

Memorandum

DATE: February 5, 2013
TO: City Council
THROUGH: City Manager Judie Zimomra
FROM: Public Works Director Keith Williams
RE: Lighthouse Beach Restroom

RECOMMENDATION: Approve Woodroffe Corporation Architects to perform design and construction administration services in conjunction with a Lighthouse Beach restroom for a not-to-exceed fee of \$47,280

The City followed the Consultants Competitive Negotiations Act (CCNA) to select an architect for park facility designs. As a result of the process, the City entered into an Agreement with Woodroffe Corporation Architects to provide miscellaneous park design services, which expired in October 2012. Woodroffe has already designed the Community Park, Boat Ramp and Bowman's Beach restrooms under past agreements, so it is important to continue with the same architectural design for the proposed restroom. The design of Lighthouse Beach Restroom was previously approved by Council on October 5, 2010 (see attached council memos), but had to be delayed due to the need to obtain a Florida Department of Environmental Protection (FDEP) permit. This construction permit was approved by the FDEP on December 31, 2012 allowing the City to now move forward with the detailed design.

Woodroffe Corporation Architects has submitted a proposal (copy attached) to provide design and construction administration services for an additional restroom facility on the Gulf Side of the Lighthouse Park. Design fees would be \$39,680 with estimated construction administration fees of \$7,600, for a total fee of \$47,280.

Staff recommends that Council approve Woodroffe Corporation Architects to perform design and construction administration services for an additional Lighthouse Park Restroom for a not-to-exceed fee of \$47,280 and authorize the City Manager to execute an agreement with Woodroffe Corporation Architects extending an agreement dated October 2010 for the purpose of Lighthouse Beach Restroom design and construction administration. Tourist Development Council (TDC) funding is available for the work.

cc: City Attorney Ken Cuyler
Finance Director Sylvia Edwards

Memorandum

DATE: October 5, 2010
TO: City Council
THROUGH: City Manager Judie Zimomra
FROM: Public Works Director Gates Castle *JDC*
RE: Lighthouse Beach and Bowman's Beach Restrooms

Recommendation: Approve Agreement with Woodroffe Corporation Architects for design and construction administration services for park facilities and authorize the City Manager to execute the Agreement.

The City followed the Consultants Competitive Negotiations Act (CCNA) to select an architect for park facility designs. As a result of the process, the City entered into an Agreement with Woodroffe Corporation Architects to provide miscellaneous park design services, which expires in October 2010. Tourist Development Council funding for two of the projects included in the agreement scope has been approved by Lee County for FY 10-11. Woodroffe has already designed the Community Park and Boat Ramp restrooms under the agreement, so it is important to continue with the same architectural design for the proposed restrooms.

Staff recommends that Council approve a new Agreement (copy attached) with Woodroffe Corporation Architects to provide design and construction administration services in conjunction with the design and construction of additional restrooms at Lighthouse Park and Bowman's Beach Park and authorize the City Manager to execute the Agreement.

C: City Attorney Ken Cuyler
Finance Director Sylvia Edwards

Memorandum

DATE: October 5, 2010
TO: City Council
THROUGH: City Manager Judie Zimomra
FROM: Public Works Director Gates Castle *JDC*
RE: Lighthouse Beach Restroom

Recommendation: Approve Woodroffe Corporation Architects to perform design and construction administration services in conjunction with a Lighthouse Beach restroom for a not-to-exceed fee of \$41,520.

In 2005, the City entered into an Agreement with Woodroffe Corporation Architects to provide miscellaneous park design services, including the design of several restroom facilities. A replacement Agreement (the existing Agreement expires in October 2010) is being presented to Council at this meeting for approval. If approved, the agreement will include the design and construction services in conjunction with additional restrooms at Lighthouse Park and Bowman's Beach Park.

Woodroffe Corporation Architects has submitted a proposal (copy attached) to provide design and construction administration services for an additional restroom facility on the Gulf Side of the Lighthouse Park. Design fees would be \$33,920 with estimated construction administration fees of \$7,600, for a total fee of \$41,520.

Staff recommends that Council approve Woodroffe Corporation Architects to perform design and construction administration services for an additional Lighthouse Park Restroom for a not-to-exceed fee of \$41,520. Tourist Development Council (TDC) funding is available for the work.

C: City Attorney Ken Cuyler
Finance Director Sylvia Edwards

Scott Krawczuk

From: Henry Woodroffe [Enrique.Woodroffe@woodroffearchitects.com]
Sent: Thursday, December 23, 2010 11:15 AM
To: Scott Krawczuk
Subject: RE: Lighthouse Beach Elevations

Hi Scott:

I have reviewed the requested design changes both architectural and structural, and request that the original fee be raised by \$5,760 for the revised concept.

Thanks, Henry

From: Scott Krawczuk [mailto:scott.krawczuk@mysanibel.com]
Sent: Wednesday, December 22, 2010 11:32 AM
To: 'Henry Woodroffe'
Subject: RE: Lighthouse Beach Elevations

Henry:

Thank you – these look good.

Scott

From: Henry Woodroffe [mailto:Enrique.Woodroffe@woodroffearchitects.com]
Sent: Wednesday, December 22, 2010 9:34 AM
To: Scott Krawczuk
Subject: FW: Lighthouse Beach Elevations

Scott:

Here are the two elevations we discussed.

Henry



Woodroffe Corporation Architects

**ARCHITECTURAL SERVICES
FEE PROPOSAL TO CITY OF SANIBEL RECREATION DEPARTMENT**

LIGHTHOUSE BEACH RESTROOM

Date: January 28, 2013

This Architect's proposal is made under the provisions and services established in the Miscellaneous Architectural Park Design Services Agreement approved by the City Council.

Architect: Woodroffe Corporation Architects
Phone: 813-281-0411
Project Manager: Enrique A. Woodroffe, FAIA
WCA Project No.: 0517-G

City Project Manager: Scott Krawczuk
Phone: 239-472-6397

We appreciate the opportunity to continue working with the City of Sanibel on the site adapt with revisions for the design and construction of a restroom building for Lighthouse Beach Park.

This proposal is in response to our recent discussions. We have reviewed your request to present a proposal for the restroom design.

I. UNDERSTANDING OF PROJECT / SCOPE OF SERVICES

A. Restroom Building Site Adapt Description:

1. The purpose of this proposal is to site adapt (with changes as per attached e-mail scope modifications dated August 13, 2010) the Boat Ramp Restroom Building and prepare Construction Documents, and assist in Construction Administration services. The intent is to construct this building on the Lighthouse Beach Park site as per City of Sanibel location. Design will include structure to withstand 130 mph wind speed, Exposure 'C'. Utilities site design and engineering will be responsibility of the City. We will show our water and sewer extending to five (5) feet outside the building.
2. Provide Architectural, Plumbing, Electrical, and Structural design to meet current Florida Building Code and be designed to a 130 mph wind speed, Exposure 'C'.
 - a. Design modifications to previous restroom drawings which include a foundation pile system, breakaway and buoyancy calculations.
 - b. A bid alternate for the solar panel system design; electrical service (100 amp) panel in the storage room; design to include 3 to 4 exterior wall lights, interior lights in each space and power outlets in each space; and electric hand dryers.
3. Civil Engineering, parking, utilities and any other site issues to be the responsibility of the City.

4. Our documents will be incorporated into the City's documents by the Parks Department.
 5. Our fees do not include landscaping design or SFWMD permitting. Building permit will be obtained by the City.
 6. Preparation of contracts, special conditions, permitting submittals and processing and bidding procedures (issuing and reviewing bids) to be the responsibility of the City.
 7. Construction Administration Services will be on an hourly basis.
- B. Services: Based on our discussion, the Design will require the following:
1. Initial Services (Design / Construction Documents):
 - a. Design modifications to previous restroom drawings, plotting time, and coordination to issue set of bid documents for specific site will include the following disciplines: Architectural, Structural, Plumbing and Electrical.
 2. Assist in Construction Administration:
 - a. Provide assistance to City in responding to Contractor questions and reviewing shop drawings.
- C. Deliverables:
1. At Construction Document Progress and Completion: Upload documents on WCA FTP site for City access to print.
 2. At Permitting: Required signed and sealed documents to City for use in submitting to Building Department.
 3. Bidding: Printing/copying by City.

II. COMPENSATION

A. Design Modifications and Construction Document Fees:		
1.	Documents	\$33,420
2.	Out-of-Pocket Expenses	<u>\$ 500</u>
	Lump Sum Fee:	\$33,920
B. V Zone Engineering Requirements: \$ 5,760		
C. Limited Construction Administration Fees:		
1.	Hourly Allowance	<u>\$ 7,600</u>
	Total Fees	\$47,280



Mr. Scott Krawczuk
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D. Hourly Basis Schedule:

Project Director / Principal	\$150/hr
Project Engineer	\$125/hr
Project Architect / Manager	\$ 95/hr
Technical Support	\$ 75/hr
Administrative Support	\$ 60/hr

III. SCHEDULE

- A. Woodroffe Corporation Architects will coordinate with the City to establish a timeline for these services.

IV. SUMMARY

We trust the above Scope of Services and related fees represent the discussed services. Please contact me if you should have any questions. We look forward to working with you and the City of Sanibel on this project.

Sincerely,

WOODROFFE CORPORATION ARCHITECTS



Enrique A. Woodroffe, FAIA, LEED® AP
President

EAW/wr

