



**INDIAN RIVER COUNTY, FLORIDA  
MEMORANDUM**

**CONSENT**

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**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:** January 4, 2018

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

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Work Order No. 4, REI Engineers, Inc.  
BCC Consent Agenda 1/16/2018

**DISTRIBUTION**

Michael Smykowski, Budget Director  
Jennifer Hyde, Purchasing Manager

**ATTACHMENTS**

Work Order #4

**APPROVED AGENDA ITEM FOR JANUARY 16, 2018**