



September 8, 2021

Town of Palm Beach  
Attn: Ryan Canterbury, Senior Buyer  
360 South County Road  
Palm Beach, FL 33480

**RE: RFQ NO.2021-27 PROFESSIONAL ENGINEERING SERVICES FOR TOWN OF  
PALM BEACH FACILITIES ASSESSMENT**

Dear Mr. Canterbury,

This serves as Nelson Engineering Co.'s (Nelson) formal intent letter. Nelson has reviewed the scope of work and understands the requirements being asked by the Town of Palm Beach.

Nelson will apply a proven and consistent methodology when performing baseline Property Condition Assessments (PCAs) and the ensuing capital improvement planning process. We capture a visual walk-through of each facility asset using digital photographs. We include an appropriate number of photos to capture component level inventory including component age, lifecycle, and condition. Our assessors document field identified deficiencies through detailed photos and field notes to demonstrate the nature and extent of the deficiencies. After the site visit, assessment team members review their photos, field notes, and interview notes to determine a recommend corrective action and develop cost estimates for each deficiency identified. Our assessors also have experience integrating remaining useful life (RUL) factors into their assessments and can apply that experience to further refine replacement estimates and 10-year planning windows for the Town of Palm Beach. Our certified professional estimator (CPE) assists with complex cost estimates and reviews all cost data for accuracy. Following the inspections, Nelson assessors continue collaboration with cost estimators, the Project Manager, and the Quality Control/Quality Assurance Manager to ensure field data is accurately translated into the PCA Report and proposed capital improvement program.

Nelson's response demonstrates our experience performing facility assessments of similar size and complexity as the Town of Palm Beach facilities. We've provided five project examples and references in addition to summarizing our 21 years of experience performing PCAs. Our assessors have performed more than 25.7 million square feet of PCAs on more than 1,700 facilities, and over \$100 million in cost estimation completed in 2020 alone. We have the experience and in-house expertise to identify deficiencies, provide estimated costs of repair, and estimate remaining useful life of major building systems. Nelson is ready to provide exceptional value starting day one of the contract award.

Sincerely,

A handwritten signature in black ink that reads 'John Carroll'.

John Carroll, P.E.  
Director of Capital Asset Management

## **1.3.1 EXPERIENCE OF FIRM AND PAST PERFORMANCE**

### **Company Credentials**

Founded in 1993, Nelson Engineering Co. is a small, employee-owned engineering firm headquartered in Merritt Island, FL. Nelson Engineering Co. (Nelson) currently employs over 90 professionals in the electrical, mechanical, civil, environmental, chemical, geotechnical, safety and fire protection engineering disciplines. Nelson has licensed Professional Engineers (PE) including fire protection engineers (FPE), Leadership in Energy and Environmental Design Accredited Professionals (LEED AP), Project Management Professionals (PMP), Certified Professional Cost Estimators (CPE), and a Certified Safety Professional (CSP). Our Central Florida Office is located 2 hours from the Town of Palm Beach, which offers easy access and quick response times.

Nelson is highly qualified to perform the Property Condition Assessments (PCAs) for the Town of Palm Beach. Our inspection approach has assessors under the supervision of a qualified Professional Engineer (PE). We understand the importance of proper condition assessments and how they fit into the overall facility maintenance planning and programming process. Our company performs engineering across the full lifecycle of facilities and infrastructure – from planning, programming, design, construction management, commissioning, operations, and maintenance engineering to asset decommissioning/disposal.

Nelson has a concise, defined set of core competencies that include asset management and performing PCAs for federal clients. PCAs are a key heritage line of business for Nelson, and we have a comprehensive understanding of how to best apply these practices for our clients. Our engineers regularly perform field inspections, property condition assessments, cost estimating, and conceptual scoping assessments. In 2020 alone, Nelson performed property condition assessments on 1,765 buildings totaling 25.7 million square feet.

Nelson uses a proven, established process to perform PCAs for all our customers. Nelson's assessment process has evolved based on 21 years of condition assessment experience and application of ASTM E 2018-15 and other professional guidance. Our assessors use client-provided data and building maintenance staff interviews in addition to field inspections to identify deficiencies both conspicuous and concealed. Our methodology provides clients with an accurate and thorough condition assessment of their facility assets across all UNIFORMAT II divisions and considers mission supportability requirements.

### **Current Related Projects**

Nelson has substantial experience performing condition assessments for clients with comparable asset portfolios. Nelson is currently the prime contractor performing condition assessments for all assets at the National Institutes of Health (NIH) and National Institute of Standards and Technology (NIST). Nelson also recently won a Blanket Purchase Agreement (BPA) to perform condition assessments for the National Park Service's (NPS) concessioners in all parks nationwide including overseas territories.

### **Completed Related Projects**

Since 2000, Nelson has performed facility assessments and provided Capital Improvement Planning consulting services for multiple commercial and government agencies. Our clients

include National Aeronautics and Space Administration (NASA), Boeing, Lockheed Martin, United Space Alliance (USA), Space Gateway Support (SGS), NIH, NPS, NIST. Department of Energy (DOE) clients include the Idaho National Laboratory (INL), Stanford Linear Accelerator Laboratory (SLAC), Los Alamos National Laboratory (LANL), Y-12 National Security Complex, Office of Secure Transportation (OST), and the Waste Isolation Pilot Plant (WIPP).

Since 2013, Nelson has also performed BUILDER Sustainment Management System (SMS) facility assessments for the Air Force Civil Engineering Center (AFCEC), Army Installation Management Command (IMCOM), Army National Guard, Air National Guard, the Naval Air System Command (NAVAIR), and the Department of Veteran Affairs (VA). Additionally, Nelson has performed BUILDER assessments for the Defense Health Agency (DHA), MacDill Air Force Base, Ascension Island Auxiliary Airfield on Ascension Island, St. Helena, and Defense Commissary Agency (DeCA), as well as other Federal clients.

Five (5) facility assessment projects, similar in scope and completed within the last five (5) years, are detailed below.

### **Project 1 – Facility Assessments for NASA’s Kennedy Space Center Visitor Complex (KSCVC)**

- Location: Kennedy Space Center Visitor Complex (KSCVC), Merritt Island, FL
- Year of Completion: 2021
- Project Size: 4,653,483 SF (combined total over six years)

As prime contractor, Nelson performed property condition assessments (PCAs) and consulting services for all Delaware North Companies (DNC) Parks & Resorts facilities at the Kennedy Space Center Visitor Complex (KSCVC) in Merritt Island, FL in 2015 through 2021. To date, Nelson has assessed all 68 KSCVC facilities over multiple cycles including the exhibits, IMAX Theater, artifacts, rocket garden, storage, administrative support areas, and utility systems.

Nelson performs field assessments of utilities, grounds, building structure, exterior enclosure, architectural, interior finishes, HVAC (including chillers and built-in refrigerator/freezers), plumbing systems (including compressors and pumping systems), electrical, life safety systems, elevators, accessibility, and communication systems. Areas assessed include offices, restrooms, garages, mechanical rooms, electrical closets, common areas, and restricted areas.

Inspection conditions and deficiencies are recorded with building-level PCA reports for documenting major (>\$5,000) and minor (<\$5,000) deficiencies with cost estimates developed using RSMeans CostWorks. Deficiencies are prioritized by calculating a priority score with factors for safety, visitor exposure and failure year. The Facility Condition Index (FCI) values are calculated using the Current Plant Replacement Value (PRV) compared to the cost of needed repairs and replacements. The FCI is used by KSCVC to justify and gauge the future funding requests for maintenance and improvement and update the backlog of maintenance and repair.

For each task, Nelson generates an overall report summarizing the contracted PCA work for KSCVC facilities with an executive summary that highlights the conditions, preventive maintenance observations, failure trends, areas of success, and areas requiring more attention. The summary report also includes querying the work packages by location, work type, and priority.

In addition, Nelson reviews existing data on KSCVC Access Management Database, originally created by Nelson, for existing deficiencies. Nelson updates the access database by closing completed items and adding new PCA-identified deficiencies and their cost estimates.

In addition to PCAs, Nelson has provided other engineering and consulting services for DNCPR at KSCVC, including the following:

- Fall Hazard Analysis, code compliance inspections on fall protection equipment, and designs for personal fall arrest systems (PFAS)
- Arc Flash Analysis, code compliance inspections on all electrical equipment, and electrical configuration drawing updates
- Stormwater System Assessment
- ADA compliance assessments of all DNCPR facilities
- Inspections of the KSCVC Rocket Garden Guy Wires, maintenance plan development for the guy wire assemblies and redesign of the upper assembly for the Delta Thor Rocket Exhibit, which sustained damage in 2016 from Hurricane Matthew
- Maintenance Program Assessment
- Code compliance inspections on all fire and exit doors at KSCVC
- Code compliance inspections on all exterior lighting at KSCVC.

## **Project 2 – Facility Assessments for DOE’s SLAC National Accelerator Laboratory (SLAC)**

- Location: SLAC National Accelerator Laboratory, Menlo Park, CA
- Year of Completion: 2021
- Project Size: 1,737,265 SF

SLAC National Accelerator Laboratory (SLAC) awarded Nelson the FY17 Condition Assessment Survey contract in January 2017 (Purchase Order 169902), the FY18 contract in December 2017 (Purchase Order 179020), the FY19 contract in November 2018 (Purchase Order 189187), the FY20 contract in October 2019 (Purchase Order 198720), and the FY21 contract in October 2020 (Purchase Order 206032) to conduct non-invasive facility assessments of select SLAC buildings, trailers, and other structures and facilities (OSF). Combined, the contracts covered PCAs of 136 buildings/trailers totaling 1,737,265 gross square feet (GSF) and 103 OSFs.

At SLAC’s facility in Menlo Park, Nelson’s assessment team interviewed facilities personnel and area managers to gain knowledge of existing known deficiencies, conditions, and future requirements. In addition to personnel interviews, Nelson reviewed the following information provided by SLAC: work requests from Facility Asset Management Information System (FAMIS), previously listed Deferred Maintenance (DM) and Repair Needs (RN), and ADA and asbestos issue reports.

The Nelson assessment team then performed detailed PCAs of select SLAC buildings/trailers and OSFs in accordance with the guidelines established in DOE Order 430.1C: Real Property Asset Management, DOE Condition Assessment Survey (CAS) Quick Reference Guide and ASTM E 2018-15, Standard Guide for Property Condition Assessments: Baseline Property Condition Assessment Process. The team provided detailed deficiency descriptions and recommended corrective actions in a spreadsheet formatted to allow uploading directly into DOE’s Condition Assessment Information System (CAIS).

Nelson categorized deficiencies as DM, RN, or Modernization to comply with DOE’s Facilities Information Management System (FIMS) requirements for annual reporting. The estimated repair and replacement costs for each deficiency was identified using the CAIS Cost Estimating Module (based on RSMeans CostWorks data).

As deliverables, Nelson provided annotated Keyplans identifying the location of deficiencies and Draft and Final PCA Reports. PCA reporting consisted of an Executive Summary, Asset List, Asset Detail Report, Requirement Summary Report, and a Requirement Detail Report. Findings were presented in a Final Presentation to the management of the Facility Department, where facility staff and Nelson engineers were also able to discuss systemic issues.

Nelson's assessment process provided SLAC with an accurate and thorough condition assessment of their real property assets. The assessment team consisted of a mechanical/electrical and structural/civil assessor, each with specific knowledge and experience assessing their systems. As recommended by the DOE, all inspections were performed under the supervision of a qualified Professional Engineer.

### **Project 3 – Facility Assessments for Bureau of Indian Affairs (BIA) Schools**

- Location: Various BIA schools in NM, UT, MT, WA, ND, and SD
- Year of Completion: 2021
- Project Size: 1,890,239 SF

As a subcontractor to Seven Generations Architecture & Engineering, LLC, Nelson performed PCAs for 19 BIA Schools in Arizona, New Mexico, Utah, Montana, Washington, North Dakota, and South Dakota from October 2019 to March 2021. To date, Nelson has assessed 253 BIA Schools facilities (1,890,239 SF) including schoolhouses, dormitories, cafeterias, gymnasiums, administrative support areas, garages, storage areas, fire stations, pumphouses, and government-furnished quarters.

Prior to the assessment, Nelson assessors familiarized themselves with blanket recommendations from the BIA for their schools including LED lighting upgrades and phasing out hydronic HVAC systems. Nelson's assessment team performed field assessments of mechanical, electrical, plumbing, and fire protection systems (MEP). This included an inventory of system components as well as deficiency reporting. Interviews were held with facility managers to identify preventative maintenance and system failure trends, as well as areas of success.

Component data was compiled to generate narrative-style facility system descriptions for each building. Recommendations for demolition and construction tasks were identified based on deficiency observations, facility interviews, and BIA recommendations, and cost reports were generated for these using RSMeans CostWorks and Excel.

Deliverables included an overall report summarizing the condition, preventative maintenance observations, failure trends, areas of success, and cost estimates for recommendations. Additionally, a photo appendix was generated using PowerPoint to highlight all MEP deficiencies found for each facility.

### **Project 4 - Facility Assessments for DOE's Idaho National Laboratory (INL)**

- Location: Idaho National Laboratory, Idaho Falls ID
- Year of Completion: 2021
- Project Size: 7,126,713 SF

In April 2014, Battelle Energy Alliance (BEA) awarded Nelson Engineering Co. the INL Real Property Condition Assessments Surveys (CAS) and Sustainment Planning Solutions Contract. NE performed detailed PCAs, using BUILDER SMS, and sustainability assessments including



Retro-commissioning and Energy Audits on all covered INL facilities. NE also performs various consulting services to support INL in managing, implementing, and maintaining the condition assessments, sustainment, and investment planning, including developing Plant Replacement Value (PRV) calculations. Nelson's contract had a one (1) year base performance period, with six (6) option periods. Over the seven-year period, the contract covered PCAs on 705 buildings and trailers (7,126,713 GSF) and 410 OSF assets.

INL is a U.S. Department of Energy National Laboratory operated by Battelle Energy Alliance (BEA) and consists of nine (9) complexes covering 889 square miles. The scope of work covered buildings and trailers ranging in size from 48 to 280,076 gross square feet and complexity varying from storage sheds to nuclear reactor buildings. Original construction dates for INL facilities range from 1949 to 2021. Our Team:

- Performed detailed facility assessments using the U.S. Army Corps of Engineer's BUILDER SMS per the requirements of DOE Order 430.1C: Real Property Asset Management and ASTM E 2018-15, Standard Guide for Property Condition Assessments: Baseline Property Condition Assessment Process.
- Performed Re-commissioning, Retro-commissioning, and ASHRAE Level 1 and 2 Energy Audits on covered facilities.
- Developed custom Replacement Plant Value (RPV) cost estimates using the RSMeans CostWorks.
- Performed consulting services to support INL in the management, implementation and maintenance of the condition assessment, sustainment, capital investment, and sustainability data and investment planning.
- Performed Lease Assessment services to provide INL projected maintenance and operations (M&O) costs for each building over a 20-year period. Projected costs include total utility (energy), preventive maintenance (PM), corrective maintenance (CM), system replacement and other M&O costs (e.g., janitorial, snow removal, and landscaping). INL was able to negotiate better lease terms and reinvest a portion of lease payments in facility upgrades and energy due to the data provided in the report.
- Performed Infrastructure Capacity Baseline assessments for all INL complexes to describe the physical configuration and functions of the systems, determine the design capacity of the systems, and extent to which the capacity of the system is being utilized. Infrastructure systems include communications, electrical distribution, potable water distribution, sanitary sewer, storm sewer, and industrial wastewater.

Nelson received an "Excellent" rating on the most recent Supplier Performance Evaluation System (SPES) performance evaluation from INL.

#### **Project 5 - Facility Assessments for International Monetary Fund (IMF)**

- Location: HQ1 Building, Washington D.C.
- Year of Completion: 2020
- Project Size: 1,900,000 SF

Nelson was awarded a contract with the International Monetary Fund (IMF) to perform an inspection of the Headquarters Building #1 (HQ1) in Washington D.C. The contract covered property condition assessments on 1,900,000 gross square feet of IMF-owned space and supporting site infrastructure required to operate and maintain the HQ1 facility.

Nelson engineers prepared for the assessment by reviewing client provided facility drawings, related project information, and interviewing facility operations personnel to determine known deficiencies and problematic areas. Nelson provided detailed deficiency descriptions, digital photographs, and recommended corrective actions in a database that allows IMF ready access to accurate, comprehensive condition and functionality information. Using RSMeans CostWorks, we developed rough order of magnitude (ROM) estimates of repair, replacement costs for identified deficiencies and modernization costs for future capacity needs.

Nelson generated a comprehensive custom report to assist IMF with their short and long-term financial planning, key to supporting IMF's mission. We generated an accurate risk-based forecast (annual schedule, work scope and estimated cost) for development, analysis and justification of recapitalization investment alternatives over a 10-year planning window.

### **Schedule/Budget Compliance of Previous Work**

Nelson has a long history and reputation for ensuring client satisfaction and delivering quality engineering products on time and within budget. On our latest Contractor Performance Assessment Reporting System (CPARS) ratings for Facility Assessments at NIH, we were rated Exceptional in all applicable categories (see attached).

With COVID-19 impacting project schedules, Nelson is committed to staying agile to handle contract delays effectively. For example, on the IMF project listed above, Nelson demonstrated extreme flexibility and committed to meeting project deadlines even with project impacts and contract delays. After the contract award, the IMF established a new requirement for travelers to quarantine for 14-days prior to entering the HQ1 Facility. This requirement was not stipulated in the Request for Quote (RFQ) and was not included in Nelson's firm fixed price (FFP) quote. This new requirement also delayed the award of the contract by 10-days, which further impacted Nelson's schedule. However, our PM knew that requesting a change order would further impact the schedule, resulting in IMF missing critical annual reporting deadlines. The Nelson team reacted quickly and, prior to having the contract in place, traveled to Washington, D.C. two (2) weeks ahead of schedule to satisfy the newly established quarantine requirements. Nelson met the original reporting deadline established by IMF at no additional labor costs to the government.

Another example was for the last year of the INL contract. Due to COVID-19 restrictions, INL was only open to essential personnel for most of 2020. Since the facility assessments were not considered essential work activities, no facilities were assessed that year putting INL personnel behind on their annual Federal Real Property Profile (FRPP) reporting requirements. Once the restrictions were lifted, Nelson worked with INL to perform two-years' worth of facility assessments over a five-week period. This resulted in INL catching up and getting back on their normal cycle of assessments. Nelson also successfully managed the additional COVID-19 requirements and screening process without adding costs to the contract.

### **Understanding Of the Town's Needs**

The Town of Palm Beach is the oldest municipality in Southeast Florida and has since grown to be one of the state's most famous beachside cities. As a result, the Town is responsible for a diverse range building sizes, missions, and ages. The Town needs an experienced facility assessment provider to assist with the development and support implementation of a new capital investment program.

Proper planning and management are critical to ensure that owners get the highest value from their assets. Nelson Engineering Co. has the expertise needed to equip Palm Beach with inspection data and preventative maintenance planning to ensure that their buildings, from the historic Town Hall to the Phipps Ocean Park Restrooms, can be maintained in good condition with the lowest impacts to operations and budget.

As a center of both business and recreation, the Town of Palm Beach owns many buildings that are open to the public and/or are staffed by municipal employees. Most of Nelson's experience is with government clients and includes assessment of occupied and public-facing buildings. For example, in late 2020 and early 2021, Nelson performed facility assessments on laboratories, hangars, police stations, office buildings, fire stations, recreation centers, utility plants, and maintenance shops across sites for the National Institutes of Health (NIH) and the US Army Installation Management Command (IMCOM). Our assessment teams coordinate with site personnel to perform fieldwork during regular business hours without significant impact to on-site operations or public use interruptions. Where interference is unavoidable, the team recommends options to minimize the impacts and effects (e.g., after-hours work).



# CPAR Ratings from NIH

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**CONTRACTOR PERFORMANCE ASSESSMENT REPORT (CPAR)**

**Nonsystems**

**Name/Address of Contractor:**

Vendor Name: NELSON ENGINEERING CO.

Division Name:

Street: 5455 N COURTENAY PKWY

City: MERRITT ISLAND

State: FL Zip: 329537307

Country: USA

CAGE Code: 05JM2

Unique Entity ID (DUNS): 824910319 Unique Entity ID (SAM):

Product/Service Code: R425 Principal NAICS Code: 541620

**Evaluation Type:** Final

**Contract Percent Complete:** 100

**Period of Performance Being Assessed:** 04/24/2019 - 04/23/2020

**Contract Number:** 75N99019A00002 75N99019F00061 **Business Sector & Sub-Sector:** Nonsystems - Prof/Tech/Mng Support

**Contracting Office:** NIH A E CONSTRUCTION **Contracting Officer:** MONA PARIKH **Phone Number:** 301-443-9010

**Location of Work:**

Bethesda, MD

**Date Signed:** 04/24/2019 **Period of Performance Start Date:** 04/24/2019

**Est. Ultimate Completion Date/Last Date to Order:** 04/23/2020 **Estimated/Actual Completion Date:** 04/23/2020

**Funding Office ID:**

**Base and All Options Value :** \$1,251,591 **Action Obligation:** \$1,251,591

**Complexity:** Medium **Termination Type:** None

**Extent Competed:** Full and Open Competition **Type of Contract:** Firm Fixed Price

**Key Subcontractors and Effort Performed:**

**Unique Entity ID (DUNS):** **Unique Entity ID (SAM):**

**Effort:**

**Unique Entity ID (DUNS):** **Unique Entity ID (SAM):**

**Effort:**

**Unique Entity ID (DUNS):** **Unique Entity ID (SAM):**

**Effort:**

**Project Number:** C104631

**Project Title:**

Facility Assessment Services

**Contract Effort Description:**

Facility Assessment Services

**Small Business Subcontracting:**

Does this contract include a subcontracting plan? No

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Evaluation Areas	Past Rating	Rating
Quality:	N/A	Exceptional
Schedule:	N/A	Exceptional
Cost Control:	N/A	N/A
Management:	N/A	Exceptional
Small Business Subcontracting:	N/A	N/A
Regulatory Compliance:	N/A	Exceptional
Other Areas:		
(1) :		N/A
(2) :		N/A
(3) :		N/A

**Variance** (Contract to Date):

Current Cost Variance (%): Variance at Completion (%):

Current Schedule Variance (%):

**Assessing Official Comments:**

QUALITY: The Project Manager always attempt to send assessors who have been at NIH on previous trips. The familiarity of NIH campus and its assets improve the quality of data collected.

The assessors are provided with the tablets loaded with templates filled with information related to the work in the field. This helps assessors collecting relevant asset data during the walkthrough.

The contractor always looks for ways to improve the process. Any identified deficiencies are immediately corrected.

SCHEDULE: The contractor always works with the project officer in the planning stage of the project to ensure the project goes as scheduled.

There has not been any delays in the schedule.

There have not been any delays in the project since it started. The contractor always responds to NIH in timely manner

COST CONTROL: Firm-Fixed Price

MANAGEMENT: The assigned project manager has performed similar projects at other federal agencies. The same project manager has been assigned to NIH for the same contract service prior to the current contract.

The project manager reached out to all NIH personnel that involve in the project to obtain necessary information, to coordinate site visits and to resolve issues that arise during the assessment.

Each call is fixed price so there is no need for forecasting and controlling costs.

There has not been any change order in this contract.

The contractor needs to coordinate with NIH facility managers to access all spaces to be assessed. The assessment team is flexible with their schedule. They would change the planned time and schedule to in order to accommodate the facility managers and

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occupant's schedules.

REGULATORY COMPLIANCE: The contractor provide all necessary safety plans according to rules and regulations.

There has not been any regulatory deficiencies found during past contract or recent calls.

ADDITIONAL/OTHER: No additional comments.

**RECOMMENDATION:**

Given what I know today about the contractor's ability to perform in accordance with this contract or order's most significant requirements, I would recommend them for similar requirements in the future.

**Name and Title of Assessing Official:**

Name: Clarion Miller

Title: Contracting Officer

Organization: NIH/ORF/OA

Phone Number: 301-451-8464 Email Address: pete.miller@nih.gov

Date: 11/24/2020

**Contractor Comments:**

ADDITIONAL/OTHER: Contractor agrees with the ratings assigned.

CONCURRENCE: I concur with this evaluation.

**Name and Title of Contractor Representative:**

Name: JOHN CARROLL

Title: Director of Capital Asset Management

Phone Number: 321-449-1128 Email Address: j.carroll@nelsonengrco.com

Date: 11/24/2020

**Review by Reviewing Official:**

Review by Reviewing Official not required.

**Name and Title of Reviewing Official:**

Name:

Title:

Organization:

Phone Number: Email Address:

Date:

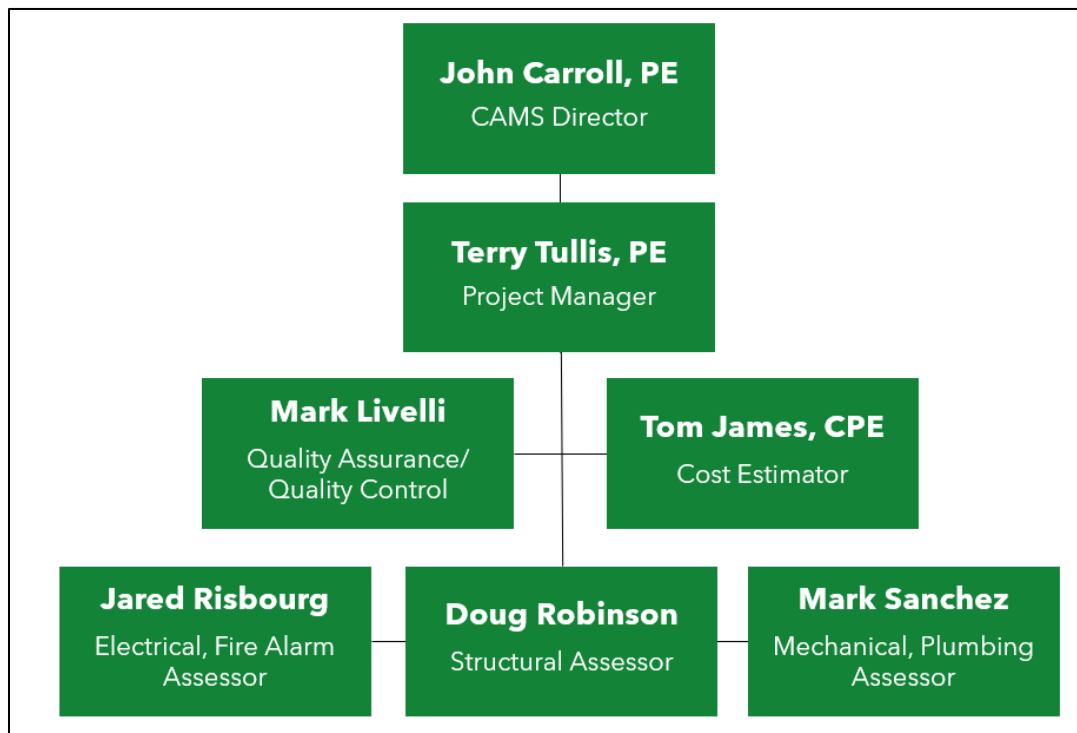
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### 1.3.2 EXPERIENCE AND ABILITY OF PERSONNEL

Nelson has the depth and breadth of resources with direct PCA experience to ensure adequate support and timely completion of this project. Capital Asset Management Services (CAMS) is a main line of business for Nelson with 15 full-time people dedicated and experienced in performing PCA and related asset planning and management services. All Nelson CAMS employees are trained to perform PCAs per the guidelines established in ASTM E2018-15: Standard Guide for Property Condition Assessments: Baseline Property Condition Assessment Process. All Nelson CAMS assessors have a working knowledge to perform PCA inspections and all related tasks including participating in meetings; coordinating facility access; identifying equipment safety issues or facility deficiencies; gathering, organizing, and analyzing PCA data; and developing custom PCA reports. Our experienced PCA team is dedicated solely to CAMS work, which ensures their ability to meet project deadlines. Additional Nelson electrical, mechanical and fire protection design engineers also have experience performing PCAs, planning capital projects, estimating replacement costs and performing PCA quality reviews should additional assessors or expertise is required.

#### Organizational Chart

Nelson's team consists of three-person assessment team, a quality assurance/quality control (QA/QC) manager, a certified cost estimator, and a project manager (PM) who reports to the CAMS Director as shown in **Figure 1**. Each person on the team has specific knowledge and experience in their discipline. This assessment approach has been used for many contracts and provides a cost-effective solution for our customers.



**Figure 1. Nelson's organizational structure for the Town of Palm Beach PCAs**

To manage these resources, Nelson uses the Smartsheet online work management platform for workflow and staff planning. Smartsheet facilitates Nelson Project Managers by providing up-front project planning projections to identify resource gaps and over-allocations. We used this platform to ensure the proposed personnel have sufficient availability to complete the Town of Palm Beach Property Condition Assessments in the required period of performance.

Consistent with our staffing strategies on previous contracts, Nelson proposes self-performing 100% of the PCA services for the Town of Palm Beach. No subcontractors are proposed to perform assessments.

## Management Credentials

Our CAMS Director and Project Manager (PM) have performed and led multiple PCA projects and apply lessons learned from previous contracts to all upcoming assessments as well as assessor training sessions, held prior to each site visit.

The PM is responsible and accountable for total team performance. The PM clearly delineates roles, responsibilities, requirements, schedule, deliverables, tools, and methods to be applied during the performance of the project. The PM is held accountable for ensuring client satisfaction and delivering quality PCA Reports on time and within budget. At project start, the PM develops a formal Program Management Plan (PMP), which includes the QA/QC requirements for the project. The PM constructs a project work plan, including all quality management requirements that quantifies all tasks and assigns resources. Each work plan is approved by the CAMS Director, who is responsible for ensuring that the organization has the resources and tools to manage complex projects. Formal program reviews (technical, schedule, budget) are held at least monthly to ensure high-quality project performance. The PM holds individual project reviews on a set schedule (based on the scope of the project) and typically weekly to start. Our team uses shared calendars to make sure all deadlines are met and collaborative reviewing tools to ensure consistent and thorough quality checks. Additional management credentials are presented below.

### **John Carroll, P.E.**

### **CAMS Director**

*Director, Capital Asset Management Services, Nelson Engineering Co.      June 2010 – Present*

As a licensed Professional Engineer (PE) with over 11 years of experience, Mr. Carroll manages Nelson's Capital Asset Management Services (CAMS) organization and has extensive experience in project management, PCAs, capital improvement planning, and cost estimation. John is responsible for project oversight and holds the Project Manager responsible for success.

Prior to serving as the CAMS Director, he performed project management and facility assessments for the INL, NIST, NIH, DHA, IMCOM, Army National Guard, Air National Guard, and DOE's OST. This involved managing personnel deployment, quality control (QC) of entered systems, and assessing the condition of facility components. He evaluated facility conditions based on age, renovations, damage, and safety and code violations, then provided write-ups for existing conditions and recommendations. John also created cost estimations using RSMeans CostWorks for repairs and modernization based on local and federal codes and industry standards. Additional work includes facility engineering, engineering analyses, cost estimation, equipment commissioning and construction inspection services.

Education      University of Central Florida, BS Civil Engineering - 2010

Licenses      Professional Engineer Florida License #81403



**Terry Tullis, P.E., LEED AP***Project Manager, Nelson Engineering Co.***Project Manager (PM)***September 2005 – Present*

As a licensed Professional Engineer with over 15 years of experience, Terry specializes in performing project management services for many of our facility assessment contracts. Terry began his career performing facility assessments at NASA's Kennedy Space Center (KSC) in 2005 and has personally assessed over seven (7) million square feet (SF) of real property assets. As one of our senior assessors, Terry has performed PM duties on a variety of contracts since 2011.

Mr. Tullis has an established career in performing PCAs on government-funded facilities. He brings in-depth knowledge based on direct experience performing design, facility operations and maintenance (O&M) engineering, and cost estimating. He has extensive experience with a variety of Capital Asset Management Software solutions including BUILDER Sustainment Management System (SMS), VFA.Facility, and DOE's Condition Assessment Information System (CAIS). In addition to his PM duties, Mr. Tullis performs facility assessments with knowledge and experience across all six major facilities disciplines (electrical, mechanical, structural, architectural, fire protection, and civil).

From April 2014 to March 2021, he served as PM for the Department of Energy's INL where he oversaw all assessors and was responsible for overall project success for assessments on over 7.1 million square feet of INL real property assets. Terry implemented a consistent, four (4)-phase approach to performing PCAs, which Nelson follows for all PCA contracts: 1) review existing drawings, construction documents, and maintenance records; 2) conduct thorough inspections of major building systems and interview facility management/operations personnel; 3) document and categorize deficiencies as repair needs, routine maintenance, deferred maintenance, or modernization (code violations or energy improvements) items; and 4) provide a detailed report with recommendations for repairs and replacements prioritized based on facility mission and operational impact. Terry has also served as PM on many of Nelson's other PCA contracts, including SLAC National Accelerator Laboratory from 2017-2021, Y-12 National Security Complex from 2018-2019, and LANL from 2018-2021. As PM, Terry acts as the primary point of contact with the Town of Palm Beach and works with the customer to ensure all technical and contract requirements and expectations are met. Mr. Tullis is immediately available upon contract award for consultation with the Town of Palm Beach.

Education      University of Central Florida, BS Mechanical Engineering - 2005

Licenses        Professional Engineer Florida License #73146

## **Project Personnel Resumes**

Nelson proposes a team with the specialized knowledge, experience, and technical skillset to perform the Palm Beach facility assessments. Our team's employees are trained in ASTM E2018-15 methodology to ensure each person has a working knowledge of building systems including the Florida Building Code and life safety codes. Our three assessors perform the field assessments; document deficiencies; coordinate facility access; identify equipment safety and code issues; gather, organize, and analyze PCA data; and develop custom reports.

While the PM performs all the duties stated above, our Quality Assurance/Quality Control (QA/QC) performs reviews of all technical analyses and product deliverables. This QA/QC review process ensures our products meet the Scope of Work requirements. In addition, our cost estimator assists assessors with and is responsible for reviewing all cost estimates prior to the report

deliverable. Our CPE has performed thousands of cost estimates and has the experience and knowledge necessary to ensure accurate cost estimates.

Resumes for key personnel are provided below. Nelson will self-perform all aspects of the scope of work and does not propose any subcontractors.

**Mark A. Livelli****Quality Assurance/Quality Control Manager***QA/QC Manager, Nelson Engineering Co.**August 2018 – Present*

Mr. Livelli has significant experience in performing PCAs and asset management consulting services. He specializes in performing QA/QC of our team's data and has personally performed detailed PCAs on over seven (7) million SF of real property assets.

Mark was the Team Leader for the PCA inspections of the Blue Origin facilities located in Kent, WA and Van Horn, TX. Mark managed contract coordination, personnel deployment, data entry, and QC of entered systems and components. Mark led the team effort to inventory and assess the condition of building systems covering over 560,000 SF of facilities. This included collecting asset data and nameplate information from equipment for input into MAXIMO asset management software. Mark also has significant experience performing PCAs using the BUILDER Sustainment Management System (SMS) which evaluates RUL of all major building systems to determine capital replacement needs. Mark experience includes performing detailed QA/QC for the Air Force Civil Engineering Center (AFCEC), Army IMCOM, LANL, INL, and NIST.

Education      Rochester Institute of Technology, MS Mechanical Engineering - 2010

**Thomas P. James, Certified Professional Estimator (CPE)****Cost Estimator***Cost Estimator, Nelson Engineering Co. October 2003 - January 2010, September 2014 - Present*

Tom has over 16 years of cost estimating, PCA, and project management experience in both the private and government business sectors. Tom was the Lead Cost Estimator for the 1.9 million SF International Monetary Fund (IMF) Headquarters Building (Washington, D.C.) PCA. Tom performed on-site assessments, developed cost estimates for identified deficiencies and deferred maintenance, evaluated assessment findings with the IMF, and developed plans to implement our recommendations. Tom provided multiple short- and long-range capital repair and replacement plans, facility renewal forecasts, customized requirement lists (some example parameters include system criticality, current condition, and cost), and presented multiple funding strategies and scenarios to all stakeholders.

Tom was the Team Leader and Lead Cost Estimator for the NPS Project Scoping Assessments (Southeast Region). His tasks included field inspections to identify facility and site improvement deficiencies, future needs requirements, and code compliance issues and provided project cost estimates to address findings. He developed project work scopes from the assessments to include design analysis, value engineering assessments and capital improvement scope generation and cost estimates. Cost estimates developed for new building construction, building modernization and renovations, historical building restorations and site development.

Licenses      Certified Professional Cost Estimator, CPE 1.4-000170-1116

**Alan (Doug) Robinson***Civil Engineer, Nelson Engineering Co.***Structural, Architectural Assessor***February 2014 – Present*

Doug has 26 years of experience in performing operations and maintenance engineering for government owned aerospace facilities and launch vehicles. He brings an in-depth knowledge of facility assessments, technical evaluations, and cost estimation services. He manages contracts that provide services for the Department of Energy (DOE), Department of Defense (DoD), Department of Commerce, Health and Human Services (HHS) and other federal agencies. He has a DoD Security Clearance and was a three-time NASA Space Flight Awareness Award Recipient.

Doug is the Project Manager for NIH. He oversees performance of horizontal infrastructure and facility assessments at all three NIH campuses. Doug generates engineering reports identifying the condition of building and infrastructure systems and components. He develops detailed CostWorks cost estimates to address system replacement costs and deficiencies. He inputs data into a web-based capital asset management program for analysis and implementation. He performed condition assessments of all horizontal infrastructure systems including chilled water generation and distribution, steam generation and distribution, compressed air generation and distribution, fuel distribution, landscaping, parking lots, roadways, pedestrian paving, sanitary sewer, security and communication, storm sewer, water treatment and supply, and site electrical distribution including manholes and service tunnels.

Education      University of Central Florida, BS Civil Engineering - 1996

**Jared Risbourg***Facility Condition Assessor, Nelson Engineering Co.***Electrical, Fire Alarm Assessor***August 2018 – Present*

Jared has three years of experience in performing PCAs and cost estimation services. He specializes in assessing electrical, controls, and fire alarm components and has performed detailed PCAs on over six (6) million SF of real property assets. His experience includes performing detailed PCAs using BUILDER SMS for the AFCEC, IMCOM, and LANL. Additional experience includes performing parametric modeling estimates for the NPS, electrical cable surveys for the NIH, and ASHRAE level 1 and 2 energy audits for INL.

Jared was the Team Leader for the Bureau of Indian Affairs (BIA) School's assessment efforts. He performed detailed inspection and inventory of mechanical, electrical, plumbing, and fire protection systems. Jared generated cost estimates using RS Means CostWorks software to provide accurate replacement costs for major deficiencies found in the field. He provided recommendations focused on reducing maintenance costs and improving energy efficiency sitewide. He also interviewed facility managers, maintenance personnel, and facility occupants to create detailed functionality, building condition, and facility summary reports. Jared also has significant experience performing PCAs using the BUILDER SMS which evaluates RUL of all major building systems to determine capital replacement needs.

Education      University of Louisiana at Lafayette, BS Physics – 2017

**Michael A. Sanchez III, EIT****Mechanical, Plumbing, Fire Protection Assessor***Mechanical Engineer, Nelson Engineering Co.**September 2015 – Present*

Mr. Sanchez has over six (6) years of experience performing PCA and project management services. He specializes in assessing mechanical, plumbing, and fire protection components and has performed detailed PCAs on over nine (9) million SF of real property assets.

Michael was lead mechanical assessor and asset management consultant for NIST where he migrated VFA facility and MAXIMO facility data into BUILDER SMS for all NIST campuses. He oversaw the implementation of the BUILDER SMS website and assigned Uniformat II crosswalk descriptions and details for all NIST building systems. He also generated work plans, input Plant Replacement Values (PRV) for all facilities and performed initial QC of migrated inventory and details. Michael assisted NIST with the implementation of the risk-based capital asset management program and analysis features of BUILDER SMS. Michael also performed PCAs at the NIH main campus in Bethesda, MD. He assessed building conditions based on RUL, renovations, damage, and safety and code violations. Provide detailed write-ups for existing conditions and recommendations for repair using VFA facility software. Created cost estimates using RSMeans CostWorks for repairs and modernization based on local and federal codes and industry standards.

Education      University of Central Florida, BS Mechanical Engineering – 2015

## **High Quality Level of Services to be Provided to Town of Palm Beach**

Nelson is committed to providing accurate facility assessment data. The PM and QA/QC Manager ensure Nelson's rigorous QC process is implemented on each phase of the assessment. During the site visit phase, field notes and photos are uploaded daily to a shared folder as a data backup and made available to the entire team, including QA/QC Manager and PM, who regularly perform spot check reviews for accuracy and consistency.

Our PCA report phase consists of comprehensive yet concise technical reporting and data entry efforts. Analyses and evaluations initiated during the research and inspection phases are completed and detailed deficiency descriptions are provided. PCA Reports include an asset detail report consisting of a narrative summary of the facility and constituent systems. Reports also include detailed deficiency information, including location information, and the estimated cost for repair/replacement recommendations. Our assessment teams make extensive use of field notes and pictures to ensure quality of data. Recommendations are based on expected useful life estimates from industry standards.

Each deliverable is first reviewed at the assessor level. Each assessor is responsible for reviewing their assigned SOW elements and ensuring the results achieved are clear and understandable. This is submitted for review to the QA/QC Manager to ensure scope requirements are met. The QA/QC Manager compares field notes and photos to each component, cost estimate, and deficiency recommendations for accuracy, key metrics, and project scope adherence. If deliverable elements are complex a discipline specific PE performs a final critical review with an emphasis on technical accuracy and code compliance. The QA/QC Manager and PM also ensure that the data flow between assessors is consistent. Finally, the PM does a final review to ensure each deliverable meets or exceeds client standards and the overall deliverable is consistent.

In addition to extensive PCA experience, our capabilities include a long history of developing facility cost estimates. Cost estimates are developed using RS Means CostWorks. All cost estimates are reviewed by one of our CPE. This process is essential to providing Town of Palm Beach with accurate data for Capital Improvement Planning.

We are accustomed to the iterative review process. Nelson follows a closed-loop comments disposition process. Comments from all stakeholders on the draft PCA Report deliverable are consolidated into a single form. Dispositions not only include responses like Concur or Reject, but they also include the engineer responsible, applicable rationale, and the specific location where the comment is addressed. All comment dispositions are validated and signed off by the Project Manager. Accepted comments are incorporated into the final deliverable PCA Report deliverable.

### 1.3.3 Financial Information

#### Financial Resources and Capabilities Information

Nelson has been in business since 1993. The company has grown successfully since that time without taking an operation loan or incurring operating debt. We have a Defense Contract Audit Agency (DCAA) approved accounting system, a Defense Contract Management Agency (DCMA) approved government property management system, and a Defense Security Service (DSS) facility clearance along with cleared personnel through Secret. Nelson is a General Services Administration (GSA) 00CORP Professional Services Schedule (PSS). Our DUNS No. is 824910319 and our Federal Tax ID No. is 59-3183878.

Nelson banks with Regions Bank. Contact information is:

Sheila Basile  
Vice President, Community Banking  
7750 N. Wickham Road  
Melbourne, FL 32940  
(321) 255-6185, Fax: (321) 255-6195  
Sheila.Basile@Regions.com

The name, title, address, and phone number of the Nelson financial officer is:

Barry Nelson  
Chief Financial Officer  
5455 North Courtenay Parkway  
Merritt Island, FL 32953  
(321) 449-1128  
barry.nelson@nelsonengrco.com

#### Evidence of Insurance Capability

Attached in Section *1.2.11 Insurance Requirements* is our proof of insurance demonstrating Nelson's insurance amounts meet or exceed all required amounts stated in by the Town of Palm Beach.

Contact information for Nelson's insurance broker is:

Wendy Tyree  
Insurance Broker  
Lassiter-Ware Insurance of Tampa Bay  
1300 N. Westshore Blvd., Suite 110  
Tampa, FL 33607  
(800) 845-8437  
wendyt@lassiterware.com

#### Present and Future Litigation or Dispute and Resolutions

Nelson has no present or future litigation or dispute.



### **1.3.4 Workload and Scheduling**

#### **Overall Workload of the Company**

Nelson is capable of efficiently executing several facility assessments projects simultaneously using our pool of engineers and technicians fully trained to perform PCAs. To ensure our personnel are readily available to support new efforts and cover surge support requirements, our Project Management Office (PMO) staffs at 115% capability. Nelson has 15 fulltime dedicated CAMS personnel including project managers on staff. Our reach-back resources include matrix staffing from our mechanical, electrical, and civil engineering lines of business.

In late 2020, Nelson performed concurrent condition assessment services for Kennedy Space Center Visitor Complex (KSCVC), National Institute of Standards and Technology (NIST), Idaho National Laboratory (INL), Bureau of Indian Affairs (BIA), U.S. Army's Fort Bliss, U.S. Army's Fort Jackson, and several bases in South Korea. During that time, Nelson was providing an average of 12 assessors in the field per month, all without any adverse impact on project quality or schedule for any of the more than 20 projects underway simultaneously at the time.

Currently, Nelson has only three active CAMS prime contracts. In July 2021, Nelson finished work for U.S. Army Installation Management Command (IMCOM) Task Orders 4 and 5 which include Rock Island Arsenal, IL; Fort Jackson, SC; and Fort Leavenworth, KS. Last month, work was also finished for several bases in South Korea and Nelson completed initial field assessments for utility design work at NASA's Stennis Space Center in Mississippi. Recently completing these projects gives Nelson plenty of bandwidth and frees up our CAMS resources to complete the Palm Beach PCAs per the schedule outlined below.

#### **Project Scheduling Ability and Timely completion of work**

Nelson has experience coordinating work across multiple projects simultaneously. The PM applies his years of project management experience, supplemented by Smartsheet resource management software, to provide up-front project planning projections, identification of resource gaps and over-allocations, definition of each project's critical path, and tracking of progress.

At contract onset, the PM conducts a kickoff meeting with the Town of Palm Beach to establish a positive working relationship, review the requirements and details of the scope of work, discuss logistics, gain concurrence on the planned assessment schedules, introduce the assessment team, and identify points of contact.

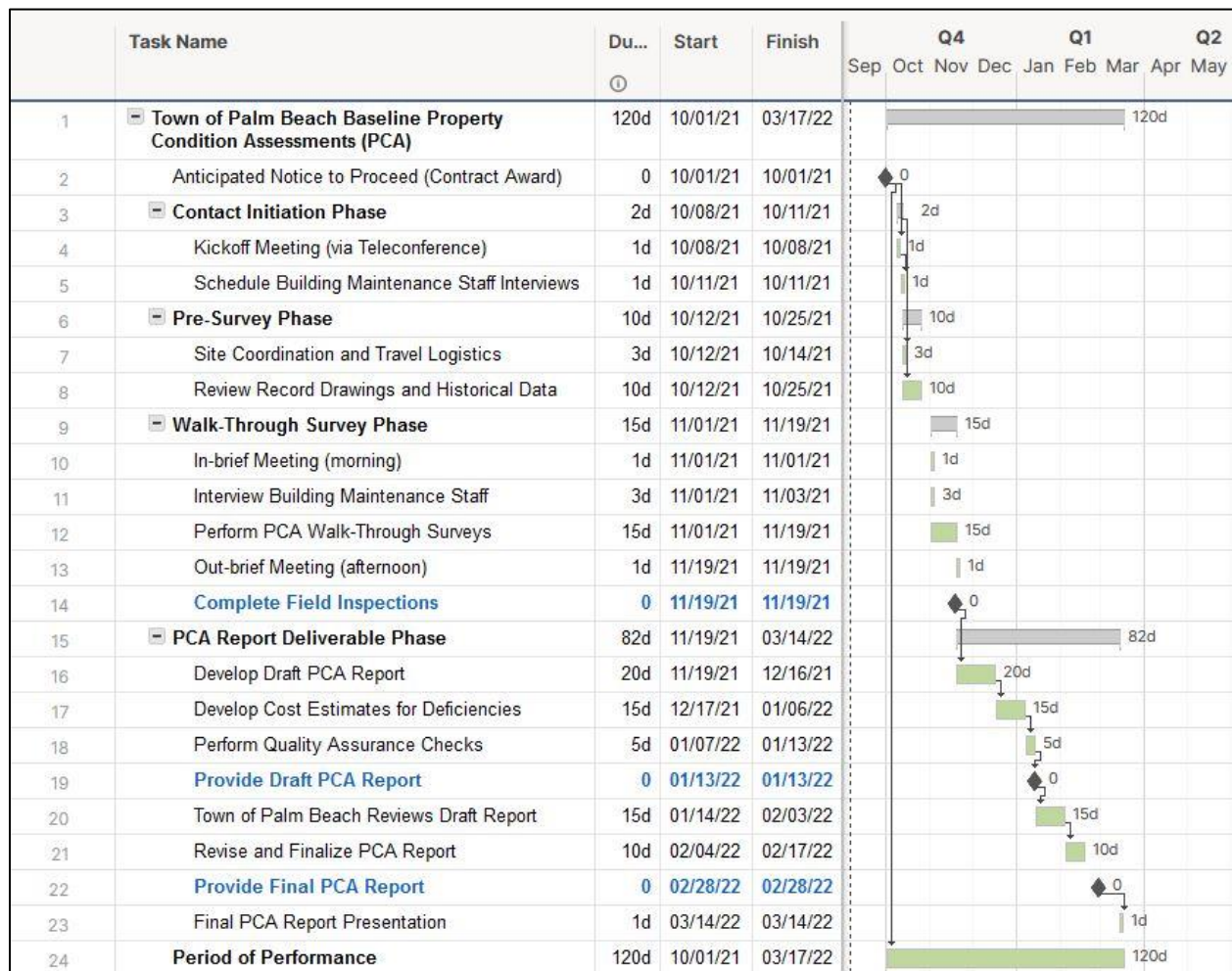
The PM works with Town Representatives to secure all required clearances, identification badges, escorts, and approvals necessary to access facilities and take photographs. Any preferences with respect to the order of facility assessments or specific timeframes are incorporated into the schedule to avoid major construction projects, scheduled outages, or any other operational impacts. Federal holidays and weekends are excluded from scheduled work unless specifically approved by the government. A draft schedule is provided for coordination with the government after contract kickoff, and this provides a framework for completing the PCAs. Once the assessment schedule is approved, the assessment team schedules the walk-through surveys with the Town Representatives and building managers.

A pre-assessment meeting is held at each facility with building managers to identify lines of communication, introduce the assessment team, and discuss site-specific legacy data, drawings,

and reports available. Interviews are conducted with appropriate personnel such as engineering and maintenance personnel to gain insight on the assets to be inspected and facility missions. Work plan details and timelines for the field assessments are discussed to ensure the proposed work plan does not interfere with normal operations or hinder the Town's ability to use the facility. Where interference is unavoidable, the team recommends options to minimize the impacts and effects (e.g., after-hours work). Assessment timeframes are scheduled in compliance with the site's normal operating hours. The PM also provides status updates to the Town representatives throughout the project.

Concurrently, the PM coordinates directly with the PMO to ensure availability of resources and establish the overall project schedule. Our PMs provide the detailed schedule of assessment, data compilation, review, and government comment periods to ensure roles are fully staffed during the timeframes dictated by the approved project schedule. The PMO ensures each assessment team member is allocated adequate time and schedule bandwidth to provide timely response to questions and comments during the scheduled response windows.

## Schedule to Accommodate Project



**Figure 1. Nelson's Proposed Project Schedule**

As shown in **Figure 1**, Nelson's proposed schedule initiates the field work by November 1, 2021 (contingent on contract award by October 1, 2021). The PM kicks off the project immediately after contract award and coordinates with the Town of Palm Beach Procurement Representative. Nelson plans to start the walk-through surveys on November 1, 2021 and expects the field surveys to take approximately three weeks. Based on our previous experience, this allows adequate time for interviewing building maintenance personnel and performing detailed field inspections. An Out-Brief Meeting is scheduled for the last day of field assessments. The remaining time is devoted to documenting deficiencies, estimating remaining useful life, developing cost estimates, performing QA/QC checks, and developing the PCA Report. Our goal is to complete the Draft PCA Report by January 13, 2022. This timing allows the Town of Palm Beach an adequate window to provide comments for Nelson to address before submitting the Final PCA Report by February 28, 2022.

## **Applicability of Services Offered**

PCAs are a key heritage line of business for Nelson, and in 2020 alone we successfully performed facility assessments on over 25.7 million square feet of real property assets for the Department of Energy (DOE), National Institute of Standards and Technology (NIST), National Institutes of Health (NIH), Department of Defense (DOD), and Indian Health Service (IHS).

Our expertise means we can be relied on to propose, develop, and support implementation of a new capital investment program for the Town of Palm Beach. The Nelson team is experienced with recommending facility management solutions. As an example, in 2018 Nelson conducted two studies for the National Park Service (NPS) revAMP team analyzing the NPS's deferred maintenance (DM) estimation methods. The first study concluded that the system in place was overly time consuming, expensive, and ineffective at addressing the entirety of the NPS portfolio. At the time of the study, roughly 40% of the NPS portfolio had \$0 of DM reported and NPS suspected that what records did exist were incomplete, consisting primarily of project specific costs and not overall facility needs. For the second study, Nelson researched alternative methods of DM estimating, and proposed the use of the National Aeronautics and Space Administration (NASA) developed Deferred Maintenance Parametric Estimation (DMPE) method. Nelson's proposal was selected by the revAMP team as the best solution due to its speed, consistency, and cost-effectiveness. In 2019, Nelson helped support the NPS's implementation of the DMPE system by developing parametric models and representative line-item costs for NPS assets.

As demonstrated throughout our proposal, Nelson has the resources, relevant experience, and proven expertise to excel in performing Facility Assessments for the Town of Palm Beach.

Business Information Report Snapshot

NELSON ENGINEERING CO.

D-U-N-S: 82-491-0319  
ADDRESS: 5455 N Courtenay Pkwy, Merritt Island, FL, 32953, United States  
Date: 10/13/2021

RISK ASSESSMENT

SCORES AND RATINGS				
Max. Credit Recommendation	PAYDEX® SCORE	Delinquency Predictor Percentile	Financial Stress Percentile	Supplier Evaluation Risk Rating
US\$ 135,000	72 LOW RISK	96 LOW RISK	68 MODERATE RISK	1 LOW RISK

MAXIMUM CREDIT RECOMMENDATION

Overall Business Risk

LOW

LOW-MODERATE

MODERATE

MODERATE-HIGH

HIGH

Maximum Credit Recommendation

US\$ 135,000

The recommended limit is based on a low probability of severe delinquency.

Dun & Bradstreet Thinks...

- Overall assessment of this organization over the next 12 months: STABLE CONDITION
- Based on the predicted risk of business discontinuation: LIKELIHOOD OF CONTINUED OPERATIONS
- Based on the predicted risk of severely delinquent payments: VERY LOW POTENTIAL FOR SEVERELY DELINQUENT PAYMENTS

PAYDEX® SUMMARY

3 Months

80

Low Risk (100)High Risk (1)

When weighted by dollar amount, payments to suppliers on average, are on time. Value is based on payments collected over the last **3 months**.

24 Months

72

Low Risk (100)High Risk (1)

When weighted by dollar amount, payments to suppliers average 12 days beyond terms. Value is based on payments collected over the last **24 months**.

PAYDEX®

Based on 24 months of data

72

Low Risk (100)

Based on a D&amp;B PAYDEX® of 72

Risk of Slow Pay

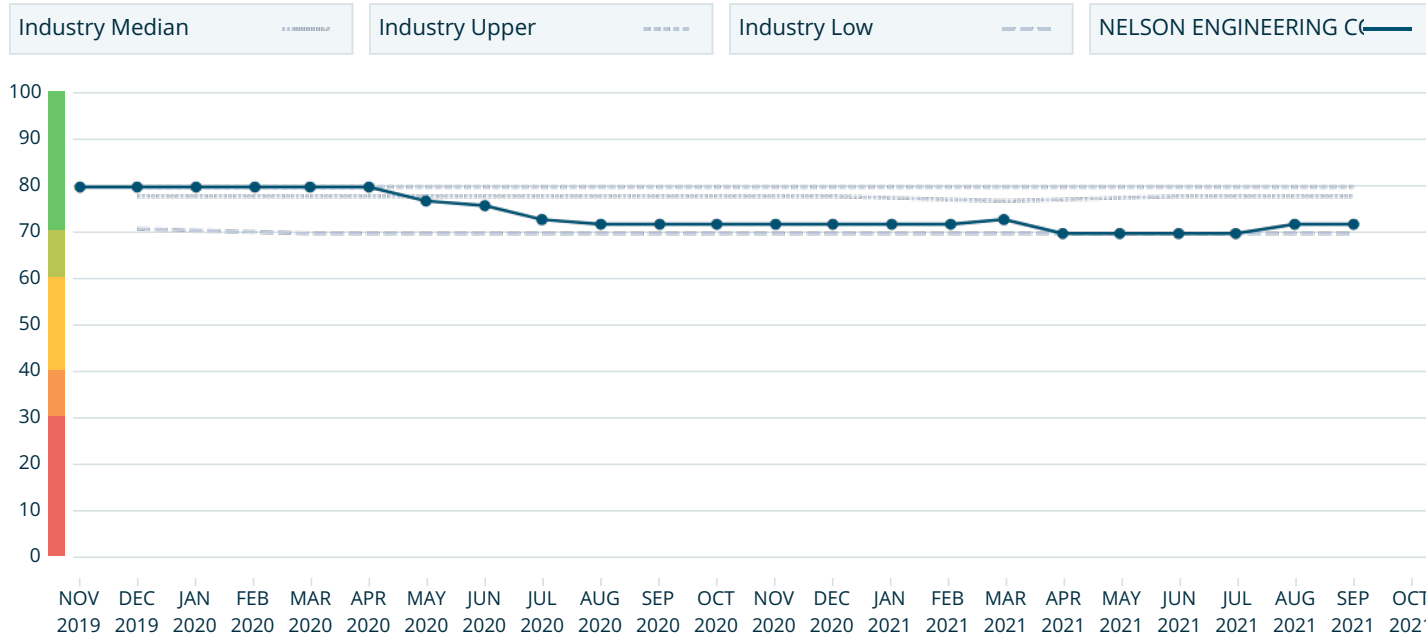
LOW

Payment Behavior

12 Days Beyond  
Terms

## Business and Industry Trends

8711 - Engineering services



## DELINQUENCY PREDICTOR SCORE

96

Low Risk (100)

High Risk (1)

Based on a D&amp;B Delinquency Predictor Percentile of 96

Higher risk industry based on delinquency rates for this industry

Level of Risk

LOW

Raw Score

601

Probability of Delinquency

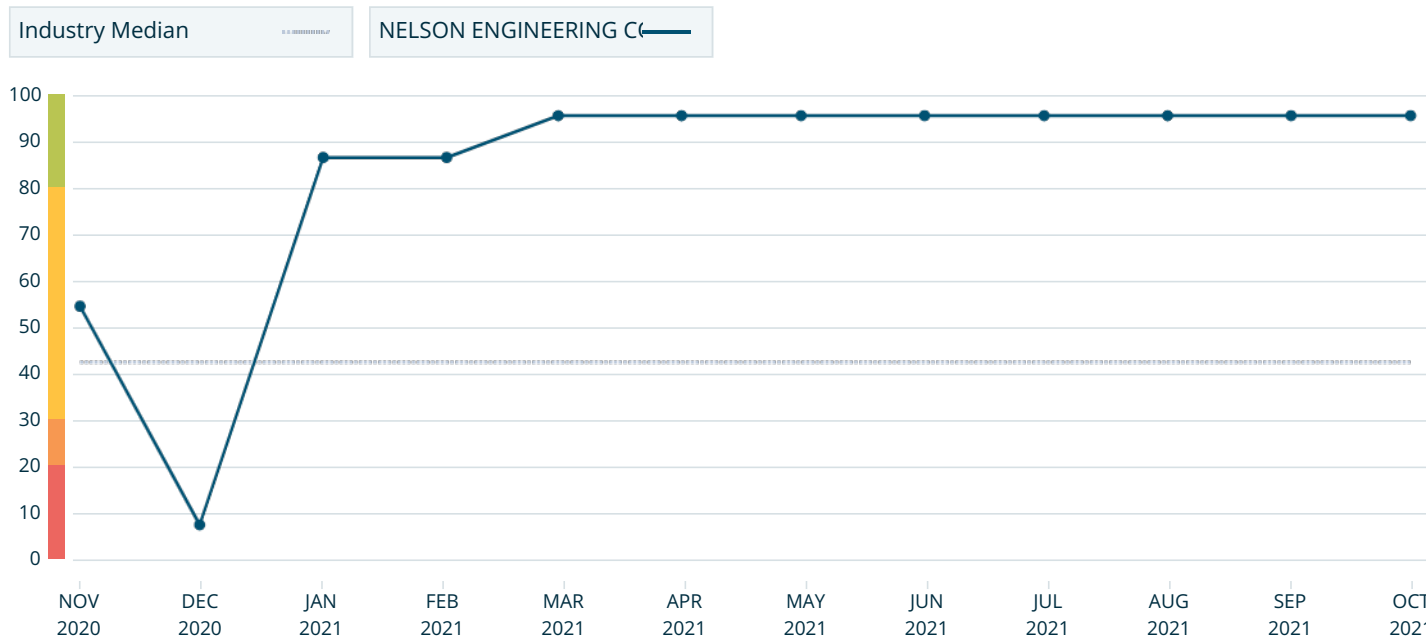
1.07%

Compared to Businesses in D&amp;B

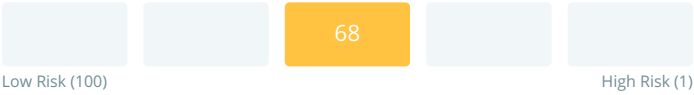
10.2%

## Business and Industry Trends

8711 - Engineering services



FINANCIAL STRESS SCORE



Based on a D&B Financial Stress Percentile of 68

- Low proportion of satisfactory payment experiences to total payment experiences
- UCC Filings reported
- Low Paydex Score
- Higher risk legal structure
- High proportion of past due balances to total amount owing

Level of Risk  
MODERATE

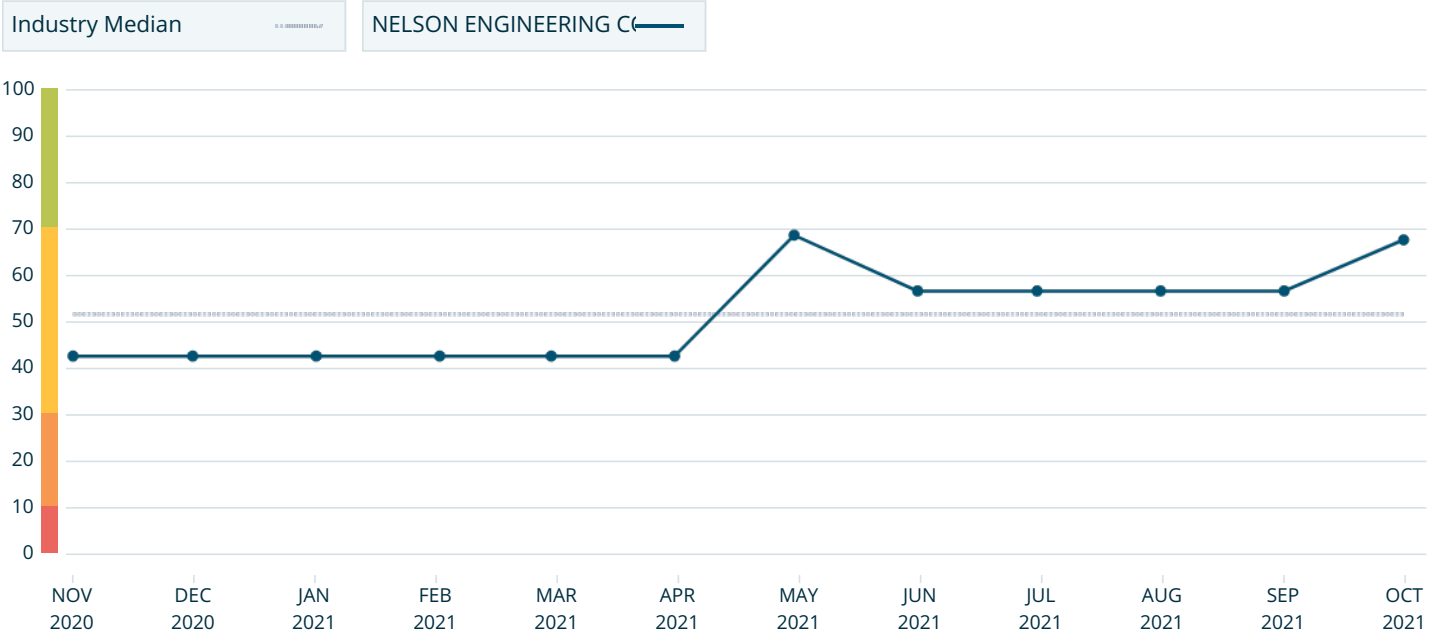
Raw Score  
1508

Probability of Failure  
0.14%

Compared to Businesses in D&B  
0.48%

Business and Industry Trends

8711 - Engineering services



SUPPLIER EVALUATION RISK RATING



Based on a Supplier Evaluation Risk Rating of 1

Factors Affecting Your Score

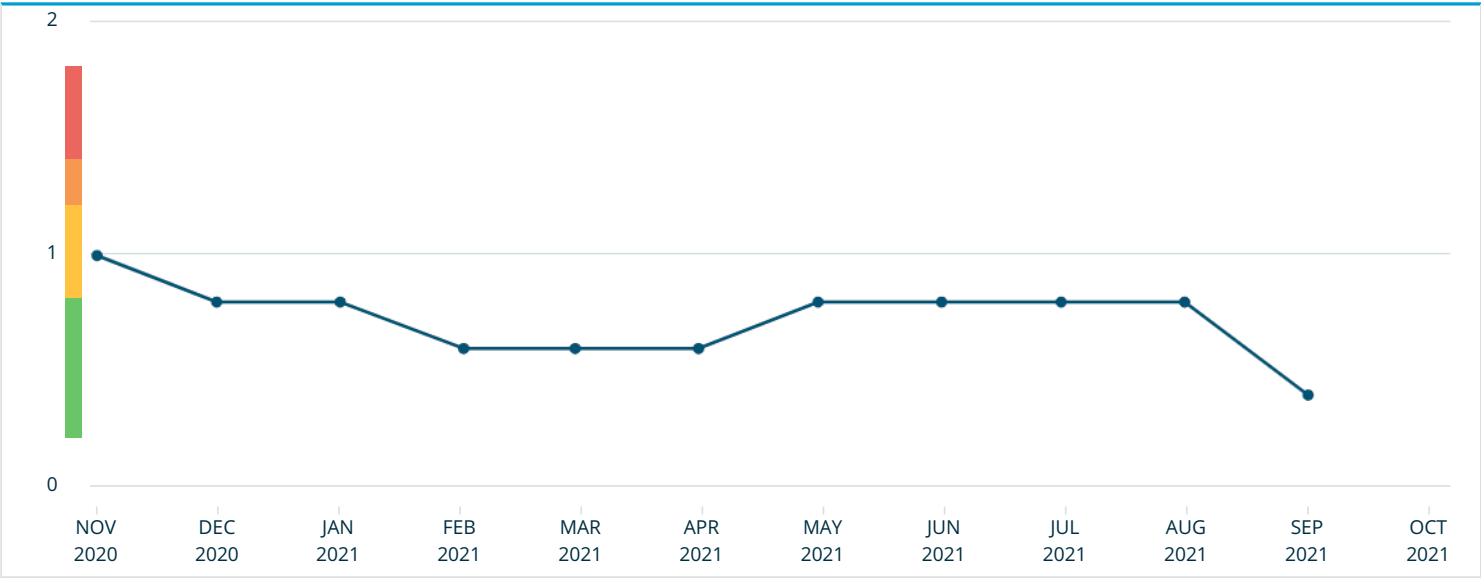
Proportion of slow payment experiences to total number of payment experiences reported

Business and Industry Trends

8711 - Engineering services







D&B RATING

Current Rating as of 07-30-2002

Employee Size	Risk Indicator
1R: 10 employees and over	2: Low Risk

Previous Rating

Financial Strength	Risk Indicator
CB: US\$125,000 to US\$199,999 in Net Worth or Equity	1: Very Low Risk

TRADE PAYMENTS

TRADE PAYMENTS SUMMARY			Based on 24 months of data
Overall Payment Behavior 12 Days Beyond Terms	% of Trade Within Terms 73%	Highest Past Due US\$ 0	
Highest Now Owing: US\$ 1,000	Total Trade Experiences: 16 Largest High Credit: US\$ 25,000 Average High Credit: US\$ 7,085	Total Unfavorable Comments : 0 Largest High Credit: US\$ 0 Total Placed in Collections: 0 Largest High Credit: US\$ 0	

TRADE PAYMENTS BY CREDIT EXTENDED			
\$ CREDIT EXTENDED	% OF PAYMENTS WITHIN TERMS	# PAYMENT EXPERIENCES	TOTAL & DOLLAR AMOUNT
OVER 100,000	<div></div> 0%	0	\$0
50,000 - 100,000	<div></div> 0%	0	\$0
15,000 - 49,999	<div></div> 100%	1	\$25,000
5,000 - 14,999	<div></div> 50%	2	\$20,000
1,000 - 4,999	<div></div> 78%	3	\$4,500
UNDER 1,000	<div></div> 100%	1	\$100

TRADE PAYMENTS BY INDUSTRY			
Collapse All   Expand All			
Industry Category	Number of Payment Experiences	Largest High Credit (US\$)	% Within Terms (Expand to View)
91 - Executive Legislative And General Government Except Finance	1	25,000	
9111 - Executive Office	1	25,000	100
36 - Electronic And Other Electrical Equipment And Components Except Computer Equipment	1	10,000	
3625 - Mfg Relays/controls	1	10,000	100
87 - Engineering Accounting Research Management And Related Services	1	10,000	

8711 - Engineering Services	1	10,000	0
▼48 - Communications	2	2,500	
4812 - Radiotelephone Commun	1	2,500	100
4833 - Television Station	1	1,000	0
▼49 - Electric, Gas And Sanitary Services	1	1,000	
4911 - Electric Services	1	1,000	100
▼50 - Wholesale Trade - Durable Goods	2	100	
5074 - Whol Plumb/hydraulics	1	100	100
5085 - Whol Industrial Suppl	1	0	0

TRADE LINES						
Date of Experience ▾	Payment Status	Selling Terms	High Credit (US\$)	Now Owes (US\$)	Past Due (US\$)	Months Since Last Sale
09/2021	-	Cash Account	750	-	-	1 Month
08/2021	Prompt	-	2,500	0	0	1 Month
08/2021	Prompt	-	1,000	1,000	-	1 Month
07/2021	Prompt	-	10,000	0	0	Between 6 and 12 Months
05/2021	-	Cash Account	50	-	-	1 Month
04/2021	-	Cash Account	100	-	-	1 Month
03/2021	Prompt	-	25,000	-	-	1 Month
02/2021	Prompt	N30	0	0	0	Between 6 and 12 Months
02/2021	Slow	-	10,000	0	0	Between 6 and 12 Months
01/2021	-	Cash Account	100	-	-	1 Month
11/2020	Slow	-	1,000	0	0	Between 2 and 3 Months
08/2020	-	Cash Account	50	-	-	1 Month
05/2020	-	Cash Account	100	-	-	1 Month
05/2020	-	Cash Account	100	-	-	1 Month
04/2020	Prompt	-	100	0	0	Between 6 and 12 Months
04/2020	-	Cash Account	50	-	-	1 Month

EVENTS

LEGAL EVENTS			
The following Public Filing data is for information purposes only and is not the official record. Certified copies can only be obtained from the official source.			
SUITS	JUDGEMENTS	LIENS	UCC FILINGS
TOTAL0	TOTAL0	TOTAL0	TOTAL2
LAST FILING DATE-	LAST FILING DATE-	LAST FILING DATE-	LAST FILING DATE04/01/2011

General: The public record items contained in this report may have been paid, terminated, vacated or released prior to the date this was reported. This information may not be reproduced in whole or in part by any means of reproduction.

UCC Filings: There may be additional UCC Filings in the D&B file on this company which are available by contacting 1-800-234-3867.

Suits, Liens, Judgements: There may be additional suits, liens, or judgements in D&B's file on this company available in the U.S. Public Records Database that are also covered under your contract. If you would like more information on this database, please contact the Customer Resource Center at 1-800-234-3867.

Lien: A lien holder can file the same lien in more than one filing location. The appearance of multiple liens filed by the same lien holder against a debtor may be indicative of such an occurrence.

EVENTS	
<b>UCC Filing</b> - Continuation	
Filing Date	2011-04-01
Filing Number	201104338953
Received Date	2011-04-06
Original Filing Date	2006-09-26
Original Filing Number	200603737844
Secured Party	AMSOUTH BANK, MELBOURNE, FL
Debtors	NELSON ENGINEERING TECHNOLOGIES INC
Filing Office	SECRETARY OF STATE/UCC DIVISION, TALLAHASSEE, FL
<b>UCC Filing</b> - Original	
Filing Date	2006-09-26
Filing Number	200603737844
Received Date	2006-10-04
Collateral	Negotiable instruments and proceeds - Account(s) and proceeds - Oil, gas and minerals and proceeds - Farm products/crops and proceeds - and OTHERS
Secured Party	AMSOUTH BANK, MELBOURNE, FL

Debtors

NELSON ENGINEERING TECHNOLOGIES INC

Filing Office

SECRETARY OF STATE/UCC DIVISION, TALLAHASSEE, FL

## COMPANY EVENTS

### The following information was reported on: 12-17-2020

The Florida Secretary of State's business registrations file showed that Nelson Engineering Co. was registered as a corporation on May 17, 1993 and has an active charter.

Business started 1993 by officers. 100% of capital stock is owned by officers.

BLAIN NELSON born 1958. 1993-present active here. 1985-94 employed with Lockheed, Titusville, FL. 1984-1985 employed by Martin-Marietta, Lopoc, CA. 1980-1982 served in the United States Navy.

CAROLYN SERINGER born 1958. 1994-present active here.

ANNETTE NELSON born 1959. 1993-present active here. 1983-1993 not commercially active. 1980-1983 employed with Dr Heath, Lompoc, CA.

Business address has changed from 3655 Belle Arbor Circle, Titusville, FL, 32780 to 3655 Belle Arbor Cir, Titusville, FL, 32780.

Business address has changed from 3655 Belle Arbor Cir, Titusville, FL, 32780 to 5335 N Courtenay Pkwy Ph1, Merritt Island, FL, 32953.

Business address has changed from 5335 N Courtenay Pkwy, Merritt Island, FL, 32953 to 5455 N Courtenay Pkwy, Merritt Island, FL, 32953.

## SPECIAL EVENTS

12-17-2020

NELSON ENGINEERING CO. was reported by the SBA as a recipient of a loan for \$1,597,600 from Regions Bank on 04/16/2020 under the Paycheck Protection Program as authorized under the CARES Act of 2020.

07-21-2020

On July 6, 2020, the SBA announced that this business was approved for a loan between \$1M - \$2M from Regions Bank through the SBA's Paycheck Protection Program, as part of the CARES Act, in response to the COVID-19 pandemic. The amount of the actual loan may vary from the approved amount.

07-02-2018

Business address has changed from 5335 N Courtenay Pkwy, Merritt Island, FL, 32953 to 5455 N Courtenay Pkwy, Merritt Island, FL, 32953.

09-19-2017 HURRICANE IRMA 2017:

This business is located in a FEMA designated disaster zone impacted by the effects of Hurricane Irma. It is reported that thousands of people and businesses have been displaced due to catastrophic flooding. The extent of impact to this business is currently unknown; additional information will be provided as it becomes available.

Financials

D&B currently has no financial information on file for this company.



COMPANY PROFILE

COMPANY OVERVIEW		
D-U-N-S 82-491-0319	Mailing Address 5455 N Courtenay Pkwy, Merritt Island FL 32953, US	Annual Sales -
Business Form Corporation (US)	Telephone (321) 449-1128	Employees 50
Date Incorporated 05/17/1993	Fax -	Age (Year Started) 28 years (1993)
State of Incorporation Florida	Website <a href="http://www.nelsonengrco.com">www.nelsonengrco.com</a>	Named Principal BLAIN NELSON, PRES
Ownership -	Line of Business Engineering services	SIC 8711

OWNERSHIP

This business is not currently a part of a family tree.



November 8, 2021

Town of Palm Beach  
Attn: Ryan Canterbury, Senior Buyer  
360 South County Road  
Palm Beach, FL 33480

**RE: RFQ NO. 2021-27 PROFESSIONAL ENGINEERING SERVICES FOR TOWN OF PALM BEACH FACILITIES ASSESSMENT**

Dear Mr. Canterbury,

Nelson Engineering Co.'s (Nelson) is pleased to be selected as the most highly rated firm by the Town of Palm Beach. Please see Table 1 for our firm fixed price quote for performing the tasks stated in the Facilities Assessment Statement of Work provided with RFQ No. 2021-27. Detailed labor and travel costs are provided in Tables 2 and 3, and detailed task descriptions are provided in Table 4 on the following pages.

**Table 1. Fixed Price Quote Summary**

Category	Cost
Labor Sub-total	\$70,366.39
Travel Sub-total	\$5,848.89
<b>Total Fixed Cost</b>	<b>\$76,215.28</b>

Labor rates are based on our General Services Administration (GSA) Multiple Award Schedule, Contract Number GS-00F-324CA. All deliverables will be electronic and will allow meeting the schedule agreed upon between Town of Palm Beach and Nelson.

Assumptions/limitations:

- This quote is based on at least a six-month period of performance. A shorter timeframe or expedited travel requests will incur additional costs.
- Travel costs are based on a three-person assessment team performing inspections over a consecutive five-day period.
- The assessment team includes (1) Senior Engineer Specialist and (2) Engineers.
- Travel costs are not included for any other team member.
- All facilities will be accessible during a single mobilization.
- Roofs are readily accessible and do not require special equipment or fall protection gear.
- The Town of Palm Beach will accommodate schedule relief due to unforeseen and uncontrollable circumstances (i.e., severe weather, security impacts, and access limitations).

Please contact me if you need additional information or have any questions. Thank you for this opportunity. This proposal is valid for 60 days.

Sincerely,

A handwritten signature in black ink that reads 'John Carroll'.

John Carroll, P.E.  
Director of Capital Asset Management

**Table 2. Detailed Labor Costs**

#	Task	Senior Engineer Specialist (Hours)	Engineer (Hours)	Cost Estimator (Hours)	Total Hours
1	Project Management	42.00			42.00
2	Trip Prep and Historical Data Review	8.00	16.00		24.00
3	Perform On-site Inspections/ Identify Physical Deficiencies	40.00	80.00		120.00
4	Populate Database with Deficiencies	40.00	80.00		120.00
5	Calculate Cost Estimates	24.00	32.00	32.00	88.00
6	Develop Annual Maintenance Plan	12.00	24.00		36.00
7	Develop Capital Improvement Program	20.00	40.00		60.00
8	Perform Quality Assurance		24.00		24.00
9	Develop Draft Report	16.00	32.00		48.00
10	Develop Final Report	8.00	16.00		24.00
11	Miscellaneous Meetings/Tasks	16.00	32.00		48.00
	Sub-total Hours	226.00	376.00	32.00	634.00
	GSA FY22 Labor Rate	\$130.53	\$98.83	\$115.83 <sup>1</sup>	
	Sub-total Labor Costs	\$29,499.78	\$37,160.08	\$3,706.53	
	<b>Total Labor Cost</b>	<b>\$70,366.39</b>			

**Table 3. Detailed Travel Costs**

Description	Unit	Unit Rate	Quantity	# of People	Sub-Total
GSA Lodging Rate	Night/Per Person	\$205.00	5	3	\$3,075.00
Lodging Taxes	Night/Per Person	\$30.75	5	3	\$461.25
GSA Per Diem Rate	Full Day/Per Person	\$69.00	4	3	\$828.00
GSA First & Last Day of Travel	Partial Day/Per Person	\$51.75	2	3	\$310.50
Rental Car (Enterprise Standard)	Per Week	\$552.42	1		\$552.42
Rental Car Gas	Per Day	\$15.00	6		\$90.00
Sub-total Travel					\$5,317.17
Travel Overhead (10%)					\$531.72
<b>Total Travel Costs</b>					<b>\$5,848.89</b>

<sup>1</sup> Nelson's GSA schedule does not include a Cost Estimator labor category. This rate is based on the labor rate used on similar federal projects.

**Table 4. Detailed Task Description**

#	Task	Description	Basis
1	Project Management	Provide overall project oversight to ensure project success, provide technical guidance to team, and act as primary interface with the Town of Palm Beach.	7% of overall project hours
2	Trip Prep and Historical Data Review	Prepare for trip by interviewing facility managers and reviewing client-provided data, such as drawings, work order reports, and previous studies. Includes travel coordination.	8 hours per Assessor
3	Perform On-site Inspections	Inspect all Town facilities over a consecutive 5-day period. Document deficiencies and major building systems using photographs and detailed notes.	1 week site inspection = 40 hours per Assessor
4	Populate Database with Deficiencies	Time allotted to document deficiencies, attach photographs, and recommend corrective actions in the Microsoft Access Database. Also includes time for each assessor to perform a self-review.	1 to 1 ratio with site visit = 40 hours per Assessor
5	Calculate Cost Estimates	Develop rough order of magnitude (ROM) cost estimates based on the data gathered during the site assessment and using the industry accepted construction cost estimating software program CostWorks by RSMeans.	Assumes approx. 300 cost estimates.
6	Develop Corrective Maintenance Plan	Assign severity and urgency rankings for each deficiency identified. Use rankings to develop a prioritized list of annual corrective maintenance over a five-year window.	12 hours per Assessor
7	Develop Capital Improvement Program	Estimate remaining useful life of major building systems and recommend replacements with estimated costs over a ten-year planning window.	20 hours per Assessor
8	Perform Quality Assurance	Review assessment data to ensure data is complete and accurate. Perform an overall data quality check across each system discipline to validate accurate data entry, including cross referencing interview notes, field notes, and site photographs.	20% of Data Entry Time
9	Develop Draft Report	The draft report contains the data collection, analyses, and assessment results, including details on all deficiencies identified, the 5-year Corrective Maintenance Plan, and the 10-year Capital Improvement Program. The draft report is submitted to the Town of Palm Beach for review and a meeting is scheduled after a review period to discuss stakeholder comments and feedback.	16 hours per Assessor
10	Develop Final Report	The final report incorporates comments and feedback received on draft report.	8 hours per Assessor
11	Miscellaneous Meetings/Tasks	Project tasks not accounted for above such as attending meetings, conducting phone calls/interviews, and conducting research. Also covers general project tasks such as daily timesheet reporting, updating project manager, and team coordination.	Assumes 4 meetings lasting 2 hours each plus 8 hours for general project tasks per Assessor.

## Solicitation summary (7703)

### Details

Reference number: 2021-27

Procedure: Sealed without Preselection

**Description:**

The Town is soliciting for Professional Engineering Services to do assessment of its facilities. The Town is asking the consultant to identify physical deficiencies and develop an opinion of probable cost to repair those deficiencies. The Town is also asking that the useful life remaining of the major building systems be estimated. This information will be compiled into a report to be utilized for a proposed capital improvement program to establish anticipated budgets and timeframes to maintain the various building systems for the above referenced facilities.

The awarded consultant will perform a baseline property condition assessment (PCA) for each facility in general conformance with ASTM E2018-15. The purpose of the PCA is to observe and report, to the extent feasible, on the physical condition of the subject building.

Award may be made to the Proposer which offers the best value to the Town. The Town reserves the right to reject any and all offers, to waive non-material irregularities or technicalities and to re-advertise for all or any part of this solicitation as deemed in its best interest. The Town shall be the sole judge of its best interest.

**Please click on "Participate" button at the bottom of this page to download solicitation package and to get started.**

**PRE-PROPOSAL CONFERENCE**

**A "NON-MANDATORY" pre-proposal meeting will be held on:**

**Date/Time: August 19, 2021 at 1:30pm.**

**\*\*\*\*\*This pre-proposal meeting will be conducted via virtual conference, through Go-To-Meeting platform"\*\*\*\*\***

Please send any questions in writing before the start of the meeting so that the Town can ensure all questions are addressed. These questions can be sent to [rcanterbury@townofpalmbeach.com](mailto:rcanterbury@townofpalmbeach.com) or pose them through Negometrix.

**Attendance is strongly encouraged as this will be the only forum to seek clarification from Town staff.**

**QUESTION DEADLINE**

The deadline for questions is seven (7) CALENDAR DAYS before the end of the Offer Phase (due date).

Questions should be submitted through this software platform using the Question & Answer feature.

The Town may provide written addenda up to five (5) calendar days before the date fixed for receiving the bid proposals.

**SELECTION COMMITTEE MEETING**

Consensus Virtual Meeting through Go-To-Meeting platform will be held on **September 20, 2021 at 9:00 am**. Please see instructions attached.

If the Selection Committee calls for Oral Interviews, purchasing will invite vendors directly with time/day. Tentative interview date is **September 27, 2021 beginning at 9:00 am**. Vendors should plan accordingly.

**DESIGNATED PROCUREMENT REPRESENTATIVE**

The Designated Procurement Representatives for this Solicitation is: **Ryan Canterbury, Senior Buyer**

email: [rcanterbury@townofpalmbeach.com](mailto:rcanterbury@townofpalmbeach.com)

Direct phone: (561) 227-7002

**All communications regarding this solicitation shall be handled only by Town Purchasing Representatives.**

**ASSISTANCE & SUPPORT**

Attached below is a file titled 'Getting Started in Negometrix - Supplier Guide'. Suppliers may also contact the Negometrix support desk at the number provide

**NEGOMETRIX SUPPORT CONTACT:**

(Technical) Assistance (Mon - Fri: 8 am to 6 pm)

Negometrix Service Desk

## Awarded supplier(s)

- Nelson Engineering Co (Nelson Engineering Co)

## Offers/Applications from suppliers

- **Suppliers** (Number of suppliers: 56)
  - Engenuity Group, Inc.
    - Participant since : Sep 8 2021 10:28:08 AM
  - Thornton Tomasetti
    - Participant since : Sep 6 2021 3:34:18 PM
  - AE Assistance Group
    - Participant since : Sep 3 2021 10:31:04 AM
  - Wannemacher Jensen Architects, Inc.
    - Participant since : Aug 26 2021 5:24:17 PM
  - Johnson, Levinson, Ragan, Davila, Inc.
    - Participant since : Aug 24 2021 1:51:04 PM
  - Biscayne Engineering Company, Inc.
    - Participant since : Aug 23 2021 4:37:23 PM
  - Wiss, Janney, Elstner Associates, Inc.
    - Participant since : Aug 23 2021 11:24:37 AM
  - Brizaga, Inc.
    - Participant since : Aug 23 2021 10:04:00 AM
  - EXP US Services Inc.
    - Participant since : Aug 20 2021 10:35:32 AM
  - Pacifica Engineering Services, LLC
    - Participant since : Aug 19 2021 2:54:12 PM
  - Town Demo
    - Participant since : Aug 19 2021 1:38:19 PM
  - McKinstry Essention, LLC
    - Participant since : Aug 18 2021 2:52:14 PM
  - Crain Atlantis Engineering
    - Participant since : Aug 18 2021 12:15:55 AM
  - EXP U.S. Services Inc.
    - Participant since : Aug 17 2021 2:41:09 PM
  - Lakdas/Yohalem Engineering, Inc.
    - Participant since : Aug 14 2021 7:21:08 PM
  - ISES Corporation
    - Participant since : Aug 13 2021 10:44:40 AM
  - Nadine International Inc.
    - Participant since : Aug 13 2021 9:02:56 AM
  - Jezerinac Group PLLC
    - Participant since : Aug 12 2021 10:19:09 AM
  - GFA International, Inc.

- Participant since : Aug 11 2021 2:41:01 PM
- CES Construction, LLC
  - Participant since : Aug 11 2021 11:23:31 AM
  - Removed on : Aug 11 2021 11:26:17 AM
- Nelson Engineering Co
  - Participant since : Aug 11 2021 9:14:08 AM
- Pennoni Associates Inc.
  - Participant since : Aug 10 2021 3:38:35 PM
- Dennis J. Leavy & Associates, Inc.
  - Participant since : Aug 10 2021 2:51:39 PM
- THORNTON TOMASETTI INC
  - Participant since : Aug 10 2021 1:25:10 PM
- The BetaJones Group,Inc
  - Participant since : Aug 10 2021 1:05:04 PM
- ACAI Associates, Inc.
  - Participant since : Aug 10 2021 11:08:22 AM
- Wood Environment & Infrastructure Solutions, Inc.
  - Participant since : Aug 10 2021 11:07:58 AM
- O&S Associates, Inc.
  - Participant since : Aug 10 2021 11:07:10 AM
- Roth IAMS LLC
  - Participant since : Aug 10 2021 10:46:07 AM
- GRAEF
  - Participant since : Aug 10 2021 10:33:21 AM
- CPZ Architects, Inc.
  - Participant since : Aug 10 2021 8:39:31 AM
- Axias FL, LLC
  - Participant since : Aug 10 2021 8:38:45 AM
- Integrated Marketing Systems
  - Participant since : Aug 9 2021 2:19:41 PM
- Cannon Design Inc
  - Participant since : Aug 9 2021 1:19:09 PM
- nova engineering & environmental
  - Participant since : Aug 9 2021 11:56:33 AM
- EXP Energy Services Inc.
  - Participant since : Aug 9 2021 11:55:11 AM
- FOS of CannonDesign
  - Participant since : Aug 9 2021 11:13:46 AM
- Maser Consulting P.A.
  - Participant since : Aug 9 2021 10:08:47 AM
- McLaren Technical Services, Inc.
  - Participant since : Aug 8 2021 8:13:08 AM
- Bureau Veritas Technical Assessments LLC
  - Participant since : Aug 8 2021 7:54:19 AM
- GLE Associates, Inc.
  - Participant since : Aug 7 2021 2:18:59 PM
- Universal Engineering Sciences, Inc.
  - Participant since : Aug 6 2021 5:01:54 PM



- TSF (Tierra South Florida)
  - Participant since : Aug 6 2021 3:52:18 PM
- Ardaman & Associates
  - Participant since : Aug 6 2021 1:29:46 PM
  - Removed on : Aug 6 2021 1:33:07 PM
- Gale Associates, Inc.
  - Participant since : Aug 6 2021 11:54:05 AM
- Architectural Testing, Inc.
  - Participant since : Aug 6 2021 11:46:40 AM
- Black & Veatch
  - Participant since : Aug 6 2021 10:53:31 AM
- Terracon Consultants, Inc.
  - Participant since : Aug 6 2021 10:27:47 AM
- Calvin, Giordano & Associates, Inc
  - Participant since : Aug 6 2021 10:08:11 AM
- Baxter & Woodman, Inc.
  - Participant since : Aug 6 2021 8:52:18 AM
  - Removed on : Aug 6 2021 10:07:11 AM
- Enviroidnet.com an Entram Corp.
  - Participant since : Aug 6 2021 9:40:24 AM
- Kimley-Horn and Associates, Inc.
  - Participant since : Aug 6 2021 9:23:52 AM
- Mock, Roos & Associates, Inc.
  - Participant since : Aug 6 2021 9:21:58 AM
- OCI Associates, Inc
  - Participant since : Aug 6 2021 8:50:37 AM
- A.D.A. Engineering, Inc.
  - Participant since : Aug 6 2021 8:41:20 AM
- Chen Moore and Associates
  - Participant since : Aug 6 2021 8:31:00 AM
- **Offer phase** (Number of offers in phase: 10)
  - nova engineering & environmental (nova engineering & environmental) Time and date of submitting: Sep 8 2021 10:16:55 AM
  - Nelson Engineering Co (Nelson Engineering Co) Time and date of submitting: Sep 8 2021 1:01:44 PM
  - Roth IAMS LLC (Roth IAMS LLC) Time and date of submitting: Sep 8 2021 12:11:21 PM
  - ISES Corporation (ISES Corporation) Time and date of submitting: Sep 8 2021 1:52:25 PM
  - O&S Associates, Inc. (O&S Associates, Inc.) Time and date of submitting: Sep 8 2021 11:58:48 AM
  - GFA International, Inc. (GFA International, Inc.) Time and date of submitting: Sep 8 2021 8:45:17 AM
  - GLE Associates, Inc. (GLE Associates, Inc.) Time and date of submitting: Sep 8 2021 1:55:14 PM
  - OCI Associates, Inc (OCI Associates, Inc) Time and date of submitting: Sep 8 2021 1:45:31 PM
  - Bureau Veritas Technical Assessments LLC (Bureau Veritas Technical Assessments LLC) Time and date of submitting: Sep 7 2021 4:56:19 PM
  - EXP US Services Inc. (EXP US Services Inc.) Time and date of submitting: Sep 8 2021 10:04:56 AM
- **Evaluation** (Number of offers in phase: 10)
  - nova engineering & environmental (nova engineering & environmental)
  - Nelson Engineering Co (Nelson Engineering Co)

- Roth IAMS LLC (Roth IAMS LLC)
- ISES Corporation (ISES Corporation)
- O&S Associates, Inc. (O&S Associates, Inc.)
- GFA International, Inc. (GFA International, Inc.)
- GLE Associates, Inc. (GLE Associates, Inc.)
- OCI Associates, Inc (OCI Associates, Inc)
- Bureau Veritas Technical Assessments LLC (Bureau Veritas Technical Assessments LLC)
- EXP US Services Inc. (EXP US Services Inc.)
- **Awarding** (Number of offers in phase: 1)
  - Nelson Engineering Co (Nelson Engineering Co)

## Schedule

Name	Type	Start date	End date	Responsible person
Creation date	Date	Jul 23 2021 1:33 PM	—	Solicitations Palm Beach
Preparation	Phase	Jul 23 2021 1:33 PM	Aug 6 2021 8:00 AM	
Offer phase	Phase	Aug 6 2021 8:00 AM	Sep 8 2021 2:00 PM	
Pre-proposal Meeting	Date	Aug 19 2021 1:30 PM	—	
Evaluation	Phase	Sep 8 2021 2:00 PM	Oct 12 2021 7:00 AM	
Award phase	Date	Oct 12 2021 7:00 AM	—	

## Results

- **Offer phase** (Aug 6 2021 - Sep 8 2021)

### Result

Rank	Name	Knockouts	unanswered question(s)	Uploads missed	Incomplete evaluations	Unanswered buyer questions	Price	Quality score	Phase
1	Nelson Engineering Co	—	—	—	—	—	—	76.17%	Yes
2	Roth IAMS LLC	—	—	3	—	—	—	70%	Yes
3	ISES Corporation	—	—	1	—	—	—	69.5%	Yes
4	GLE Associates, Inc.	—	—	2	—	—	—	69%	Yes
5	OCI Associates, Inc	—	—	2	—	—	—	68.33%	Yes
6	nova engineering & environmental	—	—	3	—	—	—	67.83%	Yes
7	Bureau Veritas Technical Assessments LLC	—	—	1	—	—	—	66.67%	Yes
8	EXP US Services Inc.	—	—	—	—	—	—	66%	Yes
9	O&S Associates, Inc.	—	—	2	—	—	—	61.5%	Yes
10	GFA International, Inc.	—	—	2	—	—	—	57.5%	Yes

## • Evaluation

### Result

Rank	Name	Knockouts	unanswered question(s)	Uploads missed	Incomplete evaluations	Unanswered buyer questions	Price	Quality score	Phase
1	Nelson Engineering Co	–	–	–	–	–	—	76.17%	Yes
2	Roth IAMS LLC	–	–	3	–	–	—	70%	No
3	ISES Corporation	–	–	1	–	–	—	69.5%	No
4	GLE Associates, Inc.	–	–	2	–	–	—	69%	No
5	OCI Associates, Inc	–	–	2	–	–	—	68.33%	No
6	nova engineering & environmental	–	–	3	–	–	—	67.83%	No
7	Bureau Veritas Technical Assessments LLC	–	–	1	–	–	—	66.67%	No
8	EXP US Services Inc.	–	–	–	–	–	—	66%	No
9	O&S Associates, Inc.	–	–	2	–	–	—	61.5%	No
10	GFA International, Inc.	–	–	2	–	–	—	57.5%	No

## • Awarding

### Result

Rank	Name	Knockouts	unanswered question(s)	Uploads missed	Incomplete evaluations	Unanswered buyer questions	Price	Quality score
1	Nelson Engineering Co	–	–	–	–	–	—	76.17%

## Contracts

There are no contracts added

## Comments

No comments

# 1. SOLICITATION PACKAGE DOCUMENTS & EVALUATION FACTORS

## 1.1. SOLICITATION PACKAGE DOCUMENTS

### 1.1.4. INTENT LETTER

Please upload you company intent letter executed by person that has the authority to sign the contract on behalf of your company. Please include a statement of your understanding of the scope, and its requirements.

Evaluation method: Yes / No  
Worst: No  
Best: Yes

	<b>GFA International, Inc.</b>	<b>O&amp;S Associates, Inc.</b>	<b>nova engineering &amp; environmental</b>	<b>Bureau Veritas Technical Assessments LLC</b>	<b>GLE Associates, Inc.</b>
Solicitations Palm Beach (100%)	Yes	Yes	Yes	Yes	Yes
<b>Score</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>

	<b>OCI Associates, Inc</b>	<b>Roth IAMS LLC</b>	<b>Nelson Engineering Co</b>	<b>ISES Corporation</b>	<b>EXP US Services Inc.</b>
Solicitations Palm Beach (100%)	Yes	Yes	Yes	Yes	Yes
<b>Score</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>

Comments.

GFA International, Inc.

Solicitations Palm Beach Word.doc

**Summarizing comment**

EXP US Services Inc.

Solicitations Palm Beach Uploaded their entire proposal

**Summarizing comment**

## 1.2. SUPPLIER RESPONSE & ACKNOWLEDGEMENTS

### 1.2.1. PRIMARY CONTACT

Please provide information regarding who may be contacted regarding this proposal using

Evaluation method: Yes / No  
Worst: No

the table below.

Best: Yes

	GFA International, Inc.	O&S Associates, Inc.	nova engineering & environmental	Bureau Veritas Technical Assessments LLC	GLE Associates, Inc.
Solicitations Palm Beach (100%)	Yes	Yes	Yes	Yes	Yes
<b>Score</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>
	OCI Associates, Inc	Roth IAMS LLC	Nelson Engineering Co	ISES Corporation	EXP US Services Inc.
Solicitations Palm Beach (100%)	Yes	Yes	Yes	Yes	Yes
<b>Score</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>

Comments.

GLE Associates, Inc.

Summarizing comment

Solicitations Palm Beach Did not provide Mobile Phone Numbers

### 1.2.3. SUB CONTRACTORS

Evaluation method: Yes / No  
Worst: No  
Best: Yes

Please list or upload the subcontractors that you will use on this contract. Please include the Subcontractor name, address and the amount of years you have used each subcontractor. Bidders using their own forces for the work will need to enter '**My company will not use any sub-contractors**' in No.1 under Sub-Contractor Name.

If subcontractors are listed below, the Bidder acknowledges that they have fully investigated each subcontractor listed and has in their files evidence each subcontractor has engaged successfully in his line of work for a reasonable period of time, of performing the work required. The Town reserves final approval of any subcontractors listed. Following award of contract the Town reserves the right for approval of future subcontractors and refusal of existing or future subcontractors providing work under this contract.

Please use fillable PDF form attached to list your subcontractors.

	GFA International, Inc.	O&S Associates, Inc.	nova engineering & environmental	Bureau Veritas Technical Assessments LLC	GLE Associates, Inc.
Solicitations Palm Beach (100%)	Yes	Yes	Yes	Yes	Yes
<b>Score</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>

	OCI Associates, Inc	Roth IAMS LLC	Nelson Engineering Co	ISES Corporation	EXP US Services Inc.
Solicitations Palm Beach (100%)	Yes	Yes	Yes	Yes	Yes
<b>Score</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>

Comments.

Bureau Veritas Technical Assessments LLC

**Summarizing comment**

Solicitations Palm Beach Not signed nor dated

## 1.2.4. PROJECT REFERENCES

Evaluation method: Yes / No

Worst: No

Best: Yes

Provide at least five (5) business references, from which all should be related to this scope of work, preferably of public or government type agencies within three (3) years. You may use the provided fillable PDF form or upload your own document which must contain at a minimum the information requested on the Town provided form.

A referenced person(s) must be someone who has personal knowledge of the Proposer's performance. The referenced person must have been informed that they are being used as a reference and that the Town may check references.

	GFA International, Inc.	O&S Associates, Inc.	nova engineering & environmental	Bureau Veritas Technical Assessments LLC	GLE Associates, Inc.
Solicitations Palm Beach (100%)	Yes	Yes	Yes	Yes	Yes
<b>Score</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>

	OCI Associates, Inc	Roth IAMS LLC	Nelson Engineering Co	ISES Corporation	EXP US Services Inc.
Solicitations Palm Beach (100%)	Yes	Yes	Yes	Yes	Yes
<b>Score</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>

Comments.

GFA International, Inc.

**Summarizing comment**

Solicitations Palm Beach Town of Palm Beach is listed, but only AP contact info. is given. No contact email listed for PBC. No dates listed for WPB or School District of PBC.

O&S Associates, Inc.

Solicitations Palm Beach No Amount listed for MedXcel

**Summarizing comment**

EXP US Services Inc.

Solicitations Palm Beach Uploaded the same complete proposal that was uploaded for 1.1.4. INTENT LETTER

**Summarizing comment**

### 1.2.5. BIDDERS' QUALIFICATION

Please respond to this question by submitting fillable PDF form attached.

Evaluation method: Yes / No  
Worst: No  
Best: Yes

	GFA International, Inc.	O&S Associates, Inc.	nova engineering & environmental	Bureau Veritas Technical Assessments LLC	GLE Associates, Inc.
Solicitations Palm Beach (100%)	Yes	Yes	Yes	Yes	Yes
Score	0%	0%	0%	0%	0%

	OCI Associates, Inc	Roth IAMS LLC	Nelson Engineering Co	ISES Corporation	EXP US Services Inc.
Solicitations Palm Beach (100%)	Yes	Yes	Yes	Yes	Yes
Score	0%	0%	0%	0%	0%

Comments.

EXP US Services Inc.

Solicitations Palm Beach Uploaded the same complete proposal that was uploaded for 1.1.4. INTENT LETTER and 1.2.4. PROJECT REFERENCES

**Summarizing comment**

### 1.2.8. DRUG - FREE WORKPLACE CERTIFICATION

Please submit a drug free form by using attached fillable PDF form.

Evaluation method: Yes / No  
Worst: No  
Best: Yes

	GFA International, Inc.	O&S Associates, Inc.	nova engineering & environmental	Bureau Veritas Technical Assessments LLC	GLE Associates, Inc.
Solicitations Palm Beach (100%)	Yes	Yes	Yes	Yes	Yes

<b>Score</b>	<b>GFA International, Inc.</b>	<b>O&amp;S Associates, Inc.</b>	<b>nova engineering &amp; environmental</b>	<b>Bureau Veritas Technical Assessments LLC</b>	<b>GLE Associates, Inc.</b>
	<b>OCI Associates, Inc</b>	<b>Roth IAMS LLC</b>	<b>Nelson Engineering Co</b>	<b>ISES Corporation</b>	<b>EXP US Services Inc.</b>
Solicitations Palm Beach (100%)	Yes	Yes	Yes	Yes	Yes
<b>Score</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>

## 1.2.10. TRUTH IN NEGOTIATIONS

Please submit a truth in negotiations form by using attached fillable PDF form.

Evaluation method: Yes / No  
Worst: No  
Best: Yes

	<b>GFA International, Inc.</b>	<b>O&amp;S Associates, Inc.</b>	<b>nova engineering &amp; environmental</b>	<b>Bureau Veritas Technical Assessments LLC</b>	<b>GLE Associates, Inc.</b>
Solicitations Palm Beach (100%)	Yes	Yes	Yes	Yes	Yes
<b>Score</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>
	<b>OCI Associates, Inc</b>	<b>Roth IAMS LLC</b>	<b>Nelson Engineering Co</b>	<b>ISES Corporation</b>	<b>EXP US Services Inc.</b>
Solicitations Palm Beach (100%)	Yes	Yes	Yes	Yes	Yes
<b>Score</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>

## 1.2.13. E-VERIFY

Proposer warrants and represents that it is in compliance with section 448.095, Florida Statutes, as may be amended, and that it: (1) is registered with the E-Verify System (E-Verify.gov), and beginning January 1, 2021, uses the E-Verify System to electronically verify the employment eligibility of all newly hired workers; and (2) has verified that all its proposer workers, subcontractors performing the duties and obligations of this CONTRACT are registered with the E-Verify System, and beginning January 1, 2021, uses the E-Verify System to electronically verify the employment eligibility of all newly hired workers.

Please select "Yes" to confirm acceptance of this term and sign the attached form and resubmit.

Evaluation method: Yes / No  
Worst: No  
Best: Yes



	GFA International, Inc.	O&S Associates, Inc.	nova engineering & environmental	Bureau Veritas Technical Assessments LLC	GLE Associates, Inc.
Solicitations Palm Beach (100%)	Yes	Yes	Yes	Yes	Yes
<b>Score</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>

	OCI Associates, Inc	Roth IAMS LLC	Nelson Engineering Co	ISES Corporation	EXP US Services Inc.
Solicitations Palm Beach (100%)	Yes	Yes	Yes	Yes	Yes
<b>Score</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>

### 1.2.14. MINIMUM QUALIFICATIONS

Proposer shall provide adequate information with its proposal to demonstrate that it satisfies the following minimum as set forth below. The Town will consider what types of experience the Proposer has when making a determination of award. All decisions of the Town are final.

Proposer, with its proposal, must demonstrate successful performance and relevant experience and qualifications with respect to projects comparable in type, size, complexity, and scheduling as provided for in these solicitations documents. The Bidder shall have a minimum of five (5) years experience with municipal or commercial contracts. Please provide following:

Name of Project  
Name of Owner and Project Locations  
Description of Project  
List elements of the project:  
Contact name, telephone number, fax number, email address  
Project duration including start and end dates  
Description of any change orders (time, money, etc.)  
List of subcontractors that you have utilized

Note: Please upload one (1) minimum qualification form per project completed.

Documents:

Note: Please upload documentation for above requirements.

	GFA International, Inc.	O&S Associates, Inc.	nova engineering & environmental	Bureau Veritas Technical Assessments LLC	GLE Associates, Inc.
Solicitations Palm Beach (100%)	Yes	Yes	Yes	Yes	Yes
<b>Score</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>

Evaluation method: Yes / No  
Worst: No  
Best: Yes

	OCI Associates, Inc.	Roth IAMS LLC	Nelson Engineering Co	ISES Corporation	EXP US Services Inc.
Solicitations Palm Beach (100%)	Yes	Yes	Yes	Yes	Yes
<b>Score</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>

Comments.

GFA International, Inc.

**Summarizing comment**

Solicitations Palm Beach	Projects did not include any detail of the service provided and were not comparable in terms of size/scope, with the exception of Miami International Airport. Revised: Allowed based on references; the projects listed on the reference form is sufficient to demonstrate minimum qualifications.
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O&S Associates, Inc.

**Summarizing comment**

Solicitations Palm Beach	City of Jersey City project is not relevant to scope. Other 2 projects are applicable and meet the requirements.
--------------------------	--

Roth IAMS LLC

**Summarizing comment**

Solicitations Palm Beach	Canadian sister company has demonstrated qualifications.
--------------------------	--

EXP US Services Inc.

**Summarizing comment**

Solicitations Palm Beach	Uploaded the same complete proposal that was uploaded for 1.1.4. INTENT LETTER, 1.2.4. PROJECT REFERENCES and 1.2.5. BIDDERS' QUALIFICATION
--------------------------	---

## 1.3. EVALUATION FACTORS

### 1.3.1. Experience of Firm / Past Performance

Please provide following information by uploading a document(s):

Company Credentials

Current Related Projects

Completed Governmental and/or Commercial Projects related to this scope

Schedule/Budget Compliance of Previous Work

Understanding of the Town's needs

**Note: weight of this criteria is 35 points**

Evaluation method: Value

Worst: 0

Best: 5

Unit: Points

	GFA International, Inc.	O&S Associates, Inc.	nova engineering & environmental	Bureau Veritas Technical Assessments LLC	GLE Associates, Inc.
Paul Colby (33.33%)	2.5	3.5	3.5	3	4

	GFA International, Inc.	O&S Associates, Inc.	nova engineering & environmental	Bureau Veritas Technical Assessments LLC	GLE Associates, Inc.
Brett Madison (33.33%)	3	3	3	4	3
Mike Roach (33.33%)	2.5	2.5	3.5	3.5	3
<b>Score</b>	<b>18.67%</b>	<b>21%</b>	<b>23.33%</b>	<b>24.5%</b>	<b>23.33%</b>
	OCI Associates, Inc	Roth IAMS LLC	Nelson Engineering Co	ISES Corporation	EXP US Services Inc.
Paul Colby (33.33%)	4	3.5	4.5	4	3.5
Brett Madison (33.33%)	3	3	3.5	3	4
Mike Roach (33.33%)	2.5	4	3.5	3	3
<b>Score</b>	<b>22.17%</b>	<b>24.5%</b>	<b>26.83%</b>	<b>23.33%</b>	<b>24.5%</b>

Comments.

#### GFA International, Inc.

Paul Colby	Name states GFA international but proposal name is Universal Engineering services. Local office (Delray). Seems to have limited facility assessment exp. or did not show in proposal
Mike Roach	Very little detail, showing they understand the Town's needs. Reference projects had no description of the scope of services.

#### Summarizing comment

#### O&S Associates, Inc.

Paul Colby	Good Exp. Only one project in Florida recent exp in Fla. Is an apartment complex.
Mike Roach	Did not really highlight the Town's needs. Although the company may have the experience, the projects provided were renovation/ upgrades services.

#### Summarizing comment

#### nova engineering & environmental

Paul Colby	Good recent project experience
Mike Roach	Projects presented are only from last six months. Consultant appears to have knowledge of the Town's asks. Did not see how often they do these PCA.

#### Summarizing comment

#### Bureau Veritas Technical Assessments LLC

Paul Colby	Good past performance and exp. of company but seems limited to structural assessments
Mike Roach	35 Year old Company. Pretty detailed in their approach. As evaluations could include curb, pavement, landscape, to towers, lifts etc, but had some exceptions, like does not look above ceiling tile. Like that they wanted to do one building as pilot program and work from there.

#### Summarizing comment

#### GLE Associates, Inc.

Paul Colby	Several ongoing facility assessment projects
Mike Roach	Submitted appears to show a list of projects with similar scopes of services to that of the RFQ. Did not see any additional background of the company or how they plan to approach the project.

#### Summarizing comment

#### OCI Associates, Inc

Paul Colby	Good recent and past exp.
Mike Roach	Listed Lots of Projects, but could not see how most related to the RFQ. The one project they highlighted at the end is a Airfield in San Fran. Not sure the size of the company or resources. they apparently will have 3 sub consultants working with them

#### Summarizing comment

#### Roth IAMS LLC

Paul Colby	Asset management planning same as what we are asking. Unclear of their Exp. is consistent with our needs
Mike Roach	Appear to be a company that specializes in Property Condition Assessment. They had a detailed approach to each element of the assessment. Also addressed some what,ifs. Most to all of the projects they referenced for experience were out of state. Surprisingly they have a St Pete Office.

#### Summarizing comment

#### Nelson Engineering Co

Paul Colby	Impressive exp.
Mike Roach	References and scopes of services provided show the consultant has an understanding of the Town's needs. They also highlight challenges they encountered and how they worked through them. Highlight the multi Discipline inspections and vast services they can offer.

#### Summarizing comment

#### ISES Corporation

Paul Colby	Great exp. in proposal. Wished they shared data sheets for a few 'related' projects to see current scope provided.
Mike Roach	Company appears to do a lot of Facilities Condition Assessment (FCA), but I did not really see any detail that highlights what that is. Does that FCA include Mechanical, Electrical, Structural, plumbing etc, what is the approach.

#### Summarizing comment

EXP US Services Inc.

Summarizing comment

Paul Colby	Good recent project experience
Mike Roach	Local Firm. Also has recourses to reach out to in it's 3500 employees 90 offices to include it's own testing lab. Would like to have seen more on how they plan to approach the building evaluation, and provide deliverables.

### 1.3.2. Experience / Ability of Personnel

Please attach detailed requirements, but not limited to:  
 Organizational Chart  
 Management's Credentials  
 Project Personnel Resumes assigned to the Town, including subconsultants if any  
 High quality level of services to be provided to Town

Evaluation method: Value  
 Worst: 0  
 Best: 5  
 Unit: Points

**Note: weight of this criteria is 35 points**

	GFA International, Inc.	O&S Associates, Inc.	nova engineering & environmental	Bureau Veritas Technical Assessments LLC	GLE Associates, Inc.
Paul Colby (33.33%)	2.5	2.5	3.5	3	4
Brett Madison (33.33%)	3	3.5	3.5	3.5	3
Mike Roach (33.33%)	3	3	3.5	3	4
<b>Score</b>	<b>19.83%</b>	<b>21%</b>	<b>24.5%</b>	<b>22.17%</b>	<b>25.67%</b>
	OCI Associates, Inc	Roth IAMS LLC	Nelson Engineering Co	ISES Corporation	EXP US Services Inc.
Paul Colby (33.33%)	4	3.5	3.5	4	3
Brett Madison (33.33%)	4	3.5	4	3.5	4
Mike Roach (33.33%)	3	3.5	4	3.5	3.5
<b>Score</b>	<b>25.67%</b>	<b>24.5%</b>	<b>26.83%</b>	<b>25.67%</b>	<b>24.5%</b>

Comments.

#### GFA International, Inc.

Paul Colby	WPB Rep. has not performed scope (per resume) entire team seems to be lacking or not provided facility assessment exp. - portions of scope but not entire building assessments.
Mike Roach	No MEP in Org Chart. Those listed are project team is detailed for Structural, Geotechnical, and materials.

#### Summarizing comment

#### O&S Associates, Inc.

Paul Colby	Lots of housing authority exp. seems to ha limited facility assessment exp for municipal buildings.
Mike Roach	Lots of experience, ranged from 20+ to 40. not sure what office they all work out of. Noted only one with any really Florida experience.

#### Summarizing comment

#### nova engineering & environmental

Paul Colby	Good team exp.
Mike Roach	Personnel looks to be qualified. Would like to see more related to their approach. Also would like to see more details to the scopes or task on the project Resumes of each team memeber.

#### Summarizing comment

#### Bureau Veritas Technical Assessments LLC

Paul Colby	Good team provided, Exp. of firm is older
Mike Roach	Not a lot of detail on the Org chart or for the resumes of the proposed project team.

#### Summarizing comment

#### GLE Associates, Inc.

Paul Colby	Strong team with relevant exp.
Mike Roach	Project team presented had a good detailed resume documenting Facilities Assessment. This section the provided the companies methodology/approach in detail which could have been attached to first section.

#### Summarizing comment

#### OCI Associates, Inc

Paul Colby	Strong team with relevant exp.
Mike Roach	Project team appears to be very well versed. Did not see any real focus on Facility assessment.

#### Summarizing comment

#### Roth IAMS LLC

Paul Colby	Good team, good project exp.
Mike Roach	Project team looks to be well versed. Did not see much experience if any with Florida or coastal. Also not sure where the team is based out of, as Roth has an office in St Pete.

#### Summarizing comment

### Nelson Engineering Co

Paul Colby	Good team exp.
Mike Roach	Org Chart recognizes Multi Disciplines. Project team appears to be well versed in the Facilities Assessment. Appears Project team highlights multi programs to help facility the assessments

### Summarizing comment

### ISES Corporation

Paul Colby	Strong team with relevant exp.
Mike Roach	Project team apparently have 120+ years total in Facilities Condition Assessment. Mostly outside of the state of Florida. Did not really see any detail as to the scopes of the FCA for the various sites.

### Summarizing comment

### EXP US Services Inc.

Paul Colby	Good Exp, but more on the new building and structural side
Mike Roach	Org Chart and proposed project team was detailed showing a lot of experience in structural and civil. Would have one sub for MEP.

### Summarizing comment

## 1.3.3. Financial Information

- Financial resources and capabilities information: An indication of the resources and the necessary working capital available and how it will relate to the firm's financial stability through the completion of the project should be included in the response
- Evidence of insurance capability
- Present and future litigation or dispute and resolutions

Note: Town will reserve the right to request from short listed firms Dun & Bradstreet report or Financial Statement certified or reviewed by a CPA

**Note: weight of the criteria is 15 points**

Evaluation method: Value

Worst: 0

Best: 5

Unit:

	GFA International, Inc.	O&S Associates, Inc.	nova engineering & environmental	Bureau Veritas Technical Assessments LLC	GLE Associates, Inc.
Paul Colby (33.33%)	3.5	3.5	3.5	3.5	3.5
Brett Madison (33.33%)	3.5	3.5	3.5	3.5	3.5
Mike Roach (33.33%)	3.5	3.5	3.5	3.5	3.5
<b>Score</b>	<b>10.5%</b>	<b>10.5%</b>	<b>10.5%</b>	<b>10.5%</b>	<b>10.5%</b>
	OCI Associates, Inc	Roth IAMS LLC	Nelson Engineering Co	ISES Corporation	EXP US Services Inc.
Paul Colby (33.33%)	3.5	3.5	3.5	3.5	3.5

	OCI Associates, Inc	Roth IAMS LLC	Nelson Engineering Co	ISES Corporation	EXP US Services Inc.
Brett Madison (33.33%)	3.5	3.5	3.5	3.5	3.5
Mike Roach (33.33%)	3.5	3.5	3.5	3.5	3.5
<b>Score</b>	<b>10.5%</b>	<b>10.5%</b>	<b>10.5%</b>	<b>10.5%</b>	<b>10.5%</b>

Comments.

GFA International, Inc.

**Summarizing comment**

Paul Colby	Scored all proposers equally in this section due to TOPB Finance Department review Evaluation provided by Jane LeClainche
Brett Madison	Evaluation provided by Jane LeClainche
Mike Roach	Evaluation provided by Jane LeClainche

O&S Associates, Inc.

**Summarizing comment**

Paul Colby	Scored all proposers equally in this section due to TOPB Finance Department review Evaluation provided by Jane LeClainche
Brett Madison	Evaluation provided by Jane LeClainche
Mike Roach	Evaluation provided by Jane LeClainche

nova engineering & environmental

**Summarizing comment**

Paul Colby	Scored all proposers equally in this section due to TOPB Finance Department review Evaluation provided by Jane LeClainche
Brett Madison	Evaluation provided by Jane LeClainche
Mike Roach	Evaluation provided by Jane LeClainche

Bureau Veritas Technical Assessments LLC

**Summarizing comment**

Paul Colby	Scored all proposers equally in this section due to TOPB Finance Department review Evaluation provided by Jane LeClainche
Brett Madison	Evaluation provided by Jane LeClainche
Mike Roach	Evaluation provided by Jane LeClainche

GLE Associates, Inc.

**Summarizing comment**

Paul Colby	Scored all proposers equally in this section due to TOPB Finance Department review Evaluation provided by Jane LeClainche
Brett Madison	Evaluation provided by Jane LeClainche
Mike Roach	Evaluation provided by Jane LeClainche



#### OCI Associates, Inc

Paul Colby	Scored all proposers equally in this section due to TOPB Finance Department review Evaluation provided by Jane LeClainche
Brett Madison	Evaluation provided by Jane LeClainche
Mike Roach	Evaluation provided by Jane LeClainche

#### Summarizing comment

#### Roth IAMS LLC

Paul Colby	Scored all proposers equally in this section due to TOPB Finance Department review Evaluation provided by Jane LeClainche
Brett Madison	Evaluation provided by Jane LeClainche
Mike Roach	Evaluation provided by Jane LeClainche

#### Summarizing comment

#### Nelson Engineering Co

Paul Colby	Scored all proposers equally in this section due to TOPB Finance Department review Evaluation provided by Jane LeClainche
Brett Madison	Evaluation provided by Jane LeClainche
Mike Roach	Evaluation provided by Jane LeClainche

#### Summarizing comment

#### ISES Corporation

Paul Colby	Scored all proposers equally in this section due to TOPB Finance Department review Evaluation provided by Jane LeClainche
Brett Madison	Evaluation provided by Jane LeClainche
Mike Roach	Evaluation provided by Jane LeClainche

#### Summarizing comment

#### EXP US Services Inc.

Paul Colby	Scored all proposers equally in this section due to TOPB Finance Department review Evaluation provided by Jane LeClainche
Brett Madison	Evaluation provided by Jane LeClainche
Mike Roach	Evaluation provided by Jane LeClainche

#### Summarizing comment

### 1.3.4. Workload and Scheduling

Over-all workload of the company  
Project scheduling ability/timely completion of work  
Schedule to accommodate this project  
Applicability of the services offered

**Note: weight of this criteria is 15 points**

Evaluation method: Value  
Worst: 0  
Best: 5  
Unit:

	GFA International, Inc.	O&S Associates, Inc.	nova engineering & environmental	Bureau Veritas Technical Assessments LLC	GLE Associates, Inc.
Paul Colby (33.33%)	3	2.5	3	3	3.5
Brett Madison (33.33%)	3	3	3	3.5	3
Mike Roach (33.33%)	2.5	3.5	3.5	3	3
<b>Score</b>	<b>8.5%</b>	<b>9%</b>	<b>9.5%</b>	<b>9.5%</b>	<b>9.5%</b>
	OCI Associates, Inc	Roth IAMS LLC	Nelson Engineering Co	ISES Corporation	EXP US Services Inc.
Paul Colby (33.33%)	3.5	3.5	4	3	1
Brett Madison (33.33%)	4	3	3.5	3	3
Mike Roach (33.33%)	2.5	4	4.5	4	2.5
<b>Score</b>	<b>10%</b>	<b>10.5%</b>	<b>12%</b>	<b>10%</b>	<b>6.5%</b>

Comments.

#### GFA International, Inc.

Paul Colby	6 week timeframe - large 20/21 workload, no 2022 workload projects listed.
Mike Roach	Did not see any workload or proposed project schedule. Info in this section should have been incorporated into the first section of experience.

#### Summarizing comment

#### O&S Associates, Inc.

Paul Colby	No defined workload or schedule - seems like boilerplate info.
Mike Roach	Did not see how the work will impact their workload. Also did not see any type of schedule to us an understanding of length of time to perofrm. however their approach to the project and how they plan set up that scheduled seem detailed

#### Summarizing comment

#### nova engineering & environmental

Paul Colby	Workload seems to work well with their existing clients, could not locate project schedule
Mike Roach	they state they could meet the workload has they have a few projects wrapping up. Work appears to be directed out of their Ft lauderdale office. Not sure who on the project team listed is actually from that office. Didi not see a schedule or outline of what they entail how lont the work will take.

#### Summarizing comment

#### Bureau Veritas Technical Assessments LLC

Paul Colby	Workload seams reasonable , no schedule provided.
Mike Roach	Approximately 1 year to evaluate and provide final deliverable, which appears to be similar to the projects they provided as reference. Work load is available.

#### Summarizing comment

#### GLE Associates, Inc.

Paul Colby	Workload seems to work well with their existing clients - no schedule provided
Mike Roach	Workload and schedule appear to be combined. Little confusing. Expand on the 5 step Methodology schedule wise.

#### Summarizing comment

#### OCI Associates, Inc

Paul Colby	60 to 90 day schedule. moderate workload
Mike Roach	It appears a lot of the referenced project as experience are still being worked per their workload. Would like to have seen a more clear approach as to how the schedule will be laid out and the project delivered.

#### Summarizing comment

#### Roth IAMS LLC

Paul Colby	December 30, 2021 end date of project??
Mike Roach	Consultant projected a 2 person team for the work. And estimated the work would take approximately 2.5 months per the provided schedule. They feel this would not impact their workload.

#### Summarizing comment

#### Nelson Engineering Co

Paul Colby	approx. 90 day schedule, existing workload seems acceptable, good approach
Mike Roach	Consultant had a detail plan to their workload along with a detail plan to how they would approach the schedule. The schedule the provided estimated 6 months.

#### Summarizing comment

#### ISES Corporation

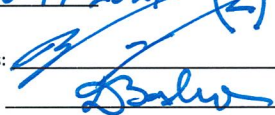
Paul Colby	16 week schedule - and can accommodate the Towns 16 buildings.
Mike Roach	Their work load providing FCA is typically 1500-2000 building and the town would only be adding approximately 16. They estimate the the FCA to take 16 weeks.

#### Summarizing comment

Paul Colby	Could not locate workload or schedule
Mike Roach	Did not see workload or project scheduling. Most of the reference showed they could do inspections or had the knowledge too

RFQ No. 2021-27 Professional Engineering Services for Town of Palm Beach Facilities Assessment								
Summary of Ordinal Scoring								
Companies								
Selection Committee	Bureau Veritas Technical Assessments LLC	EXP US Services Inc.	GLE Associates, Inc.	ISES Corporation	Nelson Engineering Co	nova engineering & environmental	OCI Associates, Inc	Roth IAMS LLC
Brett Madison	1	4	6	7	2	5	8	3
Mike Roach	2	4	5	7	1	6	8	3
Paul Colby	2	4	8	7	1	5	6	3
TOTAL	5	12	19	21	4	16	22	9

Date: 10-19-2021 (2) (4) (6) (7) (1) (5) (8) (3)

Witness: 

NOTE: The lowest score is the highest ranked company etc.