



City of Pembroke Pines, FL

601 City Center Way
Pembroke Pines, FL
33025
www.ppines.com

Agenda Request Form

Agenda Number: 7.

File ID: 17-0698

Type: Agreements/Contracts

Status: Passed

Version: 1

**Agenda
Section:**

In Control: City Commission

File Created: 10/09/2017

Short Title: Approval Agreement with Architects Design Group for
Phase 1 of the Criteria Package for new PD HQ

Final Action: 10/18/2017

Title: MOTION TO APPROVE THE EXECUTION OF THE AGREEMENT WITH
ARCHITECTS DESIGN GROUP IN THE AMOUNT OF \$87,520 FOR PHASE
I OF THE CREATION OF A DESIGN CRITERIA PACKAGE FOR A NEW
POLICE DEPARTMENT HQ (HEADQUARTERS) AS DESCRIBED IN RFQ
PD-17-01.

***Agenda Date:** 10/18/2017

Agenda Number: 7.

Internal Notes:

Attachments: 1. Agreement, 2. Exhibit A - Proposal from ADG, 3. Exhibit B - RFQ # PD-17-01, 4. Combined
Exhibits C-G, 5. Commission Approval (2017-08-02)

Code Sections:

1 City Commission 10/18/2017 approve Pass
Action Text: A motion was made to approve on the Consent Agenda
Aye: - 5 Ortis, Castillo, Schwartz, Siple, and Commissioner Monroig
Nay: - 0

MOTION TO APPROVE THE EXECUTION OF THE AGREEMENT WITH ARCHITECTS DESIGN GROUP IN THE AMOUNT OF \$87,520 FOR PHASE I OF THE CREATION OF A DESIGN CRITERIA PACKAGE FOR A NEW POLICE DEPARTMENT HQ (HEADQUARTERS) AS DESCRIBED IN RFQ # PD-17-01.

SUMMARY EXPLANATION AND BACKGROUND:

1. On August 2, 2017, the City Commission approved the findings and recommendation of the Evaluation Committee for RFQ # PD-17-01 "Design Criteria Professional - to prepare the Design Criteria Package (DCP) for a new Police Department HQ" and awarded the project to Architects Design Group, Inc. and also directed the City Manager to negotiate a contract for services.
2. Architects Design Group, Inc. has met with City Administration and has negotiated a contract in the amount of \$87,520 for Phase I of the project. Phase I includes:
 - Phase I-A: Detailed Spatial Needs Assessment
 - Phase I-B: Site Analysis & Master Planning
 - Phase I-C: Conceptual Design
3. After completion of Phase I of the project, the contractor will present the information to the City's Administration for additional direction and begin the negotiation of Phase II of this project, which will include the creation of the Design Criteria Package.
4. The time line for completion of Phase 1 of the project is 4-5 months or the end of March 2018.
5. The City Attorney's Office has reviewed and approved the contents of this contract.
6. Request Commission to approve the execution of the agreement with Architects Design Group in the amount of \$87,520 for Phase I of the creation of a Design Criteria Package for a new Police Department HQ (Headquarters) as described in RFQ # PD-17-01.

FINANCIAL IMPACT DETAIL:

- a) **Initial Cost:** \$87,520 for Phase I.
- b) **Amount budgeted for this item in Account No:** Once this item is approved, the budget for the Municipal Construction Fund will be increased by \$87,520.
- c) **Source of funding for difference, if not fully budgeted:** Not Applicable.
- d) **5 year projection of the operational cost of the project:** TBD. After Phase 1 of the project is completed, the contractor will bring back a proposal for Phase II of the project, which will be negotiated with City Administration and brought back to the City Commission for approval.
- e) **Detail of additional staff requirements:** Not Applicable.

