



## COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER \_\_\_\_\_

PAGE 1 OF 9

DATE: 11/21/2023

**SUBJECT: APPROVAL OF A PROFESSIONAL SERVICES CONTRACT WITH  
BAIRD, HAMPTON, AND BROWN FOR ENGINEERING SERVICES  
FOR THE RESOURCE CONNECTION ELECTRICAL  
SWITCHBOARD REPLACEMENT PROJECT**

**\*\*\* CONSENT AGENDA \*\*\***

**COMMISSIONERS COURT ACTION REQUESTED**

It is requested that the Commissioners Court approve a professional service contract with Baird, Hampton & Brown (BHB) for engineering services for the Resource Connection Electrical Switchboard Replacement Project, located at 1200, 1300, 1400 and 5051 Campus Drive in Fort Worth.

**BACKGROUND**

BHB will provide a design for the replacement of the existing pad mounted medium voltage switchboard for the Resource Connection Campus. A switchboard is a component of an electrical distribution system which divides an electrical power feed into branch circuits while providing a protective circuit breaker or fuse for each circuit in a common enclosure. The original switchboards were installed in 1973 and are in poor condition and no longer provide dependability and safety.

On April 26, 2022, the Commissioners Court, through Court Order #138003, approved Request for Qualification (RFQ) No. 2022-098 – Annual Contract for Professional Architectural-Engineering Services, for various Tarrant County projects. With approval of RFQ No. 2022-098, the Facilities Management Department and Purchasing Department were granted approval to utilize the selected firms for indefinite quantities of work, as outlined in the RFQ, at the hourly rates in the respective rate schedules for each firm. Firms will be issued a Tarrant County purchase order or will be required to sign a contract for individual projects, depending on the type and cost of the work. BHB was one (1) of the firms that received the highest evaluated ratings from the evaluation committee as having qualifications to meet the County's needs for indefinite quantities of work as outlined in the RFQ.

With approval of this Professional Service Contract, BHB will provide the electrical design and update drawings for the switchboards of buildings 1200, 1300, 1400 and 5051 at the Resource Connection Campus to meet current code requirements. Upon completion of this project, all switchboards at the Resource Connection Campus will be up to date. The scope of services shall include, but are not limited to, the following:

- Construction Documents Phase
- Bidding/Negotiation Phase
- Construction Administration Phase

SUBMITTED BY:	Facilities Management	PREPARED BY: APPROVED BY:	Christina Munoz Michael Amador
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REFERENCE NUMBER: \_\_\_\_\_ DATE: 11/21/2023 PAGE 2 OF 9

The Criminal District Attorney's Office has reviewed this contract as to form.

### **FISCAL IMPACT**

Funding in the amount of \$16,500.00 is available in account 569011/3110502000/45100-2024.