



Interoffice Memorandum

February 20, 2020

TO: Mayor Jerry L. Demings
and the Board of County Commissioners

FROM: Carrie Mathes, Manager, CFCM, CPPO, C.P.M., Procurement Division

CONTACT: Sara Flynn-Kramer, Manager, Capital Projects Division
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SUBJECT: Approval of Purchase Order M99613, Design and Construction
Administration Services for New Fire Station #44

ACTION REQUESTED:

Approval of Purchase Order M99613, Design and Construction Administration Services for New Fire Station #44, with Architects Design Group Inc., in the amount of \$215,304.08.

PROCUREMENT:

This purchase order will provide design and construction administration services for the new Fire Station #44, which will be located in District 1.

FUNDING:

Funding is available in account number 1046-034-0805-6210.

APPROVALS:

The Capital Projects Division concurs with this recommendation.

REMARKS:

On March 15, 2016, the Board approved Architects Design Group Inc., to provide design services for fire station prototypes. The building design is a prototype that has been used in many projects. While another firm could replicate a new design, the cost and time associated would be substantial. In addition, using the prototype designer will minimize the impact to the design deliverable schedule.

Architects Design Group, Inc. is utilizing 79.24% M/WBE participation for this sole source purchase order. This participation includes Base Consultants Structural Engineering 5.59%; SGM Engineering MEP/FP Engineering/Systems/Security/Notification 12.50%; AVCON Civil Engineering & Signalization 61.15%. Price reasonableness has been established by confirming that all billable rates, multipliers, terms, and conditions are consistent with the aforementioned design contract.