



Interoffice Memorandum

July 19, 2021

TO: Mayor Jerry L. Demings
-AND-
County Commissioners

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

CONTACT: Sara Flynn-Kramer, Manager, Capital Projects Division
(407) 836-7971

SUBJECT: Approval of Purchase Order M104816, Design and Construction Administration Services for New Fire Station #48

ACTION REQUESTED:

Approval of Purchase Order M104816, Design and Construction Administration Services for New Fire Station #48, with Architects Design Group, in the amount of \$257,120.80.

PROCUREMENT:

This purchase order will provide design and construction administration services for the new Fire Station #48 which will be located in District 1.

FUNDING:

Funding is available in account number 1046 034 0808 6210.

APPROVALS:

The Capital Projects Division concurs with this recommendation.

REMARKS:

On March 15, 2016, the Board approved Architects Design Group 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 the new design, the associated cost and time would be substantial. In addition, using the prototype designer will minimize the impact to the design deliverable schedule.

Price reasonableness has been established by confirming that all billable rates, multipliers, terms, and conditions are consistent with the aforementioned design contract.