



Legislation Text

File #: ID 2016-314, **Version:** 1

TO: Mayor and City Commission

FROM: Douglas E. Smith, City Manager

DATE: May 18, 2016

AUTHORIZING THE ADMINISTRATION TO NEGOTIATE A CONTINUING SERVICES AGREEMENT WITH CPZ ARCHITECTS, INC. AS THE NUMBER ONE RANKED ARCHITECTURAL FIRM FOR THE REQUEST FOR QUALIFICATIONS (RFQ) 2016-012 - ARCHITECTURAL SERVICES.

BACKGROUND: The Parks and Recreation Department has several budgeted projects that will require professional architectural design services. These projects include a dugout renovation at the Sports Complex, replacement of a concession building at Southeast Park, and a new restroom facility with storage at Veterans' Memorial Park. In anticipation of these projects, and the potential for additional City projects in the coming years, a Request for Qualifications (RFQ) for architectural firms to provide design and construction administration services on a continuing contract basis was released. Five (5) firms responded and three (3) of those firms were short listed by a Selection and Evaluation Committee (SEC). The shortlisted firms of CPZ Architects, Inc., Synalovski, Romanik, Saye, LLC, and Williamson Dacar Associates, Inc., were invited to make presentations to the SEC, and a final ranking was conducted. The ranking results are:

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| 1. CPZ Architects, Inc. | 490 points |
| 2. Synalovski, Romanik, Saye, LLC | 480 points |
| 3. Williamson Dacar Associates, Inc. | 398 points |

The SEC recommends authorization by the City Commission to negotiate an agreement with the top ranked firm for architectural services for a period of three (3) years, with an option to renew annually for up to two (2) additional one-year periods (maximum of 5 years). If authorization to negotiate is approved, a negotiated agreement with those terms stipulated will be brought back to the City Commission for consideration at a later date.

RECOMMENDATION: Select the top ranked firm of CPZ Architects, Inc. and direct staff to negotiate an agreement for continuing architectural services.

FISCAL IMPACT: Funds have been appropriated in the Parks & Recreation capital accounts to cover design fees for planned projects.

CONTACT PERSON: Michael A. Jones, CPRP, Director of Parks and Recreation
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