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**November 22, 2010**  
**Agenda Item**

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**SUBJECT:** Selection of Architectural & Design Professional Services for Bond Projects

**BACKGROUND:**

Odessa College has issued a Request for Qualifications (RFQ) to qualified firms, partnerships, and teams interested in providing comprehensive professional architectural services for new construction and major modification and renovation projects associated with the bond. The College has compiled a pool of qualified firms based upon responses to the RFQ, and the Review Committee is now presenting its recommendation for the most qualified firm to function as the Lead Architecture Firm. Odessa College, in collaboration with the Lead Architecture Firm, will form Architectural and Design Team(s) for each project based on qualifications, references, and interviews.

Eight (8) complete RFQ's were received and evaluated by the Review Committee. The Committee consisted of Dr. Greg Williams, Dr. Ken Tunstall, Dr. David Bauske, Dr. Tanya Hughes, Virginia Chisum, Courtney Wardlaw, and Cindy Curnutt. The compiled Criteria Score Sheet is attached.

After the initial evaluation and scoring, two firms were selected for interviews by the Committee on November 16, 2010. Following the interviews, the Committee reconvened and determined its recommendation of JSA/SHW Group.

**RECOMMENDATION TO THE BOARD:**

The Administration unanimously recommends the appointment of the team of JSA Architects & SHW Group with JSA Architects acting as the Lead Architect for all construction projects related to the recent bond issue. **We believe this managed team approach will leverage the strengths and expertise of both firms, resulting in the highest quality and the best value for the College.**

As Lead Architect, JSA will direct all architectural and engineering teams and coordinate all communications with Odessa College. JSA Architects will

- Manage the programming and design process
- Manage the challenging project schedule
- Manage the construction costs within the Bond Program budget
- Manage the on-site construction administration

SHW Group will design the three major new construction projects leveraging national expertise for the specific building types. JSA Architects will take the design role on the remaining new additions and renovation projects.

Note: If for any reason, the SHW Group is unable to provide the services on a particular project, the College and JSA may select another firm that they deem qualified for that project based on the responses to the RFQ's, reference checks, and review of similar work. That firm would also work under the direction and coordination of JSA as Lead Architect.

**ATTACHMENTS:**

- Compilation of Committee Scores
- Response to Request for Qualifications - JSA Architects & SHW Group