

AGENDA ITEM REPORT

DATE: February 4, 2020
DEPARTMENT: Procurement Management
REQUESTER: Mary Tucker
TITLE: Award Contract for Miscellaneous Architectural Services

I. MOTION REQUESTED

- A) Award Competitive Negotiation Request for Proposal No. CN190407BAG, Miscellaneous Architectural Services to provide architectural services for County projects or systems on an as needed basis, for an initial two year term, to the following eight firms: ADG Architecture, LLC; Parker/Mudgett/Smith Architects, Inc.; StudioPlus, LLC; BSSW Architects, Inc.; David Corban Architect, PLLC; Sweet Sparkman Architects, Inc.; Harvard Jolly Inc.; and RG Architects P.A.
- B) Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.
- C) Grant the County Manager or designee the authority to renew the contracts, for up to three additional one-year periods, and to execute all associated documents, as approved in the departments' annual adopted budgets, if doing so is in the best interest of Lee County, and there are no cost increases associated with the renewals.

II. ITEM SUMMARY

Awards contracts to ADG Architecture, LLC; Parker/Mudgett/Smith Architects, Inc.; StudioPlus, LLC; BSSW Architects, Inc.; David Corban Architect, PLLC; Sweet Sparkman Architects, Inc.; Harvard Jolly Inc.; and RG Architects P.A. to provide architectural services for County projects or systems on an as needed basis, for an initial two year term. Work under these contracts will be negotiated, authorized, scheduled, funded, and accounted for by the issuance of Supplemental Task Authorizations. Board approval is required for any Supplemental Task Authorization \$100,000.00 or more. Total expenditures for these services for Fiscal Year 18/19 were \$374,994.98.

III. BACKGROUND AND IMPLICATIONS OF ACTION

A) Board Action and Other History

Procurement Management obtained proposals for the project known as Competitive Negotiation Request for Proposal No. CN190407BAG, Miscellaneous Architectural Services. On the Proposal deadline of July 18, 2019, Procurement Management received fourteen proposals. At the first evaluation meeting on September 17, 2019, the Evaluation Committee short-listed eight firms to return for presentations and a question and answer session.

On October 28, 2019, at the second evaluation meeting, the Evaluation Committee provided a final ranking of the firms and recommendation to begin negotiations with the top eight ranked firms, ADG Architecture, LLC; Parker/Mudgett/Smith Architects, Inc.; StudioPlus, LLC; BSSW Architects, Inc.; David Corban Architect, PLLC; Sweet Sparkman Architects, Inc.; Harvard Jolly Inc.; and RG Architects P.A. Negotiations with all eight firms were successful and staff recommends awarding contracts for use on an as-needed basis for an initial two year period. Total expenditures for these services for Fiscal Year 18/19 were \$374,994.98.

B) Policy Issues

C) BoCC Goals

D) Analysis

E) Options

IV. FINANCIAL INFORMATION

| | | |
|----|--|--------------------|
| A) | Current year dollar amount of item: | See comment below. |
| B) | Is this item approved in the current budget? | Yes |
| C) | Is this a revenue or expense item? | Expense |
| D) | Is this Discretionary or Mandatory? | Discretionary |
| E) | Will this item impact future budgets? If yes, please include reasons in III(D) above. | Yes |
| F) | Fund: Program: | |

| | |
|----|---|
| | Project: Account Strings: |
| G) | Fund Type? |
| H) | Comments: Expenditures will be as needed and within the departments' annual adopted budgets. |

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP

ATTACHMENTS:

| Description | Upload Date | Type |
|--|-------------|----------|
| Parker Mudgett Smith Contract | 1/23/2020 | Contract |
| StudioPlus LLC Contract | 1/23/2020 | Contract |
| Sweet Sparkman Architects, Inc. Contract | 1/23/2020 | Contract |
| BSSW Architects, Inc. Contract | 1/23/2020 | Contract |
| David Corban Architect PLLC Contract | 1/23/2020 | Contract |
| RG Architects, PA Contract | 1/23/2020 | Contract |
| ADG Architecture LLC Contract | 1/23/2020 | Contract |
| Harvard Jolly, Inc. | 1/23/2020 | Contract |

REVIEWERS:

| Department | Reviewer | Action | Date |
|------------------------|-----------------|----------|----------------------|
| Procurement Management | Turner, Nicole | Approved | 1/23/2020 - 3:28 PM |
| Budget Services | Henkel, Anne | Approved | 1/23/2020 - 4:37 PM |
| Budget Services | Winton, Peter | Approved | 1/24/2020 - 9:13 AM |
| County Attorney | Swindle, Amanda | Approved | 1/24/2020 - 11:00 AM |
| County Manager | Winton, Peter | Approved | 1/24/2020 - 1:32 PM |