

Facility and Support Services

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April 24, 2017

To: Mahesh Sharma
County Administrator

From: Tammy Speidel, Director
Facility and Support Services

Subj: Approval Contract for Ongoing Architectural and Engineering Services

As you recall during recent budget discussions, FSS has several smaller projects coming up over the next several fiscal years. These include in FY18; the Courthouse Roof, additional work at the Courthouse with regards to switching space from the boiler to forced air heat, 2nd floor clerk of court project, converting space at the former Sheriff patrol headquarters to conference/meeting room space, replacing HVAC equipment at the Tremont location, Admin Center elevator project and in FY19; Courthouse elevator project, Courthouse HVAC Commissioning and controls, Annex JDC Project (old P & D space), Admin Center HVAC controls and in FY20; Continuation of the Courthouse HVAC commission and controls project, continuation of the Admin Center HVAC controls.

Based on the projected project schedule and budgeted amounts, I spoke with you with regards to seeing proposals for Architectural and Engineering Services on an ongoing basis rather than project by project. This will lean our evaluation and selection process, allowing staff to evaluate proposals once during the duration of the agreement. Additionally, based on past feedback we anticipated receiving a greater number of proposals in this manner than we would if we looked for proposals each time, making the County's anticipated projects more attractive to firms with the ability to provide these types of professional services.

FSS put together the RFP and it was distributed through the County's Purchasing Vendor Platform, Public Purchase, and also placed on the County Website. We received proposals from six firms. Two of those were eliminated fairly early as their responses failed to provide the information requested and/or didn't answer questions or acknowledge specific items within the RFP.

The remaining four were evaluated based on fee range proposals, ability to provide scope of services both in-house and utilizing consultant partners, similar experience, past performance and responsiveness on other Scott County Projects (if applicable), and response to additional questions asked as a part of the evaluation process.

After the evaluation process, we recommend that the Board approve Wold Architects and Engineers to perform these services on an "as needed" basis effective May 5, 2017 through June 30, 2020. Both parties understand that Scott County may or may not need assistance for some of the planned projects and does not guarantee their involvement in every project.

Wold originally proposed a fee range of 6-8%. In speaking with them I have negotiated a range of 5.75-7.75% based on project type and construction only budget. Any project where fees would be at a level requiring Board Approval would still be brought to the Board as a regular agenda item.

Scott County has worked with Wold on several projects and we have consistently found them to be very involved in the process, familiar with the County's goals, very attuned at providing quality projects while keeping budget in mind, systematic in approaching any change order requests and associated costs, and very responsive in providing clarification to contractors and answering any questions or clarifications FSS has needed.

I plan to attend the next Committee of the Whole meeting to answer any questions and discuss my recommendation further.

Cc: FSS Management Team

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

May 4, 2017

A RESOLUTION APPROVING THE AGREEMENT FOR PROFESSIONAL
ARCHITECTURAL AND ENGINEERING SERVICES WITH WOLD ARCHITECTS AND
ENGINEERS.

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

- Section 1. That the agreement with Wold Architects and Engineers to provide architectural and engineering services from May 5, 2017 thru June 30, 2020 on an as needed basis is hereby approved.
- Section 2. That the Director of Facility & Support Services is authorized to sign the agreement on behalf of the Scott County Board of Supervisors.
- Section 3. This resolution shall take effect immediately.