



## Legislation Text

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**File #:** 18-0117 CRA, **Version:** 1

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**TO:** CRA Board of Commissioners  
**FROM:** Renée A. Jadusingh, Esq., Assistant Director  
**THROUGH:** Jeff Costello, CRA Executive Director  
**DATE:** September 11, 2018

AUTHORIZE THE BOARD CHAIR TO EXECUTE AGREEMENTS FOR CONTINUING ARCHITECTURAL AND LANDSCAPE ARCHITECTURAL SERVICES.

**Recommended Action:**

Authorize the Board Chair to execute continuing architectural services agreements, in substantially the attached form, with the following firms (*separate motions required for each firm*):

- Currie Sowards Aguila Architects
- Song + Associates, Inc.
- Synalovski Romanik Saye, LLC
- KEITH
- CPZ Architects, Inc.

Authorize the Board Chair to execute continuing landscape architectural services agreements, in substantially the attached form, with the following firms (*separate motions required for each firm*):

- Kimley-Horn and Associates, Inc.
- Craven Thompson & Associates, Inc.
- Calvin Giordano & Associates, Inc.
- ESDA, Inc.
- Keith and Schnars, P. A.

**Background:**

At the August 15, 2018 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 from the commencement date of October 1, 2018. 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 for photocopy charges, material production charges, long distance telephone and other similar charges.

Attached is the standard agreement, which is the same agreement used for all firms (Exhibit B).

Attachment(s): Exhibit A - Fee Schedule Summaries; Exhibit B - Standard Agreement

**CRA Attorney Review:**

N/A

**Finance Review:**

N/A

**Funding Source/Financial Impact:**

N/A

**Timing of Request:**

N/A