

# MANATEE COUNTY GOVERNMENT

## SOURCE SELECTION

<b>SUBJECT</b>	Architectural/Engineering Services	<b>DATE POSTED</b>	September 7, 2012 <i>ML</i>
<b>PURCHASING REPRESENTATIVE</b>	Blair C. Getz, (941)749-3053	<b>DATE CONTRACT SHALL BE AWARDED</b>	September 13, 2012
<b>DEPARTMENT</b>	Financial Management, Purchasing Division	<b>CONSEQUENCES IF DEFERRED</b>	Delay in services
<b>SOURCE RECOMMENDATION</b>	Request for Proposals #12-0858BG	<b>AUTHORIZED BY</b>	Melissa M. Wendel, CPPO Purchasing Official <i>ML</i>
		<b>DATE</b>	September 7, 2012

### ACTION DESIRED

Authorize the County Administrator or his designee to execute the Agreement to provide Architectural/Engineering Services on an as needed basis for the Property Management Department with CPH of Sarasota, Fawley/Bryant Architects of Sarasota with a downtown Bradenton satellite office, Jerry N. Zoller Architect/ Planner of Bradenton, Moore Design, LLC of Palmetto, Wilson Miller, of Sarasota, Ugarte & Associates, Inc. of Palmetto Florida in accordance with the provisions of the Agreement. The Property Management Department estimates the annual expenditure will not will not exceed \$750,000.00.

### ENABLING/REGULATING AUTHORITY

Federal/State law(s), administrative ruling(s), Manatee County Comp Plan/Land Development Code, ordinances, resolutions, policy.)

Manatee County Code of Laws

### BACKGROUND/DISCUSSION

- Manatee County expects that this Request For Proposals will result in an award of contract(s) to provide architectural/engineering services for various projects as required by Manatee County. Consultant shall perform, on an as needed basis, all of the professional services necessary for architectural/ engineering projects for Manatee County.
- Funding Source: To be determined per Work Assignment.
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### SUMMARY

#### RESULTS

Authorize the County Administrator or his designee to execute the Agreement for Architectural/Engineering Services

#### ATTACHMENTS: (List in order as attached)

Agreement (2) Originals for each firm  
Department Memo Dated: September 7, 2012

#### INSTRUCTIONS TO BOARD RECORDS:

Originals: Board Records, CPH , Fawley/Bryant Architects, Jerry N. Zoller Architect/ Planner, Moore Design, LLC, Wilson Miller, Ugarte & Associates, Inc. ,Copies to Blair Getz/Purchasing Department; Jon Berry, Property Management Department.

**COST** \$750,000.00Annually

**SOURCE (ACCT# & NAME)** To be determined by Work Assignment

**COMMENTS** N/A

**AMT./FREQ. OF RECURRING COSTS (ATTACH FISCAL IMPACT STATEMENT)**

N/A

- 2/26/12 - 3/23/12 the appropriate proposal procedures were followed. The RFP was advertised on DemandStar, locally in the Bradenton Herald, Tempo News, posted on the Manatee County's website and provided to the Manatee County Chamber of Commerce for release to members. Twenty-One (21) proposals were received.
- 6/4/12 the County Administrator authorized the Selection Committee to enter into negotiations with CPH, Fawley/Bryant Architects, Jerry N. Zoller Architect/ Planner, Moore Design, LLC, Wilson Miller and Ugarte & Associates, Inc. for the Architectural/Engineering Services.
- 8/9/12 Negotiations concluded resulting in an Agreement and an hourly fee schedule agreeable to all parties; and determined to be fair and reasonable to the County.
- The estimated range of cost for the first year of the Agreement is \$750,000.00. This range is based on an analysis of projected requirements for this initial period of the agreement.
- This Agreement will be managed by the Property Management Department,