

## City Council – Action Request Form

**Date:** January 13, 2020

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

**From:** Damon Dequenne, Assistant City Manager  
Robert Prestwood, City Engineer

**Council Action Requested:**

Resolution to Enter into an Agreement with Peterson/Gordon Architects, P.A. for Professional Architectural and Engineering Services for the Design and Construction Oversight for Fire Station #13. (South Ward)

**Strategic Focus Area:** Safe and Secure Community

**Strategic Objective:** Improve Public Safety Service Quality

**Strategic Plan Action Item:** No

**Key Work Item:** Yes



**Summary of Information:**

In November 2018, the citizens of Winston-Salem voted to approve the issuance of bonds for a new fire station in the Burke Mill Road area, Station #13. The proposed funding of \$5,000,000 includes \$4,000,000 for the fire station and \$1,000,000 for the fire museum structure. This new fire station will close a gap in the Winston-Salem Fire Department’s coverage network in this area. A 3.6 square mile area that is beyond the national consensus minimum standard of four-minutes travel from the nearest fire station. This area contains major commercial infrastructure, including Hanes Mall and Forsyth Medical Center, and growth is forecast to be 10% to 25% in the next four years. The area experiences a high number of annual requests for service and has 384 occupancies that score at least a moderate risk in the Department’s Occupancy Vulnerability Assessment Profile. The proposed location will also allow the Fire Department to move the ladder truck at Fire Station 2 on Somerset Drive closer to the commercial risk in the southwest part of the City.

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 February 2019, the City posted Requests for Letters of Interest/Statement of Qualifications (LOI/SOQ) to perform architectural or engineering

**Committee Action:**

<b>Committee</b>	<u>Finance 1/13/2020</u>	<b>Action</b>	<u>Approval</u>
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<b>For</b>	<u>Unanimous</u>	<b>Against</b>	<u></u>
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**Remarks:**

design services on the City's website. Five architectural/engineering firms submitted LOI/SOQ's. A panel consisting of an Assistant City Manager, Fire Chief, City Engineer, and a Building Construction Specialist evaluated the proposals based on the following criteria:

- M/WBE Commitment
- Distance from Winston-Salem
- Innovative approach
- Work Experience
- Understanding of Project
- Past Performance.

Peterson/Gordon Architects, P.A. was rated as the most qualified firm to provide architectural and engineering design and construction oversight services for the new fire station. In accordance with N.C.G.S. §143-64.31, the City entered into contract negotiations with Peterson/Gordon Architects, P.A., 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 \$500,000. Based on the total scope of work, staff believes that this is a fair and reasonable fee. Funds for this project were approved in the 2018 Bonds. The proposal opportunity was advertised on the City website and sent to architectural and engineering firms. See Exhibit A for the workforce demographics of the selected firm and Exhibit B for the scoring matrix for the firms that were evaluated.