

**ARCHITECTURAL DESIGN FIRM SELECTION COMMITTEE
REPORT
FACILITIES COMMITTEE
October 18, 2007**

The Chairman of the Facilities Committee was asked to serve on the Architectural Design Selection Committee. The Selection Committee is made up of Mayor Lois Salter, City Clerk Leigh Threadgill and Barbara Carroll with Eric Bosman of Urban Collage serving as facilitator.

A Request for Quotation was sent out to 11 architectural design firms to determine interest in working on the architectural design of our new City Hall. After review of each proposal and much discussion by the Committee, the field was narrowed to four firms who were asked to participate in a one-on-one interview with the Committee. The four firms were Baker-Barrios, BRPH, Pieper/O'Brien and Wakefield Beasley.

After extensive interviews, the field was narrowed to two firms: BRPH and Wakefield Beasley. The Committee requested a visit to each firm's office facility and further questions were asked of each. A tour of the firms' facilities was given, along with the opportunity to meet and interview the project manager and project architect who would be assigned to our project.

Each firm offered a very unique style and each is talented and well qualified. With Eric Bosman's expertise and experience in this area, it was apparent from the question responses that either firm, while perhaps specifically unique in their approach to the task, would bring much to our City Hall project. Each firm was then asked to submit their fees that would be applicable during the process and Wakefield Beasley's fee came in considerably less than that of BRPH. The Committee felt that since both firms were equally qualified and offered architectural design that would enhance our project, it would be fiscally responsible to select the firm whose fee was considerably less than the other and that firm is Wakefield Beasley. It is, therefore, the Committee's recommendation to Council that the City go forward with a contract between the City of Berkeley Lake and Wakefield Beasley for the architectural design of our new City Hall.

That having been done, it is time to move on to the architectural design phase of our project. With the selection of the firm having been accomplished, it becomes necessary to appoint a committee to oversee these next phases of the project, to include construction. Much coordination and project management will be needed as the City moves forward with the architectural design and construction. Since it is Council's responsibility to approve the make up of this committee, I would like to offer to be a part of it. As we go about the task of actual building design and construction, I would hope that my background in project management will work to this committee's advantage. Also, as representative of the Facilities Committee which has worked on this task from the beginning, I'm anxious to see this project through to completion.

Respectfully submitted,

Barbara Carroll