BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: January 21, 2004 Division: Public Works

Bulk Item: Yes X No _____ Department: Eng./ConstructionManagement

AGENDA ITEM WORDING: Approval to negotiate a contract with R. J. Heisenbottle, Architects to provide Professional Services for Plantation Key Courthouse Renovations/Addition.

ITEM BACKGROUND: In February, 2003 a request for Professional Services for the Plantation Key Courthouse Renovation was advertised and of the seven responses received Heery International, Inc. was selected. On May 21, 2003 BOCC awarded the contract to Heery International, Inc. Heery International, Inc. requested modifications to the contract that were not approved. On July 15, 2003, the BOCC gave approval to rescind contract with Heery International. In September 2003 another Request for Professional Services was advertised and on October 21, 2003 four firms responded: Clemens, Rutherford & Associates, Inc.; William P. Horn Architect; R. J. Heinsenbottle, Architect; and Borelli/Miller Group. On November 10, 2003 the selection committee held a Public Meeting to select the firm most qualified. The tabulations of the selection committee resulted in the following rankings, 1st R. J. Heinsenbottle, 2nd Clemens, Rutherford & Associates, Inc., 3rd Borelli Miller Group and 4th William P. Horn.

PREVIOUS RELEVANT BOCC ACTION: On 12/18/02 BOCC approved infrastructure monies for the Capital Improvements with bond monies. On 12/17/03 the BOCC tabled discussion until the County Attorney can research the selection process.

CONTRACT/AGREEMENT CHANGES: N/A

STAFF RECOMMENDATIONS: Approval as stated above.

TOTAL COST: $109,200.00 (based on 7. 8% of $1,400,000.00) (estimate only; pending outcome of negotiations) **BUDGETED:** Yes X NO___

COST TO COUNTY: $109,200.00 **SOURCE OF FUNDS:** Bond Funds

REVENUE PRODUCING: YES___ NO X AMOUNT PER MONTH _____ YEAR _____

APPROVED BY: County Atty _____ OMB/Purchasing _____ Risk Management _____

Item Prepared By: _____ _____
Stephanie Coffey, Construction Manager David S. Koppel, P.E., County Engineer

DIVISION DIRECTOR APPROVAL: Dent Pierce /BL
Dent Pierce, Division Director

DOCUMENTATION: Included X To follow _____ Not required _____

DISPOSITION: _____ AGENDA ITEM # C9

SUMMARY OF SCORING

PLANTATION KEY COURTHOUSE

	Coffer	Roberts	Koppel	Stone	**TOTAL**
William Horn	70	63	60	81	274
Borrelli	70	65	76	86	297
CRA Arch.	82	76	85	63	306
RJHeisenbottle	75	72	84	78	309

PUBLIC MEETING HELD ON NOVEMBER 10, 2003

Date:	**11/10/03**
Location:	**1ST FLOOR GATO BUILDING, 1100 Simonton Street, Key West, FL**
Time:	**10:00 AM**
Subject:	**Presentations by Architectural Firms on RFQ for Plantation Key Courthouse Renovations and Marathon Courthouse Renovations**

Meeting was called to order on November 10, 2003, at 10:00am. Stephanie Coffer, Director of Construction and Planning chaired the meeting.

In attendance were David Koppel, County Engineer; Bob Stone, Public Works; Rob Wolfe, County Attorney; Dent Pierce, Director of Public Works and James Roberts, County Attorney.

The selection committee included James Roberts, Bob Stone, Stephanie Coffer and David Koppel.

Three Architectural firms gave presentations at the meeting:

Walter Martinez – The Russell Partnership gave a brief presentation on the Marathon Courthouse.

Greg Kelley, Will Rutherford and Sue Weeks – CRA Architects Clemons, Rutherford & Associates gave a presentation on the Marathon Courthouse and Plantation Key Courthouse.

Nancy Miller - Borelli Miller Group, gave a presentation on Marathon Courthouse and Plantation Key Courthouse.

At the end of the presentations there was a brief discussion among the committee on the ranking method used for selection of the Architectural Firm. This was followed by a brief adjournment to allow the committee to finish ranking the firms.

The committee re-adjourned with their ranking scores and they were as follows:

For Plantation Key Courthouse:

R.J. Heinsenbottle – 309

Clemens, Rutherford & Associates, Inc. - 306

Borelli Miller Group – 297

The Russel Partnership Inc. -281

William P. Horn, Architect – 274

A. J. Verde – 0

For Marathon Courthouse:

R.J. Heinsenbottle – 309

Clemens, Rutherford & Associates, Inc. - 306

Borelli Miller Group – 297

William P. Horn, Architect – 274

After scoring the firms it was determined by the committee that selection of the top ranking three firms will be considered for recommendation to the BOCC.

The meeting was adjourned at 12:00p.m.

The full minutes of the meeting are on tape and available upon request.