

Lee County Board Of County Commissioners
Agenda Item Summary

Blue Sheet No. 20040886

1. REQUESTED MOTION:

ACTION REQUESTED: Concur with the selection of Consultants by the Competitive Negotiations Committee for CN-04-11, MISCELLANEOUS ARCHITECTURAL SERVICES, and authorize staff to negotiate hourly rates and independent cost with the following four (4) firms: Architectural Concepts, Inc.; Barany Schmitt Summers Weaver & Partners, Inc.; Parker/Mudgett/Smith Architects, Inc.; Stevenson Architects, Inc., for a contract period of two (2) years with an option to renew one (1) additional twelve month period by mutual agreement between both parties. Also, authorize Chairman on behalf of the Board to execute the agreements upon final negotiations.

WHY ACTION IS NECESSARY: Board approval required.

WHAT ACTION ACCOMPLISHES: Provides the County with consultants on contract that can provide professional architectural services involving design; construction drawings (CAD); construction specifications; permitting; bidding and negotiation services; construction observation/administration; conceptual estimates for new construction and renovation retrofit projects; analysis of existing facilities; as-built drawings (CAD); eleventh month warranty inspection.

2. DEPARTMENTAL CATEGORY:

COMMISSION DISTRICT #:

02 Construction and Design

C2B

3. MEETING DATE:

07-27-2004

4. AGENDA:

- CONSENT
- ADMINISTRATIVE
- APPEALS
- PUBLIC
- WALK ON
- TIME REQUIRED:

5. REQUIREMENT/PURPOSE:

(Specify)

- STATUTE
- ORDINANCE
- ADMIN. CODE *AC-4-4*
- OTHER

6. REQUESTOR OF INFORMATION:

- A. COMMISSIONER
- B. DEPARTMENT *Public Works*
- C. DIVISION
- BY: *Jim Lavender, Director*

7. BACKGROUND:

Letters of Interest were solicited on behalf of the Board of County Commissioners for professional Miscellaneous Architectural Services for Lee County.

The deadline for receipt of Letters of Interest was June 7, 2004. A total of ten (10) Letters of Interest were received by the established deadline. All ten (10) Letters of Interest were considered at the Competitive Negotiations Committee meeting held on June 8, 2004. The Competitive Negotiations Committee consisted of the following staff members: Jim Lavender, Public Works Director, as Chairman, Daniel Cruz, Construction & Design; and Bob Taylor, Construction & Design. Based on the information submitted by the Consultants in their Letters of Interest, it was the consensus of the Committee to invite six (6) firms for telephone interviews: Architectural Concepts, Inc.; BRPH Companies, Inc.; BSSW Architects, Inc.; Harvard Jolly, Inc.; Parker/Mudgett/Smith Architects; Stevenson Architects.

On the basis on the information submitted by the firms in their Letters of Interest and after conducting telephone interviews on June 17, 2004, with the six (6) "shortlist" firms, it was the consensus of the Committee to recommend to the Board the selection of four (4) firms and request Board approval for staff to commence contract negotiations with the four (4) firms as follows: Architectural Concepts, Barany Schmitt Summers Weaver & Partners, Inc.; Parker/Mudgett/Smith Architects, Inc.; Stevenson Architects, Inc., for a contract period of two (2) years with an option to renew one (1) additional twelve month period by mutual agreement between both parties. Also, authorize Chairman on behalf of the Board to execute the agreements upon final negotiations.

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8. MANAGEMENT RECOMMENDATIONS:

9. RECOMMENDED APPROVAL:

A Department Director	B Purchasing or Contracts	C Human Resources	D Other	E County Attorney	F Budget Services <i>GEN</i>				G County Manager
		N/A			OA	OM	Risk	GC	
<i>Javender</i> 7-13-04	<i>[Signature]</i>			<i>[Signature]</i> 7/13/04	<i>RR 7/13</i>	<i>7/14/04</i>	<i>7/13/04</i>	<i>7/13/04</i>	<i>Javender</i> 7-13-04

10. COMMISSION ACTION:

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by CoAtty
 Date: *7/13/04*
 Time: *10am*
 Forwarded To:
[Signature]
7/13/04

RECEIVED BY
 COUNTY ADMIN: *[Signature]*
7/13/04
7:25 am SLT
 COUNTY ADMIN
 FORWARDED TO: *[Signature]*
7-17-04
JYSPW

As per Section 6 of the Contracts Manual for annual type master contracts the Board can concur with the selection of consultants and authorize staff to negotiate hourly rates and independent cost within the same blue sheet request. This will eliminate the need for an additional blue sheet requesting Board approval of agreements.

Because of the amount and variety of architectural services expected to be needed during the year, the Committee agreed that the County's best interest will be served by developing Professional Service Agreements with multiple architectural firms. Accordingly, the Committee recommends that the Board of County Commissioners authorize the Committee to negotiate two year contracts with the four (4) firms to provide architectural services on a project-by-project basis with work assignments confirmed, authorized and accounted for by the issuance of Supplemental Task Authorizations.

Funds will be available within specific project budgets.

Attachment: Overall ranking sheet.

**COMPETITIVE NEGOTIATIONS COMMITTEE
OVERALL RANKING SHEET
INTERVIEWS/PRESENTATIONS
FOR
CN-04-11 MISCELLANEOUS ARCHITECTURAL SERVICES
THURSDAY, JUNE 17, 2004
2:00 P.M.**

<u>COMPANY NAME</u>	<u>NUMBER RANKED</u>
Architectural Concepts, Inc.	<u>1</u>
BRPH Companies, Inc.	<u>2</u>
BSSW Architects, Inc.	<u>1</u>
Harvard Jolly, Inc.	<u>2</u>
Parker/Mudgett/Smith Architects	<u>1</u>
Stevenson Architects	<u>1</u>

COMMITTEE MEMBER
(PROJECT MGR) SIGNATURE: _____

