



Legislation Details (With Text)

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<b>Type:</b>	Agendas	<b>Status:</b>	Agenda Ready
<b>File created:</b>	2/7/2018	<b>In control:</b>	Board of Aldermen
<b>On agenda:</b>	2/13/2018	<b>Final action:</b>	
<b>Title:</b>	Presentation and Interviews with Design Team Respondents to Town Request for Qualifications - 203 S. Greensboro Project		

**PURPOSE:** The purpose of this item is to provide the Board with an opportunity to receive presentations from and interview two firms that responded to the Town’s request for qualifications for professional architectural/engineering services, in advance of selecting the team determined to be most qualified to carry out these services.

**Indexes:**

**Code sections:**

**Attachments:** 1. Attachment A - RFQ for design services - final, 2. Attachment B - Development Agreement\_Fully Executed 12-4-17, 3. Attachment C - CRA-Response to RFQ, 4. Attachment D - CRA-TEAM-RESPONSES-FEB-8, 5. Attachment E - Perkins+Will--Response to RFQ, 6. Attachment F - TownofCarborro\_FollowUp\_Questions, 7. Attachment G - 203 S Greensboro Street Development Project Ordinance

Date	Ver.	Action By	Action	Result
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**TITLE:**

Presentation and Interviews with Design Team Respondents to Town Request for Qualifications - 203 S. Greensboro Project

**PURPOSE:** The purpose of this item is to provide the Board with an opportunity to receive presentations from and interview two firms that responded to the Town’s request for qualifications for professional architectural/engineering services, in advance of selecting the team determined to be most qualified to carry out these services.

**DEPARTMENT:** Town Manager, Planning, Finance

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**INFORMATION:** The Town released a Request for Qualifications (RFQ) for professional architectural/engineering services for the 203 S. Greensboro Project on November 19th (*Attachment A*). Background information on the project is available at <http://www.townofcarrboro.org/1127/203-S-Greensboro-Project>. Eight written responses were received by the December 5<sup>th</sup> deadline.

Consistent with the Development Agreement between the Town and Orange County (*Attachment B*), a staff panel was established to review the submittals and identify the top two design teams for consideration by the

Board of Aldermen in early February. The staff panel included six staff members, three from the Town and three from the County, as follows: Carrboro Recreation and Parks Director, Purchasing Officer and Planning Director, Orange County Library Director, Asset Management Services Director, and Planning Director.

The staff panel met on December 19<sup>th</sup> to review the submittals and selected five firms to interview on January 11<sup>th</sup> and 12<sup>th</sup>. Staff considered each firm's experience with similar projects, their vision and capacity, project completion and success, and portfolios of work. Corley Redfoot Associates (CRA), in conjunction with Jim Spencer Architects (JSA), and Perkins + Will (P + W) were identified as the two firms to be referred to the Board of Aldermen for interviews. The Orange County Board of Commissioners supported the selection on January 23<sup>rd</sup> (<http://server3.co.orange.nc.us:8088/weblink8/0/doc/49659/Page1.aspx>). Copies of these firms' written submittals and responses to additional questions provided to the design teams in preparation for the interviews are attached. Staff randomly selected the order of presentation for the two firms. The schedule is as follows:

7:40 - 8:55 CRA/JSA (*Attachments C and D*)

9:00 - 10:15 P + W (*Attachments E and F*)

The design teams have been asked to present on their qualifications for this project and to allow sufficient time for questions and discussion. The selection and contracting process for these professional services is qualifications-based and cost cannot be a factor in considering the most qualified firm to advance to contract negotiations. Cost information included in the RFQ responses has been redacted.

**FISCAL & STAFF IMPACT:** The capital project ordinance for this project is attached (*Attachment G*). Design costs are included there and will be allocated per the Development Agreement with Orange County and others, as is applicable.

**RECOMMENDATION:** Staff recommends that the Board of Aldermen receive the presentations, and provide direction to staff if additional information will be needed for consideration on February 27<sup>th</sup> when the decision action is anticipated.