



## **CITY COUNCIL COMMUNICATION**

November 25, 2014

**SUBJECT:** Authorize the City Manager to Negotiate and Execute an Architectural Services Contract with Oxley Williams Tharp Architects for Planning, Design and Construction Administration

**SUBMITTED BY:** Chris D. Barker, Assistant City Manager

**REFERENCE NO:** RFQ No. 015-14

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### **ACTION REQUESTED:**

Consider authorizing the City Manager to negotiate and execute an Architectural Services Contract with Oxley Williams Tharp Architects for the planning, design and construction administration for the remodel of the Development and Engineering building.

### **ALTERNATIVES:**

- Table the request
- Deny the request

### **SUMMARY OF SUBJECT:**

City staff recently issued a Request for Qualifications (RFQ) from qualified firms interested in providing architectural and engineering services relating to the planning, conceptual design work, and construction administration for the remodel of the Development and Engineering Building. Staff received seven (7) submittals.

In accordance with Chapter 2254 of the Texas Government Code, a panel comprised of City staff evaluated the qualifications submitted using criteria designed to identify the firm most highly qualified provider of the required services. Oxley Williams Tharp Architects was selected based on their competence, qualifications and experience.

Staff recommends that Council authorize the City Manager to negotiate and execute an Architectural Services Contract with Oxley Williams Tharp Architects. The basis for compensation for the services will be a fixed stipulated sum.

**FINANCIAL CONSIDERATIONS:**

Revenue Sources: Annual Budget  
Expenditure Accounts: FM1510  
Budgeted Fiscal Year(s): FY 2014-2015  
Budgeted Expenditure:  
Estimated Expenditure:  
Over/Under Projection By:  
Other Comments:

**SUPPORTING DOCUMENTS:**

**APPROVED BY:**

\_\_\_\_\_ **GM** \_\_\_\_\_

City Manager's Office

\_\_\_\_\_ **KS** \_\_\_\_\_

City Secretary's Office