

**Aroostook County Jail Study Commission Meeting**

**December 9, 2025**

**9:00 AM**

**Caribou Courthouse – Administrative Hearing Room and via Zoom**

Zoom Meeting ID: 852 6533 7757      Passcode: 125761

**AGENDA**

1. Call to order.
2. Review of Jail Design/Architect RFP's and analysis.
3. Recommendation to Commissioners.
4. Discuss promotional video and timing.
5. Adjournment.

December 9, 2025

TO: Jail Commission

FR: Ryan Pelletier, County Administrator

RE: Design and Construction RFP's

The County received four proposals from qualified firms in response to our recent RFP for jail design and construction services. To review the proposals we used a multifaceted approach utilizing both Artificial Intelligence and Human Review.

We first uploaded all four proposals through AI and asked for an analysis of the proposals to determine which proposals were most responsive in correlation to the RFP requirements that we included in the proposal. A summary of the AI results are attached for your review.

I also asked an internal design team comprised of the Sheriff, Jail Administrator and Jail Sergeant to thoroughly review the proposals and indicate their top two choices.

The AI review produced the top choices as follows:

1. WBRC & STV & CGL
2. SMRT
3. LaBella
4. Haley Ward & RQAW

The human review resulted in the top choices as follows:

1. SMRT
2. Labella
3. WBRC & STV & CGL
4. Haley Ward & RQAW

My recommendation is for the Jail Commission to discuss these results and the individual proposals and select 2 or 3 firms for interviews.

## Aroostook County Jail Design Services – RFP Scoring Sheet

**Project:** New Aroostook County Correctional Facility

**RFP Due Date:** November 3, 2025

**Evaluator:** \_\_\_\_\_

**Firm:** \_\_\_\_\_

Evaluation Criteria	Description / Considerations	Weight	Score (1-5)	Weighted Score
<b>1. Correctional Facility Design Experience</b>	Extent of experience with jail/correctional facility design; relevance and quality of past projects; familiarity with standards (Maine DOC, ACA).	25%		
<b>2. Qualifications of Key Staff</b>	Experience and credentials of project manager, lead architect, engineers, and consultants; team organization and capacity.	20%		
<b>3. Project Approach and Understanding</b>	Clarity and feasibility of approach to each sub-project phase (Site Selection, Programming/Concept, Full Design); innovation; understanding of project goals and constraints.	20%		
<b>4. Past Performance &amp; References</b>	Feedback from prior clients, adherence to budget/schedule, quality of deliverables, communication and responsiveness.	15%		
<b>5. Public/Referendum Communication Support</b>	Demonstrated ability to assist in community outreach and referendum preparation (visuals, presentations, clarity).	10%		
<b>6. Cost and Value of Services</b>	Cost competitiveness, clarity of fee structure, value relative to proposed scope and deliverables.	10%		

**TOTAL** | | 100% | | \_\_\_\_ / 500 (max) |

**Scoring Key:**

1 = Poor 2 = Fair 3 = Good 4 = Very Good 5 = Excellent

**Comments / Notes:**

## 1) Scoring Summary Table (Weighted Total out of 500)

Firm	Correctional Experience	Key Staff (20%)	Project Approach (20%)	Past Performance (15%)	Public/Referendum (10%)	Cost / Value (10%)	Total Score
Haley Ward + RQAW	3	3	4	3	2	3	310 / 500
LaBella + Justice Planners	4	4	3	4	3	3	360 / 500
SMRT Architects & Engineers	4	4	4	4	5	3	400 / 500
WBRC + STV + CGL	5	4	4	4	3	3	405 / 500

## 2) Detailed Scoring With Notes

### A) Haley Ward + RQAW / DCCM

Criterion	Score	Notes
Correctional Experience	3	RQAW brings meaningful jail facility experience; Haley Ward's local experience is strong but justice portfolio is limited.
Key Staff	3	Competent team; corrections lead is external to firm.
Project Approach	4	Thorough assessment + modular design approach is clear and structured.
Past Performance	3	Reliable regional partner history; limited recent jail delivery track record by local office.
Public / Referendum Support	2	No strong demonstration of referendum messaging support.
Cost / Value	3	Appears reasonable; no standout cost-efficiency guarantees.
Total: 310 / 500		

### B) LaBella + Justice Planners

Criterion	Score	Notes
Correctional Experience	4	50+ years of jail facility design and direct history in Maine assessment work.
Key Staff	4	Clear org structure, dedicated corrections specialists.
Project Approach	3	Standard and proven, but less innovative and less emphasis on phased local process.
Past Performance	4	Numerous county jail references; stable track record.
Public / Referendum Support	3	Limited detail on referendum visual strategy.
Cost / Value	3	Middle-of-market cost alignment likely.
Total: 360 / 500		

C) SMRT Architects & Engineers

Criterion	Score	Notes
Correctional Experience	4	Deep experience in Maine corrections, including MCC and regional jails.
Key Staff	4	Senior team with direct oversight of recent correctional work.
Project Approach	4	Clear phased approach tailored to site selection + referendum + design requirements.
Past Performance	4	Consistent delivery in Maine; known to DOC.
Public / Referendum Support	5	Notably strong, with successful referendum strategy experience highlighted prominently.
Cost / Value	3	Proposal does not claim lowest cost; focuses on long-term operational efficiency.
Total: 400 / 500		

D) WBRC + STV + CGL

Criterion	Score	Notes
Correctional Experience	5	STV + CGL represent national leaders in jail & justice system planning (hundreds of facilities designed).
Key Staff	4	Strong national leadership + strong local WBRC presence.
Project Approach	4	Well-developed planning and phasing methodology.
Past Performance	4	STV + CGL have numerous national and regional success outcomes; WBRC widely trusted in Maine.
Public / Referendum Support	3	Capable, but less Maine-specific referendum track record compared to SMRT.
Cost / Value	3	Likely to be not the lowest fee due to national talent.
Total: 405 / 500		

3) Recommended Ranking

Rank	Firm	Rationale
1	WBRC + STV + CGL	Best overall corrections expertise and design capability.
2	SMRT	Strong local + DOC + referendum communication strengths.
3	LaBella	Solid, dependable, experienced—less referendum emphasis.
4	Haley Ward + RQAW	Good regional partner, but less referendum and Maine DOC depth.