



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: December 17, 2025

Originating Department: Public Works

Agenda Title: Resolution 101-12-25 – Agreement - Evergreen House Restoration Project - Professional Architectural Design and Consulting Services (RFQ #109-2025) - Baker Design Build – \$78,120

Approved by Town Manager: _____ **Date:** _____

Cost of Item: \$78,120.00 **Funding Source:** Special Project Fund/Public Improvement Fund

Account Number: 301-521-301-63821/160-559-160-63000 **Finance Signature:** Barbara A. Gould

Advertised:

Date: 06/01/2025 **Newspaper:** Palm Beach Post

Attachments: 1) Resolution to Execute an Agreement with Baker Design Build

2) Architectural Services Proposal from Baker Design Build

Please initial one:

Yes, I have notified everyone.

Not applicable in this case

Summary Explanation/Background:

On ____, the Town issued a Request for Qualification (RFQ #109-2025) for Professional Architectural Design and Consulting Services for the Evergreen House Restoration Project, in accordance with the Town's Purchasing Code and Florida's Consultants' Competitive Negotiation Act (CCNA), Chapter 287.055, Florida Statutes.

An Evaluation Committee recommended RJ Heisenbottle Architecture and Baker Design Build as the top two highest ranked firms. As a result, staff has been working on a proposed

Agreement to complete the outlined scope of work for the proposed Evergreen House Restoration Project.

The scoring results were as follows:

- RJ Heisenbottle Architecture – 459 points
- Baker Design Build – 422 points
- The Tamara Peacock Company Architecture – 413 points
- ACi – 0 points

On September 3, 2025, the Town Commission approved the evaluation committee's ranking for (RFQ #109-2025 and authorized the Public Works Director to negotiate with the top-ranked firm, RJ Heisenbottle Architecture (Resolution #56-09-25). However, the Town was unable to reach a reasonable and equitable agreement with this firm, and, in accordance with the RFQ process, negotiations were then initiated with the second-ranked firm, Baker Design Build.

Note: Various documents related to this RFQ process are either attached and/or available for review by contacting the Town Clerk's Office, including, but not limited to, Notice to Negotiate, final scoring matrix, RFQ 109-2025 and published addendums, RFQ Advertisement, Resolution to negotiate with top firm, etc.

As a result, negotiations with Baker Design Build have been completed, and staff is requesting the Town Commission to consider a proposed Professional Architectural Design and Consulting Services for the Evergreen House Restoration Project in the amount of \$78,120. The proposed Agreement, if approved, would include scope definition, design development, construction document preparation, permitting coordination, and engineering support services necessary for the completion of the Evergreen House Restoration Project.

Funding for this proposed project is being provided through a Historical Preservation Improvements Grant by the Florida Department of State - Division of Historical Resources.

The proposed Agreement was prepared by the proposed firm, Baker Design Build, and reviewed by the Public Works Director, the Project Manager - Capital Projects, the Finance Director, and the Town Attorney.

The Town has not previously worked with Baker Design Build; however, this firm has been utilized by other municipalities, who have reported that Baker Design Build has provided quality work and responsive customer service.

Recommendation:

I move to approve Resolution 101-12-25 and approve an Agreement with Baker Design Build for Professional Architectural Design and Consulting Services to support the Evergreen House Restoration Project, in the amount of \$78,120; and authorize the Mayor to execute the proposed Agreement.