

REQUEST FOR BOARD ACTION

HENDERSON COUNTY

BOARD OF COMMISSIONERS

MEETING DATE: Monday, February 4, 2013

SUBJECT: Engineer Selection and Project Management Allocation
911 Center Relocation

PRESENTER: Marcus A. Jones, P.E.

ATTACHMENTS: Yes

1. Budget from GeoComm study of 911 Center Relocation, Sept 2011

SUMMARY OF REQUEST:

As directed by the Board with approval of the FY2013 Budget, Engineering staff solicited firms for architectural services for the 911 Center Relocation project. The funds allocated in the budget are for design of the renovations to the Law Enforcement Center basement at \$60,000. Please see the attached budget from the September 2011 GeoComm Study for this project.

In accordance with NC General Statute 143-64.31 (Procurement of Architectural, Engineering, and Surveying Services), staff developed a Request for Qualifications (RFQ) and on July 6, 2012, posted it on the County's website. The responses were received by July 30, 2012 and the following firms submitted Statements of Qualifications: Delta Engineering Inc, Modus Operandi Design PLLC, Moseley Architects PC, The Tamara Peacock Company, Watson Tate Savory Liollo Architecture Inc. The Statements are available for review in the Engineering Department at the Historic Courthouse.

A detailed review of the firms was conducted based on the criteria established within the RFQ. The selection criteria are as follows: Project Team, Project Experience, Design Performance, Relationships with Funding and Regulatory Agencies, and Customer Service. Based on their Statements and further investigations, staff recommends Delta Engineering Inc as the most qualified firm. The selection committee was Lisha Corn, Director of Communications, David Berry, Central Services / Construction Manager and Marcus Jones, County Engineer.

Upon approval of Delta as the most qualified firm by the Board of Directors, Sheriff and Engineering staff will negotiate a scope of work and fee for the project and bring the resulting agreement back to the Board for approval.

In addition to the agreement proposed above, the selection committee has discovered during RFQ process the need to push forward executing a service contract for project management as identified in the attached budget. The scope of the project management effort is primarily to procure the equipment for the center. In addition, the expertise needed for equipment procurement is integrated into the programming and design efforts of the architectural services. Equipment is by and far the largest portion of the project's budget. Initially, staff felt that the architectural and project management function could be separate; however, staff would like the Board to consider allocating the additional \$35,000 to start the project management in conjunction with the architectural services.

The selection committee has researched possible firms to perform the service contract for project management and recommend Mission Critical Partners (MCP) for their extensive experience with 911 Center developments in North Carolina and relationship with the 911 Board which is a funding source for the project. With Board direction, staff will also bring a proposed agreement with MCP to the Board with the proposed architectural agreement.

BOARD ACTION REQUESTED:

Authorize the selection of Delta Engineering, Inc. as the most qualified responding firm to perform the architectural services for the 911 Center Relocation project and direct staff to negotiate a service contract for project management with Mission Critical Partners.

Suggested Motion:

I move that the Board authorize the selection of Delta Engineering, Inc. as the most qualified responding firm to perform the architectural services for the 911 Center Relocation project and direct staff to negotiate a service contract for project management with Mission Critical Partners.

Henderson County Project, Additional Budget Items

Appendix C – Henderson County Project, Additional Budget Items

The recommended room dimensions may be subject to modification based on the final architectural design and building restrictions. GeoComm has provided relationship concepts between spaces to maximize utilization of space; however, it is recognized that existing building design, including access to the roof can cause modifications based upon final formal decision-making. The room dimensions allow for well-ventilated, open space for technical support as well as expansion over time.

Henderson County Relocation			
Expense Category	Cost Estimates	9-1-1 Board Share	County Share
Henderson County E9-1-1 Space Design/Construction			
Architectural Services	\$55,000	-	\$55,000
Building Renovations	\$500,000	-	\$500,000
Subtotal	\$555,000	-	\$555,000
Personnel Expense			
	32 hours per week for 24 weeks at \$35 per hour	-	\$26,880
Project Manager (1)			
Staff Overtime	200 hours at \$25 per hour	-	\$5,000
Subtotal	\$31,880	-	\$31,880
PSAP Equipment Replacement/Relocation and Redundant/Diverse Routing to PSAP			
Diverse, Redundant 9-1-1 Trunks to Law Enforcement Center	\$20,000	\$20,000	-
Replacement of Components	\$1,082,200	\$957,000	\$125,200
Subtotal	\$1,102,200	\$977,000	\$125,200
Grand Total	\$1,689,080	\$977,000	\$712,080

