

# Mayor and Council Communication

**DATE:** 09/01/20

**M&C FILE NUMBER:** M&C 20-0626

**LOG NAME:** 21POLICE PROPERTY ROOM & FIRE ARSON UNIT FACILITIES DESIGN

**SUBJECT**

(CD 9) Authorize Execution of Amendment 1 to the Architectural Services Agreement with Elements of Architecture, Inc., in the Amount of \$182,500.00 for a Total Contract Price of \$217,550.00, and a Total Project Budget of \$3,750,000.00, to Provide Design and Construction Administration Services for the Police Property Room and Fire Arson Unit Facilities

**RECOMMENDATION:**

It is recommended that the City Council authorize the execution of Amendment 1 to the architectural services agreement with Elements of Architecture, Inc., in the amount of \$182,500.00, for a total contract price of \$217,550.00, and a total project budget of \$3,750,000.00, to provide design and construction administration services for the Police Property Room and Fire Arson Unit facilities.

**DISCUSSION:**

The purpose of this Mayor and Council Communication (M&C) is to authorize the execution of Amendment 1 to the architectural services agreement with Elements of Architects, Inc., in the amount of \$182,500.00, for a total contract price of \$217,550.00, providing design and construction administration services for the Police Property Room and Fire Arson Unit facilities. These facilities will be located in the unfinished portions of the Bob Bolen Public Safety Complex and will fill current needs of the Police and Fire Departments with a total project budget of \$3,750,000.00.

A request for Statements of Qualifications (SOQ) was advertised in the *Fort Worth Star-Telegram* on Thursday, January 17 and January 24, 2019 and The SOQs were due February 14, 2019. The City received eight (8) SOQs from qualified architectural firms. The selection committee included representatives from the Fort Worth Police Department, Office of Business Diversity and the Property Management Department. The firms submitting SOQs were; Elements of Architecture, Inc., Hahnfeld Hoffer Stanford, Komatsu/Rangel, Inc. d/b/a Komatsu Architecture, Quorum Architects, Inc., Randall Scott Architects, Inc., RPGA Design Group, Inc., Schwarz-Hanson Architects.

After reviewing the SOQs, the committee met on March 8, 2019 to selected four of the eight firms for interviews based on their rankings in a qualifying matrix. The interviews took place April 16, 2019 and the following is a summary of the results of the interview process:

Interview Scores	Elements of Architecture	Komatsu Architects	Quorum Architects, Inc.	RPGA Design Group, Inc.
Technical Approach	36	36	33	33
Design Professional Qualifications	19	16	15	14
Project Management	19	17	19	18
Fort Worth Experience	10	10	10	10
MWBE Score	9	7	8	8
<b>TOTALS</b>	<b>93</b>	<b>86</b>	<b>85</b>	<b>83</b>

Based on this selection, city staff administratively executed an architectural services agreement (City Secretary Contract No. 52790), in the amount of \$35,000.00, with Elements of Architecture to initiate a programing and estimating for this project. This Schematic Design Phase has been completed and the project is ready to advance to the final phases of design. Staff recommends that the Mayor and City Council authorize the execution of Amendment 1 to the architectural services agreement with Elements of Architecture, Inc., in the amount of \$182,500.00.

**Estimated Costs:**

The overall budget for the project is as follows:

PROJECT COST	Amount
Design Contract	\$217,550.00

Construction Contract (Including Owners Construction Contingency Allowance)	\$2,862,000.00
Staff Time, Materials Testing, IT, Security, Fixtures Furnishings and Equipment (FF&E), Contingency, etc.	\$670,450.00
Total Project Cost	\$3,750,000.00

The impact to operating and maintenance cost associated with this project begins in Fiscal Year 2022, and is expected to be \$77,000.00 annually.

**Building Permits** - In accordance with the City Code of Ordinances, Part II, Chapter 7-1 Fort Worth Building Administrative Code, Section 109.2.1, Exception 2; "Work by non-City personnel on property under the control of the City of Fort Worth shall be exempt from the permit fees only if the work is for action under a contract that will be or has been approved by City Council with notes in the contract packages stating the fee is waived."

**M/WBE OFFICE** – Compliance with the City's Business Diversity Enterprise (BDE) Ordinance has been achieved by the following method; Elements of Architecture, Inc. is in compliance with the City's BDE Ordinance by committing to 51% SBE participation on this project. The City's SBE goal on this project is 10%. Additionally, Elements of Architecture, Inc. is a certified M/WBE firm.

The Police Property Room and Fire Arson Unit facilities will be located in the Bob Bolen Public Safety Complex, in COUNCIL DISTRICT 9.

**FISCAL INFORMATION / CERTIFICATION:**

The Director of Finance certifies that funds are available in the current capital budget, as previously appropriated, in the CCPD Capital Projects for the PD Bob Bolen Property Room Expansion project to support the approval of the above recommendation and amendment to the architectural services agreement. Prior to any expenditure being incurred, the Property Management Department has the responsibility to validate the availability of funds.

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