

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends the Board of Trustees approve a contract with R.L. Townsend & Associates, LLC for construction audit services.

BACKGROUND

The Facilities Services department desires to engage the services of a Construction Auditor for new construction and renovation projects included in the 2015 Bond Program. Construction auditing services are carried out by engaging consultants who are familiar with the specifics of procurement law, construction procurement methods and processes, and project management during the development, design and construction phases of projects. This early and continuous involvement provides real-time project cost savings by means of cost avoidance, yields more savings than a post project closeout audit, and provides additional risk management by observing practices and recordkeeping during the execution of a project.

A request for proposals, Project Number 18-16, was issued to procure construction audit services in accordance with Section 44.031 of the Texas Education Code. Ten (10) responses were received and evaluated by a team representing Facilities Services, Internal Audit, and the Business Office. The evaluation team determined the proposal submitted by R.L. Townsend & Associates, LLC would provide the best value to the College.

IMPACT OF THIS ACTION

A construction auditor would assist the College in establishing oversight to reduce the likelihood of overcharges, billing errors, cost overruns, and some measure of procedural compliance assurance. Additionally, the auditor would review each project to verify possible process improvement, cost prevention, and cost recovery, and would serve as a resource to negotiate with the contractor and other providers in resolving identified issues and disputes.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The construction audit services fee will be 0.10 percent of the cost of construction per project. Based on current budgets, the total estimated expenditure for these services will be \$206,000. The historical experience of the audit firm selected is that their efforts return approximately 1-3 percent of the amount audited; therefore, it is expected that the engagement of a construction auditor will result in a net budget savings. These expenditures will be funded from the 2015 Bond Program.

MONITORING AND REPORTING TIMELINE

The initial award term will be two (2) years, with renewal options of three (3) additional one-year terms to extend through the duration of the 2015 Bond Program.

ATTACHMENTS

Attachment 1 – Evaluation Results

RESOURCE PERSONNEL

Bryan Jones	281-998-6343	bryan.jones@sjcd.edu
Charles Smith	281-998-6341	charles.smith@sjcd.edu
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Project Name: Construction Audit Services
Project Number: RFP 18-16
Number of Evaluators: 5

Stated Criteria	Criteria Explanation	Total Points Available	Alexander and Davis Consulting	Baker Tilly (Bonnie Brown)	Berkeley Research Group	Carr, Riggs & Ingram, LLC	CBIZ Risk & Advisory Services, LLC	Honkamp Krueger & Co., P.C.	Kwame Building Group	McDonald & Associates, Inc.	R.L. Townsend & Associates, LLC	Weaver and Tidwell, LLP
Section 1 - Firm Overview	Evaluations based on the firm's statement of interest, history, pending lawsuits, and ability to perform the Scope of Service.	10	5.40	8.50	7.35	8.80	8.40	8.90	7.30	5.10	10.00	9.50
Section 2 - Personnel	Evaluations based on the firm's key personnel and their respective roles, resumes, and certifications, as applicable.	25	10.10	20.20	18.80	23.94	19.60	23.20	16.90	13.20	24.80	22.80
Section 3 - Experience	Evaluations based on the firm's experience with education clients and relevant projects that best demonstrate the firm's capacity and expertise.	20	5.40	17.00	12.50	16.20	18.45	16.35	8.70	13.70	19.80	18.10
Section 4 - References	Evaluations based on responses received from references. Positive comments equate to a higher score.	15	4.80	12.20	0.40	13.80	14.40	12.60	0.20	10.40	14.00	12.20
Section 5 - Price Proposal	Evaluations based on Firm's proposed fee percentage (%) of each Project's Cost of Construction, and minimum fee, if any, for each project to be audited.	30	9.50	11.04	6.74	15.86	22.70	17.40	13.42	10.56	24.40	13.50
		100	35.20	68.94	45.79	78.60	83.55	78.45	46.52	52.96	93.00	76.10

Total Points Received

Final Ranking

Vendor Name	Total Score
R.L. Townsend & Associates, LLC	93.00
CBIZ Risk & Advisory Services, LLC	83.55
Carr, Riggs & Ingram, LLC	78.60
Honkamp Krueger & Co., P.C.	78.45
Weaver and Tidwell, LLP	76.10
Baker Tilly (Bonnie Brown)	68.94
McDonald & Associates, Inc.	52.96
Kwame Building Group	46.52
Berkeley Research Group	45.79
Alexander and Davis Consulting	35.20