

Approved by CC:

MAR 24 2014

RFQ 2013-317: Architectural Services for Proposed Johnson County Jail

Opening Date: July 9, 2013, 2:00 p.m., Johnson County Purchasing Office

Vendor	Southwest Architects, Inc.	Wiginton Hooker Jeffrey Architects	Burns Architecture, LLC
Office Local: Established: President/CEO	Cresson, TX 1985 Jeffrey Heffelfinger, AIA	Plano, TX and Austin, TX 1978 James Wiginton	Austin, TX 2010 Kenneth C. Burns, AIA
Experience	28 years; law enforcement centers for Shackelford, Wise, Howard, Carson and Archer Counties; projects up to \$11,500,000.00; small staff;	35 years; several jail and law enforcement facility projects, including Bell, Grayson, Cherokee, Tarrant, Travis, Collin, and Calhoun Counties; projects up to \$60,000,000.00	Burns Architecture, 2 years; jail and law enforcement projects include Limestone, Scurry, Austin, Aransas, Henderson, Stephens, Blanco, Brown, and Harrison Counties; current project: Walker County; projects up to \$17,000,000.00 +;
Litigation	did not answer Item 1. (3)	no litigation	several litigation suits vs. Burns Architectural, Inc (see page 9-10 of response)
Required submittals	✓	✓	✓
References	✓	✓	✓
Financial Stmt.	✓	✓	✓
Insurance Cert.	✓	✓	✓
Certificate of Proposal	✓	✓	✓

Attest: Heather Carmichael, Buyer; Bob Alford, Sheriff; Margaret Cook, Purchasing Agent

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### **Project Description:**

The jail facility shall consist of a one-story building of approximately (to be determined) square feet utilizing a POD type design, housing 6-8 inmates, to include approximately 200 medium security jail beds, a jail kitchen, a jail medical facility, laundry, separate areas for intake and release areas, a Sally Port that will hold two buses and any other related areas. The POD type design shall be expandable for future growth. The Lock-Up Facility would hold 48 beds, a jail kitchen, laundry and medical exam room. Consider turning current kitchen (7,868 sq. ft.) into a 28 maximum bed facility and enlarge control. All design elements and any recommendations must be approved by and meet the requirements of the Texas Commission on Jail Standards and all applicable State, Federal and Local laws and regulations.

### **Scope of Services:**

#### **Phase I: Needs Assessment/Floor Plans**

- **Needs Assessment** – assessment shall be conducted on the existing jail facility for renovation in accordance with and approved by the Texas Commission on Jail Standards adding approximately 200 medium security beds and to provide estimated costs associated with work.
- **Floor Plan/Rendering** – conceptual design and estimated costs for a facility floor plan and rendering of a new jail facility. Services shall include project formation necessary for project financing including but not limited to certificates of obligation and/or bonding.

#### **Phase II: Design and Construction**

- **Develop** a functional program and a space program of the project that includes plans for communication/network requirements and present to Commissioner's Court for review.
- **Develop complete schematic design** documents for Commissioner's Court approval including drawings/plans of the site and proposed building with an updated cost estimate. Design shall include consultation with County's representative in preparation of schematic floor plan incorporating owner requirements, preparing preliminary cost estimates, advising owner, preparation of final plans and specifications that conform to the Texas Jail Commission Standards and any recommendations applicable to State and Local building codes, and final detailed line item project cost estimates. Project design shall include geotechnical services required for design, proposal evaluations and recommendations as well as construction inspection.
- **Prepare detail design** documents for Commissioner's Court approval including detailed and sophisticated drawings of the entire project – site master plan and all engineering features of the building with an updated cost estimate of capital and operational funding.

- **Develop construction plans/drawings** and specifications for final Commissioner's Court approval. Prepare construction documents and specifications required for the bidding and construction process. When required these shall be done in concert with the City of Cleburne Inspection Division and Johnson County. This phase shall include a final cost estimate.
- **Bidding** – In conjunction with the selected construction method, develop construction bid documents, assist in preparation of the notice to bidders, distribution of specifications to prospective bidders, meeting with bidders and assistance in reviewing proposals and qualifications of bidders, and making a recommendation of Award of the construction contract.
- **Permits** - Assist with the government approval process and obtain permits from agencies such as Texas Commission on Jail Standards.
- **Construction Administration and Monitoring** - serve as Johnson County's representative and provide administration of the Contract for Construction – to include construction meetings with contractors, site visits throughout the construction phase, reviews of submittals, work schedules and payment claims, reviewing work in progress and determining project completion. A separate cost estimate shall be provided for providing daily site supervision
- **Advise Johnson County** of defects and deficiencies in the construction work on a timely basis and recommend when work should be rejected by the County.
- **Provide** a complete set of as-built drawings upon completion of the project.
- **Provide** final sign-off on the project, assuring that the final project represents what was originally conceptualized and captured in the working drawings.