

## **ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends the Board of Trustees approve a pool of architects to provide design services for minor facility construction and renovation projects.

### **BACKGROUND**

Architectural services are required to develop designs, construction drawings, and bidding packages for construction and renovation projects. It was determined the College would benefit from a pool of architectural firms to provide these services for minor projects up to four million dollars separately from the major project architects approved by the Board in June 2016.

A request for qualifications (RFQ), Project Number 18-15, was issued to establish a pool of qualified architectural firms. Twenty-seven (27) firms submitted qualifications, which were evaluated and ranked by an evaluation committee consisting of representatives from Facilities Services and campus administrators. The five (5) top-ranked firms were invited to make oral presentations to the evaluation committee. Based on the combined scores from the evaluations and presentations, the pool of architects will include all five (5) firms and negotiations for initial usage will commence with Collaborate Architects, LLC and Courtney Harper & Partners.

In accordance with Section 2254 of the Texas Government Code, which governs the selection process for professional services, the College will initiate negotiations with the most highly qualified firm as projects are initiated and if necessary, proceed down the list until a satisfactory contract can be reached for each project.

### **IMPACT OF THIS ACTION**

This request approves the budget amount and authorizes the expenditure of funds for the pool of architectural firms to provide design services for minor projects within the architect services fee structure approved by the Board of Trustees in June 2016.

### **BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The estimated annual expenditure for architectural design services required to develop minor projects is \$150,000. Expenditures for architectural services will be funded from Facilities Services department operating budgets and Bond funds, as projects are identified.

### **MONITORING AND REPORTING TIMELINE**

The award term for the pool of architects will be approximately five (5) years. Projects will be monitored by San Jacinto College Facilities Services personnel.

**RFQ #18-15**  
**Regular Board Meeting December 11, 2017**  
**Consideration of Approval of Minor Projects Architect Services Pool**

**ATTACHMENTS**

Attachment No. 1 – Evaluation Results

**RESOURCE PERSONNEL**

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**RFQ 18-15 Architect Services - Minor Projects**  
**Attachment No. 1**  
**EVALUATION RESULTS**

**QUALIFICATIONS SCORES**

#	Vendors	Score
1	Courtney Harper & Partners	87.60
2	Harrison Kornberg Architects	87.40
3	Page Southerland Page, Inc.	87.20
4	Collaborate Architect, LLC	86.90
5	PBK, Inc.	86.70
6	M. Arthur Gensler Jr. & Associates, Inc.	86.30
7	Johnston, LLC	85.80
8	HKS, Inc.	83.50
9	Goodwin-Lasiter-Strong	83.30
10	Prozign Architects (Prozign, inc)	82.40
11	PDG architects (PDG Inc.)	81.90
12	Llewelyn-Davies Sahni II, LLC	81.80
13	Smith & Company Architects	81.60
14	IBI Group	81.10
15	PGAL	81.00
16	Hawkins Architecture Inc.	80.90
17	IDG Architects, Inc.	79.90
18	NATEX Architects	79.50
19	Corgan (Corgan Associates, Inc)	78.60
20	Studio Red Architects	78.50
21	SBWV Architects, Inc. (GPD Group)	78.10
22	Huckabee	77.60
23	STOA Architects	76.10
24	BRW Architects	75.20
25	AUTOARCH Architects, LLC	68.10
26	Rittiluechai Architecture PC	67.20
27	VCS Architects, LLC	66.20

**QUALIFICATIONS SHORTLIST**

**Weighted Score 60%**

#	Vendors	Score
1	Courtney Harper & Partners	52.56
2	Harrison Kornberg Architects	52.44
3	Page Southerland Page, Inc.	52.32
4	Collaborate Architect, LLC	52.14
5	PBK, Inc.	52.02

**PRESENTATION SUMMARY**

**Weighted Score 40%**

#	Vendors	Score
1	Collaborate Architect, LLC	36.80
2	Courtney Harper & Partners	35.90
3	Page Southerland Page, Inc.	34.90
4	PBK, Inc.	33.40
5	Harrison Kornberg Architects	32.80

**FINAL SCORES**

#	Vendors	Score
1	Collaborate Architect, LLC	88.94
2	Courtney Harper & Partners	88.46
3	Page Southerland Page, Inc.	87.22
4	PBK, Inc.	85.42
5	Harrison Kornberg Architects	85.24