

EMERGENCY RESOLUTION NO. 40-2019

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT BY AND BETWEEN THE CITY OF MONROE AND KZF ARCHITECTS FOR PROFESSIONAL DESIGN SERVICES FOR FIXTURES, FURNISHINGS, AND EQUIPMENT DESIGN AND SUPPORT SERVICES AT 601 SOUTH MAIN STREET AND DECLARING AN EMERGENCY.

WHEREAS, due to the extensive nature of relocating the Department of Police, Council deems it necessary to retain the services of KZF Architects for certain interior design work.

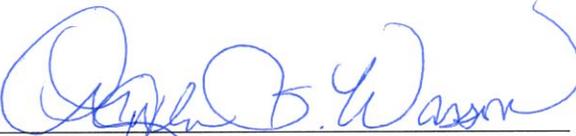
NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MONROE, STATE OF OHIO, THAT:

SECTION 1: The City Manager is authorized to enter into a contract by and between the City of Monroe and KZF Architects for professional design services for fixtures, furnishings, and equipment design and support services at 601 South Main Street pursuant to the terms and conditions set forth on Exhibit "A" attached hereto and made a part hereof.

SECTION 2: This measure is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare and further for the reason that Council desires to avoid any delay in the process of the new police station. Therefore, this measure shall take effect and be in full force from and after its passage.

PASSED: August 27, 2019

ATTEST:


Clerk of Council

APPROVED:


Mayor

First Reading: August 13, 2019

"I, the undersigned Clerk of Council of the city of Monroe, Ohio, hereby certify the foregoing (ordinance or resolution) was published as required by Section 7.16 of the Charter of the City of Monroe.

This legislation was enacted in an open meeting pursuant to the terms and provisions of the Sunshine Law, Section 121.22 of the Ohio Revised Code.


Clerk of Council
City of Monroe, Ohio

August 2, 2019

Bill Brock, City Manager
233 South Main Street
P.O. Box 330
Monroe, OH 45050-0330

Subject: Amendment to Agreement No. 3
Additional Services Request for FF&E Services for Monroe Police station

Bill,

KZF Design is pleased to provide this proposal for additional interior design services for the above-referenced project.

This proposal is based on work to be performed at the request of the City of Monroe, including anticipated time that is outside the original project scope. This includes the following:

Fixtures, Furnishings & Equipment Design and Support Services

1. Develop options / recommendations for Client to identify and select a "Basis of Design" specification for office furniture and equipment, includes (1) review/approval meeting.
2. Develop typical systems furniture program, configurations and equipment layouts.
3. Assess and inventory existing shelving to be relocated to new police station.
4. Prepare bidding specifications / procurement documents for office furniture and equipment to be procured through Ohio State Term Schedules (STS); this excludes providing/reviewing alternates to Basis of Design.
5. Assist in the procurement of furniture package including review of submitted bids, review order list, review shop drawings, and assist with final color / material selections.
6. Perform a final "punch list" site observation visit of the final installed FF&E package at the completion of project construction activities, and issue a report noting any observed deficiencies.

Additional Service Fees

Fixtures, Furnishings & Equipment Design and Support Services: \$35,000.00

Proposed Terms and Conditions: Terms and Conditions shall remain per the Agreement for the project.

Thank you for the opportunity to offer these services. Please acknowledge your authorization of the proposed compensation for these services by signing below and returning one executed copy to our office. Upon execution, this letter shall amend the Agreement for the project dated February 8, 2019.

Sincerely,
KZF Design Inc.



Mark Shoemaker, AIA
Director of Public Facilities

cc: File

APPROVED AND ACCEPTED

This _____ day of _____, 2019

Client

By _____

Title _____