

BOARD OF EDUCATION OF HARFORD COUNTY

INFORMATIONAL REPORT

DECISION ON AWARD OF CONTRACT ARCHITECTURAL/ENGINEERING SERVICES FOREST HILL ANNEX IMPROVEMENTS AND PRINT SHOP RELOCATION

December 5, 2022

Background Information:

As part of the FY 2023 Capital Improvement Budget Request, the Board of Education of Harford County approved capital funding, in the amount of three hundred million three hundred thousand dollars (\$3,300,000.00), as required, to fund the improvements and print shop relocation at the Forest Hill Annex. This project is locally funded. The project requires engineering, design, and construction administration services to develop construction documents that are needed to obtain pricing for construction services. The work includes, but is not limited to, modification of the Forest Hill Annex space to accommodate the existing uses more efficiently and accommodate the relocation of the print shop. Also included are some electrical, HVAC, fire alarm sprinkler and envelope upgrades.

Design services will provide the construction documents to reflect the repair and/or replacement of existing architectural elements and systems that are affected by the renovation. The project will support our current sustainability initiatives from the early design phases through the construction of the project, and we will pursue any eligible BGE rebates.

Discussion:

A Request for Qualifications (RFQ) for Architectural/Engineering Design Services was issued by HCPS. In response to this RFQ, six (6) firms submitted responses that were evaluated by a selection committee that considered team qualifications, experience, workload, and references. Four (4) firms were “shortlisted,” interviewed, and ranked.

As the result of this process, the committee has selected the architectural firm of Frederick Ward Associates to provide the services required to successfully complete the Forest Hill Annex improvements and print shop relocation. Frederick Ward Associates has successfully performed professional architectural/engineering design services for Harford County Public Schools.

Superintendent’s Recommendation:

The Superintendent of Schools recommends that the Board of Education approve a contract for the above described professional architectural/engineering services for the Forest Hill Annex improvements and print shop relocation, in the amount of three hundred forty thousand four hundred seventy-nine dollars and twenty-one cents (\$340,479.21) to Frederick Ward Associates.