

**INDIAN RIVER COUNTY
OFFICE OF MANAGEMENT AND BUDGET
PURCHASING DIVISION**

DATE: November 20, 2023

TO: BOARD OF COUNTY COMMISSIONERS

THROUGH: John A. Titkanich, Jr., County Administrator
Kristin Daniels, Director, Office of Management and Budget
Jennifer Hyde, Purchasing Manager

FROM: Shelby Ball, Purchasing Specialist

SUBJECT: Approval of Continuing Architectural Consulting Services Agreements

BACKGROUND:

On October 31, 2023, the Board approved the final ranking of consultants and authorized staff to enter negotiations with four professional architectural firms interested in providing services under a new continuing agreement.

DISCUSSION.:

Individual work orders will be issued under the agreement, most often with a lump sum, not to exceed cost. In order to establish foundational pricing for the agreement, Staff requested standard hourly rates from each firm, which will be effective for the initial two-year term of award. Staff has received acceptable hourly rates from two firms, which will be attached as Exhibit 1 of the appropriate firm's final agreement.

FUNDING:

Funding for work orders under the agreements will vary, based on project and department. Individual work orders over \$35,000 will be brought before the Board for review and approval. Per Section 105.01, Indian River County Code, the County Administrator may approve work orders for Continuing Consulting Services up to \$35,000. A monthly list of work orders approved by the Administrator will be presented to the Board as an informational item.

RECOMMENDATION:

Staff recommends the Board approve the sample agreement, and the hourly rates attached for the listed firms, and authorize the Chairman to execute the agreements after review and approval by the County Attorney as to form and legal sufficiency.

Attachments:

Sample Agreement
Exhibit 1 Rate Schedules Edlund, Dritenbas, Binkley Architects & Associates, Inc. and Spiegle Architectural Group, Inc.