



ARLINGTON COUNTY, VIRGINIA

County Board Agenda Item Meeting of November 17, 2012

DATE: November 14, 2012

SUBJECT: Award of sole source Contract 571-13 to MTF A Architecture (MTFA) for design services for conversion of floors one through four of 2020 14th St N. building for County uses.

C. M. RECOMMENDATION:

1. Approve the award of sole source Contract Number 571-13 between the Arlington County Board and MTF A Architecture to provide design services for the conversion of floors one through four of the building at 2020 14 St. N. for County uses, in a amount not to exceed \$685,671 and a contingency of \$103,000 for a total contract authorization of \$788,671;
2. Authorize the Purchasing Agent to execute the Contract, subject to legal review by the County Attorney.

ISSUES: Board authorization is required for award of a professional design services contract greater than \$50,000.

SUMMARY: Design services under this contract will proceed from the completed Schematic Design (SD) prepared by MTF A under Design Services Task Order Contract 212-11. A total of \$362,800 was committed under the task order contract for the SD phase and pending public process and Use Permit application activities. As the total fee for the remaining project tasks now exceeds the \$1,000,000 statutory limit for task order contracts, a new contract is needed. Remaining services include preparation of construction documents and providing construction administration.

BACKGROUND: MTF A was selected to provide SD services for conversion of the 2020 14 St. N. building using the process in design services Task Order Contract 212-12 for selecting a design firm from the six qualified design professionals listed in that Contract. The scope of work for that selection process stated that the selected firm, upon satisfactory completion of the SD phase, would be requested to provide a proposal to provide construction documents and administration, should the County proceed with the building conversion. MTF A has

County Manager:

County Attorney:

27. B.

Staff: George May, DES

satisfactorily completed this phase and Staff recommends they be retained for the remaining phases.

DISCUSSION: A sole source award to MTFA to complete the remaining design services for conversion of floors one through four for County use will build upon their development of the initial design and maintain continuity of effort with contractor staff familiar with the building systems and the requirements of the County functions to be housed in the building. The Purchasing Agent has concurred that the sole source selection of MTFA to provide the remaining design services is in the best interests of the County.

Conversion of floors one through four will provide County offices, workshops and storage spaces on the first floor and a Comprehensive Homeless Services Center on floors two and three. Portions of the fourth floor are required for machinery for elevators serving the Homeless Center.

FISCAL IMPACT: Funding for design services are available in Pay As You Go (PAYG) Account 313.438200.43563.EWHS.0000.0000.