



Cover Memorandum/Staff Report

File #: 23-292 CRA

Agenda Date: 2/27/2024

Item #: 7E.

TO: CRA Board of Commissioners
FROM: Christine Tibbs, Assistant Director
THROUGH: Renee Jadusingh, Executive Director
DATE: February 27, 2024

AWARD REQUEST FOR QUALIFICATIONS CRA NO. 2023-05 - PROFESSIONAL ARCHITECTURAL SERVICES & LANDSCAPE ARCHITECTURAL SERVICES ON A CONTINUING CONTRACT BASIS

Recommended Action:

1. Award the Request for Qualifications (RFQ) CRA No. 2023-05 for Professional Architectural Services to the following architectural firms, listed in alphabetical order, for professional architectural services on a continuing contract basis and authorize CRA staff to enter into contract negotiations accordingly.

Architectural Services

1. BEA Architects, Inc.
2. CPZ Architects, Inc.
3. Currie Sowards Aguila Architects, Inc.
4. Justin Architects, P.A.
5. Netta Architects, LLC
6. R.E. Chisholm Architects, Inc.
7. R.J. Heisenbottle Architects, P.A.
8. Robling Architecture Construction, Inc.
9. Song + Associates, Inc.
10. Synalovski Romanik Saye, LLC
11. The Tamara Peacock Company Architects of Florida, Inc. dba Peacock Architects
12. Walter Zackaria Associates, PLLC

2. Award the Request for Qualifications (RFQ) CRA No. 2023-05 for Professional Landscape Architectural Services to the following landscape architectural firms, listed in alphabetical order, for professional landscape architectural services on a continuing contract basis and authorize CRA staff to enter into contract negotiations accordingly.

Landscape Architectural Services

1. AGTLAND, P.A.
2. JMorton Planning & Landscape Architecture
3. KCI Technologies, Inc.
4. Keith and Associates, Inc., dba KEITH
5. Kimley-Horn and Associates, Inc.
6. Miller Legg

Background:

At the July 25, 2023, CRA Board meeting, the Board authorized staff to issue a Request for Qualifications (RFQ) for Architectural Services and Landscape Architectural Services on a Continuing Contract basis.

The purpose of issuing the RFQ for Architectural Services and Landscape Architectural Services was to solicit qualified professional architectural and landscape architectural firms and consultants to provide services ranging from pre-design through construction close-out on a continuing contract basis for various CRA-managed projects.

Pursuant to Florida Statute Section 287.055 (Consultants' Competitive Negotiation Act), continuing contracts for professional architectural and landscape architectural services may be utilized by a public agency for projects where the total construction cost for an individual project does not exceed \$4 million, for study activities where the fee for an individual study does not exceed \$500,000, or "for a work of a specified nature as outlined in the contract...with the contract being for a fixed term or with no time limitation except that the contract must provide a termination clause."

The RFQ was issued on November 6, 2023, and had an extended Proposal Submission Due Date of January 3, 2024.

There were nineteen (19) Proposers who submitted a timely Proposal; twelve (12) Proposers submitted for Professional Architectural Services and seven (7) Proposers submitted for Professional Landscape Architectural Services.

On January 25, 2024, the Evaluation Committee met and consisted of two (2) CRA staff members and one (1) City of Delray Beach staff member. Of the nineteen (19) Proposals that were timely submitted, eighteen (18) Proposals were deemed responsive. Proposals are available for review upon request.

Proposals Received (listed in alphabetical order):**Architectural Services**

1. BEA Architects, Inc.
2. CPZ Architects, Inc.
3. Currie Sowards Aguila Architects, Inc.
4. Justin Architects, P.A.
5. Netta Architects, LLC
6. R.E. Chisholm Architects, Inc.
7. R.J. Heisenbottle Architects, P.A.
8. Robling Architecture Construction, Inc.
9. Song + Associates, Inc.
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12. Walter Zackaria Associates, PLLC

Landscape Architectural Services

1. AGTLAND, P.A.
2. Hitchcock Design Group*
3. JMorton Planning & Landscape Architecture
4. KCI Technologies, Inc.
5. Keith and Associates, Inc., dba KEITH
6. Kimley-Horn and Associates, Inc.
7. Miller Legg

*Deemed unresponsive and was not reviewed by the Evaluation Committee. The RFQ required Proposers to “be a licensed, registered, and practicing and providing professional architecture services or landscape architecture services as an individual, firm, partnership, company, or corporation authorized to conduct business in the State of Florida for the last five (5) years under its current business name (current business name means the actual official name on file with the State of Florida of the business entity submitting the Proposal).” Hitchcock Design Group did not have the required number of years.

The eighteen (18) responsive Proposals were reviewed and scored by the Evaluation Committee based on the criteria stated within the RFQ and provided below.

REQUIREMENTS	POINTS
Qualifications and Experience of the Proposer	30 Points
Qualifications and Experience of the Assigned Lead Architect and/or Lead Landscape Architect and Project Manager	20 Points
Qualifications and Experience of the Proposer’s Team - including Organizational Structure (capacity, resources, personnel)	20 Points
Design Philosophy and Process Statement	18 Points
Technical Capabilities and Approach Statement	18 Points
Certified Minority Business Enterprise (as defined by Florida Statute Section 288.703)	4 Points
	110 Total Points

The Evaluation Committee recommended the CRA award Agreements to all eighteen (18) Proposers to provide either Professional Architectural Services or Professional Landscape Architectural Services (creating two (2) separate continuing contract pools for each discipline) for a period of three (3) years, with an option for up to two (2), one (1) year extensions.

At this time, CRA staff is requesting the CRA Board accept the Evaluation Committee's recommendation and authorize CRA staff to enter into contract negotiations with the eighteen (18) Proposers, as provided below. The negotiated Agreements will be brought before the CRA Board for approval.

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Attachment(s): Exhibit A - Evaluation Committee Composite Scores; Exhibit B - RFQ and Addendums; Exhibit C - Sample Architectural RFQ Agreement; Exhibit D - Sample Landscape RFQ Agreement

CRA Attorney Review:

N/A

Finance Review:

N/A

Funding Source/Financial Impact:

N/A

Timing of Request:

N/A

**Overall need within the Community Redevelopment Area from Delray Beach CRA
Redevelopment Plan:**

Removal of Slum and Blight

Land Use

Economic Development

Affordable Housing

Downtown Housing

Infrastructure

Recreation and Cultural Facilities