

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

DATE: January 10, 2024

TO: BOARD OF COUNTY COMMISSIONERS

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

FROM: Jennifer Hyde, Purchasing Manager

SUBJECT: Approval of Continuing Architectural Consulting Services Rates

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. The sample agreement and rates for two of the firms were approved by the Board on January 9, 2024.

DISCUSSION.:

Staff has received acceptable hourly rates from the final 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 hourly rates attached for the listed firms, and authorize the Chairman to execute agreements with those firms after review and approval by the County Attorney as to form and legal sufficiency.

Attachments:

Exhibit 1 Rate Schedules for CPZ Architects, Inc. and CPH, Inc.