



Agenda Item #   C - 3  

**VILLAGE OF ROYAL PALM BEACH**

Agenda Item Summary

**AGENDA ITEM:**

**Approval and authorization for the Village Manager to execute Consultant Services Authorization No. 2 with REG Architects, Inc. for the design of public meeting space within the proposed Village Hall building. The cost for said services shall not exceed \$56,000.00.**

**ISSUE:**

Moving the public meeting space to the new building will create a more efficient and complete village hall. The proposed space would have roughly the same footprint as the existing meeting space. However, the proposed village hall lobby could be dual purposed to provide additional seating for large meetings. Additionally, the space could serve as the incident command center during emergency events. The existing meeting space building would be repurposed to accommodate public functions and serve as a public meeting space when the emergency operation center is activated.

The scope of the CSA includes the design of public meeting space within the proposed Village Hall building. REG Architects, Inc. will provide Schematic Design Documents, Design Development Documents and Construction Documents. The Consultant Services Authorization is attached as Exhibit A.

Funds to come from EN2001, Account No. 301-3900-539.62-99

**RECOMMENDED ACTION:**

Staff recommends a motion to approve.

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Initiator:	Village Manager	Agenda Date:	Village Council
	Approval:		Action:
Village Engineer		1/16/2020	

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**Consultant Services Authorization  
No. 2  
Village of Royal Palm Beach**

**Village Hall Architectural and Engineering Design Services  
EN2001**

**Introduction**

The Village of Royal Palm Beach (VILLAGE) entered into a services agreement entitled Agreement for Village Hall Architectural and Engineering Design Services (AGREEMENT) with REG Architects Interiors Planners (REG) on December 19, 2019. This Consultant Services Authorization (CSA) will be performed under the terms and conditions of that AGREEMENT.

**Background**

Moving the public meeting space to the new building will create a more efficient and complete village hall. The proposed space would have roughly the same footprint as the existing meeting space. However, the proposed village hall lobby could be dual purposed to provide additional seating for large meetings. Additionally, the space could serve as the incident command center during emergency events. The existing meeting space building would be repurposed to accommodate public functions and serve as a public meeting space when the emergency operation center is activated.

**Scope of Work**

The scope of the CSA includes the design of public meeting space within the proposed Village Hall building (CSA 1). REG Architects, Inc. will provide Schematic Design Documents, Design Development Documents and Construction Documents.

**Fee**

Payments will be at an “Hourly not to exceed”; in a sum not to exceed \$56,000.00 including reimbursable expenses. Funds to come from EN2001; Village Hall Construction Acct No: 301-3900-539.62-99

**Authorization**

Consultant Services Authorization No. 2

Date: \_\_\_\_\_

If you concur with this CSA, please indicate by signing below; once executed by the Village Manager you will receive a copy for your records.

IN WITNESS WHEREOF, the parties have hereto set their hands the day and year first above written.

Witnesses:

REG Architects Interiors Planners

1. \_\_\_\_\_

\_\_\_\_\_

Rick Gonzalez  
President

2. \_\_\_\_\_

Village of Royal Palm Beach  
A Florida Municipal Corporation

1. \_\_\_\_\_

\_\_\_\_\_

Raymond C. Liggins, PE  
Village Manager

2. \_\_\_\_\_