

**EXECUTIVE SUMMARY**

**In Response to RFQ 16-104F, Approve QSEC Recommendations to Award Professional Services Continuing Contracts – Architectural; and Approve the Professional Services Agreements (PSA’s) for Song & Associates Inc., Synalovski Romanik Saye, LLC, Nyarko Architectural Group, Inc., ACAI Associates Inc., and Jorge A. Gutierrez Architect LLC**

**PROJECT OVERVIEW:**

<b>Type of Contract:</b>	<b>Professional Services Agreement (PSA)</b>
<b>Architect:</b>	<b>See list of five (5) firms listed below</b>
<b>Notice to Proceed Date:</b>	<b>TBD for Projects as Assigned</b>
<b>Budget:</b>	<b>See Contract terms below</b>

**GENERAL OVERVIEW:**

Board approval to advertise RFQ 16-104F was received at the January 20, 2016 Board meeting. The intent of this RFQ was to procure Design Professional Services for Continuing Contracts for Architectural Services for projects, as assigned, up to a maximum of \$2,000,000 in construction costs including Facilities, Maintenance and Safety projects consisting of, but not limited to, site improvements, remodeling and renovations. The Contract terms include a limit of \$3,000,000 in fees and a duration of three (3) years plus two (2) one-year extensions with a limit of \$1,000,000 in additional fees per year. The RFQ was designed to have the Qualification Selection Evaluation Committee (“QSEC”) select the top five (5) ranked firms and recommend award of Professional Design Services to these firms.

A total of sixteen (16) proposals were received on February 25, 2016. The QSEC meeting was held on March 10, 2016 and the Recommendation/Tabulation to Award Professional Design Services to the five (5) highest ranked firms was posted on March 18, 2016. Board approval is requested to approve QSEC recommendations and to award Professional Services Continuing Contracts – Architectural to these five (5) successful Design firms:

**First Ranked Proposer: Song & Associates Inc.**

**Second Ranked Proposer: Synalovski Romanik Saye, LLC**

**Third Ranked Proposer: Nyarko Architectural Group, Inc.**

**Fourth Ranked Proposer: ACAI Associates Inc.**

**Fifth Ranked Proposer: Jorge A. Gutierrez Architect LLC**

Upon approval by the Board, Staff will initiate Professional Design Services for projects, as assigned, up to a maximum of \$2,000,000 in construction costs for Facilities, Maintenance and Safety projects consisting of, but not limited to, Site Improvements, Remodeling and Renovations.