



**NATRONA COUNTY
BOARD OF COUNTY COMMISSIONERS
SPECIAL AGENDA**

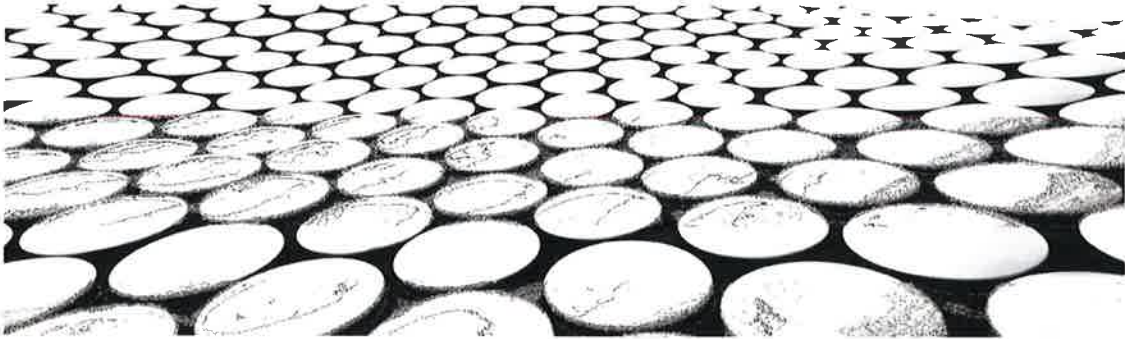
Steven Freel, Commissioner
Dallas Laird, Commissioner
Jim Milne, Commissioner
Peter Nicolaysen, Commissioner
Dave North, Commissioner

Tuesday, June 6, 2023 11:45 a.m.
Natrona County Courthouse, 200 North Center, Casper, Wyoming
2nd Floor, District Courtroom

- I. CALL MEETING TO ORDER**
- II. ROLL CALL**
- III. PLEDGE OF ALLEGIANCE**
- IV. HEALTH DEPARTMENT FACILITY**
 - A. Selection of Architect, RFP, etc.
- V. CONTRACTS, AGREEMENTS RESOLUTIONS**
 - A. Resolution 13-23 Authorization Ratifying the Authorization of the NC Treasurer to move all NC Funds from WYO Star II
- VI. ADJOURNMENT**

CASPER NATRONA COUNTY HEALTH DEPARTMENT NEW BUILDING

JUNE 6TH, 2023



HISTORICAL INFORMATION

- July 2020- initiated needs assessment and programming assessment
- Worked extensively to secure funding – **total of \$22.5 million to date**
 - Natrona County \$15.5M
 - Wyoming SLIB ARPA funds \$4.5M
 - Federal earmark initiated by Cheney office \$1.5M
 - Casper Natrona County Health Department \$1.0M
- Vetted multiple sites
 - Selected location is **12th and Conwell Streets**, donated by City of Casper

TIMELINE

- March 22, 2023: Contracted with Lisa Hubbard, retired Architect, to consult and develop Request for Proposal (RFP)
- March 30, 2023: RFP Issued to six Casper Architectural firms and advertised in Star Tribune and on County's website
- May 3, 2023: Three RFP responses received
- May 23, 2023: In-person interviews conducted with the three firms
- June 6, 2023: Make recommendation of Architect selection to Board of County Commissioners
- June 7, 2023: Issue Notice of Award to selected Architect
- June 7 - 14, 2023: Work with Lisa Hubbard and Jared Holbrook to draft Agreement
- June 20, 2023: Agreement signed by Board of County Commissioners

RESPONSES TO THE RFP

- Three Casper Architectural firms provided responses to the RFP with fee proposals and were scored using a pre-established matrix
 - GSG Architecture
 - Hein|Bond Architects
 - MOA Architecture
- All three firms were interviewed and scored using a pre-established matrix
- Selection and Interview team:
 - Christie Nelson, CNCHD Board Chair
 - Mike Cometto, CNCHD Board
 - Tom Popilek, County Facilities Director
 - Jared Holbrook, Deputy County Attorney
 - Peter Nicolaysen, County Commissioner
 - Lisa Hubbard, Consultant
 - Anna Kinder, CNCHD Executive Director

SCORES FROM RFP RESPONSES

SUMMARY OF SCORES FROM RFP RESPONSES				
Date Reviewed and Discussed : Friday, May 5, 2023				
	AVAILABLE TOTAL POINTS	GSG Architecture	Hein Bond Architects	MOA Architecture
TOTAL POINTS OF ALL REVIEWERS	560	462	385	523
AVERAGE OF THE SIX REVIEWERS (TOTAL POINTS RECEIVED / 7 REVIEWERS)		66.0	55.0	74.7
RANKING BY SCORE - HIGHEST SCORE IS THE HIGHEST RANK WITH NO. 1 BEING THE BEST		2	3	1

SCORING CRITERIA – 80 POINTS MAXIMUM

1. Adherence to proposal format (10 pts)
2. Project team qualifications (10 pts)
3. Team management/organization (10 pts)
4. Demonstrated experience with projects within the municipal and public sector (15pts)
5. Project understanding and approach (10 pts)
6. Community involvement of the primary firm (5 pts)
7. Completeness of Project Schedule (10 pts)
8. Completeness of the Opinion of Probable Costs (10pts)

SCORES FROM INTERVIEWS

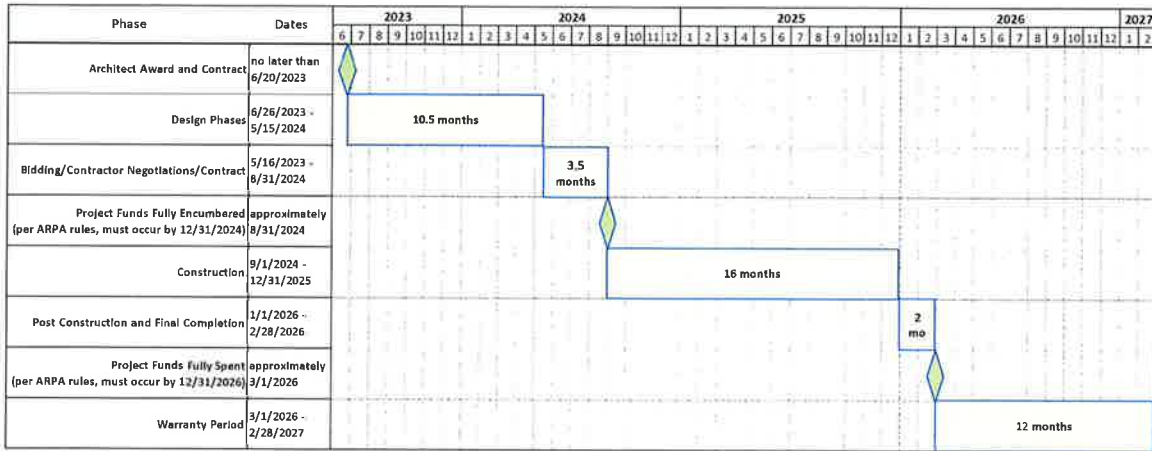
SUMMARY OF INTERVIEW SCORES				
Date Reviewed and Discussed : May 23, 2023				
	AVAILABLE TOTAL POINTS	MOA Architecture	GSG Architecture	Hein Bond Architects
TOTAL POINTS OF ALL REVIEWERS	700	546.5	460	454.5
AVERAGE OF ALL REVIEWERS (TOTAL POINTS RECEIVED / 7 REVIEWERS)		78.1	65.7	64.9
RANKING BY SCORE - HIGHEST SCORE IS THE HIGHEST RANK WITH NO. 1 BEING THE BEST		1	2	3
PROPOSED FEES (INCLUDED IN SCORING CRITERIA)		\$ 2,220,000	\$ 945,120	\$ 1,110,000

SCORING CRITERIA – 100 POINTS MAXIMUM

1. Project Team and Consultants (10 pts)
2. Project Management (25 pts)
3. Related Project Experience (10 pts)
4. Challenges of this Project (25 pts)
5. Fee Proposal (30 pts)

RECOMMENDATION FROM SELECTION COMMITTEE.....

SCHEDULE AND MAJOR MILESTONES



OWNER'S REPRESENTATIVE

What is an Owner's Representative?

1. An Owner's Representative, as the term implies, is someone that an Owner (or county government) hires to act as their agent and representative for a design and construction project.
2. They serve as an Owner's extension, providing support and guidance throughout the entire project including communications and actions with the Architect, their consultants, designers, and the construction Contractor/Subcontractors.
3. An Owner's Rep will coordinate with them throughout the entire project to ensure that the Owner's interests are protected at all times.
4. Investing the money on the right Owner's Representative typically has a positive overall effect on the project schedule, cost, quality and risk management.

BUILDING COMMISSIONING (CX)

The principal goals of building commissioning are to:

1. Verify that the Owners Project Requirements, including commissioning (of primarily HVAC systems) are in the project design and construction documents, utilizing a **third party Commissioning Engineer hired by the Owner.**
2. **Prevent or eliminate problems** in a cost-effective manner through proactive quality techniques. The Commissioning Engineers starts in the early design phase **working with the design engineers** and ends after the Warranty phase after **monitoring the construction**, working as the Owner's agent 100% of the time.
3. Verify **mechanical and electrical systems are installed and working as intended** and benchmark that operation.
4. **Provide and collect documentation** and records on the design, construction, and testing to facilitate operations and maintenance of the facility.
5. **Facilitate training** and the inclusion of system operation documentation and commissioning tools for maintenance staff.
6. **Lower overall first costs** and life-cycle costs for the Owner.
7. **Maintain facility performance** for the building's entire life.

Commissioning Costs and Savings

For budget purposes, **fees** for commissioning HVAC and controls along with lighting efficiency and controls for a new building should be in the range of **\$1.50 to \$3.00 per sf of building area.**

Commissioning will result in **lower operations and maintenance costs over the lifetime of a building.** According to the U.S. General Services Administration, the one-time investment in fees for commissioning a building can result in the operating and maintenance costs being 8 percent to 20 percent below that of a non-commissioned building.

PROJECT BUDGET

OPINION OF PROBABLE COSTS - TOTAL PROJECT BUDGET		
Building Construction Costs and Building Permits	\$ 20,125,000	
Site Improvement Construction Costs	\$ 4,200,000	
Subtotal	\$ 24,325,000	
Design Contingency - 10% of Building & Site Costs - eventually is absorbed into construction costs as design progresses and is refined	\$ 2,067,625	
Subtotal of Construction Costs	\$ 26,392,625	\$ 26,392,625
Professional Service Fees - includes fees and expenses for Architect and Engineering Consultants, Cost Estimating Consultant, Detailed and extensive Site Survey, City of Casper Site Plan Fees.	\$ 2,220,000	
Owner (Natrona County) Responsibility Costs - Geotechnical Investigation (soils study), Soils and construction materials testing, Traffic Study (if necessary)	\$ 226,000	
Owner Costs - 3rd Party Building Commissioning of HVAC equipment, Boilers, Chillers, Cooling Towers, Building Automation System (BAS), Controls, Water Heating Equipment, Automatic Lighting Controls	\$ 100,000	
Owner Costs - 3rd Party Owner's Representative to include: Liaison between Owner and Architect/Contractors, design review, construction observations and quality mitigation, assist with dispute resolution	\$ 60,000	
Furnishings - desks, tables, chairs, workstations, etc.	\$ 660,000	
IT and Specialized Equipment in addition to reused items - Copiers, Printers, Computers, projection equipment, etc.	\$ 885,000	
Owner carried Contingency during construction for unforeseen conditions - soils or underground issues, additional equipment/furniture, etc.	\$ 1,100,000	
Subtotal of Owner Carried Costs	\$ 5,251,000	\$ 5,251,000
Total Opinion of Probable Costs		\$ 31,643,625



QUESTIONS?