

## City Council – Action Request Form

**Date:** June 10, 2019

**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 Ersoy Brake Appleyard Architects, P.A. for Professional Architectural and Engineering Services for the Design and Construction Oversight for the Replacement of Fire Station #3 (Northeast Ward)

**Strategic Focus Area:** Safe and Secure Community  
**Strategic Objective:** Improve Public Safety Service Quality  
**Strategic Plan Action Item:** No  
**Key Work Item:** No



**Summary of Information:**

In November 2018, the citizens of Winston-Salem voted to approve the issuance of bonds for The replacement of Fire Station #3. The proposed funding of \$3,600,000 would be used replace Fire Station #3, located at 2995 N. Liberty Street. Fire Station #3 was placed into service in 1964 and has outlived the usefulness of its design. In addition to inadequate apparatus bays, dormitory space, and storage; the facility contains no classroom space, physical training facility, or laundry room. The interior of the station has been modified over the years, and the HVAC system design is inadequate, requiring the use of window units. Office space must also be used as dormitory space and there are only two showers. Replacement of the station, similar to Fire Station #8, would alleviate these concerns.

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 design services on the City’s website. Nine 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:

**Committee Action:**

<b>Committee</b>	<u>Finance 6/10/19</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:**

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

Ersoy Brake Appleyard 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 Ersoy Brake Appleyard 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 \$260,000. 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 expected design completion date is January 2020. The proposal opportunity was advertised on the City website and sent to architectural and engineering firms. See Exhibit A and Exhibit B for a complete list of businesses notified of this solicitation and the scoring matrix for the firms that were evaluated.