

City Council – Action Request Form

Date: November 12, 2019

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

From: Tasha Logan Ford, Assistant City Manager
William L. Royston, Recreation and Parks Director

Council Action Requested:

Resolution to Enter into an Agreement with Jordan Consultants, ASLA, P.A. for Professional Architectural and Engineering Services for the Design and Construction Oversight for Sprague Street Pool Conversion to Splash Pad

Strategic Focus Area: Livable Neighborhoods

Strategic Objective: Expand Open Space and Recreational Facilities

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 Sprague Street Pool Conversion to a Splash Pad. The proposed funding of \$600,000 would provide for the conversion of the pool to a splash pad. The scope of work will include, but not limited to demolition, site preparation, code compliant features, and cost analysis.

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 October 2019, the City posted Requests for Qualifications (RFQ's) to perform architectural or engineering design services. Two architectural/engineering firms submitted RFQ's.

Committee Action:

Committee	Finance 11/12/19	Action	Approval
For	Unanimous	Against	

Remarks:

Proposals were received October 21, 2019, with summary of applicants as follows:

<u>Company</u>	<u>City/State</u>
Jordan Consultants, ASLA, P.A. Architecture Unlimited	Winston-Salem, NC Matthews, NC

Major criteria considered during the evaluation included, but were not limited to:

- A. **M/WBE Commitment**
- B. **Location of Business**
- C. **Proposed Plan of Action**
- D. **Work Experience**
- E. **Understanding of Project**
- F. **Staff Availability**

Jordan Consultants, ASLA, P.A. was rated the most qualified firm to provide architectural and engineering design and construction oversight services for the Sprague Street Pool Conversion to Splash Pad. In accordance with N.C.G.S. §143-64.31, the City entered into contract negotiations with Jordan Consultants, ASLA, 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 \$60,000. This project is being funded by 2018 general obligation bonds.

M/WBE comment: Notices were sent to 78 potential bidders listed on the City's vendor list, of which fourteen are minority-owned and six are woman-owned businesses. This project was advertised on the City's website and with several electronic plan rooms. Jordan Consultants, ASLA, P.A., received full credit in scoring for making a good faith effort to meet the City's established goals.

See Exhibit A for a complete list of businesses notified and for workforce demographics.

See Exhibit B for the combined scores of the evaluation panel for the proposal.