

Town of Fort Myers Beach
Agenda Item Summary

Blue Sheet Number: 2014-021

1. Requested Motion:

Meeting Date: March 3, 2014

Approve the Amendment No. 2 to the Master Contract between the Town and Search INC. to establish the next project Guaranteed Maximum Price (GMP) in the amount of \$150,000 for Phase 2 and \$105,000 for Phase 3 and authorize the Town Manager to execute the documents.

Why the action is necessary:

Town Council authorization is required pursuant to the Town's procurement documents to approve all purchases that exceed \$25,000.00.

What the action accomplishes:

Allows staff to work with Search Inc to complete the Fabrication and Design of Museum Exhibits.

2. Agenda:

- Consent
- Administrative

3. Requirement/Purpose:

- Resolution
- Ordinance
- Other

4. Submitter of Information:

- Council
- Town Staff – Parks and Rec
- Town Attorney

5. Background:

The Town's contract with SEARCH, Inc. has been structured to require a separate GMP for each task order. Town Council previously approved a request from staff to proceed with the Museum Exhibit Action Plan and Museum Exhibits-Phase I, Design on October 7th 2013. The Museum Exhibit Action Plan has been completed and accepted by staff and Phase I, Design is currently underway. The action plan includes a set of cost saving recommendations that has resulted in lowered estimates for the completion of Museum Exhibits-Phase II, Fabrication and Phase III, Installation. Originally \$251,500, the Phase II, Fabrication is now down to a GMP cost of \$150,000. Phase III, Installation was \$151,400 and based on changes made within the action plan, the GMP amount is now \$105,000.

Attachments:

- Memo summarizing details of contract request.
- Funding Information approved on the November 18th Council Meeting

6. Alternative Action:

Take no action

7. Management Recommendations:

Approve the Amendment No. 2 to the Master Contract

8. Recommended Approval:

Town Manager	Town Attorney	Finance Director	Public Works Director	Community Development Director	Parks & Recreation Director	Town Clerk
					R.N.	

9. Council Action:

- Approved Denied Deferred Other

Memorandum

To: Randy Norton, Parks and Recreation Director
From: Regan Doherty, Cultural Resources Manager
Date: February 18, 2014
Re: SEARCH, Inc.

This memo provides background information and updated Guaranteed Maximum Price (GMP) pricing for Task Order 008: Museum Exhibits-Phase II, Fabrication and Task Order 009: Museum Exhibits-Phase III, Installation of the Town's contract with SEARCH, Inc. for services related to the completion of museum exhibits at Mound House.

The Town's contract with SEARCH, Inc. has been structured to require a separate GMP for each task order. Town Council previously approved a request from staff to proceed with the Museum Exhibit Action Plan and Museum Exhibits-Phase I, Design. The Museum Exhibit Action Plan has been completed and accepted by staff and Phase I, Design is currently underway. The action plan includes a set of cost saving recommendations that has resulted in lowered estimates for the completion of Museum Exhibits-Phase II, Fabrication and Phase III, Installation. Originally \$251,500, the Phase II, Fabrication is now down to a GMP cost of \$150,000. Phase III, Installation was \$151,400 and based on changes made within the action plan, the GMP amount is now \$105,000.

Staff request approval from Council to proceed with the Museum Exhibits-Phase II, Fabrication and Phase III, Installation task orders.

Capital Projects for completion of the Mound House property FY 2014

Restoration Project (Fowler Construction) – this project will complete the restoration and construction of the William H. Case House (Mound House). The project includes restoration activities to the house which will provide an interactive cultural museum which incorporates authentic restoration of a historic building. The original house (Tudor section) will provide entry into the building with authentic kitchen fixtures as well as a gift shop. The family (bungalow) room will be restored to near original conditions and furnished with period furnishings. The furnishings for this room are being donated by an island resident. The Delysle room will be restored and will be used for a media room for educational purposes. This room will include a lift to the second floor for those visitors unable to climb the stairway. The second floor bedrooms and bath will also be restored to period conditions and will be primarily used for museum exhibits. In addition to the restoration aspects the project provide ADA accessibility to the entire building, repair and restoration to the many doors and windows, rebuilding of the interior and exterior stairways, installing electric throughout, providing a fire suppression system with fixtures that meet historic guidelines and high tensile strength window and door coverings for storms.

Museum Action Plan (Search, Inc.)– This project will develop of an action plan outlining a clear path forward and milestones for completion of exhibits.

Museum Exhibits (Search, Inc.) – This project will design, fabricate and install the exhibits within the William H. Case (Mound House) only.

Phase 1 Design

- panel exhibit text development
- design development
- graphic design and custom art work
- cabinetry
- artifact housing
- digital media development
- kiosk development

Phase 2 Fabrication

- panel exhibit text fabrication
- cabinetry
- artifact housing
- digital media fabrication
- kiosk fabrication

Phase 3 Installation, testing and troubleshooting

- Interior panels
- Cases
- Digital elements
- Exhibits
- Kiosks

Landscape Signage (Search, Inc.) – This project will develop and install interpretive signage throughout the William H. Case (Mound House) property.

Phase 1 Design

- Development of signage template
- Development of drafts and final signage

Capital Projects for completion of the Mound House property FY 2014

- Production and delivery of hard-copy print out of design specifications

Phase 2 Fabrications and Installation

- Fabrication of design signs
- Installation of design signs
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Emergency Management Plan (Search, Inc.) – This project will develop and finalize the Emergency Operations Plan. This plan will be used by staff and others to protect the Mound House grounds and building in the event of an emergency.

Policies and Procedures Manual (Search, Inc.) – This project will develop a manual to assist staff as the property transitions to a full-fledged museum. It will include development of best practices and review of exhibits and collections. Also included will be details about the day-to-day operations of the museum.

Orientation Theatre seating (Office Furniture and Design Concepts) – This project is to purchase chairs for the orientation theatre. The theatre will be available for museum guests prior to visiting the exhibit.

Observation Pier (no vendor determined) – The horseshoe design of the pier will offer an outside classroom setting for environmental education and programs for visitors to the property. The construction will include the installation of pilings, decking and rails.

Town of Fort Myers Beach
 Capital Projects for completion of the Mound House property
 FY 2014

Mound House	Completion Cost	Funding Source
Restoration Project - Maximum price	\$ 315,859.00	General Fund
Restoration Project - Maximum price	178,814.00	<i>Florida Historical Commissions Grant</i>
Restoration Project - Maximum price	253,659.00	Cultural Affairs Grant - State of Florida
Museum Action Plan	21,084.78	Cultural Affairs Grant - State of Florida
Museum exhibits - Phase 1 design	165,636.22	Cultural Affairs Grant - State of Florida
Museum exhibits - Phase 2 fabrication	96,863.78	General Fund
Museum exhibits - Phase 2 fabrication	154,800.00	<i>Florida Historical Commissions Grant</i>
Museum exhibits - Phase 3 installation	151,400.00	General Fund
Landscape Signage - Phase 1	55,101.14	Tourist Development Council - Lee County
Landscape Signage - Phase 2	117,484.79	Tourist Development Council - Lee County
Emergency Management Plan	15,875.04	General Fund
Policies & Procedures - Museum Operations	26,266.42	General Fund
Orientation Theatre seating	4,620.00	Cultural Affairs Grant - State of Florida
Observation Pier	413,852.07	Tourist Development Council - Lee County
<i>Total</i>	\$ 1,971,316.24	

Funding Sources	Funding	Status
Cultural Affairs Grant - State of Florida	\$ 445,000.00	Approved
Florida Historical Grant - State of Florida	333,614.00	<i>Contingent on State Budget approval</i>
Tourist Development Council - Lee County	586,438.00	Approved
General Fund Reserves - Town of Ft. Myers Beach	500,000.00	Approved - not to exceed \$500,000
most likely source: General Fund Reserves	106,264.24	Funding source undetermined
<i>Total</i>	\$ 1,971,316.24	

**Florida Historical Commission Grant is recommended for approval in the FY 2014-2015 State budget*