



Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 1/17/2023

Consent Agenda

Department: General Services

Presenter(s): Scott Metcalf

Contact(s): Scott Metcalf

Subject: Architectural services contract with Stewart-Cooper-Newell Architects for the Backup 911 Dispatch Center that will be located on the ground floor of 35 Woodfin Street.

Brief Summary: The current 911 Backup Center is located at the Asheville Municipal Building. As part of the 911 consolidation, the county agreed to develop a 911 Backup Center on county property. The City has asked that the current 911 Backup Center be vacated by September 2023. As a result, the FY22 CIP included funding for construction of a new 911 Backup Center. The ground floor of 35 Woodfin has been chosen as the location for the new 911 Backup Center. The next step in developing the new 911 Backup Center is procurement of architectural services. Architectural services include the following:

- Existing conditions and schematic design
- Design documents
- Construction documents
- Assist with bidding and permitting
- Construction administration
- Other architectural services necessary for completion of the project

In October of 2022, General Services released a Request for Qualifications (RFQ) for the selection of a firm. Submittals were received and scored by General Services. Stewart Cooper Newell Architects scored the highest of the firms that submitted designer qualifications. As a result, staff negotiated a contract with Stewart Cooper Newell Architects for \$160,791. Stewart Cooper Newell Architects will work together with the Buncombe County project team to develop the scope of work, construction documents, and ensure that the project is completed within budget and satisfactorily for Buncombe County.

Recommended Motion & Requested Action: Recommends contract approval

County Manager's comments and Recommendation: Approve as presented



Stewart · Cooper · Newell Architects

December 14, 2022

Buncombe County
General Services Department
40 McCormick Pl
Asheville, NC 28801

Attn: Mr. Scott Metcalf, Facilities/Project Manager

Re: Buncombe County Backup 911 Communications Center
Architectural Fee Proposal

Mr. Metcalf,

It was good meeting with you, the 911 Director and other staff last week. We are excited that the county will be moving forward with the backup 911 Center renovation, and we are honored to be selected to assist you with this project.

Based on our conversations and the information discussed while visiting the facility to be renovated, we understand that the scope of work for the project will include the design, construction documents, bidding and negotiations, and standard construction administration for the renovation of a portion of the lower floor of the multi-story facility located at 35 Woodfin. The approximately 5,200 sf renovation will house the new County Backup 911 Communications Center, server rooms and associated offices. Minor areas of the lower level might be impacted during the process as facility electrical and mechanical equipment is contained in other areas of the lower level and will need to be tied into or otherwise impacted.

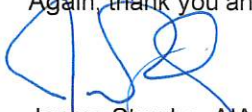
Our services will include standard architectural, plumbing, mechanical, fire protection and electrical design as required to properly design the proposed facility. No structural or civil engineering has been included as we do not anticipate any structural changes or additions and no exterior site work is being performed. This proposal further includes on-site visits bi-weekly during construction as needed, assuming a 6-month maximum construction duration. We have included finish and material selection but have not included furniture or console selection and/or bidding.

Our fee proposal to provide the above design services will be \$142,791, plus reimbursable expenses that will be billed per our standard schedule, attached. This is for a beginning of design to submittal for permitting time of 3 months. If the county opts for an expedited design time of 2 months to assist with the tight time schedule, there will be an additional \$18,000.

Once approved to proceed with the project, we will work with the county to execute a contract, meet with the County to finalize the programming of the proposed new facility, field measure, inspect and move forward expeditiously on the project.

Please note that regardless of the project design drawings being completed in 2 or 3 months, we are concerned that the county's desire to occupy the facility on September 1, 2023 may not be achievable due to the time required for contracts, bidding, permitting and the current challenge of acquiring many construction materials, especially electrical item lead times which will heavily influence the construction time line for the project.

Again, thank you and we look forward to working with you and your team,



James Stumbo, AIA
Vice President

James C. Stewart, AIA | Kenneth C. Newell, AIA | James R. Stumbo, AIA

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