

Facility and Support Services

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February 22, 2012

To: Dee F. Bruemmer
County Administrator

From: Dave Donovan, Director
Facility and Support Services

Subj: Jail Roof Replacement Project – Approval of Design Consultant

On February 3, 2012 we solicited proposals for design consulting work for the Jail Roof Replacement project. The solicitation was sent to all registered architects and engineers listed in our vendor database. In addition, the solicitation was posted to the County Purchasing web page.

The request for proposals asked respondents to outline their experience with similar work, provide us with references, and discuss their ability to meet the proposed project timeline (completion of construction by end of August 2012). In addition, we required them to submit a lump sum, fixed fee (plus reimbursables – printing, etc.) cost proposal for providing full service design consulting services.

We have received three responses to our solicitation, summarized below:

<u>Firm</u>	<u>Timeline</u>	<u>Experience</u>	<u>Fixed Fee</u>
Bracke-Hayes-Miller-Mahon	OK	OK	\$25,050.00
Downing Architects	OK	OK	\$22,500.00
Larrison and Associates	OK	OK	\$18,000.00

Each of the respondents has completed projects for Scott County in the past 10 years, with satisfactory results. After reviewing their submissions, I find no real discernable advantage in experience with similar types of facilities or projects, although Larrison did highlight experience working with historic buildings, similar to older portions of our jail building. Larrison also was the local architect for the jail project in 1983, when the current roofs were designed and installed.

I consider each of the firms capable of performing the work in question, which leaves the cost portion of their proposals to consider. In this regard, Larrison has the lowest cost, by a significant percentage, over the remaining proposals.

It is my recommendation that the Board of Supervisors award the contract for the design of the Jail Roof Replacment Project to Larrison and Associates in the above amount. I further recommend that the Board authorize the Facility and Support Services Director to sign and execute the corresponding fixed fee plus reimbursables AIA contract documents. I will attend the next Committee of the Whole meeting to answer any questions and discuss my recommendation further.

Cc: Sheriff Dennis Conard
Major Mike Brown
Major Clifford Tebbitt
Tammy Speidel
Barb Schloemer

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES
THAT THIS RESOLUTION HAS BEEN FORMALLY
APPROVED BY THE BOARD OF SUPERVISORS ON

DATE

SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

March 1, 2012

A RESOLUTION APPROVING THE AWARD OF A CONTRACT FOR DESIGN SERVICES FOR THE JAIL ROOF REPLACEMENT PROJECT TO LARRISON AND ASSOCIATES IN THE AMOUNT OF \$18,000.

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

- Section 1. That the proposal submissions for the Design RFP for the Jail Roof Replacement Project are hereby approved and awarded to Larrison and Associates in the amount of \$18,000 in a fixed fee plus reimbursables contract.
- Section 2. That the Facility and Support Services Director is hereby authorized to prepare and execute standard AIA contract documents for the aforementioned project design award.
- Section 3. This resolution shall take effect immediately.