



CITY OF HOLLYWOOD, FLORIDA

OFFICE OF PROCUREMENT SERVICES


DATE: December 21, 2022 **FILE: PR-23-056**

TO: George R. Keller, Deputy City Manager

VIA:  Adam Reichbach, Assistant City Manager for Finance and Administration

VIA:  Gus Zambrano, Assistant City Manager for Sustainable Development

THRU:  Steve Stewart, Director, Office of Procurement and Contract Compliance

FROM:  Jose Cortes, Director, Department of Design and Construction Management

SUBJECT: Fire Station 45 HVAC Replacement: Recommendation to approve the execution of a contract and issuance of a Notice to Proceed to State Contracting & Engineering Corp. for Construction Management at Risk (“CMAR”) Pre-Construction and Construction for the replacement and renovation of HVAC systems at Fire Station 45 (“FS-45”) located at 1810 N 64th Avenue in Hollywood, Florida. The Pre-Construction contract is in an amount not to exceed **\$9,401.00**, and the Construction contract is in an amount not to exceed **\$518,030.00**. The Procurement Method used is Emergency.

ISSUE:

Throughout the construction of this fire station, there were ongoing HVAC challenges that occurred. Prior to the opening of the FS-45 building, the Fire Rescue team noted several HVAC failures, which were fixed during that time. After the fire station officially opened on November 18, 2019, the building continued to have ongoing HVAC issues. In October 2021, several of the units ceased to work. Public Works replaced one 5-ton unit, and an HVAC company was able to provide a temporary fix on the 15-ton unit. Public Works was unable to provide a permanent solution to the issue.

On October 15, 2021, a temporary, portable air conditioning unit was placed on site with a generator and a request was made to replace all the HVAC units with a system that was non-proprietary and well known in the market, allowing for parts to easily be procured and replaced if needed.

Since this time, the HVAC continued to have issues and on July 3, 2022, the 15-ton main unit ceased to work and has been unable to be fixed. With the two units no longer functioning, the portable air conditioner and generator officially became the main source of air conditioning.

On July 28, 2022, DCM proceeded to give the engineers a Notice to Proceed to design the new HVAC system. Permit reviews were finalized on December 3, 2022. Under the Continuing Services Agreements (CSAs) issued through a formal solicitation process for CMAR services as approved by Resolution No. R-2022-271, State Contracting & Engineering Corp. was contacted to provide preconstruction and pricing of the work as well as a Guaranteed Maximum Price (“GMP”) based on the drawings, site visits, and meetings with the engineers, DCM, Fire Rescue and Public Works.

Due to the emergency nature of this project, it was agreed upon to approve this GMP initially by Emergency Memo and then go through the official Commission process after the fact. Due to the time sensitive nature of this project, it was determined to route the pre-construction and the construction contracts simultaneously. This decision was approved based on the urgent need to procure and release the HVAC equipment, which has an estimated lead time of 25 weeks.

AUTHORITY:

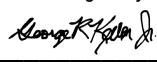
§ 38.41 COMPETITIVE SOLICITATIONS REQUIRED; EXCEPTIONS

(C)(1) Emergency purchases:

*In urgent cases of compelling emergency that require the immediate purchase of goods, supplies, materials, equipment or services, the CPO is authorized to secure, when possible, emergency goods, supplies, materials, equipment or services by open market procedure. **All such emergency purchases must receive prior administrative approval except for the most urgent situations presenting a clear and present substantial threat to life or property where immediate action is required.***

RECOMMENDATION:

Approve the execution of a contract and issuance of a Notice to Proceed to State Contracting & Engineering Corp. for Construction Management at Risk Pre-Construction and Construction for the replacement and renovation of HVAC systems at Fire Station 45 located at 1810 N 64th Avenue in Hollywood, Florida. The Pre-Construction contract is in an amount not to exceed **\$9,401.00**, and the Construction contract is in an amount not to exceed **\$518,030.00**.

<p>DocuSigned by:  <small>BB25DD053647405</small></p> <hr/> <p>APPROVED BY: George R. Keller Deputy City Manager</p>	<p>12/22/2022</p> <hr/> <p>Date:</p>
---	--------------------------------------

Attachments: Guaranteed Maximum Price / Approved Certificate of Insurance