

**DRAFT**

**RESOLUTION 20xx-xxx**

**RESOLUTION SELECTING AND AUTHORIZING AGREEMENTS WITH DOMUSSTUDIO ARCHITECTURE, SILLMAN WRIGHT ARCHITECTS, AND ROESLING NAKAMURA TERADA ARCHITECTS, INC. FOR AS-NEEDED ARCHITECTURAL SERVICES FOR AN AMOUNT NOT TO EXCEED \$800,000**

**WHEREAS**, the San Diego Unified Port District (District) is a public corporation created by the Legislature in 1962 pursuant to Harbors and Navigation Code Appendix 1, (Port Act); and

**WHEREAS**, the Board of Port Commissioners (BPC) adopted BPC Policy No. 110 to establish a policy governing the processing and administration of public projects, consulting and service agreements, the purchasing of supplies, materials and equipment, and grants; and

**WHEREAS**, this action will authorize as-needed agreements for professional services to provide advanced technical skills and to supplement in-house resources; and

**WHEREAS**, these services are necessary to support the implementation of the Capital Improvement Program, Major Maintenance, and Other Capital Projects; and

**WHEREAS**, typical engineering projects span over a year from initiation to design, and ultimately to construction and multi-year agreements are essential for maintaining work continuity through that lifecycle and meeting project deadlines; and

**WHEREAS**, pursuant to BPC Policy 110, Request for Qualifications (RFQ) No. 21-13RH was solicited on March 26, 2021, and closed on April 28, 2021; and

**WHEREAS**, a total of 1,214 service providers were notified and the District received twenty (20) responsive proposals; and

**WHEREAS**, qualifications were reviewed by a panel of District staff; and

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**WHEREAS**, five (5) of the twenty (20) submitting firms were selected for interviews based on their written proposals and interviews were conducted on June 22, 2021; and

**WHEREAS**, the evaluation panel considered the written proposals, presentations, and responses to interview questions and the firms were subsequently ranked based on the criteria established in the RFQ; and

**WHEREAS**, the selection panel found the top three (3) firms: Domusstudio Architecture, Sillman Wright Architects, and Roesling Nakamura Terada Architects, Inc., were the highest qualified candidates based on the experience of their staff and firm, approach to the project, capability to perform and fair and reasonable cost; and

**WHEREAS**, all recommended firms received a letter stating the District's commitment to inclusion, diversity, and equity and the letter requested firms provide information (if any) on their current programs and/or commitments related to these values; and

**WHEREAS**, the District also requested information addressing how each firm will measure success of these values with respect to any programs and/or commitments the firm employs; and

**WHEREAS**, the revised agreements contain a new section requiring each firm to submit a written report describing their actions and results of its commitment to diversity, equity, and inclusion within sixty (60) days prior to each anniversary date; and

**WHEREAS**, all recommended firms supplied the requested information and agreed on the agreement language revisions; and

**WHEREAS**, these firms successfully demonstrated their commitment to diversity, equity and inclusion; and

**WHEREAS**, based on this analysis, staff concluded the proposed agreements will achieve the best value to the District; and

**WHEREAS**, staff recommends the BPC adopt a resolution selecting and authorizing agreements with Domusstudio Architecture, Sillman Wright Architects, and Roesling Nakamura Terada Architects, Inc., for as-needed architectural services; and

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**WHEREAS**, funds for the first year of expenditure, if needed, are included in the applicable project budget within the FY 2019-2023 Capital Improvement Program (CIP), the FY 2022 annual CIP budget, the FY 2022 annual Major Maintenance budget, or the FY 2022 Other Capital and Equipment Outlay budget and funds required for future fiscal years will be budgeted in the appropriate fiscal year and subject to Board approval upon adoption of each fiscal year's budget.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Port Commissioners of the San Diego Unified Port District, as follows:

That the Executive Director or his designated representative is hereby authorized and directed on behalf of the San Diego Unified Port District to enter into agreements with Domusstudio Architecture, Sillman Wright Architects, and Roesling Nakamura Terada Architects, Inc., for as-needed architectural services, in an amount not to exceed \$800,000.

APPROVED AS TO FORM AND LEGALITY:  
GENERAL COUNSEL

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By: Assistant/Deputy

PASSED AND ADOPTED by the Board of Port Commissioners of the San Diego Unified Port District, this 12<sup>th</sup> day of October 2021, by the following vote: