



COMMISSIONERS COURT  
COMMUNICATION

REFERENCE NUMBER \_\_\_\_\_

PAGE 1 OF 20

DATE: 05/02/2023

SUBJECT: **RFP NO. 2023-041 - ANNUAL CONTRACT FOR PROJECT  
MANAGEMENT FOR CONSTRUCTION SERVICES - FACILITIES  
MANAGEMENT - VARIOUS VENDORS - PER CONTRACT TERMS**

**COMMISSIONERS COURT ACTION REQUESTED**

It is requested that the Commissioners Court award RFP No. 2023-041, Annual Contract for Project Management for Construction Services, for Facilities Management, to the following vendors at the per contract terms, and approve contract:

Primary	Broaddus & Associates
Secondary	The Projects Group

**BACKGROUND**

Notice of the County's intent to bid was advertised in local newspapers, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. Six hundred twelve (612) vendors were contacted and requested to participate in this proposal process. All documents pertaining to this RFP were posted on the Tarrant County website and were downloaded by interested parties. A pre-proposal conference held on November 10, 2022 was attended by seventeen (17) vendors as well as representatives from the Administrator's Office, Facilities Management, and Purchasing. Three (3) proposals and three (3) no-bids were received.

Proposals were evaluated by the Administrator's Office, Facilities Management, and Purchasing representatives. Evaluations were based upon the criteria and processes set forth in the RFP.

After the initial evaluation, the three (3) vendors were invited to provide presentations to the Evaluation Committee on December 7, 2022, which resulted in no changes by the Evaluation Committee. A reduction in the scope was submitted and all three (3) vendors were asked to submit a Best and Final Offer (BAFO). LBL Architects Inc. did not submit a BAFO. Pricing was then rescored after the BAFO. The proposals received from the vendors listed above meet all specifications and are acceptable to the Evaluation Committee.

Therefore, it is the joint recommendation of the Administrator's Office, Facilities Management, and Purchasing that RFP No. 2023-041, Annual Contract for Project Management for Construction Services, be awarded to the vendors listed in this court communication for \$1,288,392.00.

SUBMITTED BY:	Purchasing	PREPARED BY: APPROVED BY:	Elizabeth Pietzsch, CPCM Chris Lax, CPSM CPSD, CPCP
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Due to increased workload for construction and building equipment changeout projects, additional personnel is necessary to support Facilities Management with project management services. The scope of work is to supply individuals and resources necessary to staff key positions and execute the Capital Improvement Program for the American Rescue Plan Act (ARPA). Facilities Management will be providing project oversight for all contracted personnel.

The term of the contract is twenty-four (24) months, effective May 2, 2023, with two (2) options for renewal periods of twelve (12) months each.

The contract is attached for approval and signature. The Criminal District Attorney's Office reviewed this contract as to form.

## **FISCAL IMPACT**

Funding in the amount of \$1,288,392.00 is available in account CARPA-2023.