



STAFF REPORT

Regular City Commission Meeting

September 12, 2024

To: Elected Officials

From: Dale L. Martin, City Manager

Date: September 12, 2024

Item Name: Resolution 2024-52. A Resolution by the City of Flagler Beach, Florida, approving a Task Order with Bentley Group, Inc., to perform condition assessments of five (5) city-owned buildings; providing for conflict and an effective date.

Background: The City Manager has directed the City Engineer to seek out an Architecture/Engineering firm to perform assessments to five city-owned buildings. These include the City Hall, the Police Department, the Fire Department, the Public Works Shop, and the Maintenance Shop.

The City Engineer's office solicited and received a proposal from the Bentley Group, Inc. This firm is on the city's pre-qualified list of technical consultants that include architecture and structural engineering.

The assessments will include visual (non-destructive) conditions of the roofs, exterior and interior features, and review of accessibility compliance. The scope also includes structural assessments of the five buildings and identify any areas of concern. The deliverables will include a report that catalogs deficiencies and record those on building plans - these will be photographed as appropriate for reference. The final report will include narrative and graphic material to identify deficiencies.

Staff recommends approving a contract with the Bentley Group, Inc. to perform the above tasks for a lump sum fee of \$39,413.21. A breakdown of the fee structure is attached.

Fiscal Impact: The funds for this project will be drawn from General Fund, General Government, Reserved for Contingencies (Line 001.5192.909302).

Staff Recommendation: Staff recommends that the City Commission approve Resolution 2024-52

Attachment: Resolution 2024-52