



Department of Administrative Services
City of Frisco, Texas

Memorandum

To: Honorable Mayor Cheney and City Council Members

Thru: George Purefoy, City Manager
Nell Lange, Assistant City Manager
Tom Johnston, Director of Administrative Services

From: Daniel Ford, Purchasing Manager

Date: May 18, 2018

Subject: Consider and Act Upon Award of RFQ #1802-037 and approval Authorizing the City Manager to Execute an Agreement with Parkhill, Smith and Cooper for Professional Services Related to the George A. Purefoy Municipal Center Heating Study

Action Requested: City Council award of RFQ #1802-037 and approval authorizing the City Manager to execute an agreement with Parkhill, Smith and Cooper for professional services related to the George A. Purefoy Municipal Center Heating Study in the amount of \$156,750.

Background Information: Purchasing solicited Request for Qualifications ("RFQ") #1802-037 George A. Purefoy Municipal Center Heating Study and received qualifications on March 8, 2018 from Campos Engineering, CVAL, DFW Consulting Group, Metco Engineering and Parkhill, Smith & Cooper. After initial review and scoring per criteria stated in the RFQ, Facilities and Purchasing staff interviewed the top three rated firms; Campos Engineering, DFW Consulting Group, and Parkhill, Smith & Cooper. After interviews and final scoring, Parkhill, Smith & Cooper was ranked as the most qualified firm. The intent of this agreement is to find a more sustainable, reliable, and efficient method of heating City Hall. Services from Parkhill, Smith and Cooper will include a system investigation/study, solution design, bid phase services, construction phase services, system commissioning and post construction monitoring for one year. The total fee for these services is \$156,750. For their fee, Parkhill, Smith & Cooper is using an anticipated construction cost of \$1.5 million.

Board/ Citizen Input: N/A

Alternatives: City Council could choose not to approve this agreement, at this time.

Financial Considerations: Funds will be made available through the Facilities FY 2018 revised operating budget.

Legal Review: Ryan Pittman of Abernathy, Roeder, Boyd & Hullett has reviewed the agreement and approved as to form.

Supporting Documents: Department memo and agreement.