

City Council – Action Request Form

Date: September 9, 2019

To: Mayor, Mayor Pro Tempore, and Members of the City Council

From: Ben Rowe, Assistant City Manager
Robert Prestwood, City Engineer

Council Action Requested:

Resolution to enter an agreement with Walter Robbs Callahan & Pierce Architects, P.A. for professional architectural services for the design for Bowman Gray Stadium Improvements (East Ward)

Strategic Focus Area: Economic Vitality and Diversity

Strategic Objective: Promote Travel and Tourism

Strategic Plan Action Item: No

Key Work Item: Yes



Summary of Information:

In April 2019, the Mayor and City Council approved the appropriation of resources to meet \$33.09 million in emerging capital needs. Improvements to Bowman Gray Stadium was included in these capital needs. The proposed funding of \$9,000,000 will include replacement of concession stands and restrooms, re-grading the football field, resurfacing the race track, utilities upgrades, facility repairs, and aesthetic improvements that will better identify the stadium as the home of Winston-Salem State University Rams Football.

The City selects firms to provide architectural, engineering, and surveying services in accordance with public policy established in N.C.G.S. §143-64.31, which provides for a qualifications-based selection process. In June 2019, the City posted a Request for Letters of Interest/Statement of Qualifications (LOI/SOQ) to perform architectural design services on the City website. Nine firms submitted LOI/SOQ's. A panel consisting of an Assistant City Manager, Winston-Salem Fairgrounds Facility and Venue Manager, the City Engineer, and Assistant Director of Business Inclusion and Advancement evaluated the proposals based on the following criteria:

Committee Action:

Committee	<u>Finance 9/9/2019</u>	Action	<u>Approval</u>
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For	<u>Unanimous</u>	Against	<u></u>
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Remarks:

- M/WBE Commitment (20%)
- Location of Business (20%)
- Proposed Project Approach (25%)
- Work Experience (25%)
- Staff Availability (10%)

At the Public Assembly Facilities Commission's meeting on August 19th, representatives from Walter Robbs Callahan & Pierce Architects, P.A. provided information about the project team, their qualifications and experience, and their proposed approach to designing this project. The members of the Public Assembly Facilities Commission approved a resolution recommending to the Mayor and City Council the award of a contract for professional architectural services to Walter Robbs Callahan & Pierce Architects, P.A.

In accordance with N.C.G.S. §143-64.31, the City entered into contract negotiations with Walter Robbs Architecture which included identifying the full scope of services to be provided and a proposed fee for this work. Staff is finalizing the scope and schedule for fees not to exceed \$698,854. Based on the total scope of work, staff believes that this is a fair and reasonable fee. The City will finance the improvements to Bowman Gray Stadium, including design services, with limited obligation bonds (LOBS). The proposal opportunity was advertised on the City website and sent to architectural firms. See Exhibit A and Exhibit B for a complete list of businesses notified of this solicitation, the workforce demographics of Walter Robbs Callahan & Pierce Architects, P.A. and the scoring matrix for the firms that were evaluated.

Walter Robbs Callahan & Pierce Architects, P.A. has committed to subcontracting 14% of their work to HUB-certified minority/women business enterprises. The City's goal is 10% of professional architectural and engineering services.