

Board of Trustees Agenda Item

Board Meeting Date: March 4, 2013

Title of Item: Firm Selection for Design Services for Small Projects

Background and Analysis:

As the major projects of Measure C move toward completion, various smaller Foothill College, De Anza College, and District projects will require design services. The design of small projects can often be done more effectively and inexpensively by small firms or those that specialize in smaller projects.

In August, 2012 the District issued Request for Qualifications (RFQ) #1621 for Design Services for Small Projects. The intent of the RFQ was to establish a pool of architecture and landscape architecture firms qualified to provide services for projects to be undertaken by the District over the next three years. This group was not intended to replace firms already selected, but to augment that group with firms focused on small projects.

The RFQ was advertised on Bidnet and local firms thought to be qualified were contacted directly and encouraged to apply. On September 18, 2012, the District received responses to the RFQ from thirty-four firms interested in the design of small projects.

A selection committee deliberated regarding the completeness and quality of responses, experience related to District projects, qualifications and experience of proposed team members and fee structure. Because the amount of work available for the small projects is not extensive, twelve firms were identified as being best qualified: ANLA Associates, Inc.; Artik Art & Architecture; Bellinger Foster Steinmetz; John Miller Architects; K2A Architects + Interiors; Keller and Daseking Architects; MdKim Design Group; Meyer + Silberberg Land Architects; Prodis Associates Architects; Sissela Malmstrom Architect; Studio Perez; and Verde Design Group.

No commitment was made in the RFQ to employ every selected firm; final selections to provide services for individual projects will be based upon project needs, experience and qualification related to the project, availability relative to project schedules, references, and comparative cost proposals.

Recommendation: Executive Director of Facilities, Operations, and Construction Management Charles Allen recommends that the Board approve the list of twelve firms to be included in a Small Projects Design Pool.

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| Is backup provided? | No |