

MEMORANDUM

DATE: March 13, 2018

TO: Honorable Mayor and City Commission

VIA: Kenneth Fields, City Manager

FROM: James Slaton, Assistant City Manager

SUBJECT: Contract Award(s) – Continuing Architectural Services

SYNOPSIS: *Staff is requesting Commission approval to enter into Consulting Agreements for Continuing Architectural Services.*

RECOMMENDATION

It is recommended that the City Commission take the following action(s):

1. Approve the consulting agreements with Straughn Trout, Parlier + Crews, and Furr & Wegman.
2. Authorize the City Manager to execute the agreements on behalf of the City.

BACKGROUND

Pursuant to FS 287.055 (C.C.N.A), the City of Lake Wales solicited statements of qualifications from firms qualified to provide architectural services on a continuing basis (RFQ# 17-440). Projects requiring architectural services may include, but are not limited to, the design and construction of new facilities, the remodeling of existing facilities, the design and construction of park and recreation spaces, and streetscape improvements.

The firm(s) will be required to provide sufficient information to permit contractors to respond to the City's request for proposals and permit the City to enter into construction contracts. The budget for each project and services requested shall be determined based upon each project's specific scope and requirements.

Five firms submitted statements of qualifications in response to RFQ# 17-440. Each firm was evaluated against the following criteria in accordance with FS 287.055 (the Consultants Competitive Negotiation Act):

- Architectural team
- Previous experience
- Services provided and quality control methods
- Location of firm
- Overall quality of submittal
- Certified MBE/DBE/WBE

After independent evaluations of each firm's qualifications were conducted by City staff members, the firms were ranked as follows:

Ranking	Firm	Score	Maximum
1 st	Straughn Trout	264	300
2 nd	Parlier + Crews	260	300
3 rd	Furr & Wegman	257	300
4 th	Bender & Associates	229	300
5 th	The Lunz Group	223	300

Staff recommendation is to award contracts for continuing architectural services to the three highest ranked firms. The agreements will each be for a period of five (5) years.

OTHER OPTIONS

None.

FISCAL IMPACT

Funds will be requested annually on a project-by-project basis.

ATTACHMENTS

Agreement with Straughn Trout Architects
Agreement with Parlier + Crews Architects
Agreement with Furr & Wegman Architects
Evaluation Tabulations