



## Interoffice Memorandum

August 2, 2019

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

FROM: Carrie Mathes, Manager, Procurement Division

CONTACT: Sara Flynn-Kramer, Manager, Capital Projects Division  
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SUBJECT: Approval of Purchase Order M97592, Courthouse 14<sup>th</sup> Floor Chambers Build-out Project

### ACTION REQUESTED:

Approval of Purchase Order M97592, Courthouse 14<sup>th</sup> Floor Chambers Build-out Project, with Rhodes + Brito Architects, Inc., in the amount of \$284,833.09.

### PROCUREMENT:

This purchase order will provide design and construction administration services for the new Courthouse 14<sup>th</sup> Floor Chambers Build-out Project. This project is located in District 5.

### FUNDING:

Funding is available in account 1023 043 0263 6210.

### APPROVALS:

The Capital Projects Division concurs with this recommendation.

### REMARKS:

On October 16, 2018, the Board approved contract award of Y18-907A to Rhodes + Brito Architects, Inc. to provide continuing architectural services for Orange County. In 2013, Rhodes + Brito Architects, Inc. was engaged as the Architect of Record for the Interim Courthouse project for the 14<sup>th</sup> floor. Having completed this project, Rhodes + Brito Architects, Inc. has the Auto Cad plans, which will include the existing mechanical, electrical, and plumbing conditions and base drawings, 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 project. Time is critical for this project as Court Administration has run out of Judicial Chambers. There is currently no available space within the building and it is not possible to solve the issue with leased space.

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