

# Hamilton County School District

**School Board Members**  
Damon Deas - District 1  
Gary Godwin - District 2  
Jeanie Daniels - District 3

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**School Board Members**  
Joyce Shaw - District 4  
Don Fenneman - District 5

## Memorandum

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TO: Mrs. Martha Butler, Superintendent  
Mr. Don Fenneman, Chairman

FROM: Bonnie E. Penner, Director of Business Services *Bonnie E. Penner*

DATE: March 4, 2010

RE: RFQ#2009-01 Architect Consultant Services

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The District has certain needs for architectural services for minor projects throughout the District. Requests for Qualifications of Architects were sent out on January 12, 2010. Notice of Hamilton County School Board's intent to solicit qualified Architects was also published in the Tallahassee Democrat on January 12 and 13. The Information packet for the solicitation was emailed to several architectural firms that had expressed an interest and was posted on the district's website. Eight firms submitted their proposals for consideration.

The selection committee consisted of Gary Godwin, Board Member; Philip Pinello, Director of Administrative Services; Frederick Robinson, Coordinator of General Services; Wayne Mitchell, Maintenance Supervisor; and Bonnie Penner, Director of Business Services. Proposals were rated by committee members and these rating were tallied to develop the following short list of firms.

Paul Stressing Associates, Inc.  
CRA Architects, Inc.  
VRL Architects, Inc.

I recommend that the Board approve the short list and the ranking of firms as shown above and authorize fee negotiations with the two (2) highest ranked firms.

	#1	#2	#3	#4	#5	Total Points
Paul Stressing Associates, Inc.	81	96	97	90	91	455
CRA Architects, Inc.	87	95	93	82	95	452
VRL Architects, Inc.	81	93	96	86	89	445
MLD Architects, Inc.	80	91	93	82	88	434
DAG Architects, Inc.	81	89	93	77	90	430
Johnson Peterson Architects, Inc.	80	88	86	83	90	427
Craig Salley and Associates	82	89	91	84	81	427
EMO Architects, Inc.	79	86	93	73	83	414