



Interoffice Memorandum

May 3, 2023

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

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

CONTACT: Sara Flynn-Kramer, Manager II, Capital Projects Division
407-836-0048

SUBJECT: Approval of Purchase Order M111063, Multicultural Center Build-Out Project

ACTION REQUESTED:

Approval of Purchase Order M111063, Multicultural Center Build-Out Project, with Rhodes + Brito Architects, Inc., in the amount of \$1,226,507.82.

PROCUREMENT:

This purchase order will provide design and construction administration services for the new Multicultural Center Build-Out project to include the completion of the remaining interior space in the building for the Senior Center and Innovation Lab. This project is located in District 6.

FUNDING:

Funding is available in account numbers 1023-062- 2570-6210 and 1023-023-0162-6210.

APPROVALS:

The Capital Projects Division concurs with this recommendation.

REMARKS:

On August 6, 2019, the Board authorized award of Request for Proposals Y19-821 to Rhodes + Brito Architects, Inc. to provide architectural services for the Cultural Community Center project. Rhodes + Brito Architects, Inc. was engaged as the Architect of Record for the first phase of interior construction at the renamed Multicultural Center. Having completed the design for this project, Rhodes + Brito Architects, Inc. has the auto cad plans, which will include the existing structural, architectural, civil, mechanical, electrical, and plumbing conditions and base drawings for entire site and shell building including this interior space, all of which assist in reducing the proposal fee. Any competing architectural firm would not have the working knowledge currently possessed by Rhodes + Brito Architects, Inc. Additionally, use of another firm would delay completion of design. Should this consultant be unable to provide services requested, the County would experience a substantial time delay in completion of the design for this project and would lose the federal construction funding for this project. Time is critical for this project to both meet the timeframes for the federal funding and to provide much needed and anticipated services for the citizens of Orange County. Although not a requirement for this purchase order, M/WBE participation in the amount of 96% is included for this project. Price reasonableness has been established by confirming that all billable rates, multipliers, terms and conditions are consistent with the aforementioned architectural contract and other County architectural contracts.