

RESOLUTION NO. 24-11-1335

AUTHORIZATION TO NEGOTIATE A CONTRACT WITH
KLEINFELDER FOR
DESIGN, ENGINEERING AND PROJECT MANAGEMENT SERVICES
JOB AND FAMILY SERVICES BUILDING EXPANSION AND RENOVATION PROJECT

COMMISSIONERS

Mr. Westfall introduced the following resolution and moved for its adoption:

WHEREAS, on August 8, 2024, (Commissioners' Resolution No. 24-08-925), the Board of Miami County Commissioners authorized the solicitation of Statements of Qualifications (SOQs) for professional design & engineering services for the Miami County Job and Family Services Building Expansion and Renovation Project; and

WHEREAS, on September 3, 2024, by Resolution No. 24-09-1019, the Board of Miami County Commissioners received and publicly opened said SOQs and award was deferred; and

WHEREAS, a review committee consisting of Commissioner Ted S. Mercer, Facilities Director, Ben Howlett, Michael Clarey, Commissioners Administrator and various Miami County Department committee members independently reviewed and ranked each firm who submitted a bid and the review committee selected Kleinfelder of Bowling Green, Ohio to enter into contract negotiations.

NOW, THEREFORE BE IT RESOLVED, by the Board of Miami County Commissioners, to authorize the negotiation of a contract with Kleinfelder for professional design & engineering services for the Job and Family Services Building Expansion and Renovation Project.

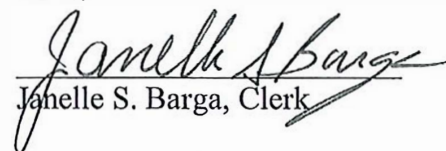
Mr. Mercer seconded the motion and the Board voted as follows upon roll call:

Mr. Mercer, Yea; Mr. Westfall, Yea; Mr. Simmons, Absent.

DATED: November 14, 2024

CERTIFICATION

I, Janelle S. Barga, Clerk to the Board of Miami County Commissioners, do hereby certify that this is a true and correct transcript of action taken by the board under the date of November 14, 2024.


Janelle S. Barga, Clerk

Cc: Journal
 Files
 Facilities ✓
 JFS – Sara Bowers



FACILITIES AND MAINTENANCE DEPARTMENT

**Ben Howlett, Director
209 W. Water Street
Troy, Ohio 45373**

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Fax: 937-440-3541

Email: bdunkmann-howlett@miamicountyohio.gov

Miami County Commissioners
201 W Main Street
Troy, Ohio 45373

November 7th, 2024

To: Miami County Commissioners

From: Ben Howlett, Facilities and Maintenance

Re: Miami County: Job and Family Services Architectural Contract negotiation.

Commissioners,

Per Resolution Number 24-09-1019 the Miami County Board of Commissioners received and opened Statement of Qualifications for Architectural Services for the Job and Family Services Renovation and Expansion.

Kleinfelder of Bowling Green, Ohio is the prospective winner of the work.

We ask the Commissioners to approve Contract Negotiations with Kleinfelder for the Job and Family Services Architectural Contract.

See attached Round One and Round Two scoring Sheets.

Thanks,

Ben Howlett Facilities and Maintenance Director

cc:
/Michael Clarey, Chief Administration Officer
/File

Miami County Architectural/Engineering Evaluation

Project Name: Miami County Jobs and Family Services SOQ






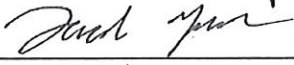


Project Location: 2040 North S Co Rd 25A, Troy, OH 45373

Project Budget: T.B.D.

Round One Tabulation		
Firm	Score	Rank
WDC Group	101	1
Kleinfelder	100	2
LWC, Inc.	98	3
Levin Porter Architects	95	4
R.E. Warner	93	5
Champlin Architecure	84	6
MT Studio	81	7
JPA Architecture	78	8
App Architecture	75	9

Additional Comments
See Round One Meeting Minutes for additional information

Miami County Architectural/Engineering Evaluation

Committee Signatures		
Evaulator's Name (Printed):	Evaulator's Name (Signature):	Date:
Commissioner Ted Mercer		9/26/2024
Michael Clarey		9-26-24
Kari L. Purtee		9-25-24
Shannon North		9-25-24
Sharon Brulport		9/25/24
Jake Yager		9-25-24
James Wysong		9/26/24
Ben Howlett		9/26/24

Miami County Architectural/Engineering Evaluation

Project Name: Miami County Jobs and Family Services SOQ

Project Location: 2040 North S Co Rd 25A, Troy, OH 45373

Project Budget: T.B.D.

Candidate Information:

Architect/Engineering Firm Name: App Architecture

Lead Architect/Engineer Name: _____

Selection Criteria

Each criterion should be rated on a scale of 1-5, 1 being the lowest and 5 being the highest.

1. Experience and Expertise	
Relevant experience in similar projects: [1-5]	3
Specialized expertise in project type: [1-5]	3
Years of experience in the field: [1-5]	3

2. Portfolio and References	
Quality and diversity of past work: [1-5]	3
References from previous clients: [1-5]	3
Portfolio alignment with project vision: [1-5]	3

3. Qualifications and Credentials	
Architectural licenses and certifications: [1-5]	3
Membership in professional organizations (AIA, LEED, WELL) [1-5]	3

4. Team and Resources	
Size and composition of the architectural team: [1-5]	3
Availability and commitment to the project: [1-5]	3
Access to necessary resources (e.g., technology, tools): [1-5]	3

Miami County Architectural/Engineering Evaluation

Construction Administration: [1-5]	3
Project Specification and Contracts: [1-5]	3

5. Project Approach and Creativity	
Innovative design approach: [1-5]	3
Problem-solving capabilities: [1-5]	3
Ability to adapt to changing project requirements: [1-5]	3

6. Budget and Cost Management	
Track record of staying within budget: [1-5]	3
Proposed fee structure and cost estimates: [1-5]	3
Transparency in financial matters: [1-5]	3

7. Communication and Collaboration	
Communication skills and responsiveness: [1-5]	3
Willingness to collaborate with other project stakeholders: [1-5]	3
Ability to translate client vision into designs: [1-5]	3

8. Project Timeline and Scheduling	
Ability to meet project deadlines: [1-5]	3
Proposed project schedule and milestones: [1-5]	3
Experience with managing project timelines: [1-5]	3

Overall Score (Out of 120):	75
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Miami County Architectural/Engineering Evaluation

Project Name: Miami County Jobs and Family Services SOQ

Project Location: 2040 North S Co Rd 25A, Troy, OH 45373

Project Budget: T.B.D.

Candidate Information: _____

Architect/Engineering Firm Name: Champlin Architecture

Lead Architect/Engineer Name: _____

Selection Criteria

Each criterion should be rated on a scale of 1-5, 1 being the lowest and 5 being the highest.

1. Experience and Expertise	
Relevant experience in similar projects: [1-5]	4
Specialized expertise in project type: [1-5]	4
Years of experience in the field: [1-5]	3

2. Portfolio and References	
Quality and diversity of past work: [1-5]	3
References from previous clients: [1-5]	3
Portfolio alignment with project vision: [1-5]	4

3. Qualifications and Credentials	
Architectural licenses and certifications: [1-5]	3
Membership in professional organizations (AIA, LEED, WELL) [1-5]	4

4. Team and Resources	
Size and composition of the architectural team: [1-5]	3
Availability and commitment to the project: [1-5]	3
Access to necessary resources (e.g., technology, tools): [1-5]	3

Miami County Architectural/Engineering Evaluation

Construction Administration: [1-5]	3
Project Specification and Contracts: [1-5]	4

5. Project Approach and Creativity	
Innovative design approach: [1-5]	4
Problem-solving capabilities: [1-5]	4
Ability to adapt to changing project requirements: [1-5]	4

6. Budget and Cost Management	
Track record of staying within budget: [1-5]	3
Proposed fee structure and cost estimates: [1-5]	3
Transparency in financial matters: [1-5]	3

7. Communication and Collaboration	
Communication skills and responsiveness: [1-5]	3
Willingness to collaborate with other project stakeholders: [1-5]	3
Ability to translate client vision into designs: [1-5]	3

8. Project Timeline and Scheduling	
Ability to meet project deadlines: [1-5]	4
Proposed project schedule and milestones: [1-5]	3
Experience with managing project timelines: [1-5]	3

Overall Score (Out of 120):	84
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Miami County Architectural/Engineering Evaluation

Project Name: Miami County Jobs and Family Services SOQ

Project Location: 2040 North S Co Rd 25A, Troy, OH 45373

Project Budget: T.B.D.

Candidate Information: _____

Architect/Engineering Firm Name: JPA Architecture

Lead Architect/Engineer Name: _____

Selection Criteria

Each criterion should be rated on a scale of 1-5, 1 being the lowest and 5 being the highest.

1. Experience and Expertise	
Relevant experience in similar projects: [1-5]	3
Specialized expertise in project type: [1-5]	3
Years of experience in the field: [1-5]	3
2. Portfolio and References	
Quality and diversity of past work: [1-5]	4
References from previous clients: [1-5]	5
Portfolio alignment with project vision: [1-5]	3
3. Qualifications and Credentials	
Architectural licenses and certifications: [1-5]	3
Membership in professional organizations (AIA, LEED, WELL) [1-5]	3
4. Team and Resources	
Size and composition of the architectural team: [1-5]	3
Availability and commitment to the project: [1-5]	3
Access to necessary resources (e.g., technology, tools): [1-5]	

Miami County Architectural/Engineering Evaluation

Construction Administration: [1-5]	3
Project Specification and Contracts: [1-5]	3

5. Project Approach and Creativity	
Innovative design approach: [1-5]	3
Problem-solving capabilities: [1-5]	3
Ability to adapt to changing project requirements: [1-5]	3

6. Budget and Cost Management	
Track record of staying within budget: [1-5]	4
Proposed fee structure and cost estimates: [1-5]	3
Transparency in financial matters: [1-5]	3

7. Communication and Collaboration	
Communication skills and responsiveness: [1-5]	4
Willingness to collaborate with other project stakeholders: [1-5]	3
Ability to translate client vision into designs: [1-5]	4

8. Project Timeline and Scheduling	
Ability to meet project deadlines: [1-5]	3
Proposed project schedule and milestones: [1-5]	3
Experience with managing project timelines: [1-5]	3

Overall Score (Out of 120):	78
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Miami County Architectural/Engineering Evaluation

Project Name: Miami County Jobs and Family Services SOQ

Project Location: 2040 North S Co Rd 25A, Troy, OH 45373

Project Budget: T.B.D.

Candidate Information: _____

Architect/Engineering Firm Name: Kleinfelder

Lead Architect/Engineer Name: _____

Selection Criteria

Each criterion should be rated on a scale of 1-5, 1 being the lowest and 5 being the highest.

1. Experience and Expertise	
Relevant experience in similar projects: [1-5]	5
Specialized expertise in project type: [1-5]	5
Years of experience in the field: [1-5]	4
2. Portfolio and References	
Quality and diversity of past work: [1-5]	4
References from previous clients: [1-5]	5
Portfolio alignment with project vision: [1-5]	5
3. Qualifications and Credentials	
Architectural licenses and certifications: [1-5]	4
Membership in professional organizations (AIA, LEED, WELL) [1-5]	4
4. Team and Resources	
Size and composition of the architectural team: [1-5]	5
Availability and commitment to the project: [1-5]	5
Access to necessary resources (e.g., technology, tools): [1-5]	4

Miami County Architectural/Engineering Evaluation

Construction Administration: [1-5]	4
Project Specification and Contracts: [1-5]	4

5. Project Approach and Creativity	
Innovative design approach: [1-5]	4
Problem-solving capabilities: [1-5]	4
Ability to adapt to changing project requirements: [1-5]	4

6. Budget and Cost Management	
Track record of staying within budget: [1-5]	5
Proposed fee structure and cost estimates: [1-5]	3
Transparency in financial matters: [1-5]	4

7. Communication and Collaboration	
Communication skills and responsiveness: [1-5]	3
Willingness to collaborate with other project stakeholders: [1-5]	3
Ability to translate client vision into designs: [1-5]	3

8. Project Timeline and Scheduling	
Ability to meet project deadlines: [1-5]	3
Proposed project schedule and milestones: [1-5]	3
Experience with managing project timelines: [1-5]	3

Overall Score (Out of 120):	100
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Miami County Architectural/Engineering Evaluation

Project Name: Miami County Jobs and Family Services SOQ

Project Location: 2040 North S Co Rd 25A, Troy, OH 45373

Project Budget: T.B.D.

Candidate Information: _____

Architect/Engineering Firm Name: Levin Porter Architects

Lead Architect/Engineer Name: _____

Selection Criteria

Each criterion should be rated on a scale of 1-5, 1 being the lowest and 5 being the highest.

1. Experience and Expertise	
Relevant experience in similar projects: [1-5]	4
Specialized expertise in project type: [1-5]	3
Years of experience in the field: [1-5]	3

2. Portfolio and References	
Quality and diversity of past work: [1-5]	4
References from previous clients: [1-5]	4
Portfolio alignment with project vision: [1-5]	3

3. Qualifications and Credentials	
Architectural licenses and certifications: [1-5]	3
Membership in professional organizations (AIA, LEED, WELL) [1-5]	4

4. Team and Resources	
Size and composition of the architectural team: [1-5]	4
Availability and commitment to the project: [1-5]	3
Access to necessary resources (e.g., technology, tools): [1-5]	3

Miami County Architectural/Engineering Evaluation

Construction Administration: [1-5]	5
Project Specification and Contracts: [1-5]	3

5. Project Approach and Creativity	
Innovative design approach: [1-5]	5
Problem-solving capabilities: [1-5]	5
Ability to adapt to changing project requirements: [1-5]	4

6. Budget and Cost Management	
Track record of staying within budget: [1-5]	4
Proposed fee structure and cost estimates: [1-5]	4
Transparency in financial matters: [1-5]	3

7. Communication and Collaboration	
Communication skills and responsiveness: [1-5]	3
Willingness to collaborate with other project stakeholders: [1-5]	4
Ability to translate client vision into designs: [1-5]	5

8. Project Timeline and Scheduling	
Ability to meet project deadlines: [1-5]	4
Proposed project schedule and milestones: [1-5]	4
Experience with managing project timelines: [1-5]	4

Overall Score (Out of 120):	95
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Miami County Architectural/Engineering Evaluation

Project Name: Miami County Jobs and Family Services SOQ

Project Location: 2040 North S Co Rd 25A, Troy, OH 45373

Project Budget: T.B.D.

Candidate Information:

Architect/Engineering Firm Name: LWC, Inc

Lead Architect/Engineer Name: _____

Selection Criteria

Each criterion should be rated on a scale of 1-5, 1 being the lowest and 5 being the highest.

1. Experience and Expertise	
Relevant experience in similar projects: [1-5]	4
Specialized expertise in project type: [1-5]	4
Years of experience in the field: [1-5]	4

2. Portfolio and References	
Quality and diversity of past work: [1-5]	4
References from previous clients: [1-5]	4
Portfolio alignment with project vision: [1-5]	4

3. Qualifications and Credentials	
Architectural licenses and certifications: [1-5]	3
Membership in professional organizations (AIA, LEED, WELL) [1-5]	3

4. Team and Resources	
Size and composition of the architectural team: [1-5]	3
Availability and commitment to the project: [1-5]	3
Access to necessary resources (e.g., technology, tools): [1-5]	4

Miami County Architectural/Engineering Evaluation

Construction Administration: [1-5]	5
Project Specification and Contracts: [1-5]	4

5. Project Approach and Creativity	
Innovative design approach: [1-5]	4
Problem-solving capabilities: [1-5]	4
Ability to adapt to changing project requirements: [1-5]	4

6. Budget and Cost Management	
Track record of staying within budget: [1-5]	5
Proposed fee structure and cost estimates: [1-5]	4
Transparency in financial matters: [1-5]	5

7. Communication and Collaboration	
Communication skills and responsiveness: [1-5]	4
Willingness to collaborate with other project stakeholders: [1-5]	4
Ability to translate client vision into designs: [1-5]	4

8. Project Timeline and Scheduling	
Ability to meet project deadlines: [1-5]	3
Proposed project schedule and milestones: [1-5]	4
Experience with managing project timelines: [1-5]	4

Overall Score (Out of 120):	98
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Miami County Architectural/Engineering Evaluation

Project Name: Miami County Jobs and Family Services SOQ

Project Location: 2040 North S Co Rd 25A, Troy, OH 45373

Project Budget: T.B.D.

Candidate Information:

Architect/Engineering Firm Name: MT Studio

Lead Architect/Engineer Name: _____

Selection Criteria

Each criterion should be rated on a scale of 1-5, 1 being the lowest and 5 being the highest.

1. Experience and Expertise

Relevant experience in similar projects: [1-5]	3
Specialized expertise in project type: [1-5]	3
Years of experience in the field: [1-5]	3

2. Portfolio and References

Quality and diversity of past work: [1-5]	3
References from previous clients: [1-5]	3
Portfolio alignment with project vision: [1-5]	3

3. Qualifications and Credentials

Architectural licenses and certifications: [1-5]	3
Membership in professional organizations (AIA, LEED, WELL) [1-5]	3

4. Team and Resources

Size and composition of the architectural team: [1-5]	3
Availability and commitment to the project: [1-5]	3
Access to necessary resources (e.g., technology, tools): [1-5]	3

Miami County Architectural/Engineering Evaluation

Construction Administration: [1-5]	4
Project Specification and Contracts: [1-5]	3

5. Project Approach and Creativity	
Innovative design approach: [1-5]	4
Problem-solving capabilities: [1-5]	3
Ability to adapt to changing project requirements: [1-5]	3

6. Budget and Cost Management	
Track record of staying within budget: [1-5]	3
Proposed fee structure and cost estimates: [1-5]	3
Transparency in financial matters: [1-5]	3

7. Communication and Collaboration	
Communication skills and responsiveness: [1-5]	3
Willingness to collaborate with other project stakeholders: [1-5]	3
Ability to translate client vision into designs: [1-5]	4

8. Project Timeline and Scheduling	
Ability to meet project deadlines: [1-5]	4
Proposed project schedule and milestones: [1-5]	4
Experience with managing project timelines: [1-5]	4

Overall Score (Out of 120):	81
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Miami County Architectural/Engineering Evaluation

Project Name: Miami County Jobs and Family Services SOQ

Project Location: 2040 North S Co Rd 25A, Troy, OH 45373

Project Budget: T.B.D.

Candidate Information:

Architect/Engineering Firm Name: R.E. Warner

Lead Architect/Engineer Name: _____

Selection Criteria

Each criterion should be rated on a scale of 1-5, 1 being the lowest and 5 being the highest.

1. Experience and Expertise	
Relevant experience in similar projects: [1-5]	4
Specialized expertise in project type: [1-5]	4
Years of experience in the field: [1-5]	4

2. Portfolio and References	
Quality and diversity of past work: [1-5]	4
References from previous clients: [1-5]	3
Portfolio alignment with project vision: [1-5]	4

3. Qualifications and Credentials	
Architectural licenses and certifications: [1-5]	4
Membership in professional organizations (AIA, LEED, WELL) [1-5]	4

4. Team and Resources	
Size and composition of the architectural team: [1-5]	4
Availability and commitment to the project: [1-5]	4
Access to necessary resources (e.g., technology, tools): [1-5]	3

Miami County Architectural/Engineering Evaluation

Construction Administration: [1-5]	4
Project Specification and Contracts: [1-5]	4

5. Project Approach and Creativity	
Innovative design approach: [1-5]	3
Problem-solving capabilities: [1-5]	3
Ability to adapt to changing project requirements: [1-5]	3

6. Budget and Cost Management	
Track record of staying within budget: [1-5]	3
Proposed fee structure and cost estimates: [1-5]	4
Transparency in financial matters: [1-5]	4

7. Communication and Collaboration	
Communication skills and responsiveness: [1-5]	4
Willingness to collaborate with other project stakeholders: [1-5]	3
Ability to translate client vision into designs: [1-5]	4

8. Project Timeline and Scheduling	
Ability to meet project deadlines: [1-5]	4
Proposed project schedule and milestones: [1-5]	4
Experience with managing project timelines: [1-5]	4

Overall Score (Out of 120):	93
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Miami County Architectural/Engineering Evaluation

Project Name: Miami County Jobs and Family Services SOQ

Project Location: 2040 North S Co Rd 25A, Troy, OH 45373

Project Budget: T.B.D.

Candidate Information:

Architect/Engineering Firm Name: WDC Group

Lead Architect/Engineer Name: _____

Selection Criteria

Each criterion should be rated on a scale of 1-5, 1 being the lowest and 5 being the highest.

1. Experience and Expertise	
Relevant experience in similar projects: [1-5]	4
Specialized expertise in project type: [1-5]	4
Years of experience in the field: [1-5]	4

2. Portfolio and References	
Quality and diversity of past work: [1-5]	4
References from previous clients: [1-5]	4
Portfolio alignment with project vision: [1-5]	4

3. Qualifications and Credentials	
Architectural licenses and certifications: [1-5]	4
Membership in professional organizations (AIA, LEED, WELL) [1-5]	3

4. Team and Resources	
Size and composition of the architectural team: [1-5]	3
Availability and commitment to the project: [1-5]	4
Access to necessary resources (e.g., technology, tools): [1-5]	3

Miami County Architectural/Engineering Evaluation

Construction Administration: [1-5]	4
Project Specification and Contracts: [1-5]	4

5. Project Approach and Creativity	
Innovative design approach: [1-5]	4
Problem-solving capabilities: [1-5]	4
Ability to adapt to changing project requirements: [1-5]	4

6. Budget and Cost Management	
Track record of staying within budget: [1-5]	5
Proposed fee structure and cost estimates: [1-5]	5
Transparency in financial matters: [1-5]	5

7. Communication and Collaboration	
Communication skills and responsiveness: [1-5]	4
Willingness to collaborate with other project stakeholders: [1-5]	4
Ability to translate client vision into designs: [1-5]	4

8. Project Timeline and Scheduling	
Ability to meet project deadlines: [1-5]	4
Proposed project schedule and milestones: [1-5]	5
Experience with managing project timelines: [1-5]	4

Overall Score (Out of 120):	101
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FACILITIES AND MAINTENANCE DEPARTMENT

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Troy, Ohio 45373

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Fax: 937-440-3541

Email: bdunkmann-howlett@miamicountyohio.gov

Miami County Commissioners
201 W Main Street
Troy, Ohio 45373

JFS Statement of Qualifications (SOQs): Round One Evaluation

Meeting Date: 9/25/2024 at 3pm

Start: 3:00 pm

Ended: 3:58pm

Location: JFS Large Conference Room

New Business

Committee Composition

Commissioners Office

- Commissioner Ted Mercer, Commissioner in Charge of Project
- Michael Clarey, Chief Administrative Officer
- Ben Howlett, Facilities and Maintenance

Job and Family Services

- Kari Purtee
- Shannon North
- Sharon Brulport
- Jake Yager

Sheriff's Office

- James Wysong

Rubric Clarification and Ranking

The following rubric clarification was presented to the Committee.

- 1's and 2's: Does not meet expectations from the SOQ
- 3's: Meets expectations from the SOQ
- 4's and 5's: Exceeds expectations from the SOQ

The Committee agreed that a group submission of rankings for each firm would be submitted.

Evaluation

Committee Members discussed rankings of the firms that submitted SOQs. The general consensus, based on SOQ submissions, narrowed down the firms down to four (4) to be interviewed in person.

Setting Dates for In-Person Interviews

The Committee selected the following dates and times for the in-person interviews

- October 23rd
 - First Interview: 10am
 - Second Interview: 11am
 - Third Interview: 1pm
 - Fourth Interview: 2pm
- Alternative Date
 - October 25th

Setting Procedures for In-Person Interviews

- Interviews will be held in the Main Conference Room at JFS
 - Projectors and a screen will be provided by the County
- Firms invited to the in-person interviews are encouraged, but not required to arrive early to tour the existing facility
 - Tours of the existing facility can be schedule before the interview date by contacting Ben Howlett at 937-440-5999 or bhowlett@miamicountyohio.gov
- Forty-Five (45) Minute Interviews
 - Firms will have thirty (30) minutes to present
 - Committee Members may ask questions based on information presented for clarification or exploring design processes
 - Committee will have fifteen (15) minutes to ask questions that may have not been covered in either the SOQ or the in-person presentation
 - After the forty-five (45) minute interview the Committee will discuss internally regarding information presented.
 - Follow up internal meetings with the Committee may be scheduled for final selection

Follow Up

Ben Howlett to craft up sample questions for the Committee Members to consider during the in-person interview process.

Old Business:

N/A

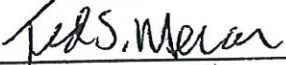
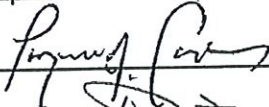






Miami County Architectural/Engineering Evaluation

Project Name: Miami County Jobs and Family Services SOQ

Project Location: 2040 North S Co Rd 25A, Troy, OH 45373

Project Budget: T.B.D.

Round Two Tabulation		
Firm	Score	Rank
Kleinfelder	100	1
WDC Group	99	2
LWC, Inc.	98	3
Levin Porter Architects	98	3

Additional Comments		
Committee Signatures		
Evaluator's Name (Printed):	Evaluator's Name (Signature):	Date:
Commissioner Ted Mercer		11-6-2024
Michael Clarey		11-6-2024
Kari L. Purtee		11-5-24
Shannon North		11-5-24
Sharon Brulport		11/5/24
Jake Yager		11-5-24
James Wysong		11-5-24
Ben Howlett		11-6-24

Miami County Architectural/Engineering Evaluation

Project Name: Miami County Jobs and Family Services SOQ

Project Location: 2040 North S Co Rd 25A, Troy, OH 45373

Project Budget: T.B.D.

Candidate Information:

Architect/Engineering Firm Name: Kleinfelder

Lead Architect/Engineer Name: _____

Selection Criteria

Each criterion should be rated on a scale of 1-5, 1 being the lowest and 5 being the highest.

1: Experience and Expertise	
Relevant experience in similar projects: [1-5]	5
Specialized expertise in project type: [1-5]	5
Years of experience in the field: [1-5]	4

2: Portfolio and References	
Quality and diversity of past work: [1-5]	4
References from previous clients: [1-5]	5
Portfolio alignment with project vision: [1-5]	5

3: Qualifications and Credentials	
Architectural licenses and certifications: [1-5]	4
Membership in professional organizations (AIA, LEED, WELL) [1-5]	4

4: Team and Resources	
Size and composition of the architectural team: [1-5]	5
Availability and commitment to the project: [1-5]	5
Access to necessary resources (e.g., technology, tools): [1-5]	4

Miami County Architectural/Engineering Evaluation

Construction Administration: [1-5]	4
Project Specification and Contracts: [1-5]	4

5: Project Approach and Creativity	
Innovative design approach: [1-5]	4
Problem-solving capabilities: [1-5]	4
Ability to adapt to changing project requirements: [1-5]	4

6: Budget and Cost Management	
Track record of staying within budget: [1-5]	5
Proposed fee structure and cost estimates: [1-5]	3
Transparency in financial matters: [1-5]	4

7: Communication and Collaboration	
Communication skills and responsiveness: [1-5]	3
Willingness to collaborate with other project stakeholders: [1-5]	3
Ability to translate client vision into designs: [1-5]	3

8: Project Timeline and Scheduling	
Ability to meet project deadlines: [1-5]	3
Proposed project schedule and milestones: [1-5]	3
Experience with managing project timelines: [1-5]	3

Overall Score (Out of 120):	100
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Miami County Architectural/Engineering Evaluation

Project Name: Miami County Jobs and Family Services SOO

Project Location: 2040 North S Co Rd 25A, Troy, OH 45373

Project Budget: T.B.D.

Candidate Information:

Architect/Engineering Firm Name: Levin Porter Architects

Lead Architect/Engineer Name: _____

Selection Criteria:

Each criterion should be rated on a scale of 1-5, 1 being the lowest and 5 being the highest.

1. Experience and Expertise	
Relevant experience in similar projects: [1-5]	4
Specialized expertise in project type: [1-5]	3
Years of experience in the field: [1-5]	3

2. Portfolio and References	
Quality and diversity of past work: [1-5]	4
References from previous clients: [1-5]	4
Portfolio alignment with project vision: [1-5]	3

3. Qualifications and Credentials	
Architectural licenses and certifications: [1-5]	3
Membership in professional organizations (AIA, LEED, WELL) [1-5]	4

4. Team and Resources	
Size and composition of the architectural team: [1-5]	4
Availability and commitment to the project: [1-5]	3
Access to necessary resources (e.g., technology, tools): [1-5]	5

Miami County Architectural/Engineering Evaluation

Construction Administration: [1-5]	5
Project Specification and Contracts: [1-5]	3

5: Project Approach and Creativity	
Innovative design approach: [1-5]	5
Problem-solving capabilities: [1-5]	5
Ability to adapt to changing project requirements: [1-5]	4

6: Budget and Cost Management	
Track record of staying within budget: [1-5]	4
Proposed fee structure and cost estimates: [1-5]	4
Transparency in financial matters: [1-5]	4

7: Communication and Collaboration	
Communication skills and responsiveness: [1-5]	3
Willingness to collaborate with other project stakeholders: [1-5]	4
Ability to translate client vision into designs: [1-5]	5

8: Project Timeline and Scheduling	
Ability to meet project deadlines: [1-5]	4
Proposed project schedule and milestones: [1-5]	4
Experience with managing project timelines: [1-5]	4

Overall Score (Out of 120):	98
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Miami County Architectural/Engineering Evaluation

Project Name: Miami County Jobs and Family Services SOQ

Project Location: 2040 North S Co Rd 25A, Troy, OH 45373

Project Budget: T.B.D.

Candidate Information:

Architect/Engineering Firm Name: LWC, Inc

Lead Architect/Engineer Name: _____

Selection Criteria:

Each criterion should be rated on a scale of 1-5, 1 being the lowest and 5 being the highest.

1. Experience and Expertise	
Relevant experience in similar projects: [1-5]	4
Specialized expertise in project type: [1-5]	4
Years of experience in the field: [1-5]	4

2. Portfolio and References	
Quality and diversity of past work: [1-5]	4
References from previous clients: [1-5]	4
Portfolio alignment with project vision: [1-5]	4

3. Qualifications and Credentials	
Architectural licenses and certifications: [1-5]	3
Membership in professional organizations (AIA, LEED, WELL) [1-5]	3

4. Team and Resources	
Size and composition of the architectural team: [1-5]	3
Availability and commitment to the project: [1-5]	3
Access to necessary resources (e.g., technology, tools): [1-5]	4

Miami County Architectural/Engineering Evaluation

Construction Administration: [1-5]	5
Project Specification and Contracts: [1-5]	4

5: Project Approach and Creativity	
Innovative design approach: [1-5]	4
Problem-solving capabilities: [1-5]	4
Ability to adapt to changing project requirements: [1-5]	4

6: Budget and Cost Management	
Track record of staying within budget: [1-5]	5
Proposed fee structure and cost estimates: [1-5]	4
Transparency in financial matters: [1-5]	5

7: Communication and Collaboration	
Communication skills and responsiveness: [1-5]	4
Willingness to collaborate with other project stakeholders: [1-5]	4
Ability to translate client vision into designs: [1-5]	4

8: Project Timeline and Scheduling	
Ability to meet project deadlines: [1-5]	3
Proposed project schedule and milestones: [1-5]	4
Experience with managing project timelines: [1-5]	4

Overall Score (Out of 120):	98
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Miami County Architectural/Engineering Evaluation

Project Name: Miami County Jobs and Family Services SOQ

Project Location: 2040 North S Co Rd 25A, Troy, OH 45373

Project Budget: T.B.D.

Candidate Information:

Architect/Engineering Firm Name: WDC Group

Lead Architect/Engineer Name: _____

Selection Criteria:

Each criterion should be rated on a scale of 1-5, 1 being the lowest and 5 being the highest.

1. Experience and Expertise	
Relevant experience in similar projects: [1-5]	4
Specialized expertise in project type: [1-5]	4
Years of experience in the field: [1-5]	4

2. Portfolio and References	
Quality and diversity of past work: [1-5]	4
References from previous clients: [1-5]	4
Portfolio alignment with project vision: [1-5]	4

3. Qualifications and Credentials	
Architectural licenses and certifications: [1-5]	4
Membership in professional organizations (AIA, LEED, WELL) [1-5]	3

4. Team and Resources	
Size and composition of the architectural team: [1-5]	3
Availability and commitment to the project: [1-5]	4
Access to necessary resources (e.g., technology, tools): [1-5]	3

Miami County Architectural/Engineering Evaluation

Construction Administration: [1-5]	4
Project Specification and Contracts: [1-5]	4

5. Project Approach and Creativity	
Innovative design approach: [1-5]	3
Problem-solving capabilities: [1-5]	4
Ability to adapt to changing project requirements: [1-5]	4

6. Budget and Cost Management	
Track record of staying within budget: [1-5]	5
Proposed fee structure and cost estimates: [1-5]	5
Transparency in financial matters: [1-5]	5

7. Communication and Collaboration	
Communication skills and responsiveness: [1-5]	4
Willingness to collaborate with other project stakeholders: [1-5]	4
Ability to translate client vision into designs: [1-5]	4

8. Project Timeline and Scheduling	
Ability to meet project deadlines: [1-5]	4
Proposed project schedule and milestones: [1-5]	4
Experience with managing project timelines: [1-5]	4

Overall Score (Out of 120):	99
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