



Deschutes Public Library
Administrative Offices

507 NW Wall Street, Bend, OR 97703
Ph #510-459-2019

January 16, 2023

Attn: RFP Respondents and Concerned Parties
Subj: Notice of Intent to Negotiate with Highest Ranked Finalist
RFP #22-23/14 DPL Design Assist Services for Bond-Funded Early
Learning Program Furniture and Fixtures

Based on responses to the recent request for quotation, received on December 20, 2022, and DPL evaluation process, Figure Plant LLC has been identified as the highest ranked finalist to provide Design Assist Services for Bond-Funded Library Projects Work Packages 1 thru 7.

Please review the attached matrix relating to the proposal evaluation conducted in alignment with criteria outlined in the solicitation. The Deschutes Public Library District intends to enter into contract negotiations with the Top Ranked Respondent to provide the services identified in the RFP document based on formal Board action, which will take place on Wednesday, February 22, 2023.

All questions related to this communication shall be directed to me by phone at (510) 459-2019 or by e-mail at James@Redpointcm.com.

Sincerely,

A handwritten signature in black ink, appearing to read "James Spence", is written over a horizontal line.

James Spence, Owner's Representative Deschutes
Public Library

DPL EARLY LEARNING FF&E DESIGN ASSIST SERVICES RFP		
Evaluation Point Award Summary Worksheet		
CRITERIA	Points Available	Figure Plant
B.1 Specialized experience in the type of work to be performed, specifically including work for any agency of similar size.	15 Points	12.00 Points
B.2 Qualifications and experience of the staff assigned by proposer to perform these services.	15 Points	12.57 Points
B.3 Past experience of proposer and project team members with relevant county, state, and federal regulatory and funding agencies.	5 Points	4.00 Points
B.4 Fee Proposal – (Initial evaluation by Redpoint – reach group consensus)	10 Points	7.60 Points
B.5 Availability and capability to perform the Design Assist Services described in this RFP per the Master Development Schedule.	10 Points	8.43 Points
B.6 Quality Control procedures of proposed scope of work, including the proposed management techniques and practices.	10 Points	8.00 Points
B.7 References.	10 Points	8.21 Points
B.8 Experience with environmentally sustainable “green construction” practices and techniques.	5 Points	4.64 Points
Total Available Pre-Interview	80 Points	65.46 Points
Post Interview Point Awards		
	Points Available	Figure Plant
Finalist Interview(s)	20 Points	17.43 Points
TOTAL ALL POINTS	100 Points	82.89 Points
HIGHEST RANKED FINALIST: Team Figure Plant		

DPL EARLY LEARNING FF&E DESIGN ASSIST SERVICES RFP Cost Proposal Financial Analysis

Figure Plant Pricing Proposal Breakdown

Category	Concept Design 10 weeks	Schematic Design 16.5 weeks	Schematic Design Estimating 2 weeks	Design Development 12 weeks	Subtotal Hours	Rate	Subtotal Base Proposal	Not to Exceed +50%
Estimator (C)			80	12	92	\$78.00	\$7,176.00	\$10,764.00
Creative and Production Directors (A)	45	75	5	54	179	\$95.00	\$17,005.00	\$25,507.50
Research & Development (B)	30	50		36	116	\$78.00	\$9,048.00	\$13,572.00
Technical Design (B)	30	50	5	1140	1225	\$78.00	\$95,550.00	\$143,325.00
Misc PM (C)	15	24	2	180	221	\$78.00	\$17,238.00	\$25,857.00
Project Admin (C)	15	48	5	60	128	\$78.00	\$9,984.00	\$14,976.00
Shop Labor (D)				96	96	\$65.00	\$6,240.00	\$9,360.00
Labor Summary Per Category					Phase 1 Totals			
Category	Total Hours	Rate	Subtotal Base Proposal	Not to Exceed +50%		Phase 1 Estimated Total	Subtotal Base Proposal	Not to Exceed +50%
Category A	179	\$95.00	\$17,005.00	\$25,507.50				
Category B	1341	\$78.00	\$104,598.00	\$156,897.00				
Category C	441	\$78.00	\$34,398.00	\$51,597.00				
Category D	96	\$65.00	\$6,240.00	\$9,360.00			\$162,241.00	\$243,361.50

Figure Plant Proposal Point Award		
Description	Low/Base	High/NTE
Project Budget Range	\$ 3,500,000.00	\$ 4,000,000.00
Figure Plant Proposed Cost	\$ 162,241.00	\$ 243,361.50
Proposed Percentage of Budget	4.6%	6.1%
Owner's Estimated Cost = 4%	\$ 140,000.00	\$ 160,000.00
Owner's Est % of Proposed Cost	86%	66%
Points Available	5.0 Points	5.0 Points
Calculated Point Award Low/High	4.3 Points	3.3 Points
Total Point Award	7.6 Points	