

Consultant Evaluation Summary for Professional Services for the Lake Byllesby Regional Park Campground Building

Consultant Services Description

Professional services required for the design and construction administration of the Lake Byllesby Regional Park campground building.

Scope of Consultant Services

The design team shall provide architectural and engineering services needed to complete the new facility building and site design from schematic design, through construction administration services, and project closeout.

Deliverables

The Consultant is to provide schematic design documents, design development documents, construction documents (drawings and specifications), bidding phase (including building permit application and addendum, if needed), construction administration services (including site meetings, field observations, and shop drawing/submittal reviews), and project closeout documents (including record drawings).

Public Engagement

A notice will be sent out via email by the Parks Department to all campground users informing them of the work. A project website will be created for this project and will be maintained by Capital Projects Management (CPM).

Schedule

The schematic design phase is to occur from October 2025 to January 2026. The design development phase is to occur in February 2026, followed by the construction document phase to be completed on or before May 2026 for bidding immediately thereafter. The bidding and general contractor award phase is to be completed in summer 2026. Construction is to occur from July 2026 to January 2027.

Consultant Selection Summary

Request for Proposals (RFP): The RFP for the requested services was issued on August 13, 2025 via a public posting on the Dakota County website. It was also directly emailed to eight local firms that provide these types of professional services. Bloom Companies, Collaborative Design Group, CRW Architecture, Cushing Terrell, Locus Architecture, and UrbanWorks were the firms that responded to the RFP.

Review Team agencies and process

The proposal responses were reviewed by Christina Lundgren and Jay Biedny (Capital Projects), Dylan Strand (Grounds Maintenance), Beth Landahl (Parks), and Grant Fleetwood (Parks). The replies received were complete and timely, and four were within the estimated budget. The Selection Committee requested interviews with Bloom Companies and CRW Architecture. Interviews were held on September 17, 2025. One firm was unanimously selected through that process.

Evaluation Criteria

The proposals were evaluated and ranked based on the following criteria detailed in the RFP:

- 1) Firm History and Information
- 2) Project Team and Team Member Experience
- 3) Project Approach and Schedule
- 4) Firm Experience, References and Examples of Other Previous Similar Successful Projects.
- 5) Contract and Conditions
- 6) Fee Proposal

Evaluation Results:

The county received six proposals. The Selection Committee independently reviewed and ranked the proposals. The Committee met on September 11, 2025 to discuss the proposals. While all proposals were thorough and complete, the Selection Committee agreed that CRW and Bloom Companies provided the best responses to the request for proposals. Both firms clearly showed past, relevant project experience. Interviews were requested with CRW and Bloom and these interviews were completed on September 17, 2025. Following interviews, the Selection Committee met to deliberate.

Design Fees are as follows:

Design Consultant	A, M, E, S and Estimator Fees	Reimbursable Expenses	Total	Total Hours	\$/hr avg
Bloom	\$100,790	\$448	\$101,238	638	158.68
CDG	\$127,600	\$5,000	\$132,600	864	153.47
CRW	\$179,266	\$7,000	\$186,266	1,153	161.55
Cushing Terrell	\$175,473	\$8,500	\$183,973	1,127	163.24
Locus	\$300,155	\$4,500	\$304,655	2,012	151.42
UrbanWorks	\$222,830	\$1,500	\$224,330	1,442	155.57

Recommendation:

The Selection Committee unanimously recommends the consulting firm of Bloom be awarded a contract for the LBRP Campground Building project. While both Bloom Companies and CRW had relevant project experience, it was clear during interviews that Bloom had a very clear understanding of storm shelter construction and that they had substantially more experience with this building type. The Selection Committee specifically appreciated the amount of experience the lead project architect/project manager had with this building type. The Bloom team was also the most cost effective of all proposers.