

January 23, 2017

Item #19-A



## Forsyth County General Services Department

Scott W. Angell, Director  
Sara L. Warmuth, Assistant Director

### General Services Administration

#### MEMORANDUM

TO: Dudley Watts, County Manager

CC: Damon Sanders-Pratt, Deputy County Manager

FROM: Scott Angell, Director, General Services 

DATE: January 11, 2017

RE: West & Stem Architects, PLLC contract for Clemmons Branch Library Construction

At the November 28, 2016 Meeting of the Board of County Commissioners, a resolution was brought forward for approval to authorize a contract to provide professional architectural and engineering services under the construction manager a risk delivery method for the Clemmons Branch Library construction project. The contract was awarded to West & Stem Architects, PLLC in the amount of \$365,000. The resolution omitted approval for additional services and reimbursable expenses within the contract. Per the contract, these amounts are \$16,000 and \$4,000, respectively.

Staff is working to expedite the contract through the approval process and is therefore seeking approval of the additional services and reimbursable expenses within the contract so as to not delay the project.

Please don't hesitate to contact me with any questions, thank you.

Revised

**FORSYTH COUNTY  
BOARD OF COMMISSIONERS**

MEETING DATE: NOVEMBER 28, 2016 AGENDA ITEM NUMBER: 4

**SUBJECT: RESOLUTION SELECTING AN ARCHITECTURAL AND ENGINEERING FIRM AND AUTHORIZING EXECUTION OF A CONTRACT TO PROVIDE PROFESSIONAL ARCHITECTURAL AND ENGINEERING SERVICES UNDER A CONSTRUCTION MANAGER AT RISK DELIVERY METHOD FOR THE CLEMMONS BRANCH LIBRARY CONSTRUCTION PROJECT (GENERAL SERVICES DEPARTMENT)**

**COUNTY MANAGER'S RECOMMENDATION OR COMMENTS:** Recommend Approval

**SUMMARY OF INFORMATION:**

See attached

ATTACHMENTS:  YES  NO

SIGNATURE: *Jo Audrey Watts, Jr. cdh* DATE: November 16, 2016  
COUNTY MANAGER

**RESOLUTION SELECTING AN ARCHITECTURAL AND ENGINEERING  
FIRM AND AUTHORIZING EXECUTION OF A CONTRACT TO PROVIDE  
PROFESSIONAL ARCHITECTURAL AND ENGINEERING SERVICES UNDER A  
CONSTRUCTION MANAGER AT RISK DELIVERY METHOD FOR THE  
CLEMMONS BRANCH LIBRARY CONSTRUCTION PROJECT  
(GENERAL SERVICES DEPARTMENT)**

**WHEREAS**, Forsyth County staff announced the County's requirements for architectural and engineering services under a construction manager at risk delivery method for the Clemmons Branch Library Construction Project consistent with the provisions of N.C.G.S. 143-64.31; and

**WHEREAS**, Forsyth County staff submitted a Request For Qualifications in order to identify qualified firms to provide architectural and engineering services on the basis of demonstrated competence and qualification to provide these professional services without regard to a fee pursuant to N.C.G.S. 143-64.31; and

**WHEREAS**, Forsyth County staff's efforts to identify qualified firms included the use of good faith efforts to notify minority firms of the opportunity to submit qualifications for consideration; and

**WHEREAS**, seven proposals were received in response to the Request For Qualifications; and County staff reviewed and evaluated the proposals and ultimately identified West & Stem Architects, PLLC as the best qualified firm to provide architectural, plumbing, mechanical, electrical, civil, interior design (finishes and FFE), landscape design, and structural services; and

**WHEREAS**, Forsyth County staff thereafter negotiated a contract with West & Stem for architectural and engineering services at a fair and reasonable fee of \$365,000 for professional services including library furniture, fixtures, and equipment (FFE) ~~design services~~ as authorized by N.C.G.S. 143-64.31, subject to approval by the Forsyth County Board of Commissioners;

**NOW, THEREFORE, BE IT RESOLVED** that the Forsyth County Board of Commissioners hereby selects West & Stem Architects, PLLC to provide architectural and engineering services as outlined herein for the Clemmons Branch Library Construction Project.

**BE IT FURTHER RESOLVED** that the Forsyth County Board of Commissioners hereby authorizes the County Manager and the Clerk to the Board to execute a contract, on behalf of Forsyth County, with West & Stem Architects, PLLC for architectural and engineering services, under a construction manager at risk delivery method at a negotiated amount not to exceed a lump sum fee of \$365,000 for professional services including library furniture, fixtures, and equipment (FFE) design services as authorized by N.C.G.S. 143-64.31, subject to a pre-audit certificate thereon by the County Chief Financial Officer, and approval as to form and legality by the County Attorney.

Adopted this 28<sup>th</sup> day of November 2016.