

The meeting of the Contract Review Committee was called to order at 1:00 PM on November 14, 2024, by Melissa Garner.

CRC Members In Attendance

Melissa Garner (Chair), PRO
Megan Greene, OCA
Chris Mullin, OMB

Procurement Staff in Attendance

Amelia Marian
Avinash Shetty
Benjamin Comer
Bradley Pique
Breanna Stroman
Eli Fuhrman

Erik Haugen
Karen DeLuca
Maryamawit Wright
Michael Shull
Robert Norris

Segyung Yaeger
Sheronda Baltimore
Virginia Tejada-Gurmendi
Zahanara Hasan
Zoe Polach

Items Discussed - 5 Item(s)

Item #1: Department of General Services

Action Type:	Sole Source/Non-Competitive		
Contractor:	Center for the Environment and Technology, Inc.	Contract:	TBD
Contract Desc:	Project Management for the Hydrogen Electrolyzer Production Facility		
Execution:	--	Expiration:	--
Contract Val:	\$0.00	Cost of Action:	\$482,000.00

Bradley Weatherly, Suzanne Kapust, and Yemisi Ogbodo were in attendance on behalf of the Department of General Services.

Background

On March 13, 2024, the Office of County Attorney, Office of Grants Management, Office of Procurement, and the Department of General Services (DGS) held a meeting to determine a resolution for the ~\$14.5 million Low-No grant awarded by the FTA to Montgomery County for the design, build, maintain, and project management of the hydrogen fuel production system and fueling station. DGS was advised in order to move forward with its sole source Contract request with Center for Transportation and the Environment Inc. (CTE), it needed consent from the Chief Administrative Officer (CAO) in accordance with Procurement Regulation 11B.52 (b) (2) presenting to the Contract Review Committee (CRC). This consent was granted and approved by the CAO on April 5, 2024, approving the award of a Contract with CTE, pursuant to County Code Section 11B.52, permitting DGS to move forward with a sole source request to be presented before the Contract Review Committee.

The Department of General Services, Division of Fleet Management Services requests this action under Procurement Regulation 4.1.12.3(2), the valid performance or delivery due dates can be met by only one source. This sole source request is supported by a signed consent from the CAO via the determination and finding to approve the award of a contract with CTE, pursuant to County Code Section 11B.52, dated April 5, 2024.

Motion

Melissa Garner moved to approve the sole source procurement with Center for the Environment and Technology, Inc., for an estimated value of \$482,000.00. This is in accordance with Procurement Regulation, 4.1.12.3(a)(2). Chris Mullin seconded the motion. The motion was unanimously approved.

Item #2: Fire & Rescue Services

Action Type:	Standardized Procurement		
Contractor:	TBD	Contract:	TBD
Contract Desc:	Tires (DGS IFB to include Fire Apparatus Tires)		
Execution:	--	Expiration:	--
Contract Val:	\$800,000.00	Cost of Action:	\$800,000.00

Alan Butsch, and Michele Davis were in attendance on behalf of Fire & Rescue Services.

Background

FRS is seeking approval for a standardized procurement of tires for its apparatus. FRS needs to purchase the brands of tires that are specified by the apparatus manufacturers to ensure safe and efficient operation of the vehicles. The tires are also included in the build specifications for each type of apparatus.

Motion

Melissa Garner moved to approve the standardized request for Michelin and Goodyear brand tires as stipulated in the build specifications by the various apparatus manufacturers for FRS apparatus throughout the County. This is at an estimated value of \$800,000.00 and is in accordance with Procurement Regulation, 4.1.13.2(e)(2). Chris Mullin seconded the motion. The motion was unanimously approved.

Item #3: Department of General Services

Action Type:	Amendment/Extension Beyond the Term/Sole Source/Non-Competitive		
Contractor:	Grimm + Parker Architects	Contract:	1073572
Contract Desc:	Culture & Recreation Projects Task Order Contract for Complete Architectural and Engineering Services		
Execution:	12/13/17	Expiration:	12/12/24
Contract Val:	\$4,239,788.00	Cost of Action:	\$5,000,000.00

Gulshan Babra, and Yemisi Ogbodo were in attendance on behalf of the Department of General Services.

Background

2nd EBT, new RFP for replacement contracts just closed in October.

Motion

Melissa Garner moved to approve the extension beyond the term with Grimm + Parker Architects, contract #1073572, for 1 year with a 10-day kick-out clause. This is at an estimated value of \$5,000,000.00 and is in accordance with Procurement Regulation, 4.1.12.3(a)(2). Chris Mullin seconded the motion. The motion was unanimously approved.

Item #4: Department of General Services

Action Type: Amendment/Extension Beyond the Term/Sole Source/Non-Competitive							
#	Contractor	Contract	Contract Desc	Exe.	Exp.	Contract Value	Cost of Action
4a	NOA Architecture Planning Interiors LLC	1073355	Architectural/Engineering Services for Various County Facilities and Systems and Miscellaneous Architectural Facilities	1/4/18	--	\$2,627,178.00	\$5,000,000.00
4b	Sheladia Associates Inc	1082489	Architectural/Engineering Services for Various County Facilities and Systems and Miscellaneous Architectural Facilities	1/4/18	1/3/25	\$3,079,933.00	\$5,000,000.00

Gulshan Babra, and Yemisi Ogbodo were in attendance on behalf of the Department of General Services.

Background

EBT 2, replacement RFP closed in October and we should have new contracts before end of FY25.

Motion

Melissa Garner moved to approve the extension beyond the term with NOA Architecture Planning Interiors LLC (contract #1073355) and Sheladia Associates, Inc. (contract #108248), for 1 year with a 10-day kick-out clause. Both are at an estimated value of \$5,000,000.00 and are in accordance with Procurement Regulation, 4.1.12.3(a)(2). Chris Mullin seconded the motion. The motion was unanimously approved.

Item #5: Department of General Services

Action Type: Amendment/Extension Beyond the Term/Sole Source/Non-Competitive

#	Contractor	Contract	Contract Desc	Exe.	Exp.	Contract Value	Cost of Action
5a	Boarman Kroos Vogel Group, Inc.	1073568	Architectural/Engineering Services for Various County Public Safety Facilities: Planning, Design, Permitting, Bidding and Construction Administration Services	12/13/17	--	\$3,122,655.00	\$0.00
5b	Grimm + Parker Architects	1073569	Architectural/Engineering Services for Various County Public Safety Facilities: Planning, Design, Permitting, Bidding and Construction Administration Services	12/13/17	12/12/24	\$2,436,550.00	\$5,000,000.00

Gulshan Babra, and Yemisi Ogbodo were in attendance on behalf of the Department of General Services.

Background

EBT 2, replacement RFP closed in October and we should have new contracts before end of FY25.

Motion

Melissa Garner moved to approve the extension beyond the term with Boarman Kroos Vogel Group, Inc., (contract #1073568), and Grimm + Parker Architects (contract #1073569) for 1 year with a 10-day kick-out clause. Both are at an estimated value of \$5,000,000.00 and are in accordance with Procurement Regulation, 4.1.12.3(a)(2). Chris Mullin seconded the motion. The motion was unanimously approved.

The meeting was adjourned at 1:24 PM.