

# **EXECUTIVE BRIEF ELECTRIC UTILITY MEETING**

**AGENDA DATE:** April 28, 2020

**TITLE:**

Agreement with E & F Florida Enterprises, Inc. dba Creative Contracting Group for warehouse to office space conversion at 1900 2nd Ave N.

**SUMMARY:**

The Agreement authorizes E & F Florida Enterprises, Inc. D.B.A. Creative Contracting Group to complete construction services associated with warehouse to office space conversion at 1900 2nd AVE N in the amount not to exceed \$228,500

**BACKGROUND AND JUSTIFICATION:**

The City issued an Invitation for Bid (IFB 20-104) seeking bids from qualified General Contractors to provide construction services to rework existing office spaces and convert warehouse space to additional offices located at 1900 2nd AVE N. Creative Contracting Group was the only bidder.

The scope of work for this project includes converting warehouse space to additional office space, adding a nursing room for expectant mothers and modifications to existing office space to accommodate additional staff. Work includes all mechanical, electrical, plumbing and life-safety upgrades for the associated work areas. The Creative Contracting Group will be providing all personnel, equipment and labor to complete the Warehouse to Office Space conversion project.

**MOTION:**

Move to approve/disapprove Agreement with E & F Florida Enterprises, Inc. dba Creative Contracting Group for warehouse to office space conversion at 1900 2nd Ave. N. at a cost not to exceed \$228,500.

**ATTACHMENT(S):**

Fiscal Impact Analysis

Agreement

1900 Build-Out Project Plans (are available in the City Clerk's office)

## FISCAL IMPACT ANALYSIS

### A. Five Year Summary of Fiscal Impact:

<b>Fiscal Years</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
Capital Expenditures	\$228,500	0	0	0	0
Operating Expenditures		0	0	0	0
External Revenues	0	0	0	0	0
Program Income	0	0	0	0	0
In-kind Match	0	0	0	0	0
 Net Fiscal Impact	 \$228,500	 0	 0	 0	 0
 No. of Addn'l Full-Time Employee Positions	 0	 0	 0	 0	 0

### B. Recommended Sources of Funds/Summary of Fiscal Impact:

Account Number	Account Description	Project Number	FY20 Budget	Current Balance	Agenda Expenditure	Balance
421-6010-531.62-00	Servc/Bldg	EL1906	\$ 253,999	\$247,798	-\$228,500	\$19,298

### C. Department Fiscal Review: Electric Utility Director, Edward Liberty