

Select Architect for Civic Campus Project

Public Works Department

Council Meeting

September 15, 2025



Select Architect

Background

- July 7, 2025 – Council approved moving forward with Concept C
- July 21, 2025 – Council approved RFP for Architectural Services
- July 23, 2025 - Released RFP
- August 27, 2025 – Proposal Due



Select Architect

Scoring Matrix

Factor	Points
1) The quality of the Consultant's proposal relative to thoroughness of the response and inclusion of all requested information identified in the RFP.	10
2) The qualifications of the lead Consultant architectural firm and their identified Project Manager including a demonstrated understanding of the Project and available staff capacity to perform the work.	15
3) The qualifications of the balance of the Consultant design team members including prior work experience with the lead Consultant architectural firm and available staff capacity to perform the work.	10
4) Similar Project Experience within the past ten (10) years on a) Public Works projects, License/Passport Center, Dance Studio and b) Construction Management delivered projects. The project experience should demonstrate the inclusion of the full scope of Consultant services identified in this RFP.	15
5) The proposed detailed work plan and corresponding schedule in Gantt Chart format including a demonstrated project understanding through identification of work scope tasks, milestones and deliverables.	10
6) Fee Proposal – Cost of Professional Services relative to corresponding breakout of hours per project phase versus any identified exclusions. Fee must additionally be broken out by MOC and LPCDS.	40

Select Architect

Proposals

- 10 Architect Firms issued a Notice of Intent
- 7 Firms Submitted Proposals
 - Meyer Group
 - HCM Architects
 - BKV Group
 - LHB
 - Wold Architects
 - Kodet Architects
 - Busch Architects
- Staff scored proposal on the RFP matrix
 - City Manager, Public Works Director, Parks and Recreation Director, City Engineer, Parks Superintendent and the City Planner

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Scores

	Consultant	Meyer Group	HCM Architects	BKV Group	LHB	Wold Architects	Kodet Architects	Busch Architects
Factor	Points	Average	Average	Average	Average	Average	Average	Average
1) The quality of the Consultant's proposal relative to thoroughness of the response and inclusion of all requested information identified in the RFP.	10	5.3	9.2	9.7	8.5	8.5	6.8	5.7
2) The qualifications of the lead Consultant architectural firm and their identified Project Manager including a demonstrated understanding of the Project and available staff capacity to perform the work.	15	6.5	12.0	13.7	12.7	13.2	11.5	8.0
3) The qualifications of the balance of the Consultant design team members including prior work experience with the lead Consultant architectural firm and available staff capacity to perform the work.	10	5.7	8.7	9.2	8.7	9.0	7.7	6.3
4) Similar Project Experience within the past ten (10) years on, a) Public Works projects, License/Passport Center, Dance Studio b) Construction Management delivered projects. The project experience should demonstrate the inclusion of the full scope of Consultant services identified in this RFP.	15	6.3	12.8	13.5	13.0	13.3	11.0	7.2
5) The proposed detailed work plan and corresponding schedule in Gantt Chart format including a demonstrated project understanding through identification of work scope tasks, milestones and deliverables.	10	5.7	8.2	9.3	8.7	8.0	7.0	6.5
6) Fee Proposal – Cost of Professional Services relative to corresponding breakout of hours per project phase versus any identified exclusions. Fee must additionally be broken out by MOC and LPCDS.	40	24.5	31.8	28.8	33.5	23.7	25.5	31.2
TOTAL SCORE	100	54.0	82.7	84.2	85.0	75.7	69.5	64.8
Average Score		54.0	82.7	84.2	85.0	75.7	69.5	64.8
Rank		7	3	2	1	4	5	6

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Costs & Hours

	Costs			Hours			Alternate
	LPCDS	MOC	Total	LPCDS	MOC	Total	
Meyer	\$ 286,380	\$ 1,452,080	\$ 1,738,460	1754	7142	8896	\$ -
HCM	\$ 1,113,745	\$ 1,862,620	\$ 2,976,365	6280	10143	16423	\$ 110,000
BKV	\$ 861,820	\$ 2,784,780	\$ 3,646,600			19643	\$ 26,970
LHB	\$ 630,911	\$ 2,000,509	\$ 2,631,420			17049	\$ 148,852
WOLD	\$ 682,000	\$ 3,696,000	\$ 4,378,000	2887	18751	21638	\$ 125,000
Kodet	\$ 774,090	\$ 2,913,125	\$ 3,687,215	4423	15996	20419	\$ -
Busch	\$ 538,466	\$ 1,516,544	\$ 2,055,010			12856	\$ 100,000

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Proposals

- Based on the scoring staff choose to interview top three firms
 - HCM Architects
 - BKV Group
 - LHB
- All staff had these three firms as the top three firms but there was some variance in the preference order
- All three firms very capable of work on the project
- Clear separation in scores
 - Costs, knowledge of project scope experience
- September 9, 2025 – Interviewed the selected firms
- Based on the scores and the interviews staff recommends selecting LHB as the Architect for the Civic Campus Project Final Design
 - Numerous projects with similar size & scope
 - Project manager, lead architect and team have experience in large scale projects including remodels and expansion projects
 - Cost of services and hours provided overall best value of the top three firms.

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Budget

- LHB Fees
 - MOC – \$2,000,509 – Sales Tax
 - LPCDS – \$630,911 – TBD
 - **Total - \$2,631,420**
 - *Alternative (Higher Sustainability) - \$148,852*
 - Reducing this cost aligns with the strategic plan goal of ensuring resource allocation meets operation needs.
- Construction Mager at Risk (CMaR)
 - RFQ process shortlist to 5 firms from 8 submittals
 - Recommended firm will be present on October 13, 2025, City Council meeting

Civic Campus Project Budget			
	MOC	LPCDS	Total
Total Funding Available	\$ 64,200,000.00	TBD	
Total Project Budget based on CCMP Estimate - July 2025	\$ 60,800,000.00	\$ 14,500,000.00	\$ 75,300,000.00
Soft Cost Portion of the Project Budget	\$ 12,920,702.00	\$ 3,348,394.00	\$ 16,269,096.00
Architect - LHB	\$ 2,000,509.00	\$ 630,911.00	\$ 2,631,420.00
Estimated budget remaining for additional soft costs	\$ 10,920,193.00	\$ 2,717,483.00	\$ 13,637,676.00

Select Architect

Requested Council Action

1. Approve the selection of LHB for Architectural Services related to the Civic Campus Project.

- If selected, staff would bring an agreement for approval to the October 13, 2025, City Council Meeting

QUESTIONS