

**ACTION ITEM
BOARD OF SUPERVISORS**

DATE February 19, 2008

TO Board of Supervisors

FROM Ron Billingsley *RB*
Director of Public Services

ISSUE Authorize an Architectural and Engineering Contract for the Courthouse
Basement Renovations

RECOMMENDATION: Approval

BUDGET IMPACT: Account # 310-9416-492-3140, \$193,626

ATTACHMENTS (2)

Background Report Reso/Ord/Proc # R08-132

Reso/Ord/Proc #

Reso/Ord/Proc #

REVIEW: County Administrator *[Signature]*

Finance *[Signature]*

Budget *[Signature]*

- Consent Agenda Other Business Public Hearing
- Discussion Item Presentation Unfinished Business
- New Business

PRESENTATION BY N/A

ELECTION DISTRICT Aquia

BACKGROUND REPORT

The County advertised for Request for Proposals for architectural and engineering services for the renovation of the Courthouse basement, formerly the Stafford County Sheriff's offices. This area will be renovated to include one multi-use courtroom, jury assembly room, jury deliberation room with restrooms, on-site filing rooms, judge's chambers, and secured access for prisoners.

Three proposals were received. A project review committee comprised of Judge Sara Deneke, Captain Gil Kendall of the Sheriff's Office, Ron Billingsley, Director of Public Services, Jeff Harvey, Director of Planning and Zoning, and Kathy Fox, Construction Project Manager, reviewed the proposals.

As a result of the review process, two firms gave presentations to the project review committee. The project review committee found that HVC-Chenault Architects had the most responsive proposal in the amount of \$193,626. HVC-Chenault has worked on County space needs planning for the last four years. This renovation project is included in the approved CIP and will be funded with bond proceeds. When design is complete, bids will be solicited for construction. A total of \$1,947,914 was appropriated for the project which is scheduled for completion in early 2009.

PROPOSED

BOARD OF SUPERVISORS
COUNTY OF STAFFORD
STAFFORD, VIRGINIA

RESOLUTION

At a regular meeting of the Stafford County Board of Supervisors (the Board) held in the Board Chambers, Stafford County Administration Center, Stafford, Virginia, on the 19th day of February, 2008

MEMBERS

VOTE

George H Schwartz, Chairman
M S "Joe" Brito, Vice Chairman
Harry E Crisp II
Mark Dudenhefer
Paul V Milde III
Cord A Sterling
Robert "Bob" Woodson

On motion of , seconded by , which carried by a vote of , the following was adopted

A RESOLUTION TO AUTHORIZE THE COUNTY ADMINISTRATOR
TO EXECUTE A CONTRACT WITH HVC-CHENAULT ARCHITECTS
FOR RENOVATIONS OF THE COURTHOUSE BASEMENT

WHEREAS, the County desires to renovate the basement of the courthouse, and

WHEREAS, competitive proposals were solicited for architectural and engineering services for the renovations, and

WHEREAS, from the results of the meeting, two firms were invited to give presentations based upon their proposals, and

WHEREAS, HVC-Chenault Architects submitted the most responsive proposal in the amount of \$193,626, and

WHEREAS, this project is included in the approved Capital Improvements Program (CIP) and funds are available,

NOW, THEREFORE, BE IT RESOLVED by the Stafford County Board of Supervisors on this the 19th day of February, 2008, that the County Administrator be and he hereby is authorized to execute a contract with HVC-Chenault Architects in an amount not to exceed One Hundred Ninety-three Thousand Six Hundred Twenty-six Dollars (\$193,626)

AJR RLB mpi