



Shelby County Government

MARK H. LUTTRELL, JR.
MAYOR

June 20, 2016

Mr. Jimmie E. Tucker, AIA, LEED AP
Self + Tucker Architects, Inc.
505 Tennessee Street, Suite 101
Memphis, TN 38103

RE: RFQ #16-003-59, Countywide Architectural Design Services

Dear Mr. Tucker:

We are pleased to inform you that your firm has been selected to provide **Countywide Architectural Design Services**, which were issued on the above-described RFQ.

A contract for these services will be forwarded to your office for your review and approval. Until then, no work should begin on this project until you receive an official "Notice to Proceed," along with a fully negotiated and executed copy of the contract.

Thank you for your proposal and congratulations on your selection. Shelby County Government looks forward to the successful and timely delivery of this very important service and your company's efforts in reaching this goal.

If you have any questions regarding this letter, please contact Ms. Tosha Davenport @ (901) 222-2260.

Sincerely,

Clifton Davis
Administrator of Purchasing
Shelby County Government

CD/shw

cc: Cliff Norville, Support Services
Lee Rankin Hopson, Contracts Administrator
Tonya Blunt, Contracts Administration

VASCO A. SMITH, JR. ADMINISTRATION BUILDING
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**Shelby County
 Tennessee**

Mark H. Luttrell, Jr., Mayor

Memorandum

**To: Honorable Mark H. Luttrell, Jr.
 Shelby County Mayor**

**From: Clifton Davis, Administrator
 Purchasing Department**

Date: June 13, 2016

**Re: RFQ #16-003-59 Countywide Architectural Design Services For
 Shelby County, Tennessee**

Shelby County Government solicited written proposals, on a competitive basis, from qualified vendors to provide Architectural consultants design services for RFQ 16-003-59 "Countywide Architectural Design Services For Shelby County, Tennessee" on behalf of Shelby County Support Services. In addition to being advertised on Shelby County Government's website, fifty two (52) notifications were sent directly to the vendors.

Nine (9) vendors submitted responses to RFQ 16-003-60 "Countywide Architectural Design Services For Shelby County, Tennessee". The recommendation was based on highest score card average. There were five (5) members on the recommendation committee reviewing and scoring this proposal.

<u>Vendor</u>	<u>Local Business</u> <u>Y/N</u>	<u>LOSB</u>	<u>EOC</u>	<u>AVG SCORE</u>
1. John Pruett	Y	Y	LOSB-S-0317-25166	91.6
2. Self-Tucker	Y	Y	LOSB-S-0816-24597	86.8
3. Brg3S	Y	Y	LOSB-CS-0716-24549	86.0
4. Renaissance	Y	Y	LOSB-S-0816-24598	85.8
5. OTMA	Y	N	EOC-S-1217-25791	79.0
6. ANF	Y	Y	LOSB-CS-0818-24662	78.2
7. BRAGANZA	Y	Y	LOSB-S-1016-24805	74.4
8. MNBA	Y	Y	LOSB-S-0217-25066	64.2
9. ETFC	Y	Y	LOSB-S-1216-24961	51.2

It is the recommendation of the Review Committee, with the concurrence of the Purchasing Department, that John Pruett and Self-Tucker be awarded contracts for RFQ 16-003-59 "Countywide Architectural Design Services For Shelby County, Tennessee", based on highest average scores.

A fee was not required as part of the response, but will be negotiated with the successful respondents upon approval of the recommendation by the Shelby County Mayor.

