

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	Space Planning and Programming & Design Professional Services for Fire Station No. 5 Replacement – RFQ No. 23-0001
INITIATED BY:	Finance Department

It is requested that Council authorize the execution of a negotiated contract with WSKF Architects (North Kansas City, MO) for space planning and programming & design professional services related to the replacement of Fire Station No. 5. The project cost is \$5,000,000.00, which is inclusive of the fees for space planning and programming & design services. The recommended firm’s negotiated cost proposal is within the amount budgeted.

Fire Station No. 5 is located at 6700 Lynch Road and the facility is approximately 9,000 square feet, consisting of three parking bays for fire engines, a kitchen, sleeping rooms, and office space. The following deficiencies have been identified:

- Fragmented occupancy consisting of three engine bays in the middle of the building separating the living space, office space, and sleeping rooms.
- Lack of sufficient space.
- Inefficient use of space.
- Inadequate facilities.
- Leaks in the roofing system
- Overall deterioration of the structure.

It has been determined that the long-term facility requirements will be best served by demolishing the existing facility and constructing a new fire station on adjacent land. WSKF Architects and its team will provide complete schematic, design development, and construction documents, including architectural, civil, structural, mechanical, electrical, plumbing, security design, CCTV, Building Information Modeling (BIM), furniture, and fixtures and as-built drawings in pdf format, as well as construction contract administration.

The project will be accomplished in four phases.

- Phase I of this project will be for preconstruction services during the programming/planning phase. The services provided by WSKF Architects will help

determine the future growth space needs. Once a contract is awarded and executed with the Construction Manager as General Contractor company, the construction manager (CM) will provide cost estimates and constructability reviews for the various options developed by the design professional during the programming phase.

- Phase II of this project will be preconstruction services during design development. The CM shall actively participate in design coordination meetings with WSKF Architects and the City, for the purpose of collaborating and coordinating the final design and construction documents. The CM shall cooperate and assist in the coordination of the development of the design of the project within the budgeted cost and schedule. The objective of the coordination is to assure that the design meets the City's needs in all respects.
- Phase III of this project will be the construction phase where the selected CM shall serve as the general contractor. Prior to the commencement of construction, the CM shall propose a guaranteed maximum price (GMP) to complete the project. The CM will be responsible for all coordination, construction means and methods, and quality control necessary to complete the project in accordance with the approved construction documents.
- Following the completion of Phase III, the City at its sole option may include the remainder of the 2021 SPLOST for fire station projects. This includes the renovation and additions at fire stations 4 (Oakley Avenue), 6 (Brown Avenue), and 8 (Whitesville Road). Construction at each location will be completed before construction begins at each subsequent location. The City reserves the right to solicit other proposals for any or all of the renovation projects.

RFQ Advertisement and Receipt of Qualifications:

On October 6, 2022, RFQ specifications were posted on the web page of the Purchasing Division, the Georgia Procurement Registry and DemandStar. This RFQ has been advertised, opened and evaluated. Seven qualification packages were received on October 28, 2022 from the following firms:

WSKF Architects (North Kansas City, MO)
2WR of Georgia, Inc. (Columbus, GA)
Hecht Burdeshaw Architects, Inc. (Columbus, GA)
Jericho Design Group (Cumming, GA)
Lyman Davidson Dooley, Inc. (Marietta, GA)
PRAXIS3 (Atlanta, GA)
Tarchitects, Inc. (Atlanta, GA)

The following events took place after receipt of the qualifications:

RFQ MEETINGS/EVENTS		
Description	Date	Agenda/Action
Pre-Evaluation Meeting	11/09/22	The Purchasing Manager advised evaluation committee members of the RFQ rules and process, and the project manager provided an overview. Qualifications were distributed to each committee member to review.
1 st Evaluation Meeting	11/30/22	The Evaluation Committee discussed each submission and determined clarifications were not required.
Evaluation Forms Sent	12/02/22	Evaluation forms were forwarded to the voting committee members.
Evaluation Forms Returned	12/15/22	The last set of evaluation forms were completed and returned to Purchasing for compilation of results.
Evaluation Results	12/21/22	Evaluation results were forwarded to the committee.
Shortlisting of Firms	01/06/23	With a vote of 4-to-1, the voting committee members decided to shortlist and request presentations and Design Team proposals from the three highest-ranking firms.
Presentations/Interviews	01/30/23	Each of the three highest-ranking firms provided a presentation followed by a question/answer session. Evaluation ballots were emailed to the voting committee members.
Ballots Results	01/31/23	The evaluation ballots were returned to the Purchasing Division for compilation of results. With a vote of 3-to-2, the voting committee members recommended entering into negotiations with WSKF Architects.
Cost Proposal Requested	01/31/23	A cost proposal was requested from WSKF Architects.
Cost Proposal Received	01/31/23	The cost proposal was received and forwarded to the Project Manager.
Negotiation Request	02/06/23	The Project Manager determined negotiations were necessary. A best and final offer was requested from WSKF Architects.
Negotiation Response	02/07/23	WSKF Architects provided an acceptable best and final offer.

Evaluation Committee:

The qualification submittals and proposals were reviewed by members of the Evaluation Committee, which consisted of two voting members from the Columbus Fire & EMS Department, one voting member from the Engineering Department, one voting member from the Inspections & Code Department, and one voting member from the Public Works Department.

Two additional representatives from the Columbus Fire & EMS Department served as alternate voters.

An additional member from the Inspections and Code Department, an additional member from the Columbus Fire & EMS Department, an additional member from the Public Works Department, and an additional member from the Engineering Department served as nonvoting advisors.

Award Recommendation:

With a vote of 3-to-2, the evaluation committee recommends award to WSKF Architects for the following reasons:

- WSKF has extensive work in the public safety arena and specifically fire stations.
- During the interview, they were very knowledgeable about concerns regarding the health and safety of Fire and EMS personnel and appeared to have the most knowledge and understanding of how the concerns should be addressed in the station design.
- The firm, although out of town, has been very intentional about engaging local design teams and vendors.
- WSKF has sufficient experience in fire station design and during the interview, they were prepared for every possible question regarding fire station design.
- WSKF wants to involve everyone in the design process; they are aware of the need to use highly durable materials inside the fire station.

Vendor Qualifications/Experience:

- The WSKF Architects team includes the architectural partner of Architectural Innovations Design Group (Columbus, GA), the civil firm of Moon Meeks Associates (Columbus, GA), the mechanical, electrical and plumbing firm of Peach Engineering (Columbus, GA) and the structural engineering firm of Wright Engineering (Columbus, GA).
- WSKF Architects was founded 50 years ago and is based in metro Kansas City, MO and has a staff of nearly 20.
- The firm has designed 40 fire department/police department facilities in recent years and has served public safety agencies for over 38 years.
- WSKF Architects has a staff of nearly 20.

The RFP process is governed by the City's Procurement Ordinance Article 3-110, Competitive Sealed Proposals for the procurement of Equipment, Supplies and Professional Services and Article 3-111 Architectural/Engineering and Land Surveying Services. During the process of an RFP there is no formal opening, due to the possibility of negotiated components of the proposal. In the event City Council does not approve the recommended offeror, no proposal responses or any negotiated components are made public until after the award of the contract. Therefore, the evaluation results and cost information has been submitted to the City Manager in a separate memo for informational purposes.

The project cost is \$5,000,000.00, which is inclusive of the fees for space planning and programming & design services. The recommended firm's negotiated cost proposal is within the amount budgeted. Funds are budgeted in the FY23 Budget: 2021 Sales Tax Project Fund – 21 SPLOST Public Safety – Fire Station #5 Replacement – Professional Services; 0567 – 696 – 3111 – STPS – 6311 – 54154 – 20230.

A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING THE EXECUTION OF A NEGOTIATED CONTRACT WITH WSKF ARCHITECTS (NORTH KANSAS CITY, MO) FOR SPACE PLANNING AND PROGRAMMING & DESIGN PROFESSIONAL SERVICES FOR THE REPLACEMENT OF FIRE STATION NO. 5. THE TOTAL PROJECT COST IS \$5,000,000.00, WHICH IS INCLUSIVE OF THE FEES FOR THE SPACE PLANNING AND PROGRAMMING & DESIGN SERVICES. THE RECOMMENDED FIRM’S NEGOTIATED COST PROPOSAL IS WITHIN THE BUDGETED AMOUNT.

WHEREAS, an RFQ was administered (RFQ No. 23-0001) and seven qualification packages were received; and,

WHEREAS, the qualifications submitted by WSKF Architects (North Kansas City, MO) met all proposal requirements and was evaluated most responsive to the RFP.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager is hereby authorized to execute a negotiated contract with WSKF Architects (North Kansas City, MO) for space planning and programming & design professional services related to the replacement of Fire Station No. 5. The project cost is \$5,000,000.00, which is inclusive of the fees for space planning and programming & design services. The recommended firm’s negotiated cost proposal is within the amount budgeted. Funds are budgeted in the FY23 Budget: 2021 Sales Tax Project Fund – 21 SPLOST Public Safety – Fire Station #5 Replacement – Professional Services; 0567 – 696 – 3111 – STPS – 6311 – 54154 – 20230.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the _____ day of _____, 2023 and adopted at said meeting by the affirmative vote of _____ members of said Council.

- Councilor Allen voting _____.
- Councilor Barnes voting _____.
- Councilor Cogle voting _____.
- Councilor Crabb voting _____.
- Councilor Davis voting _____.
- Councilor Garrett voting _____.
- Councilor House voting _____.
- Councilor Huff voting _____.
- Councilor Thomas voting _____.
- Councilor Tucker voting _____.

Sandra T. Davis, Clerk of Council

B.H. "Skip" Henderson III, Mayor