

Consent  
 Departmental

BOARD OF COUNTY COMMISSIONERS  
LAKE COUNTY, FLORIDA  
OFFICE OF THE COUNTY MANAGER  
AGENDA ITEM COVER SHEET

DATE: January 10, 2005  
TO: **William A. Neron**  
County Manager  
BY: K. Hayslette, Procurement Services Director  
SUBJECT: 04-100 Architectural Design for Cooper  
Memorial Library

MEETING DATE: January 18, 2005  
 Public Hearing  
 Action Item  
 Discussion Item  
 Other \_\_\_\_\_

**RECOMMENDATION/REQUIRED ACTION:** It is recommended that the Board approve the contract with Harvard Jolly, Inc. for designing the Cooper Memorial Library in accordance with RSQ 04-100, and award Task 1 of the project.

**BACKGROUND SUMMARY:** RSQ#04-100 was issued to retain Architectural design services for Cooper Memorial Library.

The Selection Committee for this procurement was comprised of Wendy Breeden, Director of Library Services, Richard LeBlanc, Public Works and Bob McCarl, Lake County School Board. The Selection Committee evaluated each proposal, discussed, short listed and voted to interview three firms, Harvard Jolly, Inc., Stottler Stag & Associates, and Architects in Association Rood & Zwick, Inc. The Selection Committee voted to recommend award of the project to Harvard Jolly, Inc.

Attached is Exhibit A, Scope of Service and Exhibit B, Reimbursable Expense Schedule and Exhibit C, Architect's design cost which reflects the total estimated cost (\$374,635.00) for architectural design for a 30,000 square foot facility.

Due to the construction grant application timeline negotiations were held with Harvard Jolly, Inc. for Task 1 - Needs Assessment, Architectural Programming, Site/Conceptual and Community Focus. The contract will be amended and brought back for Board approval for the remainder of the services as each task is finalized.

The Task 1 cost is \$53,340. There is only \$118,000 currently budgeted for the design of this project and no funds are budgeted in the current year for construction.

CAPITAL OUTLAY #RS-0502R  
PRS-04-A-103, D. Thielhart

Fiscal Impact: \$53,340.00       Capital Budget       Operating Budget  
Phase 1

Account No.: 303.50054100.513.8600620 Project No. B04-005

Affected parties notified of meeting       Not required  
Advertised: Date: \_\_\_\_\_ Paper: \_\_\_\_\_       Not required

Attachments (List): Contract with exhibits

STAFF APPROVAL:      DATE:  
County Manager \_\_\_\_\_  
County Attorney \_\_\_\_\_  
Budget Office \_\_\_\_\_

ACTION TAKEN BY BOARD:  
 Approved       Continued/Deferred until \_\_\_\_\_  
 Disapproved      Special Instructions: \_\_\_\_\_  
Other: \_\_\_\_\_      By: \_\_\_\_\_  
From: Administrative Support

