



CITY COMMISSION STAFF REPORT

DEPARTMENT: Administration

DATE: August 26, 2025

SUBJECT: Recommendation to Approve the Rankings for RFQ2025-1-CM, Architectural Services for Design Criteria Package for a New Public Safety Complex and to Negotiate with the highest ranked Proposer, CPZ Architects, Inc. -
Administration

CITY MANAGER RECOMMENDATION:

It is recommended that the City Commission approve the final rankings for request for qualifications no. RFQ2025-1-CM for Architectural Services for Design Criteria Package for a New Public Safety Complex and allow the City to enter into negotiations with the highest ranked proposer.

BACKGROUND OF ITEM:

The City of Cooper City (the “City”) is centrally located in Broward and is closely located to important countywide resources, including Memorial Hospital Pembroke, Brian Piccolo Regional Park, Suellen Fardelmann Sports Complex, Christ the Rock Church, Nova Southeastern University and other commercial and educational facilities. In order to create the City’s central governmental complex, the City is sought out qualifications from experienced Respondents that are able and willing to design a Cooper City Governmental Complex for City Hall with Police, Fire & EMS Services with pedestrian friendly connectivity, creative landscape design and modern architectural design located in the NW corner of the property located at 10500 Stirling Road.

Specifically, the city was looking to develop the Project with the following:

- Municipal Police Station for the Broward Sheriff’s Office that is at least 30,000 square feet
- Fire Station for the Broward’s Sheriff Office that is at least 15,000 square feet. The station currently has a footprint of 10,120 square feet with a second floor of about 1,000 square feet. Additional space is required to meet crew quarter, bathrooms and office space.
- Emergency Operations Center will be incorporated as part of this facility.
- City Hall that is at least 30,000 square feet, including Commission Chambers

- Provide a parking structure to meet the needs of the above-mentioned facilities in accordance with the City’s parking regulations. This parking structure will also provide supplemental parking for park users during evenings and weekends.

This municipal complex will be located adjacent to a municipal park along Stirling Road. The Public Safety complex is the primary goal of this initiative. The selected design firm will work with the City to determine the feasibility of adding a New City Hall to this complex as shown in Exhibit “A”.

ANALYSIS:

The City of Cooper City issued a request for qualifications (RFQ) No. RFQ2025-1-CM under full and open competition, to qualified Proposers on March 20, 2025, to procure architectural services for design criteria . Four (4) proposals were received on April 24, 2025, and subsequently reviewed. A kick-off meeting was held on April 30, 2025, to establish the expectations of the evaluation committee, assign responsibilities, and discuss the project schedule. The first evaluation meeting took place on May 12, 2025, during which time, proposals were assessed based on the evaluation criteria specified in the solicitation and shortlisted. Closed oral presentations, followed by the second evaluation meeting, took place on June 16, 2025. Upon conclusion of the second evaluation meeting, Proposers were rescored and are ranked again.

STRATEGIC PLAN:

This item supports the 2022-2027 Commission Strategic Plan, specifically advancing:

Priority 3: A strong sense of Place – Beautification

Delegated Authority: The procurement process was conducted pursuant to Sec. 2-256(3) of the Cooper City Procurement Code.

Committee Ranking:

<u>Ranking</u>	<u>Vendor</u>	<u>Total Points</u>
1	CPZ Architects, Inc.	379
2	Walters Zackria Associates, PLLC	370
3	Justin Architects, P.A.	356
4	West Architecture + Design, LLC	346

ALTERNATIVES:

The City could choose not to move forward and other plans for facility renovations for City Hall, Police Station, and Fire Station.

ATTACHMENTS:

1. RFQ2025-1-CM – Composite Score Sheet
2. RFQ2025-1-CM – Score Sheets 7-2-2025
3. RFQ2025-1-CM - Solicitation