

TOWN OF DAVIE

TOWN COUNCIL AGENDA REPORT

TO: Mayor and Councilmembers

FROM/PHONE: Emilio DeSimone, Project Manager, Capital Projects, (954) 797-1085

PREPARED BY: Emilio DeSimone

SUBJECT: Resolution

AFFECTED DISTRICT: N/A

TITLE OF AGENDA ITEM: A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING AN EXTENSION OF THE EXISTING CONTRACT WITH SALTZ MICHELSON ARCHITECTS FOR MISCELLANEOUS ARCHITECTURAL SERVICES.

REPORT IN BRIEF: The Town Council previously approved the selection of Saltz Michelson Architects as one of the two firms the Town would be entering into contracts with by Resolution R-2004-212 and executed the contract by Resolution R-2004-231. Staff is recommending extending the original contract for ninety (90) day term from the date of this resolution. The previous contract expired in October 2006. Staff is currently in the process of bidding architectural services that are due in February. Housing and Community Development is in need of architectural services now, to complete their design of the Neighborhood Service Center/One Stop Shop for the community needs. By approving this extension, we will meet our immediate needs. Any delay in this process might affect outside funding for this project.

PREVIOUS ACTIONS: Resolutions R-2004-212 and R-2004-231.

CONCURRENCES: N/A

FISCAL IMPACT: Yes

Has request been budgeted? Yes

If yes, expected cost: \$ Dependent on the number of work assignments.

Account Name: Various Capital Improvement Program Accounts

Additional Comments: Not applicable.

RECOMMENDATION(S): Motion to approve resolution.

Attachment(s): Resolution
Letter from Vendor

RESOLUTION _____

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING AN EXTENSION OF THE EXISTING CONTRACT WITH SALTZ MICHELSON ARCHITECTS FOR MISCELLANEOUS ARCHITECTURAL SERVICES.

WHEREAS, the Town of Davie authorized the Mayor to execute a contract with Saltz Michelson Architects to perform miscellaneous architectural services by Resolution R-2004-231; and

WHEREAS, staff negotiated a master contract with Saltz Michelson Architects which establishes hourly rates to be charged for all projects; and

WHEREAS, as the need arises, Saltz Michelson Architects will be required to enter into a Memorandum of Understanding with the Town to authorize the work for each described scope of services.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA.

SECTION 1. The Town Council approves the extension of the existing contract with Saltz Michelson Architects for miscellaneous architectural services for an additional ninety (90) day term.

SECTION 2. All terms and conditions of resolution R-2004-231 shall be in effect for the 90 day extension.

SECTION 3. Upon expiration of this contract, these services will be re-bid.

SECTION 4. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2007.

MEMBER
ATTEST:

MAYOR/COUNCIL

TOWN CLERK

APPROVED THIS _____ DAY OF _____, 2007.



Administration: (954) 797-1030
Administrative Services: (954) 797-1020
Budget & Finance: (954) 797-1050
Parks & Recreation: (954) 797-1145
Development Services: (954) 797-1111

Engineering: (954) 797-1113
Fire Department: (954) 797-1090
Police Department: (954) 693-8200
Public Works: (954) 797-1240
Utilities: (954) 433-4000

TOWN OF DAVIE 6591 Orange Drive • Davie, Florida 33314-3399

(954) 797-1000

January 5, 2007

Charles Michelson
Saltz Michelson Architects, Inc.
3501 Griffin Road
Fort Lauderdale, FL. 33312

Dear Mr. Michelson:

The current Town of Davie contract for Continuing Services expired on October 20, 2006.

This letter is sent to express the desire of the Town of Davie to complete an emergency extension of the original contract Section 2. Term for ninety (90) days.

The Town of Davie purchasing procedures require Council action on contract extensions. Therefore, a positive response from you regarding the extension will be sent to Council for final approval. If you choose not to extend or the Council denies the request to extend, the Town will proceed with a re-bid. Therefore, a positive response from you regarding the extension is the only correspondence required to extend this agreement for ninety (90) days from the date of Council's approval.

Should you have any questions concerning this matter, please call me at (954) 797-1085. Thank-you for your cooperation and prompt response.

If you accept the extension to the Contract please sign and mail back to Town of Davie, Capital Projects 6901 Orange Drive, Davie, FL. 33314.

Sign:  Date: 1/5/07
Charles Michelson

Sincerely,



Emilio DeSimone, Project Manager
Capital Projects

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