

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

DATE: January 4, 2023

TO: BOARD OF COUNTY COMMISSIONERS

THROUGH: Michael C. Zito, Interim County Administrator
Kristin Daniels, Director, Office of Management and Budget

FROM: Jennifer Hyde, Purchasing Manager

SUBJECT: Master Plan Study Phase Agreement for Emergency Operations Center Expansion (RFQ 2022062)

BACKGROUND:

On November 1, 2022, the Board approved the final ranking of firms developed in response to RFQ 2022062 for architectural design services for the expansion of current Emergency Operations Center (EOC). The expansion is contemplated to be a two-story (10,000 sf per floor) building located on the north side of the existing EOC.

ANALYSIS:

Staff has conducted negotiations with the top ranked firm, Donadio and Associates Architects, PA, A Spiezle Group Inc., for the master plan study phase of the work. This phase will include collaboration among the architect, its subconsultants, and county staff to identify the goals of the overall project. This is the first step in the design process, and will lead to development of the final design and associated cost.

A separate agreement for the second phase of the project will be brought to the Board after the master plan has been completed. This second phase will include design development, construction documents, bidding assistance and construction administration.

FUNDING:

The cost associated with the master plan study phase is \$66,500. Funding for the project design is budgeted and available in the amount of \$700,000, with \$350,000 from Impact Fees/Fire Services/Emergency Operations Center Expansion account (10312022-066510-20037) and the remaining \$350,000 from Impact Fees/Public Buildings/Emergency Operations Center Expansion account (10322019-066510-20037).

Account Name	Account Number	Amount
Impact Fees/Fire Services/Emergency Ops Center Exp	10312022-066510-20037	\$350,000
Impact Fees/Public Buildings/Emergency Ops Center Exp	10322019-066510-20037	\$350,000
Total		\$700,000

RECOMMENDATION:

Staff recommends the Board approve the Master Plan Study Phase Agreement with Spiezle, and authorize the Chairman to execute it after review and approval by the County Attorney as to form and legal sufficiency.

Attachment

Master Plan Study Phase Agreement