



# COMMISSIONERS COURT COMMUNICATION

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

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DATE: 10/03/2023

**SUBJECT: APPROVAL OF A PROFESSIONAL SERVICES CONTRACT WITH ELEMENTS OF ARCHITECTURE, INC. FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR THE SECOND COURT OF APPEALS BUILD-OUT ON THE SIXTH FLOOR OF THE TOM VANDERGRIFF CIVIL COURTS BUILDING**

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

**COMMISSIONERS COURT ACTION REQUESTED**

It is requested that the Commissioners Court approve a professional services contract with Elements of Architecture, Inc. for architectural and engineering services for the 2nd Court of Appeals Build-Out on the sixth floor of the Tom Vandergriff Civil Courts Building (TVCCB), located at 100 North Calhoun Street in Fort Worth.

**BACKGROUND**

On September 27, 2022, the Commissioners Court, through Court Order #139252, approved the FY 2023 capital budget which included funds to build out the shell space on the 6th floor of the TVCCB and relocate the 2nd Court of Appeals from the 9th floor of the Tim Curry Criminal Justice Center. This project was part of the 2023 Space Plan and Building Assessment Study and was first presented to Commissioners Court on August 19, 2014.

On August 15, 2023, the Commissioners Court was presented the Parkhill Space Plan and Building Assessment Study. The study included the recommended relocation of the 2nd Court of Appeals to the TVCCB.

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. Elements of Architecture 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, Elements of Architecture, Inc. will design the build-out of 28,000 square feet of shell space on the 6th floor of the Tom Vandergriff Civil Courts Building. The scope of services shall include, but are not limited to the following:

SUBMITTED BY:	Facilities Management	PREPARED BY: APPROVED BY:	Milissa Warner Michael Amador
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- Programming Phase
- Schematic Phase
- Design Development Phase
- Construction Documents Phase
- Bidding Phase
- Construction Administration Phase
- Furniture Services

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

### **FISCAL IMPACT**

Funding in the amount of \$900,000.00 is available in account 540000/3110407000/45400-2024.