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DEPARTMENT OF PUBLIC WORKS

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Director

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MEMORANDUM

Date: 2/17/21
To: P. Cohen
From: G. Persichetti 
Subject: North Fire Station Renovation – Award Recommendation

As you know, we solicited a Request for Proposal for the above referenced project on 2/10/21. We received one Proposal from Triumph Modular. We opened the non-price proposal. Each member of the Selection Committee reviewed the Proposal (evaluation attached). We then opened the Price Proposal which came in at \$3,136,244. This amount is within our anticipated budget.

We are familiar with this company as they have worked with us on many projects over the past few years. We have always been pleased with their work.

We recommend awarding the work to this company.

Thank you.

NON-PRICE PROPOSAL EVALUATION -- NORTH FIRE -- 2.5.21 TRIUMPH MODULAR:

Group

Evaluators	1	2	3	4	5	6	7	8	9	10	11
Gary Persichetti	HA	HA	HA	HA	A	HA	A	HA	HA	HA	HA
Deb Belden	HA	A	HA	A	HA	HA	A	HA	A	HA	A
Mike Donoghue	HA	HA	HA	A	HA	HA	A	A	HA	HA	A
Tim Powderly	HA	A	HA	A	HA	HA	A	HA	A	A	A
Pat Malone	HA	A	A	A	A	HA	A	A	A	A	A

Highly Advantageous - HA
 Advantageous -- A
 Not Advantageous -- NA
 Unacceptable -- U

EVALUATION CRITERIA

At a minimum, all Proposals must meet the submission requirements set forth in this RFP. Any Proposal not meeting said minimum requirements shall be rejected as non-responsive.

The Proposals meeting the minimum requirements shall be evaluated using non-price criteria set forth in the Pointed Value Criteria table below.

1. The Bidder's qualifications to perform the work, to be evaluated upon the basis of information identified as the critical criteria.
2. Compliance with all program requirements and the performance criteria listed below.

All proposals will receive points to reflect how nearly the proposal satisfied the evaluation criteria. Each evaluation criterion will then be rated as highly advantageous, advantageous, not advantageous, or unacceptable. A composite rating will then be given to each proposal.

The Town of Chelmsford will award the contract to the Bidder whose proposal is determined by The Town of Chelmsford to be the most advantageous proposal from a responsible, responsive and eligible bidder, taking into consideration price and the evaluation criteria set forth in this RFP.

NON-PRICE EVALUATION
CRITICAL CRITERIA DESCRIPTION

1. Proposal includes a project list giving all projects similar or larger in size to this RFP project which the bidder has been awarded, whether or not the project is Complete, in the past five years, with references and phone numbers.
 - **Highly Advantageous**: The Bidder has three or more projects of similar or larger size in the past five years with references.
 - **Advantageous**: The Bidder has two projects of similar or larger size in the past five years with references.
 - **Not Advantageous**: The Bidder has one project of similar or larger size in the past five years with references.
 - **Unacceptable**: The Bidder has no projects of similar or larger size in the past five years.
2. Proposal exceeds all applicable Building, Fire, Life Safety, and Handicapped Codes.
 - **Highly Advantageous**: The Bidder exceeds all applicable Building, Fire, Life Safety, and Handicapped Codes.
 - **Advantageous**: The Bidder meets all applicable Building, Fire, Life Safety, and Handicapped Codes.
 - **Unacceptable**: The Bidder does not meet all applicable Building, Fire, Life Safety, and Handicapped Codes.
3. Proposal conforms to all building layout requirements set forth in this project RFP.
 - **Highly Advantageous**: The Bidder conforms to all building layout requirements set forth in this project RFP.
 - **Advantageous**: The Bidder conforms to most of the building layout requirements set forth in this project RFP.
 - **Not Advantageous**: The Bidder conforms to some of the building layout requirements set forth in this project RFP.
 - **Unacceptable**: The Bidder does not conform to the building layout requirements set forth in this project RFP.
4. Proposal conforms to performance criteria listed throughout entire project RFP.
 - **Highly Advantageous**: The Bidder exceeds performance criteria listed throughout entire project RFP.

- **Advantageous:** The Bidder meets performance criteria listed throughout entire project RFP.
 - **Unacceptable:** The Bidder does not meet performance criteria listed throughout entire project RFP.
5. Proposal includes complete details covering associated construction (modifications to existing building, demolition, plumbing and electrical hookup, new doors, new foundations, etc.)
- **Highly Advantageous:** The Bidder includes all details covering associated construction.
 - **Advantageous:** The Bidder includes most of the details covering associated construction with one detail missing.
 - **Not Advantageous:** The Bidder includes most of the details covering associated construction with two details missing.
 - **Unacceptable:** The Bidder has more than two details missing.
6. Proposal includes schedules (with respect to site preparation, existing building modifications, modular installation, open for use, etc.)
- **Highly Advantageous:** The Bidder includes full detailed schedules covering all associated construction.
 - **Unacceptable:** The Bidder does not include full detailed schedules covering all associated construction.
7. Proposal includes all furnishings offered by bidder prior to the award of this project.
- **Highly Advantageous:** The Bidder includes all furnishings offered by bidder prior to the award of this project.
 - **Advantageous:** The Bidder includes most furnishings offered by bidder prior to the award of this project.
 - **Not Advantageous:** The Bidder includes some furnishings offered by bidder prior to the award of this project.
 - **Unacceptable:** The Bidder does not include furnishings offered by bidder prior to the award of this project.
8. Modular building proposed to be new, consisting of all new materials, are manufactured in the Commonwealth of Massachusetts, in the USA, or outside the USA.

- **Highly Advantageous**: The Bidder's modular is manufactured inside the Commonwealth of Massachusetts.
 - **Advantageous**: The Bidder's modular is manufactured inside the USA.
 - **Not Advantageous**: The Bidder's modular is manufactured outside the USA.
9. Modular building floor space meets or exceeds the minimum square footage specified within this RFP.
- **Highly Advantageous**: The Bidder exceeds the minimum square footage specified within this RFP.
 - **Advantageous**: The Bidder meets the minimum square footage specified within this RFP.
 - **Unacceptable**: The Bidder does not meet the minimum square footage specified within this RFP.
10. Bidder will include all analysis and design calculations within (30) calendar days if awarded the contract.
- **Highly Advantageous**: The Bidder will include all analysis and design calculations within (30) calendar days.
 - **Unacceptable**: The Bidder will not include all analysis and design calculations within (30) calendar days.
11. Proposal contains sufficient information to evaluate all materials.
- **Highly Advantageous**: The Bidder includes detailed lists of all materials to be used on the project.
 - **Advantageous**: The Bidder includes general lists of materials to be used on the project.
 - **Unacceptable**: The Bidder does not include lists of materials to be used on the project.