



FORT MYERS BEACH FIRE CONTROL DISTRICT

BOARD OF FIRE COMMISSIONERS MEETING

“Blue Sheet” AGENDA ITEM INFORMATION

AGENDA CATEGORY: New Business **ITEM 8A**
AGENDA ITEM: [Architect and Engineer/Site Development RFQ Update](#)
SUBJECT: Facility Construction Project
OTHER: N/A

ACTION

[\[Introduction/Discussion\]](#)

PURPOSE

To provide an update on the Request for Qualifications (RFQ) process for professional architecture and engineer/site development services and to discuss the next step of the process.

HISTORY

The District purchased property located at 2545-2555 Estero Boulevard on July 30, 2020 for the purpose of building a new Fire Station 31 and Headquarters facility. The first step in the construction process is to engage firms specializing in commercial architecture and engineering/site plan development.

On September 23, 2020 the Board of Commissioners authorized the Fire Chief to solicit Requests for Qualifications (RFQ) for professional services and form a committee to facilitate the RFQ process. The committee was formed shortly thereafter and developed the scope of services and criteria by which to evaluate responding firms.

The RFQ Committee evaluated responses from architectural firms on December 10, 2020 and established a short list of the top three (3) firms. These architectural firms were invited to present their qualifications in person to the Committee on January 27, 2021. The Committee evaluated each firm, ranked them numerically and submitted a Notice of Intended Decision to the Fire Chief on January 29, 2021.

After review of the Committee’s findings and supporting documentation, the Fire Chief will advance the Notice of Intended Decision to the Board of Fire Commissioners for review and ratification on March 10, 2021.

The same process is currently in progress for professional engineer/site development firms with the Committee’s Notice of Intended Decision to be delivered to the Fire Chief for consideration on February 18, 2021.

RECOMMENDATION

[To review the information provided in advance of voting on staff recommendation at the next Board of Commissioner meeting.](#)