

# ST. PETERSBURG CITY COUNCIL

## Consent Agenda

Meeting of April 6, 2023

**TO:** The Honorable Brandi Gabbard, Chair and Members of City Council

**SUBJECT:** A Resolution authorizing the Mayor or his designee to execute Task Order No. 20-03-HJ/CFIP(S) to the architect/engineering agreement dated February 14, 2020 between the City of St. Petersburg, Florida and Harvard Jolly Architects, Inc. (“A/E”), for A/E to provide (i) an architectural condition assessment, (ii) structural engineering services, (iii) building envelope consulting, (iv) mechanical, electrical and plumbing engineering services, (v) elevator consulting, and (vi) project cost estimating related to the Municipal Services Center Facility Condition Assessment Project in an amount not to exceed \$199,410; approving a transfer in the amount of \$235,000 from the unappropriated balance of the General Fund (0001) to the Municipal Office Buildings Fund (5005); approving a supplemental appropriation in the amount of \$235,000 from the increase in the unappropriated balance of the Municipal Office Buildings Fund (5005), resulting from the above transfer, to the Real Estate and Property Management Department, Municipal Services Center Division (360-2617), MSC Facility Condition Assessment Project (19608) to provide funding for this Task Order, engineering project management costs, contingency, and other soft costs (ECID Project No. 23095-100; Oracle No. 19608); and providing an effective date.

**EXPLANATION:** The City of St. Peterburg’s Municipal Services Center is located at one Fourth Street North. The original building was built sometime between 1927 and 1929 with a major addition in the 1950’s. A two-story portion was added in the 1960’s and the parking garage was built in the 1970’s. In 1995, the building was renovated to serve as the City’s Municipal Services Center, and while major maintenance and repairs have continued over the past 28 years, the building has not had a major renovation since then.

In 2020, the City of St, Petersburg received an unsolicited offer from a developer for a potential public-private-partnership in which the developer would purchase the Municipal Services Center (MSC) building from the City for a specified amount, lease the building back to the City and construct a new MSC on City owned land across from City Hall. A development agreement was presented to City Council on December 16, 2021 but was not approved.

While Administration elected not to pursue the development agreement, City staff were directed to determine whether the critical building systems in the existing MSC could remain functional without significant repair and replacement cost for the next ten years. The planning for a new MSC could continue to be an option, with informed decision making based on a thorough evaluation and detailed report by facility experts.

*By evaluating the existing condition of major building systems, the City of St. Petersburg can better understand the condition of critical building systems and determine whether any systems need to be replaced within the next ten years.*

The services will include a review of the existing Florida Building Code and Life Safety Codes to identify renovation level and associated Code requirements. Detailed investigations will include i) a structural condition survey of the building’s primary structural elements (including the parking garage) by a structural

engineer; ii) a detailed evaluation of the building’s waterproofing envelope by a certified building envelope consultant; iii) an evaluation of the mechanical, electrical and plumbing systems by qualified engineers to identify equipment or systems that should be considered for replacement as well as a determination of remaining useful service life; iv) determination of the condition of the elevators by an elevator consultant; and v) a cost estimate for each of the listed items.

On February 14, 2020, the City of St. Petersburg, Florida and Harvard Jolly Architects, Inc. (“A/E”) entered into an architect/engineering agreement for A/E to provide miscellaneous professional services for City Facility Improvement projects.

Task Order No. 20-03-HJ/CFIP(S) in the amount of \$199,410 shall provide professional engineering services including but not limited to project management, building condition evaluations, cost estimation and report. Task Order includes a \$20,000 allowance to be authorized if any unforeseen conditions are experienced while performing the work.

Task Order No. 20-03-HJ/CFIP(S) includes the following phases and associated not to exceed costs respectively:

Architectural Condition Assessment	\$ 45,000
Structural Engineering	\$ 22,000
Building Envelop Consulting	\$ 43,460
MEP Engineering Services	\$ 30,000
Elevator Consulting	\$ 19,350
Cost Estimating	\$ 19,600
<u>Allowance</u>	<u>\$ 20,000</u>
<b>Total</b>	<b>\$199,410</b>

A supplemental appropriation is required to provide for the necessary funding for this Task Order and other engineering project management costs, contingency and other soft costs; and providing an effective date.

*The Facility Conditions Assessment report will provide the basis for prioritizing necessary capital improvements over the next ten years while maintaining and extending the expected service life of systems where possible.*

**RECOMMENDATION:** Administration recommends authorizing the Mayor or his designee to execute Task Order No. 20-03-HJ/CFIP(S) to the architect/engineering agreement dated February 14, 2020 between the City of St. Petersburg, Florida and Harvard Jolly Architects, Inc. (“A/E”), for A/E to provide (i) an architectural condition assessment, (ii) structural engineering services, (iii) building envelope consulting, (iv) mechanical, electrical and plumbing engineering services, (v) elevator consulting, and (vi) project cost estimating related to the Municipal Services Center Facility Condition Assessment Project in an amount not to exceed \$199,410; approving a transfer in the amount of \$235,000 from the unappropriated balance of the General Fund (0001) to the Municipal Office Buildings Fund (5005); approving a supplemental appropriation in the amount of \$235,000 from the increase in the unappropriated balance of the Municipal Office Buildings Fund (5005), resulting from the above transfer, to the Real Estate and Property Management Department, Municipal Services Center Division (360-2617), MSC Facility Condition Assessment Project (19608) to provide funding for this Task Order, engineering project

management costs, contingency, and other soft costs (ECID Project No. 23095-100; Oracle No. 19608); and providing an effective date.

**COST/FUNDING/ASSESSMENT INFORMATION:** Funds will be available after a transfer in the amount of \$235,000 from the unappropriated balance of the General Fund (0001) to the Municipal Office Buildings Fund (5005); approving a supplemental appropriation in the amount of \$235,000 from the increase in the unappropriated balance of the Municipal Office Buildings Fund (5005), resulting from the above transfer, to the Real Estate and Property Management Department, Municipal Services Center Division (360-2617), MSC Facility Condition Assessment Project (ECID Project No. 23095-100; Oracle No. 19608).

**ATTACHMENTS:** Resolution  
Task Order No. 20-03-HJ/CFIP(S)

RESOLUTION NO. 2023-\_\_\_\_\_

A RESOLUTION AUTHORIZING THE MAYOR OR HIS DESIGNEE TO EXECUTE TASK ORDER NO. 20-03-HJ/CFIP(S) TO THE ARCHITECT/ENGINEERING AGREEMENT DATED FEBRUARY 14, 2020 BETWEEN THE CITY OF ST. PETERSBURG, FLORIDA AND HARVARD JOLLY ARCHITECTS, INC. (“A/E”) FOR A/E TO PROVIDE (i) AN ARCHITECTURAL CONDITION ASSESSMENT, (ii) STRUCTURAL ENGINEERING SERVICES, (iii) BUILDING ENVELOPE CONSULTING, (iv) MECHANICAL, ELECTRICAL AND PLUMBING ENGINEERING SERVICES, (v) ELEVATOR CONSULTING, AND (vi) PROJECT COST ESTIMATING RELATED TO THE MUNICIPAL SERVICES CENTER FACILITY CONDITION ASSESSMENT PROJECT IN AN AMOUNT NOT TO EXCEED \$199,410; APPROVING A TRANSFER IN THE AMOUNT OF \$235,000 FROM THE UNAPPROPRIATED BALANCE OF THE GENERAL FUND (0001) TO THE MUNICIPAL OFFICE BUILDINGS FUND (5005); APPROVING A SUPPLEMENTAL APPROPRIATION IN THE AMOUNT OF \$235,000 FROM THE INCREASE IN THE UNAPPROPRIATED BALANCE OF THE MUNICIPAL OFFICE BUILDINGS FUND (5005), RESULTING FROM THE ABOVE TRANSFER, TO THE REAL ESTATE AND PROPERTY MANAGEMENT DEPARTMENT, MUNICIPAL SERVICES CENTER DIVISION (360-2617), MSC FACILITY CONDITION ASSESSMENT PROJECT (19608) TO PROVIDE FUNDING FOR THIS TASK ORDER, ENGINEERING PROJECT MANAGEMENT COSTS, CONTINGENCY, AND OTHER SOFT COSTS (ECID PROJECT NO. 23095-100; ORACLE NO. 19608); AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of St. Petersburg, Florida (“City”) and Harvard Jolly Architects, Inc. (“A/E”) executed an architect/engineering agreement on February 14, 2020 for A/E to provide professional planning and study activities on a continuing basis related to miscellaneous City Facility Improvement Projects; and

WHEREAS, Administration desires to issue Task Order No. 20-03-HJ/CFIP(S) for A/E to provide (i) an architectural condition assessment, (ii) structural engineering services, (iii) building envelope consulting, (iv) mechanical, electrical and plumbing engineering services, (v) elevator consulting, and (vi) project cost estimating related to the Municipal Services Center Facility

Condition Assessment Project in an amount not to exceed \$199,410, which amount includes a \$20,000 allowance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of St. Petersburg, Florida that the Mayor or his designee is hereby authorized to execute Task Order No. 20-03-HJ/CFIP(S) to the architect/engineering agreement dated February 14, 2020 between the City of St. Petersburg, Florida and Harvard Jolly Architects, Inc. (“A/E”) for A/E to provide (i) an architectural condition assessment, (ii) structural engineering services, (iii) building envelope consulting, (iv) mechanical, electrical and plumbing engineering services, (v) elevator consulting, and (vi) project cost estimating related to the Municipal Services Center Facility Condition Assessment Project in an amount not to exceed \$199,410.

BE IT FURTHER RESOLVED that there is hereby approved the following transfer for FY23:

General Fund (0001)

Transfer to: Municipal Office Buildings Fund (5005) \$235,000

BE IT FURTHER RESOLVED that there is hereby approved from the increase in the unappropriated balance in the Municipal Office Buildings Fund (5005), resulting from the above transfer, the following supplemental appropriation from FY23:

Municipal Office Buildings Fund (5005)


Real Estate and Property Management Department,  
Municipal Services Center Division (360-2617) \$235,000

This Resolution shall become effective immediately upon its adoption.

LEGAL:

  
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DEPARTMENT:

  
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BUDGET:

  
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