



# REQUEST FOR CITY COUNCIL ACTION

**MEETING DATE:**

November 6, 2019

**DEPARTMENT:**

Finance

**DIVISION:**

Purchasing

- ☒ Motion
- ☐ Resolution
- ☐ Ordinance - Introduction
- ☐ Ordinance - Adoption
- ☐ Public Hearing

**TITLE:**

Contract Award: Professional Architectural Services for Police Storage Facility

**SUMMARY RECOMMENDATION:**

Authorize the City Administrator to negotiate and execute a contract for Professional Architectural Services for the Police Storage Facility to:

Architekton Tempe, Arizona

(Engineering - RFQ #2020-20000014) (Jeffrey A. Kramer/Robin R. Wilson)

**REPORT:**

The City has identified a need for a new facility for the Police Department to receive and retain property, including vehicles, for extended time periods. Current storage facilities are nearing capacity, and stakeholders have identified the need to construct a facility to consolidate property storage from multiple locations into a single location.

A Request for Qualifications (RFQ) process was initiated to obtain proposals from qualified firms to perform Professional Architectural Services for the Police Storage Facility in accordance with, and as regulated by current Arizona Revised Statutes.

A selection committee representing the Police and Engineering departments reviewed Statements of Qualifications (SOQ) from three teams who responded to the RFQ to provide architectural and engineering (A/E) services. After review of the SOQs, all three teams were invited to make presentations and respond to questions from the selection committee. Based on this process, the committee unanimously selected Architekton due to their unique experience of designing public safety and property storage facilities of similar size and scope to this project.

Architekton will carry out a programming study and an update to the master plan to identify the City's needs in detail and account for various factors critical to the design process. Upon completion of the programming and master plan update the City will prioritize the improvements and proceed with the project elements that are the highest need. At that time staff will return to Council for approval of the fee amount for Architekton to provide a complete design and construction phase services for the facility.

FISCAL REQUIREMENTS	CITY FUNDS:	\$69,965.00	BUDGETED:	\$375,000.00
	STATE FUNDS:	\$0.00	AVAILABLE TO TRANSFER:	\$0.00
	FEDERAL FUNDS:	\$0.00	IN CONTINGENCY:	\$0.00
	OTHER SOURCES:	\$0.00 \$0.00 \$0.00	FUNDING FOR THIS ITEM IS FOUND IN THE FOLLOWING ACCOUNT / FUND / CIP:	
	TOTAL:	\$69,965.00	344 Police Development Fee 111 Public Safety Tax Fund	
	FISCAL IMPACT STATEMENT:			
ADDITIONAL INFORMATION	SUPPORTING INFORMATION NOT ATTACHED TO THE CITY COUNCIL ACTION FORM THAT IS ON FILE IN THE OFFICE OF THE CITY CLERK: 1. 2. 3. 4. 5.			
	IF CITY COUNCIL ACTION INCLUDES A CONTRACT, LEASE OR AGREEMENT, WHO WILL BE RESPONSIBLE FOR ROUTING THE DOCUMENT FOR SIGNATURE AFTER CITY COUNCIL APPROVAL?  <input checked="" type="radio"/> Department <input type="radio"/> City Clerk's Office <input type="checkbox"/> Document to be recorded <input type="checkbox"/> Document to be codified			
SIGNATURES	CITY ADMINISTRATOR:		DATE:	
	John D. Simonton		10/30/2019	
	REVIEWED BY CITY ATTORNEY:		DATE:	
	Richard W. Files		10/28/2019	
	RECOMMENDED BY (DEPT/DIV HEAD):		DATE:	
Lisa Marlin		10/22/2019		
WRITTEN/SUBMITTED BY:		DATE:		
Robin R. Wilson		10/21/2019		