



COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER _____

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DATE: 08/16/2022

**SUBJECT: APPROVAL OF PROFESSIONAL SERVICES CONTRACT FOR
BAIRD, HAMPTON, & BROWN, INC. RELATED TO THE
GENERATOR REPLACEMENT PROJECT AT THE 350 WEST
BELKNAP BUILDING**

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve a Professional Services Contract with Baird, Hampton and Brown, Inc. (BHB) related to the Generator Replacement Project at the 350 West Belknap Building located in Fort Worth, Texas.

BACKGROUND

On April 26, 2022, the Commissioners Court, through Court Order #138003, approved a Request For Qualifications (RFQ 2022-098) for Professional Architectural-Engineering Services for various Tarrant County projects granting approval for the Facilities Management Department and Purchasing Department 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.

The Generator Replacement Project includes replacing the thirty-nine (39) year old 600kW Cummins generator and four (4) automatic transfer switches.

The purpose for this contract is for BHB to provide design, bidding and construction administration services for the Generator Replacement Project at the 350 W. Belknap Building as follows:

1. Construction Documents & Cost Estimating Phase – Design to replace the existing 600kW Cummins generator and four (4) automatic transfer switches that serve the basement through fourth floors.
2. Bidding Phase – Attendance at all pre-bid and scope review meetings. Review all bids for accuracy and completeness as well as review all substitution requests for scope changes.
3. Construction Administration Phase – Attendance at pre-construction meeting, review of all submittals and shop drawings, and provide responses to contractors' request for information. Perform construction site visits; perform pay application verification, generate field reports, perform ninety-five percent (95%) punch list and final punch list as well as provide all close out activity documents, including record drawings in both hard copy and electronic copy.

SUBMITTED BY:	Facilities Management	PREPARED BY: APPROVED BY:	Chad Raines Michael Amador
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The Criminal District Attorney's Office has reviewed this as to form.

FISCAL IMPACT

The fiscal impact is \$36,500.00. Funding is available from funds designated for this project in account 569011/3110301000/45400-2022.