

## **REQUEST FOR BOARD ACTION**

### **HENDERSON COUNTY BOARD OF COMMISSIONERS**

**MEETING DATE:** April 20<sup>th</sup>, 2022

**SUBJECT:** Selection of VFW Architect

**PRESENTER:** Christopher Todd, Business and Community Development Director

**ATTACHMENTS:** No

#### **SUMMARY OF REQUEST:**

On March 16<sup>th</sup>, 2022, a Request for Qualifications for architectural services for the VFW was posted. The overall project scope includes designs that address all necessary repairs and replacements of all building systems components including but not limited to HVAC, plumbing, electrical, structural, interior and exterior finishes, and parking, associated with a yet to be finalized design criteria and scope. Also included in the scope of the project is the necessary programming with Henderson County in order to provide a proposed design with cost estimates and schedules for approval, as well as the necessary Construction Administration once the project is bid and awarded, to ensure project success. Proposals were due on March 30<sup>th</sup>, 2022, subsequently received, and reviewed by Staff. At the April 4<sup>th</sup>, meeting of the Board of Commissioners, the Board approved the selection of McMillan | Pazdan | Smith as the most qualified firm, and directed to Staff to negotiate an agreement. McMillan, Pazdan, Smith is proposing a fee of 6%, based on the construction cost. This proposal is within the approved budget and timeline. A letter outlining their proposal is attached for the Board's approval.

#### **BOARD ACTION REQUESTED:**

The Board is requested to accept the proposal from McMillan, Pazdan, Smith, and direct Staff to execute the necessary contracts.

#### **Suggested Motion:**

*I move that the Board accept the proposal from McMillan, Pazdan, Smith, and direct Staff to execute the necessary contracts.*