

To: Steve Rapson

Through: Ted L. Burgess 

From: Natasha M. Duggan 

Date: February 24, 2022

Subject: **Contract 2019-P: Parks & Recreation Multiuse Facility – Architectural & Engineering Services**

At the Board of Commissioner's retreat in 2021, the Board agreed to move forward with the design and architectural services for the Parks and Recreation new multiuse facility to meet the needs of citizens. This new facility will replace the existing Kiwanis Park facility with a new two-story facility approximately 33,000 sq. ft. in size.

The Purchasing Department issued Request for Proposals #2019-P to secure a firm to provide architectural and engineering services, as well as conduct public surveys for citizen input into what the facility will contain. Notice of the opportunity was emailed to 163 companies. Another 1,644 were contacted through the web-based Georgia Procurement Registry, who had registered under commodity code #90607 (Architect Services, Professional), #90610 (Buildings, Architectural Design Services), and #90672 (Recreation Facilities, Parks, Marinas, etc., Architectural Services). The offer was also advertised through Georgia Local Government Access Marketplace, Channel 23, Fayette County News, and our website.

Sixteen (16) companies submitted proposals (Attachment 1). Two firms were disqualified prior to the evaluation committee's review. One firm submitted only a list of hourly fees which is not sufficient for price evaluation and scoring. The second firm's price did not include the entire scope of services requested in the Request for Proposals.

The evaluation committee, composed of staff from Parks & Recreation, Public Works, Building Safety, Building Maintenance and Environmental Management, evaluated and scored the Technical Merit of the remaining 14 proposals using the criteria specified in the RFP. The criteria included (1) understanding and approach, (2) project team and individual experience, (3) primary firm's qualifications, and (4) scheduling and resource availability. Prices were then scored and added to the Technical Merit scores.

Scores from the Technical Merit and price proposals resulted in a short list of the top four (4) companies. They were Axis Infrastructure LLC, David Schroeder & Associates, Inc., Lose Design, and Wiley|Wilson. The short-listed firms made presentations on February 2 and 3. The

committee evaluated and scored the presentations, and resulting points were added to their evaluation scores (Attachment 2).

As a result of the evaluation process, the evaluation committee recommends award of the contract to Lose Design. A Contractor Performance Evaluation is not available since this is the first contract with Lose Design. The Purchasing Department checked their references and received highly favorable responses.

Each architectural firm submitted a proposal based on their interpretation of the county's envisioned facility and its proposed price. Lose Design informed us that their fee of \$535,000 is based on 5% of the project cost, which calculates to \$10,700,000 excluding furniture, fixtures, and equipment. Although there were outliers, interpretation of information provided by the firms as a whole seems to suggest that we could expect building costs to be within a \$10 million to \$12 million range.

Specifics of the proposed contract are as follows:

Contract Name	#2019-P: Parks & Recreation Multiuse Facility – Architectural & Engineering Services	
Contractor	Lose Design	
Not to Exceed Amount	\$535,000.00	
Budget:		
Fund	375	CIP
Org Code	37560110	Recreation
Object	541320	Buildings & Structures
Project	216AE	Multi-Purpose Building
Available	\$275,613.66	As of 2/9/2022
Pending transfer CIP	159,386.34*	Pending BOC Approval
Pending transfer M&O	<u>100,000.00*</u>	Pending BOC Approval
	\$535,000.00	Total Available after transfers

*Pending transfers:

Project Name	Project Number	Move to 216AE
All Parks/Entrance Sign Replacement	5110D	69,002.91
Brooks Park - Parking Lot Addition	5110G	28,903.69
Painting Park Building and Structures	6110D	25,931.77
McCurry Park Drainage Improvements	186AH	4,940.86
McCurry Park Softball Walkway Repair	216AC	30,607.11
TOTAL Available Budget to 216AE		159,386.34
Recreation M&O	HOTAB	100,000.00
Multi-Purpose Building	216AE	275,613.66
		\$ 535,000.00

RFP #2019-P: Parks & Recreation Multiuse Facility Responder List

Vendor
2WR of Georgia, Inc.
Axis Infrastructure
Croft & Associates, Inc.
Schroeder Architects
Foreman Seely Fountain Architecture
Gardner Spencer Smith Tench & Jarbeau, P.C.
Goodwyn Mills Cawood
JMA Architecture
Lyman Davidson Dooley, Inc.
Lose Design
Moody-Nolan
Performa, Inc.
Wiley Wilson
Williams-Russell & Johnson, Inc.
*J.W. Robinson & Associates, Inc.
*Jefferson Browne Gresham Architects, Inc.

*Disqualified

