



Agenda Report

2725 Judge Fran Jamieson
Way
Viera, FL 32940

Consent

F.12.

12/10/2019

Subject:

Request permission to solicit formal bids for Construction Services to refurbish the Fox Lake Park Pavilion - District 1

Fiscal Impact:

Fiscal Year 2019/2020: \$300,000 from North Area Parks Operations budget, Fund 1010, Cost Center 250010.

Dept/Office:

Parks and Recreation Department

Requested Action:

It is requested that the Board of County Commissioners authorize the advertisement and award of a Formal Bid for Construction Services for the Fox Lake Park Pavilion Refurbishment project. Additionally, it is requested the Board authorize the Chair to execute all related contracts, upon County Attorney's Office and Risk Management approval, and authorize the County Manager to execute any related Budget Change Requests.

Summary Explanation and Background:

Fox Lake Park, located at 4400 Fox Lake Road, Titusville, FL is a 31.57-acre park. The park was acquired in 1964 and the pavilion was built in 1968. This project is to renovate the pavilion, including the kitchen, and bring critical areas up to code.

In accordance with BCC-25 Procurement Policy, Board approval is required for solicitation and award of bids for projects \$100,000 or above when not previously approved by the Board. This project was not included in the Parks and Recreation FY2019/2020 Five-Year Capital Improvement Plan because at the time of budget preparation, the entire scope of the project had not been determined and the feasibility study was not complete.

Clerk to the Board Instructions:



Tammy Rowe, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

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December 11, 2019

M E M O R A N D U M

TO: Mary Ellen Donner, Parks and Recreation Director

RE: Item F.12., Permission to Solicit Formal Bids for Construction Services to Refurbish the Fox Lake Park Pavilion

The Board of County Commissioners, in regular session on December 10, 2019, granted permission to advertise for an award of a Formal Bid for Construction Services for the Fox Lake Park Pavilion Refurbishment Project; authorized the Chair to execute all related contracts, upon County Attorney Office and Risk Management; and authorized the County Manager to execute any related budget change requests.

Your continued cooperation is greatly appreciated.

Sincerely yours,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Rowe, Deputy Clerk

/ds

cc: County Manager
Central Services Director
Finance
Budget