

SCOTT COUNTY ENGINEER'S OFFICE

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Administrative Assistant

MEMO

TO: Dee F. Bruemmer
County Administrator

FROM: Jon Burgstrum
County Engineer

SUBJ: Architectural Services

DATE: July 31, 2014

In May we sent out Requests for proposals to Architects for the development of plans and specifications for the purpose of remodeling the current office space at its Facility in Eldridge Iowa, and add additional space in order to relocate the Office space currently used by the County Engineer and staff. We received five replies and interviewed four firms on July 15th. The committee unanimously chose Kueny Architects to design our new office space and shop remodel. The decision was based on the following criteria;

Firm experience and similar work (35%):

Proposed project team expertise (20%):

Proposal cost (25%):

Interview (20%):

The timeline we are looking at is:

July 31, 2014	Approval and Award
August 1, 2014	Project Begins
November / December 2014	Construction Docs Complete / Ready to bid

We have a resolution before the Board authorizing us to proceed with the design process and negotiate a final cost based on the scope of the project and the 5.75% fee proposed in the RFP.

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

July 31, 2014

A RESOLUTION AUTHORIZING THE COUNTY ENGINEER TO PROCEED WITH THE DESIGN SERVICES OF KUENY ARCHITECTS AND TO NEGOTIATE A FINAL COST BASED ON THE SCOPE OF THE PROJECT AND THE PROPOSED 5.75% FEE.

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

- Section 1. That the proposal for Secondary Roads Office design services from Kueny Architects is hereby approved and
- Section 2. That the County Engineer is hereby authorized to negotiate a final lump sum cost based on the final scope of the project.
- Section 3. This resolution shall take effect immediately.