



CITY OF GRAND PRAIRIE COMMUNICATION

MEETING DATE: 03/07/2023

PRESENTER: Andy Henning, Director of Design + Construction

TITLE: Professional Design Services Contract with Martinez Architects, LP for the design of new Fire Station 11 in the amount of \$455,000 with additional project allowances of \$134,500 for a total funding request of \$589,500

REVIEWING COMMITTEE: (Reviewed by Finance and Government Committee on 03/07/2023)

SUMMARY:

<i>Vendor Name</i>	<i>Total Base Contract Cost</i>
Martinez Architects, LP	\$455,000

PURPOSE OF REQUEST:

Approval of a Professional Design Services Contract with Martinez Architects, LP for the design of new Fire Station 11 in the amount of \$455,000 for the design services base contract value, and for the following allowances:

- a) Asbestos remediation allowance of \$15,000
- b) Site re-plat/easement exhibit allowance of \$5,000
- c) Code commissioning allowance of \$8,500
- d) Reimbursable expenses allowance of \$15,000
- e) Record drawing allowance of \$12,000
- f) Geotechnical engineering allowance of \$24,000
- g) Environmental assessment allowance of \$15,000
- h) Design contingency allowance of \$40,000

With the base professional services contract value combined with the above allowance amounts, the total funding request equals \$589,500.

On November 10, 2022, the Purchasing Department published a Request for Qualifications (RFQ) advertisement (RFQ #23029) for Professional Design Services for Grand Prairie Fire Department construction projects. On December 1, 2022, the Purchasing Department received a total of ten (10) submittals in response to this RFQ.

All proposals were reviewed, and it was determined by the selection committee that BRW Architects, Inc. represented the most qualified respondent based on the cumulative scoring criteria. Based on discussions with BRW Architects regarding their current workload however, the selection committee felt awarding all Grand Prairie Fire Department design projects outlined in the RFQ to BRW alone might be challenging to successfully handle. For that reason, the new Fire Station 11 project was decided to be awarded to the second most qualified respondent, Martinez Architects.

PROCUREMENT DETAILS:

Procurement Method: ☐ Cooperative/Interlocal ☒ RFB/RFP ☐ Sole Source ☐ Professional Services ☐ Exempt

☐ Local Vendor ☒ HUB Vendor

Number of Responses: 10 RFP/RFB #: 23029

Selection Details: ☐ Low Bid ☒ Best Value

FINANCIAL CONSIDERATION:

Budgeted?	<input checked="" type="checkbox"/>	Fund Name:	FIRE CIP
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ATTACHMENTS / SUPPORTING DOCUMENTS:

1- Request for Qualifications Scoring Summary