

**MEMORANDUM**  
**COUNTY OF PLACER**  
**ADMINISTRATIVE SERVICES DEPARTMENT**  
**PROCUREMENT DIVISION**

TO: Honorable Board of Supervisors

FROM: Jim Boggan, Purchasing Manager *JB*

DATE: August 10, 2010

SUBJECT: Recommendation to Extend Qualified List for Architectural Consulting Services, as the Result of Competitive Request for Qualifications No. 9532

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**ACTION REQUESTED**

Approve a one-year extension of a Qualified List for Architectural Consulting Services, as the result of competitive Request for Qualifications (RFQ) No. 9532.

**BACKGROUND**

On June 13, 2006, the Board of Supervisors approved the award of competitive RFQ No. 9532 for Architectural Consulting Services. As the result, a Qualified List of six (6) firms was established. The Qualified List showing the approved firms is attached.

RFQ No. 9532 contained an option for the County to extend the List for two additional one-year periods. On July 21, 2009, the Board of Supervisors approved the first renewal option extending the List for the period of June 13, 2009 through June 12, 2010.

County departments that need these services solicit proposals from one or more firms on the List on a case-by-case basis, and negotiate contracts for specific projects. The List is primarily used by Facility Services' Capital Improvements Division. The department has advised that they have a continuing need to hire consultants for these services on an as-needed basis. They have also reported that the firms on the current List have performed satisfactorily and have the capability to meet the department's future needs. Based on the positive response from Capital Improvements, Procurement recommends that the second renewal option be exercised, extending the List through June 12, 2011.

**FISCAL IMPACT**

There is no fiscal impact related to this action. Actual contracts will continue to be negotiated on a case-by-case basis, by soliciting informal proposals from one or more firms on the Qualified List. Contracts less than \$50,000.00 will be executed by the Purchasing Manager or County Executive Officer and contracts over that amount will require Board approval.

Attachment: Qualified List

cc: Jim Durfee, Director, Facility Services Department  
Rob Unholz, Capital Improvements Manager

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**QUALIFIED LIST**

**RFQ Number:** 9532

**RFQ Title:** Architectural Consulting Services

**Department:** Facility Services

**Board Approval:** June 13, 2006  
First Renewal approved July 21, 2009

**Effective Period:** Original Award: June 13, 2006 through June 12, 2009  
First Renewal: June 13, 2009 through June 12, 2010  
Second Renewal: June 13, 2010 through June 12, 2011

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**APPROVED FIRMS:  
(listed in alphabetical order)**

<b><u>NAME OF FIRM</u></b>	<b><u>CONTACT PERSON</u></b>
Lionakis Beaumont Design Group 1919 Nineteenth St Sacramento, CA 95814	Don Mariano Phone: 916-558-1900 Fax: 916-558-1919
Madsen Flathmann Dameron & Babcock 111 Scripps Dr Sacramento, CA 95825	Daniel E Dameron Phone: 916-972-0131 Fax: 916-481-1845
Stantec Consulting, Inc 1201 J Street, Studio 100 Sacramento, CA 95814	Louis Viani, Jr. Phone: 916-442-3230 Fax: 916-442-3249
WLC Architects 10470 Foothill Blvd Rancho Cordova, CA 91730	Max I Medina Phone: 916-355-9922 Fax: 916-355-9950
Williams + Paddon 2237 Douglas Blvd., Suite 160 Roseville, CA 95661	Jack A Paddon Phone: 916-786-8178 Fax: 916-786-2175

*The following excerpt is from RFQ 9532:*

## **2.0 SCOPE OF WORK**

- 2.1 Placer County is located north of Sacramento County, and extends east from the Sacramento Valley to the Lake Tahoe Basin at the California/Nevada Stateline. Services will be required throughout Placer County, including the Lake Tahoe basin. The firms selected as a result of this RFQ shall be required to provide comprehensive architectural services for projects located throughout the County. It is expected that each firm will be available on an as-needed basis to provide site analysis, pre-design, schematic design, design development, construction documents, cost estimating, energy compliance, bidding services and contract administration, as well as presentations to County staff, the Board of Supervisors and the public.
- 2.2 The firms selected must be prepared to provide documents in accordance with County and approving agency requirements and obtain all agency(s) approvals. All documents shall be provided in the formats described below:
- The project Architectural Program shall be provided in the form of one (1) hard/printed copy and on CD, in the current version of Microsoft Word, Excel and Project, as applicable.
  - The project Specifications shall be provided in the form of one (1) hard/printed copy and on CD, in the current version of Microsoft Word.
  - The project Schedules shall be provided in the form of one (1) hard/printed copy and on CD, in the current versions of Microsoft Project.
  - The project Cost Estimates shall be provided in the form of one (1) hard/printed copy and on CD, in the current version of Microsoft Excel.
  - The project Drawings (Plans) shall be provided in the form of one (1) hard/printed reproducible set and on CD for each phase, in AutoCad 2004 or newer.
- 2.3 A final project record including the architectural program, specifications, cost estimates, schedules and drawings for each respective design phase (schematic design, design development and construction documents) shall be provided to the County on CD ROM in the software specified above.
- 2.4 The scope of work of each individual project may require subconsultant work including civil, landscape, mechanical, electrical, structural and other disciplines. Any subconsultants utilized for the project shall provide documentation in the methods described in Section 2.2 above.

