it has been determined that Independent Consultants & Engineers, Inc. submitted the best and most responsive proposal of \$95,600 to perform Third Party Inspection and Testing Services. This submittal is within the \$160,000 budget for these inspection and testing services.

Staff Recommendation

Based on the recommendation of the Project Manager, we recommend award of Third Party Inspection & Testing Services for the new City Hall project to Independent Consultants & Engineers, Inc. and recommend that City Council approve Resolution R-28-09 authorizing the City Manager to enter into a contract with this company to provide these services for a cost not to exceed \$95,600.

DJD/JLF/adf

Attachment

**RESOLUTION**  
**OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND**  
**AWARDING THIRD PARTY INSPECTION & TESTING SERVICES FOR THE NEW**  
**BOWIE CITY HALL TO INDEPENDENT CONSULTANTS & ENGINEERS, INC.**

**WHEREAS**, on February 24, 2009, the City of Bowie issued a request for proposals for Third Party Inspection & Testing Services for the new City Hall Project; and

**WHEREAS**, in response to the Request for Proposals, the City received seven (7) proposals; and

**WHEREAS**, the City, with the assistance of the Project Manager for the new City Hall Project, evaluated each of the proposals in light of the criteria established therein, including but not limited to the firm's experience, past performance, professional qualifications, and familiarity with the Third Party Inspection Program; and

**WHEREAS**, the City of Bowie, based upon the recommendations of its Project Manager, Arcadis, has determined that based on the criteria contained in the Request for Proposals that Independent Consultants & Engineers, Inc. submitted the best and most responsive proposal to perform these services; and

**WHEREAS**, in order to obtain the most accurate cost possible, the City's Project Manager sought additional information to clarify the scope of work and include apparent missing items; and

**WHEREAS**, based on that clarification it was determined that the revised proposed not to exceed cost of \$95,600 was acceptable to the City and within the \$160,000 budgeted for this component of the City Hall project.

**NOW, THEREFORE, BE IT RESOLVED** that the City of Bowie awards the Third Party Inspection & Testing Services for the new Bowie City Hall to Independent Consultants & Engineers, Inc. for a not to exceed amount of \$95,600; and

**BE IT FURTHER RESOLVED** that the City Manager is authorized to enter into a contract with Independent Consultants & Engineers, Inc. in a form satisfactory to the City.

**INTRODUCED AND PASSED** by the Council of the City of Bowie, Maryland at a meeting of the City Council on May 4, 2009.

**ATTEST:**

**THE CITY OF BOWIE, MARYLAND**

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Pamela A. Fleming, City Clerk

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G. Frederick Robinson, Mayor