

SUMMARY SHEET

I. DESCRIPTION OF ITEM:

This resolution approves a contract with Self Tucker Architect, Inc. for the purpose of the radio shop expansion project located at 11670 Memphis Arlington Rd. This resolution appropriates and expends funds from the Capital Improvement Program Fund, Project # 909-610573, Radio Shop Expansion, in the amount not to exceed \$27,900.00. Shelby County submitted RFQ 16-003-59, Countywide Architectural Design Services, and selected to provide these services.

II. SOURCE AND AMOUNT OF FUNDING:

FY 2017 CIP PROJECT NO. 610573 – Radio Shop Expansion

	<u>Budget</u>	<u>Appropriation</u>
FY17 budget	\$275,000	
Appropriation in this resolution:	<u> </u>	<u>27,900</u>
Total budget and appropriations	\$275,000	27,900
Unappropriated budget balance	\$247,100	

III. HOW THE RESOLUTION AFFECTS:

- A. **LOSS Awards/Subawards:** The RFQ project goal for LOSSB participation is 100%, of which the LOSSB participation rate for this contract satisfies the goal.
- B. **Personnel:** N/A
- C. **Equipment:** N/A
- D. **Contracts:** This resolution requires the approval of a contract with Self Tucker Architect, Inc. for professional design services from the Notice to Proceed through June 30, 2017 with a clause for one ninety (90) day term extension to complete the project, upon written agreement between the parties.

IV. ADDITIONAL RELEVANT INFORMATION:

The project includes redesigning and expanding the existing structure of Building B located at 11670 Memphis-Arlington Road. The renovations will allow for a more efficient workspace to conduct and oversee the installation, maintenance and upkeep of the radio systems needed within vehicles operated by Shelby County Sheriff's Office and other associated entities within Shelby County Government. The remaining budget of \$247,100 will be bid out for contracted construction services in this fiscal year.