



Cover Memorandum/Staff Report

File #: 24-022 CRA

Agenda Date: 5/30/2024

Item #: 8A.

TO: CRA Board of Commissioners
FROM: Ashlyn Darden, Legal Advisor
THROUGH: Renee Jadusingh, CRA Executive Director
DATE: May 30, 2024

REQUEST FOR QUALIFICATIONS 2023-05 - SELECTION OF ARCHITECTURAL & LANDSCAPE ARCHITECTURAL FIRMS FOR CONTINUING SERVICES

Recommended Action:

Authorize the Board Chair to execute continuing architectural services agreements, in substantially the attached form, with the following firms

- Currie Sowards Aguila Architects Inc.
- Synalovski Romanik Saye, LLC
- CPZ Architects, Inc.
- BEA Architects, Inc.
- Justin Architects, P.A.
- Netta Architects, LLC
- R.E. Chisholm Architects, Inc.
- R.J. Heisenbottle Architects, P.A.
- Robling Architecture Construction, Inc.
- The Tamara Peacock Company Architects of Florida, Inc.
- Walter Zackaria Associates, PLLC

Authorize the Board Chair to execute continuing landscape architectural services agreements, in substantially the attached form, with the following firms:

- AGTLAND, P.A.
- JMorton Planning & Landscape Architecture Inc.
- KCI Technologies, Inc.
- Keith and Associates, Inc.
- Miller Legg Inc.
- Kimley-Horn Inc.

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.

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. (One firm was later deemed unresponsive and was not reviewed by the Evaluation Committee.)

At the February 27, 2024 CRA Board Meeting, the Board authorized CRA Staff to enter into contact negotiations with the above referenced architectural firms and landscape architectural firms for continuing consulting services.

The term of the Agreements is for three (3) years. The CRA reserves the right to renew the Agreements with an option for a two (1) year extensions thereafter by providing the Consultants with written notice of the CRA's election to do so. As specified in the agreements, the scope of work may be implemented in phases and by the issuance of work assignments as projects comes up during the term of the agreements. Negotiations of specific services for individual projects will take place through the issuance of work assignments. The work assignments shall include description of the project, scope of work to be performed, the budget cost (including man-hours, wage rates, reimbursable expenses, and other related costs), schedule for completion, and name of project manager. Staff will bring the individual negotiated work assignments to the Board as an addendum to the applicable Consultant's agreement.

The Consultants' negotiated hourly rates are attached (Exhibit A), which will be effective during the initial three-year term of this Agreement. The rates will be revised annually thereafter and modified upon approval of the CRA. Additionally, the CRA shall pay the Consultant such other direct out-of-pocket expenses as the Consultant shall incur upon approval of the CRA and as verified by appropriate bills, invoices and/or statements. Authorized Reimbursable will not include charges for office rent, overhead expenses of any kind, including but not limited to local telephone, cell phone, and utility charges, overtime or any discretionary labor benefits, office and drafting supplies, depreciation of equipment, professional dues, subscriptions, etc., digital reproduction of drawings and specifications required at each phase of the Work Assignment.

Attached is the standard agreement. (Exhibit B).

Attachment(s): Exhibit A - Hourly Rates and Reimbursables Architecture; Exhibit B - Hourly Rates and Reimbursables Landscape; Exhibit C - Standard Agreement Landscape; Exhibit D - Standard Agreement Architecture

CRA Attorney Review:

The CRA Legal Advisor has drafted the Agreements.

Finance Review:

N/A

Funding Source/Financial Impact:

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