

April 1, 2026

Barbara Mason, MBA, NIGP-CPP
Purchasing Manager
City of Beaumont
550 E. Sixth Street
Beaumont, CA 92223

**Re: Supplemental Proposal Evaluation Memo — Design Services for the 105 W. 6th Street Building
Rehabilitation and ADA Compliance Project (RFP 26-05)
BFK Architecture + Planning — Revised Submission, March 31, 2026**

Dear Ms. Mason:

This memorandum supplements the Proposal Evaluation Memo dated March 23, 2026, and updates the City's evaluation record to reflect the outcome of the Proposal Submittal Review meeting held on March 30, 2026, and BFK Architecture + Planning's revised proposal submission dated March 31, 2026.

The March 30 meeting was attended by Robert Segarra (Cumming Management Group), Barbara Mason (City of Beaumont), and Brian Knight and Joshua Massey (BFK Architecture + Planning). The purpose of the meeting was to review the deficiencies identified in the March 23 evaluation, discuss the firm's project approach and team structure, and negotiate the professional fee. All documentation deficiencies were acknowledged by BFK as correctable, and the revised proposal was submitted the following day on March 31, 2026.

UPDATED DETERMINATION

RESPONSIVE — RECOMMEND AWARD

All deficiencies identified in the March 23, 2026 evaluation have been resolved through the March 30 meeting and BFK's revised submission. The proposal is determined to be fully responsive to the requirements of RFP 26-05, subject to two pre-award conditions identified below.

DEFICIENCY RESOLUTION SUMMARY

The following table documents each deficiency identified in the original evaluation memo and the resolution provided by BFK in the March 31, 2026 revised submission.

Original Deficiency	Severity	Resolution Provided	Status
MEP Engineering Credentials. Kerry Parker listed as MEP Engineer of Record with CPD credential only; no licensed Mechanical or Electrical PE identified.	High	Revised Section D and resumes correctly identify Nestor Ignacio, PE (CA E16934) as Electrical Engineer and Christian Guynes, PE as Mechanical/Plumbing Engineer. Kerry Parker is no longer listed as EOR. Team structure confirmed during the March 30 meeting by Joshua Massey.	✓ RESOLVED

<p>Insurance Acknowledgment Absent. Section K was missing from the original submission; ACORD certificate did not confirm PSA minimums.</p>	<p>High (pre-award)</p>	<p>Section K now includes a signed written acknowledgment by Brian F. Knight confirming that professional liability (E&O), commercial general liability, workers' compensation, and business automobile coverages meeting or exceeding City PSA minimums will be in force at contract execution, with the City named as additional insured and waivers of subrogation provided. Original ACORD certificate required before execution (see Pre-Award Conditions).</p>	<p>• CONDITIONAL</p>
<p>Firm Years in Business. Section C contained a bracketed placeholder for years in business.</p>	<p>Low</p>	<p>Placeholder resolved. Revised Section C states BFK Architecture + Planning has been in active practice for 6 years. Confirmed during the March 30 meeting; Brian Knight noted the firm operates with a consultant-based staffing structure.</p>	<p>✓ RESOLVED</p>
<p>Reference Contact Information. All six references lacked scope descriptions and engagement duration; Hemet reference (Candace Sands, contracts) disclaimed knowledge of BFK.</p>	<p>Moderate</p>	<p>Revised Section H provides direct contact names, phone numbers, and contract dates for all six references. Hemet reference updated to Noah Rau, PE, Public Works Director, (951) 765-2360, with an on-call Notice to Proceed letter dated September 23, 2025 provided as supporting documentation. Brian Knight clarified during the March 30 meeting that the Hemet engagement is an active on-call contract with no completed projects to date. References are available for direct verification by City staff.</p>	<p>• NOTED</p>

REVISED FEE SUMMARY

The professional fee was renegotiated during the March 30 meeting. BFK Architecture + Planning submitted a revised Fee Proposal on March 31, 2026, reflecting a reduction from the originally proposed \$105,000 lump sum. The scope of services is unchanged. The revised fee structure is as follows:

Phase	Original Fee	Revised Fee	Phase Total
A. Preliminary / Field Verification	\$11,000	\$4,500	\$4,500
B. Schematic Design	\$13,700	\$14,670	\$14,670
C. Design Development	\$19,800	\$16,180	\$16,180
D. Construction Documents	\$31,500	\$21,080	\$21,080
E. Permitting & Agency Coordination	\$10,600	\$6,140	\$6,140
F. Bidding Assistance	\$4,800	\$3,010	\$3,010
G. Construction Administration	\$13,600	\$11,420	\$11,420
Professional Fees (Lump Sum)	\$105,000	\$77,000	\$77,000
Reimbursable Expenses (NTE)	\$4,000	\$3,000	\$3,000
Total Not-to-Exceed	\$109,000	\$80,000	\$80,000

The revised total not-to-exceed fee of \$80,000 represents approximately 11.4% of the target construction budget of \$700,000, which is consistent with industry norms for rehabilitation and ADA compliance projects of this scope and complexity.

PRE-AWARD CONDITIONS

The following two conditions must be satisfied prior to contract execution:

1. **Certificate of Insurance.** BFK Architecture + Planning must submit an original ACORD certificate confirming coverage limits meet or exceed all requirements of the City's Professional Services Agreement, including professional liability (E&O), commercial general liability, additional insured endorsement naming the City of Beaumont, and waiver of subrogation. The written acknowledgment in Section K satisfies the proposal responsiveness requirement; the actual certificate must be received and verified before contract execution.
2. **City of Beaumont Business License.** BFK Architecture + Planning must obtain and provide evidence of a valid City of Beaumont business license prior to contract execution, consistent with the commitment stated in Section C of the proposal.

RECOMMENDATION

RECOMMEND AWARD

We recommend the City of Beaumont award the Professional Services Agreement for Design Services for the 105 W. 6th Street Building Rehabilitation and ADA Compliance Project to **BFK Architecture + Planning** at a total not-to-exceed fee of **\$80,000**, subject to resolution of the two pre-award conditions identified above. BFK is the sole proposer, has demonstrated a clear understanding of the project scope, and has addressed all deficiencies raised in the March 23, 2026 evaluation to the satisfaction of the evaluation team.

Please do not hesitate to contact us with any questions regarding this evaluation or the recommended next steps.

Respectfully submitted,

Robert Segarra

Senior Director of Project Management

Cumming Management Group

Robert.Segarra@cumming-group.com | M: (562) 583-6743