



## Town of Lake Park Town Commission

### Agenda Request Form

Meeting Date: April 19, 2023

Agenda Item No. \_\_\_\_\_

**Agenda Title: Request to Authorize the Town Manager to Accept Amendment #1 to the REG Architects Professional Services Proposal for the Provision of Architectural Services Associated with the Grant-Funded Historic Preservation Town Hall Roof Replacement Project.**

- [ ] SPECIAL PRESENTATION/REPORTS [X] **CONSENT AGENDA**  
[ ] BOARD APPOINTMENT [ ] OLD BUSINESS  
[ ] PUBLIC HEARING ORDINANCE ON \_\_\_\_ READING  
[ ] NEW BUSINESS  
[ ] OTHER: \_\_\_\_\_

Approved by Town Manager **John D'Agostino** Digitally signed by John D'Agostino  
DN: cn=John D'Agostino, o=Town  
of Lake Park, ou=Town Manager,  
email=jdagostino@lakeparkflorida.  
gov, c=US  
Date: 2023.04.11 12:07:24 -04'00' Date: \_\_\_\_\_

**Roberto F. Travieso, Director of Public Works**  
Name/Title

<b>Originating Department:</b>  <b>Public Works</b>	<b>Cost:</b> \$43,000.00 <b>Funding Source:</b> Discretionary Fund <b>Acct #:</b> 301-52-521-301-63100  Jeffrey P. Duvall [X] Finance <small>Digitally signed by Jeffrey P. Duvall DN: cn=Jeffrey P. Duvall, o=, ou=, email=jduvall@lakeparkflorida.gov, c=US Date: 2023.03.22 16:29:34 -04'00'</small>	<b>Attachments:</b> 1. Amendment No 1 to the REG Architects Professional Services Proposal 2. REG Proposal for Roof Replacement 3. Grant Agreement between the Town and the Florida Dept. of State, Division of Historical Resources
<b>Advertised:</b> Date: Paper: [ X ] Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes, I have notified everyone _____ OR <b>Not applicable in this case</b> _____ <b>Please initial one.</b>

### Background:

The Town of Lake Park Town Hall was constructed in 1927 and is a nationally designated historic building. The Town Hall also serves as the seat for the Town's municipal offices and

is a fully functioning facility that is visited daily by community members, both residents and local business owners, who need to secure permits and pay bills. Additionally, the Mirror Ballroom, (located on the Town Hall's second floor) remains available for affordable public and private functions and hosts more 75 diverse events each year.

While the Town Hall currently remains structurally sound, the facility is not water tight. In fact, even brief rainstorms frequently result in water permeating through the roof and walls, leading to wet floors and walls which can cause slip-and-fall hazards and mold development problems.

In August of 2021, Town staff submitted a permit grant application to the Department of State, Division of Historical Resources (the "Division"), for design and construction funding that would allow the Town to up-grade the structural integrity by replacing the existing roof and provide for complete painting and waterproofing of the existing building envelope. The improvement work will support the longevity of the Town Hall as well as improve the comfort and aesthetics for the public and Town Staff alike.

Furthermore, in June of 2022, the Town received notice that its application was accepted and approved and that the Town of Lake Park would be receiving Grant Funding in the amount of \$325,000 with an equal match from the Town providing for Total Funding of \$650,000.00 for the Town Hall Preservation work.

In August of 2022, Town staff developed a professional services scope of work consistent with the grant requirements and solicited pricing for those services from Architectural firms with previous historical preservation work experience and with an understanding of the Secretary of the Interior's Standards for Rehabilitation and Preservation.

A determination was made that REG was the most favorable responsive bidder with a proposal amount of \$34,950.00. This work authorization was approved by the Town Commission on October 19, 2022, after which the consultant began work to develop plans and specifications for the roof replacement project. Moreover, a subsequent condition assessment of the Town Hall roof structure revealed additional structural defects associated with the roof truss framing, which must be addressed as part of the Town Hall roof replacement work.

Accordingly, and at the request of Town Staff, REG Architects provided a proposal to include the truss framing portion of the project in their plan specifications. The amount of the supplementary proposal is **\$43,000.00**.

Town Staff contacted the Division to petition to include the additional truss framing repair work as part of the grant approved scope of work and the Division has approved the request. REG Architects' Amendment #1 proposal satisfies that requirement.

Finally, the Town Manager recommends moving forward with the accepting the REG Architects Amendment No. 1 proposal because REG Architects is currently preparing the required Architectural plans and specifications for the Town Hall Historic preservation work and therefore it is advantageous to modify their scope of work rather than embarking on a protracted procurement effort in the midst of a time-sensitive, grant-funded project.

**Recommended Motion:** I move to authorize the Town Manager to accept the Amendment #1 to the proposal submitted by REG Architects to develop truss framing plans and specifications for the Historical Town Hall building.