

***Collin County Community College District Board of Trustees***

2024-03-X

March 26, 2024

Resource: Dr. Bill King  
Executive Vice President

**AGENDA ITEM:**

Report Out of the Campus Facilities and Construction Committee and Consideration of Approval for the District President to Negotiate and Execute an Architectural Design Contract with PBK Architects, Inc. to Provide Design Services for a New Health Science Building

**DISCUSSION:**

Over the past few months, District staff have engaged in a procurement process to select an architectural firm to provide design services for the construction of a new Health Science Building.

To select the most qualified firm, a two-step procurement process was followed. The first step included posting a public advertisement for the project and collecting information from interested firms that indicated their qualifications to design such a project. The qualifications were reviewed by a selection panel of Collin College staff, and a shortlist of the best qualified firms was developed using a pre-established qualitative scoring process.

The second step involved formal interviews with the shortlisted firms. During these interviews, each firm presented to the selection panel their overall design vision for the project and presented their plan for the overall design phase of the project. Each firm was scored using a pre-established interview scoring process. Upon completion of the interviews, the firm having the highest score from both steps was selected as the most qualified firm.

**Recommended Firm:**

FY-2024-RFQ-014 – PBK Architects, Inc.

**DISTRICT PRESIDENT'S  
RECOMMENDATION:**

The District President recommends the selection of PBK Architects, Inc. and also recommends the Board of Trustees authorize the District President or his designee to negotiate and execute a contract with PBK Architects to provide design services for the new Health Science Building.

**SUGGESTED MOTION:**

This item comes as a motion and second out of committee. A suggested motion would be, "Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves the selection of PBK Architects, Inc. and authorizes the District President or his designee to negotiate and execute a contract with PBK Architects to provide design services for the new Health Science Building.

DRAFT