





## AGENDA ITEM

<b>Meeting Date:</b>	8/21/2024 - 6:00 PM
<b>Category:</b>	OFFICE OF MANAGEMENT, ADMINISTRATION, PLANNING AND OPERATIONS
<b>Type:</b>	Action
<b>Subject:</b>	9.8 SEI Design Group - Award
<b>District Goals:</b>	
<b>Enclosure:</b>	
<b>File Attachment:</b>	 Resolution 18.17 April 17 2024.pdf  BOCS SEI.pdf
<b>Rationale:</b>	<p>Vendor: SEI Design Group Term: 730 calendar days Amount: Not to exceed \$1 million over a period of five years. Scope: To award a capital funded "On-Call Architectural Services" contract to SEI Design Group under RFP-483 for the School Facilities Management Department issued by the COY Purchasing Department and opened on December 1, 2023.</p> <p>RFP-483 was a competitive request for qualifications and hourly rates that had fourteen (14) responders. Eight (8) firms were recommended for award at the April 17, 2024 BOE Stated Meeting under Resolution No. 18.17. This resolution is to include SEI Design Group to the District's list of qualified architects for "On-Call Architectural Services" and revises that list to a total of nine (9) firms. This contract is for a term of 24-months, with three (3) options to renew for additional 12-month periods by mutual concurrence. Each optional renewal period has an allowable percentage increase to the schedule of hourly rates submitted by each contractor with an average increase of a 3.5% in Contract Year 3; 2.31% in Contract Year 4; and 2.69% in Contract Year 5 to account for inflation.</p> <p>Due to the file size and sensitive nature, the back-up such as the RFP, selection rating forms and responses are available via flash drive in the Trustee's Office and the School Facilities Department.</p>
<b>Funding:</b>	Pending account assignment on current and future available bond project appropriations.
<b>Sponsored By:</b>	Michael J. Pelliccio Executive Director of Facilities Office of Management, Administration, Planning, & Operations
<b>Resolution</b>	<p>WHEREAS the District has a need for on-going professional architectural and engineering services for the maintenance and improvement of its physical plant, and</p> <p>WHEREAS such services have been duly solicited in compliance with NYS Municipal Law 104B and the COY procurement policy through the issuance of the publicly advertised request for proposal RFP-483 "On-Call Architectural Services" for the School Facilities Management Department, and</p> <p>WHEREAS fourteen (14) firms submitted proposals which were duly scrutinized and evaluated, and</p>

WHEREAS eight (8) firms most suited to the requirements of RFP-483 were recommended for award at the April 17, 2024 BOE Stated Meeting, and

WHEREAS the District is recommending SEI Design Group be added to District's qualified list of firms, revising the list from eight (8) to nine (9) firms, and

WHEREAS this engagement shall be for 24-months, with three (3) options to renew for additional 12-month periods with allowable percentage increases to the schedule of hourly rates for the optional renewal periods, and

WHEREAS work under this contract shall be done on an as needed District directed basis and paid at rates negotiated on a project by project basis, and

WHEREAS the assignments, scopes of work and fees to be paid will be subject to the approval of the Board of Trustees, and

WHEREAS the total of the fees paid shall not exceed a total of \$1 million-dollars over the course of 24-months,

NOW THEREFORE BE IT RESOLVED: That the Board of Education hereby authorizes the Superintendent of Schools to enter into the above contract per RFP-483 "On-Call Architectural Services" for the School Facilities Management Department with the SEI Design Group.

#### Approvals:

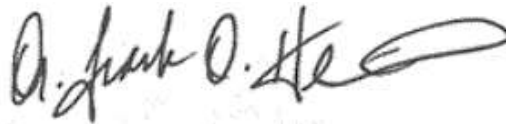
#### Recommended By:

Signed By:



Michael Pelliccio - Director of Facilities III

Signed By:



Dr. Frank Hernandez - Associate Superintendent

Signed By:



Tom Collich - Purchasing Director

Signed By:



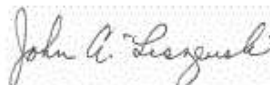
Finance Department - Finance Reviewer

Signed By:



Elizabeth Janocha - Deputy Commissioner

Signed By:



John Liszewski - Commissioner

Signed By:



Matthew Gallagher - Corporation Counsel

Signed By:



**Vote Results:**

**Original Motion**

Member **Dr. John Castanaro** Moved, Member **Felix Rios** seconded to approve the **Original** motion 'WHEREAS the District has a need for on-going professional architectural and engineering services for the maintenance and improvement of its physical plant, and

WHEREAS such services have been duly solicited in compliance with NYS Municipal Law 104B and the COY procurement policy through the issuance of the publicly advertised request for proposal RFP-483 "On-Call Architectural Services" for the School Facilities Management Department, and

WHEREAS fourteen (14) firms submitted proposals which were duly scrutinized and evaluated, and

WHEREAS eight (8) firms most suited to the requirements of RFP-483 were recommended for award at the April 17, 2024 BOE Stated Meeting, and

WHEREAS the District is recommending SEI Design Group be added to District's qualified list of firms, revising the list from eight (8) to nine (9) firms, and

WHEREAS this engagement shall be for 24-months, with three (3) options to renew for additional 12-month periods with allowable percentage increases to the schedule of hourly rates for the optional renewal periods, and

WHEREAS work under this contract shall be done on an as needed District directed basis and paid at rates negotiated on a project by project basis, and

WHEREAS the assignments, scopes of work and fees to be paid will be subject to the approval of the Board of Trustees, and

WHEREAS the total of the fees paid shall not exceed a total of \$1 million-dollars over the course of 24-months,

NOW THEREFORE BE IT RESOLVED: That the Board of Education hereby authorizes the Superintendent of Schools to enter into the above contract per RFP-483 "On-Call Architectural Services" for the School Facilities Management Department with the SEI Design Group.'. Upon a Roll-Call Vote being taken, the vote was: Aye: **8** Nay: **0**.

The motion **Carried 8 - 0**

Felix Rios	Yes
Lawrence Sykes	Yes
Sheila Greenwald	Yes
Gail Burns	Yes
Rosemarie Linton	Yes
Dr. John Castanaro	Yes
Dr. Rosalba Corrado Del Vecchio	Yes
Kevin Cacace	Yes