

**INDIAN RIVER COUNTY, FLORIDA
MEMORANDUM**

CONSENT

TO: Jason E. Brown, County Administrator

THROUGH: Richard B. Szpyrka P.E., Public Works Director

FROM: Andy Sobczak, Infrastructure Project Manager

SUBJECT: **Work Order No. 4, REI Engineers, Inc.** – Design and Replacement of Sebastian Corners Roof

DATE: February 2, 2018

DESCRIPTION AND CONDITIONS

In 2017, Indian River County purchased an existing commercial plaza, known as Sebastian Corners, located at 1919 US 1 in Sebastian as the future location for the County's North County Offices. Currently, Offices of the Indian River County Tax Collector, Veterans Services, Utilities and Clerk of the Circuit Court occupy leased space at 11610 US 1 in Sebastian. Since the Sebastian Corners roof has surpassed its useful lifespan, and is in need of numerous repairs, prior to relocation of the North County Offices the roof needs to be replaced.

On April 18, 2014, the Board of County Commissioners approved a Continuing Contract Agreement with REI Engineers, Inc. to perform roofing consultation services to include evaluations of existing roofing conditions, design solutions for remedial work, design solutions for roof replacement, preparation of design documents, and project management. On February 6, 2018, the Board of County Commissioners approved an Extension to the Continuing Contract for an additional 3-years.

On November 22, 2017 REI Engineers, Inc. submitted a proposal for the design, assistance in bidding, and construction administration for replacement of the roof at Sebastian Corners.

FUNDING

Funding for the project is included in the FY 17-18 CIE and budgeted in Optional Sales Tax/Facilities Management/New Roof N. County Office Bldg. Sebastian Corners, Acct #31522019-066510-17018.

RECOMMENDATION

Staff recommends that the BCC approve the attached Work Order #4 for REI Engineers, Inc. to design, assist in bidding, and perform construction administration services for the replacement of the

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existing roof at Sebastian Corners, and authorize the Chairman to execute Work Order #4 in the lump sum amount of \$25,900.00.

DISTRIBUTION

Michael Smykowski, Budget Director
Jennifer Hyde, Purchasing Manager

ATTACHMENTS

Work Order #4

APPROVED AGENDA ITEM FOR FEBRUARY 13, 2018