



## Cover Memorandum/Staff Report

**File #:** 20-929

**Agenda Date:** 11/10/2020

**Item #:** 6.K.1.

**TO:** Mayor and Commissioners  
**FROM:** Missie Barletto, Public Works Director  
**THROUGH:** Jennifer Alvarez, Interim City Manager  
**DATE:** November 10, 2020

APPROVAL OF RESOLUTION NO. 42-20 TO APPROVE AN AGREEMENT WITH CDM SMITH INC. FOR OWNERS' REPRESENTATIVE FOR FIRE STATION 113 PURSUANT TO RFQ NO. 2019-007 (PROJECT NO. 16-012); IN AN AMOUNT NOT TO EXCEED \$861,125

**Recommended Action:**

Motion to Approve Resolution No. 42-20 to award an Agreement with CDM Smith Inc. for Owner's Representative for Fire Station 113 pursuant to RFQ No. 2019-007 (Project No. 16-012), in an amount not to exceed \$861,125.

**Background:**

Fire Station No. 113 is located at 651 W. Linton Boulevard. The current facility is approximately 6,000 square feet. The primary use of this facility is a continuously occupied fire station with living facilities. Originally constructed in 1971, the facility has been refurbished and expanded on numerous occasions to meet current standards and to meet expectations of our citizens and business partners for fire and emergency services.

Over the past five decades, issues related to plumbing, design, mold, water damage and rodent infestations have made the living space intermittently uninhabitable. The frequency of maintenance related issues and costs have increased annually. In general, the facility has exhausted its useful life. The City of Delray Beach (City) wishes to construct a new 13,500 square foot, two (2) story fire station facility on the existing site, to replace the existing fire station.

The proposed new fire rescue station facility will be designed to meet the needs of the Fire Rescue Department, including growth, for a 20-year period following construction. The station shall meet all hurricane hazard safety criteria as set forth by U.S. Department of Homeland Security, the State of Florida, Division of Emergency Management (FDEM) and Palm Beach County to be rated as a Category 5 Rated Building. The design will be consistent with the architectural style of the surrounding neighborhood and shall strive to include LEED recommendations and standards established for LEED criteria. It is the City's desire that the new fire station will qualify for LEED certification; the exact certification level to be determined through a cost benefit analysis performed by the Consultant. At a minimum, the design shall meet the level of green building certification requirements as stated in Florida Statute. The new facility will be designed in a manner that will minimize operating costs and staffing demands for maintenance.

The City proposes to utilize a design-build project delivery method for the construction of Fire Station

No. 113.

The City issued Request for Qualifications (RFQ) No. 2019-007 to acquire a firm which will provide professional Owners' Representative Services for the design/build project of the new Fire Station 113.

On December 28, 2018, the City received four (4) submittals pursuant to the RFQ. A Selection Committee evaluated the proposals in full accordance with the Consultants' Competitive Negotiation Act and shortlisted three (3) firms for interviews/presentations.

The final scores are listed below:

<u>Firm</u>	<u>Final Score</u>
CDM Smith Inc.	192
PMA Consultants	183
Total Municipal Consultants	173

In accordance with Florida Statutes, representatives from Purchasing, Fire Rescue and Public Works departments conducted multiple negotiation meetings with CDM Smith Inc.

Based upon direction received from the then City Manager, the Fire Station design/build project was put on hold. Based upon feedback received from the City Commission during the recent budget workshops, the City Manager directed staff that the Fire Station design/build project would no longer be a three story building with an Emergency Operations Center but a (EOC) two story building with no EOC. Based upon that direction, staff commenced renegotiations with CDM Smith.

As a result of these negotiations and reduced scope, staff was able to obtain a fee reduction of approximately \$232,441 from the original agreement. This estimated fee will be paid based upon their proposed hourly rates and actual hours worked.

The proposed agreement, pursuant to RFQ No. 2019-007 between the City and CDM Smith Inc. is for CDM Smith Inc. to provide Owners' Representative Professional Services during the procurement, design, and construction of the Project. While the design-build agreement is yet to be negotiated and finalized, the anticipated project duration is twenty-three (23) months

This motion is in accordance with Code of Ordinances Section 36.02 Commission Approval Required.

**Attachments:**

1. 2019-007 Agreement
2. Exhibit A - Project Description
3. Exhibit B - Project Team
4. Exhibit C - Scope of Services
5. Exhibit D - Owners' Representative Fee
6. Resolution No. 42-20
7. Legal Review Checklist
8. CDM Smith Original RFQ Submittal

9. 2019-007 Scoring Summary

**City Attorney Review:**

The City Attorney recommends approval of this motion.

**Funding Source:**

Funding in an amount not to exceed \$861,125 is available from account number 334-22-000-522-6223 (Fire Station 113).

**Timing of Request:**

Approving this agreement is time sensitive in order to meet the project implementation schedule.