



Council Request Update

April 17, 2017

Council Request: 17-029

Assigned to: Public Works

Request: Request for information on what was passed in the CBRE agreement.

Response: Please see attached from Public Works Director Dave Henderson.

Council Request: 17-030

Assigned to: Public Works

Request: Request for a comparison with Northglenn Police Department.

Response: Staff will need additional time to complete this Council Request. Initial research indicates that the Northglenn may have 11-14 fewer sworn officers and the new Northglenn Justice Center has enough land to provide surface parking. Preliminary estimates for Englewood Police Headquarters include a \$2.8 million parking structure. It is too early in the design process to provide a comparison, however, staff will be reaching out to Northglenn in the near future. A comparison of the two departments and their functions will need to be done. There are some functional differences between the departments that would lead us to need more space than Northglenn.

Council Request: 17-031

Assigned to: Public Works

Request: Summary of top five architect proposals with scoring sheet.

Response: Please see attached from Public Works Director Dave Henderson.

Council Requests 2017: Table

4/13/2017

Number	Date Requested	Requested by	Request	Assign	Due Date	Date Comp
17-001	1/3/2017	Jefferson	Utilities obtain confirmation from ACZ they do not have 2010 residual analysis	Utiliti	1/9/2017	1/19/2017
17-002	1/3/2017	Barrentine	Pass along Ms. Bailey's questions and recommendations to Integral	Utiliti	1/9/2017	1/6/2017
17-003	1/3/2017	Barrentine	Documenation for previous 4th of July event planning with Carol Hiller	CMO	1/9/2017	1/23/2017
17-004	1/3/2017	Barrentine	Cahoots Communication blueprint for the City of Englewood	CMO	1/9/2017	1/23/2017
17-005	1/26/2017	Jefferson	Sherman Street resident complaint re: unfair treatment for his code violations	PD	1/31/2017	1/26/2017
17-006	2/6/2017	Martinez	Sex Offender registration information	PD	2/10/2017	2/7/2017
17-007	2/6/2017	Barrentine	Complaint against code enforcement	PD	2/13/2017	2/6/2017
17-008	3/20/2017	Barrentine	Request for RFQ for Police building	FAS	3/27/2017	3/22/2017
17-009	3/20/2017	Barrentine	Guidelines for school districts Design Group	CMO	3/27/2017	
17-010	3/20/2017	Russell	Charter showing what services City must provide	CMO	3/27/2017	3/23/2017
17-011	3/20/2017	Jefferson	Copy of capital budget for past 5 years	FAS	3/27/2017	
17-012	3/20/2017	Jefferson	Site plan & elevation for Acoma Lofts	CD	3/27/2017	3/23/2017
17-013	3/20/2017	Barrentine	EMRF ballot-issue analysis	CA	3/27/2017	3/22/2017
17-014	3/27/2017	Barrentine	Can EURA funds be used for improvements on S. Broadway	CA	3/30/2017	3/30/2017
17-015	4/3/2017	Barrentine	Accounting trail and planned future payments for Medici property	FAS	4/10/2017	
17-016	4/3/2017	Barrentine	2015 Int'l Fire Code - send to Council and post on website	CMO	4/10/2017	
17-017	4/3/2017	Russell	List of ammendments passed by Denver, regarding Fire Code	PD	4/10/2017	
17-018	4/3/2017	Russell	List of ammendments not recommended by Englewood, regarding Fire Code	PD	4/10/2017	
17-019	4/3/2017	Barrentine/G	Executive summary of Fire Code analysis for Englewood and Denver -	PD	4/10/2017	
17-020	4/3/2017	Olson	Summary of analysis on how the Fire Code will impact Englewood citizens	PD	4/10/2017	
17-021	4/3/2017	Jefferson	Provide Council with decisions on proposed changes to Fire Code	PD	4/10/2017	
17-022	4/3/2017	Martinez	Apartments behind Headed West - for sale or lease?	CD	4/10/2017	4/4/2017
17-023	4/3/2017	Barrentine	Summary of issue related to Art Emison's West Adriatic Place	CMO	4/10/2017	4/5/2017
17-024	4/3/2017	Jefferson	Date for Citizen of the Year Celebration	CMO	4/10/2017	4/5/2017
17-025	4/3/2017	Olson	How are we going about the accomplishment of Council Goals	CMO	4/10/2017	
17-026	4/3/2017	Barrentine	Complete analysis of Englewood EURA budget and funding as it relates to	FAS	4/10/2017	4/6/2017
17-027	4/3/2017	Russell	Final sex offender ordinance sent to all Council members	CA	4/10/2017	
17-028	4/10/2017	Yates	Look into putting in speed signs around the city	PW	4/17/2017	
17-029	4/10/2017	Barrentine	what was passed in the CBRE agreement	PW	4/17/2017	4/13/2017
17-030	4/10/2017	Jefferson	Comparison with Northglenn Police Department	PW	4/17/2017	4/13/2017

Council Requests 2017: Table

4/13/2017

Number	Date Requested	Requested by	Request	Assign	Due Date	Date Comp
17-031	4/10/2017	Council	Summary of top 5 architect proposals with scoring sheet	PW	4/17/2017	4/13/2017
17-032	4/10/2017	Jefferson	Request to create a revenue manual	FAS	4/17/2017	
17-033	4/10/2017	Yates	Request to create a video tutorial navigating Open Gov	CMO	4/24/2017	
17-034	4/10/2017	Jefferson	Request for 10-20 year trends on expense and revenue	FAS	4/17/2017	
17-035	4/10/2017	Yates	Administrative changes in line with the Denver amendments to fire code	CD	4/17/2017	
17-036	4/13/2017	Jefferson	Update on the code enforcement of Sullivan and Hayes building on Broadway	PD/C	4/19/2017	



TO: City Council
THROUGH: Eric A. Keck, City Manager
FROM: Dave Henderson, Director of Public Works
DATE: April 13, 2017
SUBJECT: COUNCIL REQUEST NO. 17-029 (CBRE Agreement)

City Council requested information regarding the CBRE Professional Services Agreement (PSA) passed by City Council on January 17, 2017. Specifically, Council inquired about the cost of "Reimbursable Expenses".

Council approved, by motion, a PSA (Contract # PSA/17-01) with CBRE for project management and workplace strategy for the design and construction of the Englewood Police building. The Contract includes the City's Standard PSA, which has been in use for at least ten years, as well as referenced attachments. The entire agreement with all attachments is available for review on the City's website (see January 17, 2017 City Council Regular meeting).

Section 6, on page 3 of the PSA, provides that the consultant be reimbursed for out of pocket expenses and references the "Statement of Work" for detail. Attached to this correspondence is a copy of page 3 of the PSA and a copy of the second page of the Statement of Work. Please note that the PSA caps reimbursables at \$60,000.

Subsequent to Council's approval of the PSA, staff discussed the reimbursable estimate at our kick off meeting with CBRE. CBRE provided an updated estimate of \$39,375. This amount is included in the budget estimate provided to Council at the April 10, 2017 Study Session.

dh

att: Page 3 of "PSA" and the second page of "Statement of Work"

Specific Duties. In providing the Services, CBRE shall have the duties as defined in Exhibit A and Exhibit B.

Fees. As compensation for the performance of the Services in connection with the Project, Client shall make the reimbursements provided for in the Payment Schedule below and shall pay to CBRE a fee as Compensation for Services attached hereto in Exhibit A and Exhibit B. The project management fee shall be equitably adjusted if the Services extend beyond the scheduled completion date of the Project, or if the originally contemplated scope of Services is significantly increased.

Sales and Use Taxes. The City is exempt from sales and use tax.

Reimbursable Items. Client shall reimburse CBRE for all costs, expenses and charges of CBRE in connection with the Services, as approved by Client individually or as included in an approved reimbursable budget, and will include the following expenses: Expenses are estimated to be 10-15% of the total services fee and will be billed at a cost. Reimbursable costs will be capped at a maximum of sixty thousand dollars (\$60,000.00) for the duration of the project. CBRE will invoice the City of Englewood monthly for professional fees based on the percentage of work completed and reimbursable expenses that have been incurred.

Timing. All sums due to CBRE from Client under this Work Order shall be paid within thirty (30) days following receipt of an invoice from CBRE. Client's obligation to pay or reimburse CBRE as provided in this Work Order shall survive the expiration or termination hereof. All payments to CBRE hereunder shall be made in the amounts then due and without set-off. CBRE shall not be liable for making payments late or failing to make payments to Construction Professionals (i) if so directed by Client, (ii) if Client fails to provide sufficient funds to pay Construction Professionals, or (iii) if Client is in default of its payment obligations under this Agreement, and Client shall indemnify, defend and hold harmless CBRE against any and all Claims that CBRE may incur as a result thereof.

8. MODE OF PAYMENT

N/A

5. Taxes. City is not subject to taxation. No federal or other taxes (excise, luxury, transportation, sales, etc.) shall be included in quoted prices. City shall not be obligated to pay or reimburse Consultant for any taxes attributable to the sale of any Services which are imposed on or measured by net or gross income, capital, net worth, franchise, privilege, any other taxes, or assessments, nor any of the foregoing imposed on or payable by Consultant. Upon written notification by City and subsequent verification by Consultant, Consultant shall reimburse or credit, as applicable, City in a timely manner, for any and all taxes erroneously paid by City. City shall provide Consultant with, and Consultant shall accept in good faith, resale, direct pay, or other exemption certificates, as applicable.

6. Out of Pocket Expenses. Consultant shall be reimbursed only for expenses which are expressly provided for in a Statement of Work or which have been approved in advance in writing by City, provided Consultant has furnished such documentation for authorized expenses as City may reasonably request.

7. Audits. Consultant shall provide such employees and independent auditors and inspectors as City may designate with reasonable access to all sites from which Services are performed for the purposes of performing audits or inspections of Consultant's operations and compliance with this Agreement. Any audit shall be at City's expenses, provided that Consultant shall provide such auditors and inspectors any reasonable assistance that they may require. Such audits shall be conducted upon reasonable advance notice to Consultant in such a way so that the Services or services to any other customer of Consultant are not impacted adversely.

8. Term and Termination. The term of this Agreement shall commence on the Effective Date and shall continue unless this

Agreement is terminated as provided in this Section 8.

(a) Convenience. Either party may, without cause and without penalty, terminate the provision of Services under any or all Statements of Work upon thirty (30) days prior written notice. Upon such termination, City shall, upon receipt of an invoice from Consultant, pay Consultant for Services actually rendered and reimbursable expenses incurred prior to the effective date of such termination. Charges will be based on time expended for all incomplete tasks as listed in the applicable Statement of Work, and all completed tasks will be charged as indicated in the applicable Statement of Work.

(b) No Outstanding Statements of Work. Either party may terminate this Agreement by providing the other party with at least thirty (30) days prior written notice of termination if there are no outstanding Statements of Work.

(c) Material Breach. If either party materially defaults in the performance of any term of a Statement of Work or this Agreement with respect to a specific Statement of Work (other than by nonpayment) and does not substantially cure such default within thirty (30) days after receiving written notice of such default, then the non-defaulting party may terminate this Agreement or any or all outstanding Statements of Work by providing ten (10) days prior written notice of termination to the defaulting party.

(d) Bankruptcy or Insolvency. Either party may terminate this Agreement effective upon written notice stating its intention to terminate in the event the other party: (1) makes a general assignment of all or substantially all of its assets for the benefit of its creditors; (2) applies for, consents to, or acquiesces in the appointment of a receiver, trustee, custodian, or liquidator for its business or all or substantially all of its assets; (3) files,



TO: City Council

THROUGH: Eric A. Keck, City Manager

FROM: Dave Henderson, Director of Public Works

DATE: April 13, 2017

SUBJECT: COUNCIL REQUEST NO. 17-031 (Architect Proposals)

City Council requested a summary of the top five architect proposals with scoring sheets.

Attached are copies of the cover letters submitted by the top five firms who responded to our Request for Qualifications for the new Police Headquarters. The cover letters will provide a brief overview of their qualifications and experience. Complete copies of the responses are voluminous and challenging to summarize. The bound copies are available for review at the Public Works Department.

Along with the "RFQ Score Sheet" and "Interview Scoring", we have included the "Architectural Scoring Criteria" and the "Oral Interview Invitation".

dh

att: RFQ Cover Letters
RFQ Score Sheet
Interview Scoring
Architectural Scoring Criteria
Oral Interview Invitation

March 28, 2017

Alicia Stutz
City of Englewood
1000 Englewood Parkway
Englewood, CO 80110

**Re: Response to Request for Qualifications #RFQ-17-002,
Design and Construction of New Police Headquarters**

Dear Ms. Stutz and Members of the Selection Committee:

DLR Group is pleased to submit our statement of qualifications for the Englewood Police Headquarters. We believe our experience and enthusiasm are a great match to help you realize your vision for this project. These elements sound simple, but they make all the difference in determining who you want to work for with through this design process. Together, we will develop the optimum solution to meet the City of Englewood's public safety needs for today and into the future while designing a facility that connects the community and promotes officer wellness. We understand the Police Department's deep rooted history in this community and look forward to the opportunity to design a 21st century police station to meet the city's goals for today and for the next 30 years.

WE GOT THE BAND BACK TOGETHER – Our integrated team of Architects, Engineers and Interior Designers have recently completed, or are in the process of completing, 5 Colorado/Wyoming public safety facilities and studies in the last 5 years, including the current Colorado Springs Sand Creek Police Sub-Station.

THE RIGHT PEOPLE – We like to meet and talk with our clients face-to-face to develop connections and appreciate personalities. That is why we are so excited about this opportunity; this is OUR community as well. It allows us to understand, on a human level, what makes you and your project so important. Our hands-on team of Public Safety Facility experts will provide the steady leadership that comes from the wisdom of experience. This wisdom allows us to comfortably guide the process of getting to the right solution for the City of Englewood.

THE RIGHT ATTITUDE – There is more that lies beyond the technical ability of putting together a facility floor plan. We actually get excited about public safety + civic planning. It's why our team members have remained committed to serving the municipal industry for decades. That attitude works its way into every project we touch. We will share our enthusiasm for great planning and design with the City of Englewood/Englewood Police Department/CBRE team to help you shape the best possible new police station.

THE RIGHT EXPERIENCE – DLR Group's rich history in programming, planning and designing public safety facilities has allowed us to see the full extent and evolution of police department facility trends. But trends aren't something we just track. We are constantly exploring new and imaginative solutions for creating environments that are better, safer, and more efficient for all stakeholders.

Our design team is experienced in defining, refining and implementing customized project programs based upon site-based input and developing a close working relationship with user groups and stakeholders. We will tailor a program to meet the City's needs while preserving the uniqueness and defining characteristics of the project. Our entire team looks forward to providing excellence in architectural services to the City of Englewood.

You may contact me regarding this proposal at 720/904-0440 or ebledowski@dlrgroup.com. As the Principal in Charge, and a long-time Colorado resident, I assure you that the information contained in this document is accurate. Please accept DLR Group's proposal as our enthusiastic response to the Request for Qualifications for the new City of Englewood Police Department Headquarters facility.

Sincerely,

DLR Group



Edward Bledowski, AIA
Principal in Charge

DLR Group
1555 Blake Street, Suite 1250
Denver, CO 80202

3198 Speer Boulevard
Denver, Colorado 80211
303.294.9448
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www.amdarchitects.com

AndersonMasonDale Architects

March 24, 2017

City of Englewood
Attn: Alicia Stutz
1000 Englewood Parkway
Englewood, CO 80110
Re: Architectural and Engineering (A/E) Services for the new Police Headquarters

To Ms. Stutz and the Members of the Selection Committee:

We are pleased to present for your consideration the Anderson Mason Dale Architects (AMD) team for the City of Englewood Police Headquarters and Parking Structure. Ours is a local team with strong, established working relationships and a proven ability to deliver state-of-the-art, high-performance, highly functional facilities that serve our clients and their institutions in accordance with their mission, processes and internal culture.

We know that these are exciting times for the City of Englewood. City Manager Keck's efforts to reshape the City's image surely include such important new facility investments as the Englewood Police Department. We understand that your site is complex and must remain operational throughout the design and construction process. We believe that first responder facilities are entirely driven by function and safety; consequently, we 'design from the inside out', allowing your functional needs and requirements to steer all efforts. Our process is tailored around the development and expression of these functions for the officers and the public they serve.

You have our commitment to be your local, always-available, ever-reliable single point of management of the design efforts for our team. Our team has been assembled for both their well-rounded and specific expertise to address and support key needs that we believe are essential to the success of your project.

Skilled local and national police facility design expertise. Anderson Mason Dale Architects is a local leader in justice and law enforcement design. McClaren Wilson & Lawrie (MWL) are national leaders in police design with whom we have worked for fifteen years. Our collaboration ensures that you will benefit from local leadership and state-of-the-art expertise in the design of the Englewood Police Headquarters.

Designing within an aggressive schedule on an operational site. We understand that emergency responder sites are foremost about safety and reliability of service. We know that your project needs to move quickly. We have excellent recent experience on sites driven by precisely these parameters.

Civic work and public process. The vast majority of our firm's work is in the public realm. Municipalities, counties, states, the federal government, universities, schools and other public institutions are our clients. We are accustomed to and skilled in engaging public process and public review as a primary component of our process in all of our work. We believe the breadth of our experience in public and civic work will directly benefit the City of Englewood in your process.

Sustainable, responsible design. All of the work in our studio is designed to a LEED Silver standard, regardless of certification pursued; we exceed this based upon client goals and objectives. We believe that the greatest opportunity to yield long term benefit to the City of Englewood will be through smart energy choices which will maximize user comfort and minimize long term operational costs.

We hope that you find our enclosed response to your solicitation compelling. We have learned much recently of the unique opportunities presented by your project, and we are inspired. We thank you for this opportunity and look forward to discussing your project with you further very soon.

Respectfully Submitted,

David Pfeifer, AIA
Principal

Paul S. Haack, AIA
Andrew G. Nielsen, FAIA
David C. Pfeifer, AIA
Joey Carrasquillo, AIA
John D. Graham, AIA
Ronald L. Mason, FAIA
John D. Anderson, FAIA
Emericus
Curt F. Dale, FAIA
1945-2003
Cathy Bellam, AIA
Beth Blanchard, AIA
John Evers, AIA
Erin Hillhouse, AIA
David E. Houston, AIA
Kristin D. Connell, Assoc. AIA
James R. Taylor, AIA
Dan Bishop, AIA
Peter Koehler, AIA
Ryan Lutz, AIA
Jenna Mitchell, AIA
Suzanne Dapee Mitchell, AIA
Cynthia Ottent, AIA
Michael Stess, AIA
Todd Swanson, AIA
Kristina Winn, AIA
Julie Zurakowski, AIA



**BARKER
RINKER
SEACAT**
ARCHITECTURE

March 28, 2017

City of Englewood
Attn: Alicia Stutz
1000 Englewood Parkway
Englewood, Colorado 80110

RE: City of Englewood - Police Headquarters
Request for Qualifications #RFQ-17-002

Dear Ms. Stutz and Members of the Selection Committee,

Barker Rinker Seacat Architecture (BRS) in association with MWL Architects is pleased to submit our qualifications package to assist the City of Englewood in the planning and design of the new Police Headquarters building.

BRS has focused throughout its 41 years on projects that serve communities. Projects include police stations, town halls, libraries, community centers, higher education, schools and National Park facilities. The philosophy of BRS is that successfully designed buildings are a product of the context from which they grow. We recently completed two Police Community Substations for the City of Arvada and will soon begin design for a third station. In addition, we designed the City of Aurora Public Safety Training Center which opened in 2016.

Frank Buono, BRS Principal will be the Team Leader for your project and will be the City's main point of contact. Keith Hayes, BRS Principal will assist Frank, and Jason Ringdahl will be Project Manager. We are proud to partner with MWL Architects as our Public Safety Facility Consultant Architect. MWL is a national thought leader in public safety facility planning and design and has completed similar demanding public safety projects with municipalities throughout the country. Their successful past experience and proven expertise will be invaluable in delivering a collaborative, dynamic, and interactive project for the City of Englewood Police Department.

Consultant team members for your project, with whom we have worked extensively, include:

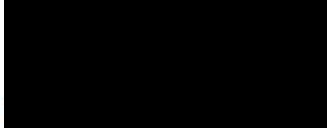
- Norris Design - Site Planning and Landscape Design
- Martin Martin - Civil Engineering
- KL&A - Structural Engineering
- The Ballard Group - Mechanical & Plumbing Engineering
- AE Design - Electrical Engineering and Lighting
- K2 Audio - Acoustic Design

Ultimately, the selection of a consultant is a subjective one. How well we communicate is as important as the breadth of our experience. We encourage you to call our clients, tour our facilities, and visit our offices. They are the best testament to our commitment to service and design excellence.

Sincerely,



Frank Buono, CIO
Principal
frankbuono@brsarch.com



Keith Hayes, AIA, LEED AP
Principal
keithhayes@brsarch.com

ENYER
157 RINGSBY COURT
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7.527.6880



March 28, 2017

City of Englewood
Attention: Alicia Stutz
1000 Englewood Parkway
Englewood, CO 80110

RE: Qualifications – Architectural/Engineering Team

Dear Englewood Friends,

On behalf of Wold Architects and Engineers, we are excited about this 100% opportunity to team with the City of Englewood on this much anticipated new Police Headquarters. As a public-sector focused Architectural and Engineering firm with more than 49 years of experience, our primary objective is to provide the communities we serve with exceptional design and client service. We want to help the City meet all their objectives in creating a highly successful new next generation public safety facility. Furthermore, we strongly believe the Wold team is best suited to partner with the City of Englewood for the following reasons:

collaborative approach

- A participatory process that will form a partnership with CBRE and the City of Englewood to form an effective DAG.
- People will be informed and engaged.
- We know how to organize ideas from all stakeholders.

engaging your community

- We will leverage our experience working with your community to incorporate your history and culture.
- Local resources will be engaged as much as possible when appropriate.
- Lasting connections will be made to the community by creating a strong connection to Miller Park and to the community room within the police station.

public safety design excellence

- Our team includes both our internal team of public safety experts along with nationally recognized police facility expert Jim McClaren of MWL.
- We will focus on efficiency whether it be functionality, workflow, energy use or ecological construction.
- We will expose you to current police design trends while keeping functionality, safety and security at the forefront.

solving unique challenges

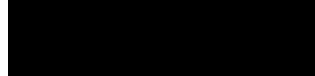
- We know how to stage construction on an occupied site.
- As national experts in 911 design we will help you manage the design, relocation and migration of the 911.
- Desman, a national and local parking structure expert has joined our team.
- Our emphasis is achieving 100% success on maintaining schedules and budgets.

Detailed information regarding our approach and relevant experience is included in this proposal. We are available at your request to provide additional details of Wold's capabilities, or to meet with you in person to further discuss our qualifications. Perhaps more importantly, we truly encourage you to contact our references to hear firsthand of our commitment to teaming for successful projects.

Our team is excited for the opportunity to work with CBRE and the City of Englewood. We look forward to hearing from you soon!

Sincerely,

Wold Architects and Engineers



Roger Schroepfer, AIA, LEED AP BD+C

Wold Architects and Engineers
1553 Platte Street, Suite 201
Denver, Colorado 80202
woldae.com | 303 928 8800

**PLANNERS
ARCHITECTS
ENGINEERS**

28 March 2017

Alicia Stutz
City of Englewood
1000 Englewood Parkway
Englewood, CO 80110



Ms. Stutz and members of the Selection Committee,

The development and design of a Police Headquarters is truly an opportunity to captivate the hearts, minds, and trust of visitors, residents, police forces, and staff each and every day. As an integral part of the Englewood community's fabric, this place will be a true civic asset. The design of this asset is a visible investment in your City's future, and if you choose a team who thinks long term, on your behalf, that investment will produce dividends for decades to come. In short, design matters. Your project is an opportunity to realize an inspiring police facility and a model for achieving excellence through collaboration and design.

Our integrated team, led by Humphries Poli Architects and supported by McLaren Wilson & Lawrie, nationally-acclaimed public safety facility design experts, is prepared to meet the project goals by providing a balance of:

- Seamless client collaboration
- Meaningful stakeholder and civic engagement
- Powerful vision and leadership
- Inspirational design
- Skillful management and coordination

We have exceptional familiarity with both the project, the site, and the City's expectations. As such, we are ready to hit the ground running. We are anxious to build on this valuable knowledge and experience. Please don't hesitate to contact our team with any questions regarding our response to your RFP. We are inspired, energized, and ready to assist you in taking this important step for Englewood.

We look forward to the opportunity to meet the selection committee and to discussing your vision in further detail.

Sincerely,
Humphries Poli Architects, P.C.



Joseph Poli, AIA
Principal
E jpoli@hparch.com
P (303) 607-0040

Englewood Police HQ
Design Team RFQ Scoring

Description	Total Available	Candidates (Alphabetically)														NOTES
		AMD	BRS	Brinkley Sargent	CooverClark	Davis Partnership	DLR Group	Farnsworth	Hoefler Wysocki	Humphries Poi	Powers Brown	RNL	Roth Sheppard	TreanorHL	Wold	
Firm Profile																
Location, Certification, & Risk factor	10	8.67	7.33	6.00	5.67	5.33	8.83	5.67	5.50	7.17	6.67	7.00	8.50	5.67	8.00	
Project Team & Consultant Quals																
Design Team Leader	10	7.67	6.33	7.00	5.67	6.33	8.17	6.00	6.67	7.00	5.83	5.83	7.17	5.33	7.50	
Design Team Quals	20	15.83	13.00	12.83	11.67	12.50	16.17	11.83	13.33	14.83	11.17	11.17	13.17	10.50	15.00	
Sub Consultant Quals	10	7.83	8.17	6.83	6.33	7.33	8.33	5.33	7.17	8.33	6.50	5.50	6.33	6.67	8.17	
Staffing Commitment/Breakdown																
Design Team Leader	10	7.67	5.67	6.50	5.50	5.83	7.50	5.50	5.83	6.33	5.33	6.00	6.50	5.00	6.83	
Design Team Breakdown	5	3.67	3.33	2.83	3.17	3.00	4.50	2.83	3.00	3.33	2.67	2.83	3.17	3.33	4.00	
Sub Consultants	5	4.00	3.83	2.83	3.67	3.33	4.50	3.33	3.67	3.50	3.00	3.33	3.17	3.83	4.00	
Project Approach																
Project Approach	15	11.33	11.83	10.17	9.50	9.33	13.50	9.17	10.50	11.67	8.00	8.67	9.83	8.17	12.00	
Understanding of Scope	10	8.67	8.67	7.00	6.50	6.67	9.17	7.00	7.83	7.83	6.33	7.50	7.33	7.17	8.67	
Budget/Schedule Design	10	8.00	7.67	6.33	5.83	6.67	8.33	6.67	6.83	7.17	6.00	6.67	6.83	6.00	7.67	
Community Outreach	5	3.33	4.17	2.83	2.83	3.67	4.50	2.67	3.33	4.50	2.83	3.33	3.00	3.67	4.17	
Project Experience																
Public Safety Experience noted	15	12.83	12.50	12.83	8.83	8.83	13.50	8.83	10.67	12.33	6.50	8.67	12.33	10.00	12.33	
Local Experience	5	4.50	4.00	3.83	3.00	3.00	4.17	2.83	3.33	4.17	3.00	2.33	4.33	1.83	3.50	
Other Public Experience noted	5	4.67	4.33	4.00	3.33	3.50	4.33	3.50	3.83	4.33	3.00	3.00	4.17	3.17	4.17	
High Performance Design																
HPD Experience	15	12.50	12.17	11.33	9.50	10.17	12.00	10.17	11.50	12.33	9.17	8.17	10.17	9.17	10.67	
References																
References provided	10	8.83	8.67	8.17	7.17	7.00	8.00	6.83	7.33	8.33	6.50	7.17	7.17	7.00	7.83	
TOTAL	160	130	121.7	111.3	98.17	102.5	135.5	98.17	110.3	123.2	92.5	97.17	113.2	96.5	124.5	
Description	Total Available	Rank														Notes
		2	5	7	10	9	1	10	8	4	14	12	6	13	3	

Englewood PHQ
A/E Oral Interview
Master Score Card

4/5/2017

TOTAL SCORES			Presentation	Question # 1	Question # 2	Question # 3	Question # 4	Question # 5	Question # 6
	Firm Ranking	Total Points							
Total Points Available		55	25	5	5	5	5	5	5
Wold Architects	3	43	21	4	4	3	4	4	4
HPA	5	39	18	4	4	3	4	3	3
DLR	1	48	23	4	4	4	4	4	4
BRS	4	40	19	4	4	4	3	3	3
AMD	2	47	23	4	4	4	4	4	4

Scoring Criteria Breakdown

Firm Profile

- CBRE looks at the size of the firm and ability to manage a project of this size (0-2 points)
- Location of office in reference to the project site or client's office for impromptu meetings or construction questions (0-2 points)
- Company profile of types of projects in relation to this project type (0-2 points). This project would look for a team with a strong public and community project history with the only giving the max points to teams with strong police building projects.
- Will they meet the insurance requirements for the project? (0-2 points)
- Claims listed from other projects and the type of claim (is it architectural or is it a subconsultant listed in the claim) (0-2 points)

Project Team & A/E Sub-consultants Qualifications

- Clean organization chart that shows who the point of contact is for the duration of the project (0-10 points)
- Titles, roles, and resumes of the team prove, based on experience, we are getting a qualified team handling the right parts of the design such as: (0-20 points)
 - Principal involved with overall guidance and planning
 - Director of Design who runs the designing components
 - Design specialist that focuses on the specific project specialty (police stations for this project)
 - Project Manager that stays involved throughout the entire project
 - Construction Advisor who is the main construction observer and reviewer
 - Interior designer for specific interior finishing strengths (could be a subconsultant)
 - Sustainability specialist for focus on high performance building (could be a subconsultant)
- List and strength of subconsultants based on the resumes provided and knowledge within the industry (CBRE will discuss the stronger consultants) 0-10 points

Staffing Commitment/Breakdown

- Having a full time commitment from the Design Team lead or point of contact (0-10 points)
- Other commitment efforts from members listed above critical to the project milestones. (0-5 points)

- Understanding of sub-consultants commitments as it pertains to the resumes provided. Goal is to make sure we know who will be doing the work for that sub-consultant and how their workload is. Ideally you want a major sub consultant to have 6-10 hours a week committed during design. (0-5 points)

Project Approach

- Making sure their narrative approach meets the design services listed in the RFQ without any exceptions and then determining their understanding of the overall project. If there is clear effort of due diligence and project understanding (history information, sketches of the project, etc.) that should be factored into the scoring. (0-20 points)
- Specific information about Owner/contractor/community collaboration ideas/efforts that will lead to the overall project goals and how they propose to provide updates. (0-5 points)
- Specific information regarding keeping the design tracking towards the project budget and how they manage that with and without the CM/GC. Also, information on the design schedule and how they will manage to the milestones provided in our master schedule. (0-10 points)
- Providing more unique capabilities of the team that is included in their approach such as bringing in specific scope specialists to benefit the project. (0-5 points)

Project Experience

- Past project examples provided within the RFQ that are relative to our project. Big comparisons should be project type (police building in our case), project size, budget, and style of contract (CM/GC, Design-Build, etc.). Factor in the public project, sustainable designs, operational facility during construction examples, and project exposure potential. (0-25 points)

High Performance Facility Design Experience

- Looking for specific information on strengths related to LEED, WELL, and other sustainable accreditation designs. Identify if there is an in-house consultant that will lead the project team through this or if there is a sub-consultant and understand that person's experience. (0-10 points)
- Examples of the past projects that have met the accreditation and what levels. Note if there are any specific examples they plan to go with for our project. (0-5 points)

References

- Solid reference letters that provide support on the team's strength to complete the project and meet the project goals. Look for specific letters that would relate to our project. It is best to have these letters officially signed and on their client's letterhead. (0-10 points)

30 March 2017**A-E RFQ – Oral Interview Invite****RE: ENGLEWOOD POLICE HEADQUARTERS**

To Whom It May Concern:

Congratulations! Your firm has been short listed to interview for the Englewood Police HQ. The interviews are scheduled on April 4th 1pm – 5pm. Please see below for the interview logistics and presentation material.

I. Oral Interview Times

<u>Firm</u>	<u>Time</u>	<u>Comments</u>
Wold Architects	<u>1:00–1:25 PM</u> <u>1:25–1:40 AM</u>	<u>Presentation</u> <u>Question & Answer</u>
Humphries Poli	<u>1:50–2:15 PM</u> <u>2:15–2:30 PM</u>	<u>Presentation</u> <u>Question & Answer</u>
DLR Group	<u>2:40–3:05 PM</u> <u>3:05–3:20 PM</u>	<u>Presentation</u> <u>Question & Answer</u>
Barker Rinker Seacat	<u>3:30–3:55 PM</u> <u>3:55–4:10 PM</u>	<u>Presentation</u> <u>Question & Answer</u>
Anderson Mason Dale	<u>4:20–4:45 PM</u> <u>4:45–5:00 PM</u>	<u>Presentation</u> <u>Question & Answer</u>

II. Logistics

- A. Interviews will be held at the Englewood Police building located at 3615 S Elati in the training room.
- B. There will be a projection screen available but no projector. There will not be a usable display screen available either. Please plan accordingly.
- C. It is the candidate's option to bring handouts or materials for distribution to the interview. If you choose to bring handouts, eight (8) copies will be required.

- D. Please only bring individuals to the oral interview that will be actively, prominently and consistently participating in the design and construction process and meeting with the ownership team throughout preconstruction and construction, in the event your firm is selected. The committee would request no sub-consultants attend the interview portion except any PD consultant included/partnered with your design team.

III. Candidate's Presentations

25 Minutes

- A. Candidates will be given 20 minutes to address the following items:

- 1. QUALIFICATION OF THE MANAGEMENT TEAM MEMBERS (5-10 min)

- a) Clearly identify the single point of contact during the design and construction of the project. Demonstrate how your proposed team will evolve throughout the phases of the project by using a staffing diagram or organizational chart.
- b) Explain the prior experience of the project team and how that will relate to this project.

- 2. PROJECT APPROACH (10+ min)

- a) Clearly articulate your design approach for taking the provided draft Workplace document as the program and how your firm will validate and start the SD phase. This should be the bulk of the presentation.
- b) Provide examples of what the current trends in public safety building projects are today.

- 3. TEAM DYNAMICS (5 min)

- a) Identify the two (2) biggest constraints you believe to be the most important for this specific project and present some ideas exploring how they might be solved.

IV. Selection Committee's Questions

15 Minutes

- A. The selection committee will ask questions of the oral interview candidates.

V. Proposals

- A. Please use the attached bid form in preparing your proposals for the project. Place the final version in a sealed envelope and hand deliver to CBRE prior to your presentation.

Thank you for your continued interest in these exciting and unique projects. We look forward to hearing from your team!