



Town of Vienna

Charles A. Robinson Jr.
Town Hall
127 Center Street South
Vienna VA, 22180

Legislation Text

File #: 18-1094, **Version:** 1

Subject:

Request to award project management contract for new police facility to Downey and Scott, LLC.

EXPLANATION AND SUMMARY :

In October 2018 the Town issued a Request for Proposals (RFP#19-03) for project management services for the new police facility project, part of which is funded through the 2018 Capital Improvement Program and part through the 2020 Capital Improvement Program.

Following presentations from the three top-rated responding project management firms, Downey and Scott, LLC was selected.

The Police Department requests that this project management contract for design, construction, and post-construction phases be awarded to Downey and Scott, LLC in an amount not to exceed \$318,950 (\$303,763 - quoted amount + 5% contingency).

Departmental Recommendation : Police Department recommends approval.

Finance Recommendation : Recommend approval.

Purchasing Recommendation : Recommend approval.

Town Attorney Recommendation : The Town issued an RFP and following formal review and consideration of the top three rated proposals, the selection committee has recommended Downey and Scott, LLC. Town Council may award the proposed project management contract in its discretion.

Town Manager's Recommendation : I recommend the Town Council award the project management contract for pre-construction, construction, and post-construction of the new police facility to Downey and Scott, LLC., as presented.

Cost and Financing: \$318,950 (\$303,763 - quoted amount + 5% contingency)

Account Number: 300-000-000-39420-488802

Project#318POLI003

Decision Needed by This date: January 7, 2019

PROPOSED/SUGGESTED MOTION

"I move to award the project management contract for pre-construction, construction, and post-construction of the new police facility to Downey and Scott, LLC. in an amount not to exceed \$318,950."

Or

Other action deemed necessary by Council.