

**PERALTA COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees Agenda Report**  
**For the Trustee Meeting Date of September 13, 2016**

**ITEM TITLE:** Short-List of Firms for Architectural Services District-Wide

**Specific Board Action Requested:** Consider approval of Short-List Firms of Architectural Services District-Wide resulting from the evaluation of the Selection Committee responses to the Request for Proposals (RFP 15/16-22)

**ITEM SUMMARY:**

The Department of General Services (DGS) issued RFP 15-16/22 for Architectural Services District-Wide to respond to the need for architectural design services, drawings, specifications and any other design services that require immediate facilities needs and health and safety projects. A Selection Committee, comprised of District stakeholders, evaluated all proposals. Listed below are the evaluation criteria identified in the RFQ and stated below:

Points	Criteria
25	Company Information/Executive Summary and Letter of Interest
45	Qualification and Experience
15	Client References
10	Environmentally Sustainable Procurement
5	SLBE
100	

Staff requests approval to create a short-list of architectural firms to procure architectural services based on the qualifications and experience required for the project. The architects or firm must have certification in Leadership, Energy, Environmental, and Design (LEED) projects that will be of asset to the District's environmental sustainability and energy retrofit capital projects. The District Executive Administration has elected to short list the twelve top scoring local firms and three SLBE/SELBE firms. Please note that the firms listed in the matrix are in no particular order.

Aetypic	Emeryville
SVA	Oakland
Taylor	Oakland
TBP	Walnut Creek
Gould Evans	San Francisco
Group 4	South San Francisco
Hamilton-Aiken	San Francisco
HKIT	Oakland
LPAS	Sacramento
Noll & Tam	Berkeley
Ratcliff	Emeryville
Steinberg	San Jose
Brick (SLBE)	Emeryville
Hillard (SLBE)	Oakland
Murkaim/Nelson (SLBE)	Oakland

**BACKGROUND/ANALYSIS:**

The District convened an Architectural Selection Committee comprised of representatives from each college and the District Administrative Center to evaluate proposals submitted by architectural firms resulting from RFP 15/16-22. Each committee representative reviewed every proposal. All firms were required to indicate if they were SLBE/SELBE and/or LEED certified. The short-list represents the fifteen highest scoring architects firms.

**EVALUATION AND RECOMMENDED ACTION:**

**OTHER DEPARTMENTS IMPACTED BY THIS ACTION (E.G. INFORMATION TECHNOLOGY):**

YES \_\_\_\_\_ No  X

**COMMENTS:**

**WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING? VICE CHANCELLOR RON LITTLE**

(\*\*\*\*\*Board contract approval is subject to negotiation and execution by the Chancellor.)

**DOCUMENT PREPARED BY:**

Prepared by:  *Atheria Smith*   
Atheria Smith, Facilities Planning and Development Manager

**DOCUMENT PRESENTED AND APPROVED BY:**

Presented and approved by:  *Ron Little*  Date:  6/30/16   
Ronald D. Little II, Vice Chancellor for Finance and Administration

**FINANCE DEPARTMENT REVIEW**

X  Finance review required \_\_\_\_\_ Finance review *not* required

If Finance review is required, determination is:  X  Approved \_\_\_\_\_ Not Approved

If not approved, please give reason: \_\_\_\_\_

Signature:  *Ron Little*  Date:  6/30/16   
Ronald D. Little II, Vice Chancellor for Finance and Administration

**GENERAL COUNSEL (Legality and Format/adherence to Education Codes):**

\_\_\_\_\_ Legal review required  X  Legal review *not* required

If Legal review is required, determination is: \_\_\_\_\_ Approved \_\_\_\_\_ Not Approved

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Nitasha **Sawhney**, Acting General Counsel

**CHANCELLOR'S OFFICE APPROVAL**

Approved, and Place on Agenda

Not Approved, but Place on Agenda

Signature: *Jowel C. Laguerre*  
Jowel C. Laguerre, Chancellor