



ARLINGTON COUNTY, VIRGINIA

County Board Agenda Item Meeting of January 24, 2009

DATE: December 22, 2008

SUBJECT: Approve an Award of a Contract for Professional Engineering Services for Various Parks & Recreation Facilities Including Tennis and Basketball Court Projects, as per RFP 340-08.

C. M. RECOMMENDATION:

1. Approve the Award of Contract No. 340-08 to William H. Gordon Associates, Inc. regarding Professional Engineering Services for Various Parks and Recreation Facilities, Including Tennis and Basketball Court Projects for up to a three year period in an amount not to exceed \$1,000,000.00 per year.
2. Authorize the Purchasing Agent to execute the contract documents, subject to review by the County Attorney.

ISSUES: As stated in the Arlington County Purchasing Resolution, approval of award of contract is required by the County Board for professional services contracts exceeding \$50,000.00. No issues have been identified.

SUMMARY: Following the review of proposals and oral presentations, staff recommends the selection of William H. Gordon Associates, Inc. to provide professional engineering services for future and upcoming park and recreation projects.

BACKGROUND: The Department of Parks, Recreation and Cultural Resources (PRCR) historically has developed contracts for professional engineering services for parks and recreation projects. The last contract expired at the end of August 2008. These projects are generally associated with the Capital Maintenance, Neighborhood Conservation Program and small to mid-sized park bond projects.

On August 20, 2008, the Purchasing Agent received 18 responses to Request for Proposal No. 340-08. The Scope of Work within the proposal is for the provision of Professional Engineering Services that include design, analysis and construction documents for various playgrounds, parks, athletic fields and courts, recreational facilities and community centers.

County Manager: _____
County Attorney: _____
Staff: Bernadette Grullón, PRCR

Work for any given project scope, as determined by the County, may include the development of detailed projects scope, presentations to civic associations, surveys, cost estimates, preparation of plans, construction drawings, specifications and assistance during construction.

DISCUSSION: In accordance with the Purchasing Resolution, a multi-departmental panel reviewed proposals submitted in response to the Request for Proposal No. 340-08 and recommended that a contract be awarded to the firm below:

William H. Gordon Associates, Inc.

PRCR will have the capability to issue individual or multiple tasks projects. The scope of work, fees and timelines, among other things will be developed within the authority of this contract.

FISCAL IMPACT: The award of this contract does not require a specific appropriation at this time. After the County Board appropriates funds for individual projects, which may require the services performed by the firm listed above, the firm providing the service will be authorized to proceed. The amount of work ordered by the County for all projects through this contract will not exceed \$1,000,000.00 per contract term.