

**GOVERNING BOARD AGENDA ITEM FORM
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

DATE OF MEETING: March 30, 2010


TITLE: **Approval of Bond-Related Projects**
 1. Award of Contract for Architectural Services Based Upon
 Responses to Request for Qualifications (RFQ) 09-0043

BACKGROUND:

The Arizona Administrative Code R7-2-1117 covers the procurement of professional services for Architects. Per the requirements of R7-2-1117, a Notice of Request for Qualifications for Professional Architectural Services was advertised in the Legal Section of *The Daily Territorial*. RFQ 09-0043 requested statements of qualifications from interested vendors (architectural firms) to provide professional architectural services for the design, drawings & specifications, code & ADA compliance review, budget & schedule control associated with new construction and major renovation at Walker Elementary School. Work to include new classrooms to replace aging portable buildings, renovated ADA compliant restrooms and major kitchen renovation to include new equipment. Fifteen vendors responded to the RFQ. Two vendors failed to provide the required bid documents and were not considered for award. The evaluation team ranked each responding vendor based on the evaluation criteria listed in RFQ. The three highest ranked vendors were asked to meet with the District's evaluation team. A meeting agenda was provided requesting each vendor address 1) kitchen renovations on an occupied campus, 2) restroom renovations and 3) HVAC requirements.

The highest ranked vendor was asked to provide certified cost and pricing data for the proposed work. Please see the attached vendor evaluations and memo of award.

RECOMMENDATION: The Administration recommends the Governing Board make the determination that the vendor's compensation for the services provided is both fair and reasonable and Award a Contract to Swaim Associates, LTD Architects

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| INITIATOR:  | Doug Aho, Executive Manager | |
| | Operational Support 3/23/2010 | |
| | Signature | Name/Title Date |

**ASSOCIATE SUPERINTENDENT
SIGNATURE:**

SUPERINTENDENT SIGNATURE:

