



Legislation Text

File #: 17-882, Version: 1

TO: Mayor and Commissioners
FROM: Caryn Gardner-Young, Assistant City Manager
THROUGH: Mark R. Lauzier, City Manager
DATE: November 20, 2017

SERVICE AUTHORIZATION NO. 17-01 WITH CARNAHAN PROCTOR AND CROSS, INC. FOR THE CONCEPTUAL DESIGN AND NEEDS ANALYSIS FOR THE POLICE HEADQUARTERS RENOVATIONS IN A NOT-TO- EXCEED AMOUNT OF \$150,000.

Recommended Action:

Motion to Approve Service Authorization No. 17-01 with Carnahan Proctor and Cross, Inc. (CPC) in a not-to-exceed amount of \$150,000 for the City of Delray Beach (City) Police Headquarters Renovations (Project No. 17-080).

Background:

The existing Police Department Headquarters (300 West Atlantic Avenue) needs to be renovated and improved to meet current building codes as well as expanded to meet the current and future needs of the Police Department. An existing and future needs assessment, along with a conceptual design for the future expansion of the Police Headquarters with associated parking requirements is required prior to budgeting for engineering design.

The Scope of Services for this project includes: 1) A present/future needs and space analysis, 2) A conceptual floor/site plan for the future Police Headquarters, and 3) A construction budget estimate.

The City utilized the Engineering Continuing Services process to retain the engineering consultants that signed agreements through RFQ No. 2017-48. The Engineering Continuing Services Agreement terms are five years from August 31, 2017 through August 30, 2022.

This Service Authorization is in compliance with City Ordinance No. 21-17.

City Attorney Review:

N/A Standard Service Authorization format utilized.

Finance Department Review:

Finance recommends approval.

Funding Source:

Funding is available from Account No. 377-21-110-521.62-10.

Timing of Request:

This request is not time sensitive.