



**BOARD OF SUPERVISORS AGENDA ITEM REPORT**  
**CONTRACTS / AWARDS / GRANTS**

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: 08/19/19

\* = Mandatory, information must be provided

or Procurement Director Award ☐

**\*Contractor/Vendor Name/Grantor (DBA):**

Design and Production Incorporated

**\*Project Title/Description:**

Historic Courthouse - Exhibit Fabrication for Pima County Visitor Center and University of Arizona Mineral Museum

**\*Purpose:**

Amendment: Contract No. CT-FM-18-415, Amendment No. One (1). This amendment modifies the scope of work and increases the contract amount by \$4,100,000.00 for a cumulative not-to-exceed amount of \$10,000,000.00 due to an increase in exhibit structures and casework scope, specialty lighting and flexibility for future artifact requirements. The increase in scope is within the University of Arizona Gem and Mineral Museum and the cost is a pass through to the University of Arizona. Administering Department: Facilities Management.

**\*Procurement Method:**

Pursuant to Pima County Procurement Code 11.12.020, on 07/03/18 the Board of Supervisors awarded a contract for this project in the amount of \$5,900,000.00 for a contract term of 07/03/18 to to 04/30/20.

PRCUID: 286467

Attachments: Amendment No. One (1).

**\*Program Goals/Predicted Outcomes:**

Fabrication and installation of exhibits, casework, specialty lighting and audio visual software/equipment within the UA Gem and Mineral Museum at the Historic Courthouse.

**\*Public Benefit:**

The UA Gem and Mineral Museum will be open to the public so that the local community and tourists from around the world can experience the iconic Pima County Historic Courthouse firsthand. The exhibit spaces within the Courthouse will become a gateway to the region's cultural, historical, natural and recreational resources.

**\*Metrics Available to Measure Performance:**

The project team (Exhibit fabricator, Design Team, Owner, Users and Tenant Improvement CMAR) work well together so that the project is completed within budget and on time for the UA Gem and Mineral Museum grand opening in 2020.

**\*Retroactive:**

No

TO: COB 8-13-19  
Vers.: 5  
pgs: 3

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**Contract / Award Information**

Document Type: \_\_\_\_\_ Department Code: \_\_\_\_\_ Contract Number (i.e., 15-123): \_\_\_\_\_  
Effective Date: \_\_\_\_\_ Termination Date: \_\_\_\_\_ Prior Contract Number (Synergen/CMS): \_\_\_\_\_  
☐ Expense Amount: \$\* \_\_\_\_\_ ☐ Revenue Amount: \$ \_\_\_\_\_

**\*Funding Source(s) required:**

Funding from General Fund? ☐ Yes ☐ No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_  
Contract is fully or partially funded with Federal Funds? ☐ Yes ☐ No  
If Yes, is the Contract to a vendor or subrecipient? \_\_\_\_\_  
Were insurance or indemnity clauses modified? ☐ Yes ☐ No  
If Yes, attach Risk's approval.  
Vendor is using a Social Security Number? ☐ Yes ☐ No  
If Yes, attach the required form per Administrative Procedure 22-73.

**Amendment / Revised Award Information**

Document Type: CT Department Code: FM Contract Number (i.e., 15-123): 18-415  
Amendment No.: One (1) AMS Version No.: Five (5)  
Effective Date: 08/19/19 New Termination Date: \_\_\_\_\_  
Prior Contract No. (Synergen/CMS): \_\_\_\_\_  
☒ Expense or ☐ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$ 4,100,000.00  
Is there revenue included? ☐ Yes ☒ No If Yes \$ \_\_\_\_\_  
**\*Funding Source(s) required:** Capital Non-Bond Projects

Funding from General Fund? ☐ Yes ☒ No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_

**Grant/Amendment Information** (for grants acceptance and awards) ☐ Award ☐ Amendment

Document Type: \_\_\_\_\_ Department Code: \_\_\_\_\_ Grant Number (i.e., 15-123): \_\_\_\_\_  
Effective Date: \_\_\_\_\_ Termination Date: \_\_\_\_\_ Amendment Number: \_\_\_\_\_  
☐ Match Amount: \$ \_\_\_\_\_ ☐ Revenue Amount: \$ \_\_\_\_\_

**\*All Funding Source(s) required:**

**\*Match funding from General Fund?** ☐ Yes ☐ No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_  
**\*Match funding from other sources?** ☐ Yes ☐ No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_  
**\*Funding Source:** \_\_\_\_\_

**\*If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?**

Contact: Scott Loomis 08/08/2019 8/8/19  
Department: Procurement May 8 8/8/19 Telephone: 520-724-8272  
Department Director Signature/Date: Shelia Holten for Lisa Josker 8.9.19  
Deputy County Administrator Signature/Date: Jim Burke 8-12-19  
County Administrator Signature/Date: C. Bullock 8/12/19  
(Required for Board Agenda/Addendum Items)

**Pima County Facilities Management Department**

**Project:** Historic Courthouse – Exhibit Fabrication for Pima County Visitor Center and University of Arizona Mineral Museum

**Contractor:** Design and Production Incorporated  
7110 Rainwater Place  
Lorton, Virginia 22079

**Contract No.:** CT-FM-18-415

**Contract Amendment No.:** 01

<b>Orig. Contract Term:</b> 07/03/2018 – 04/30/2020	<b>Orig. Amount:</b>	\$ 5,900,000.00
<b>Termination Date Prior Amendment:</b> N/A	<b>Prior Amendments Amount:</b>	\$ 00.00
<b>Termination Date This Amendment:</b> 04/30/20	<b>This Amendment Amount:</b>	\$ 4,100,000.00
	<b>Revised Total Amount:</b>	\$10,000,000.00

**CONTRACT AMENDMENT**

The parties agree to amend the above-referenced contract as follows:

**1. Background and Purpose.**

1.1. Background. On July 03, 2018, County and Contractor entered into the above referenced agreement to provide Exhibit Fabrication for the Historic Courthouse Pima County Visitor Center and University of Arizona Mineral Museum.

1.2. Purpose. County requires increased exhibit structures and casework scope, specialty lighting and flexibility for future artifact requirements. The increase in scope is within the University of Arizona Gem and Mineral Museum and the cost is a pass through to the University of Arizona.

**2. Maximum Payment Amount.** The maximum amount the County will spend under this Contract, as set forth in Section 5, is increased by \$4,100,000.00. County's total payments to Contractor under this contract, including any sales taxes, will not exceed \$10,000,000.00.

**3. Scope of Services.** The parties agree to revise the Scope of Services as described in the attached **Exhibit A-3** (1 page). In addition, the RAA 100% Final Design Package dated 05/03/19 referenced in Exhibit A-3 is incorporated into the Scope of Services by this reference.

The effective date of this Amendment is August 19, 2019.

TL

All other provisions of the Contract not specifically changed by this Amendment remain in effect and are binding upon the parties.

**PIMA COUNTY**

\_\_\_\_\_  
Chairman, Board of Supervisors

\_\_\_\_\_  
Date

**CONTRACTOR**

  
\_\_\_\_\_  
Authorized Officer Signature

JF Barnwell, Jr.; President / CEO  
\_\_\_\_\_  
Printed Name and Title

8/12/19  
\_\_\_\_\_  
Date

ATTEST

\_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
Date

APPROVED AS TO FORM

  
\_\_\_\_\_  
Deputy County Attorney

**STACEY ROSEBERRY**

\_\_\_\_\_  
Print DCA Name

8/9/19  
\_\_\_\_\_  
Date

**Design and Production Incorporated**



August 7, 2019  
1810

via Email: [Sheila.Holben@pima.gov](mailto:Sheila.Holben@pima.gov)

Pima County Historic Courthouse  
Sheila Holben  
150 W. Congress, 3rd Floor  
Tucson, Arizona, 85701

Reference: Pima County History Courthouse, Contract #CT-FM-18\*415

Dear Mrs. Holben:

Design and Production Incorporated ("D&P") is providing this document to briefly explain the items that were refined in the design build process and/or added to D&P's exhibit scope, based on the design development since origin in the fall of 2018. Considering this project was awarded based on D&P's credentials and rates, the original contract amount of \$5.9 million was based on square footage costs. During the pre-construction services, D&P estimated and priced multiple iterations of the exhibit design. The additional scope is based on RAA's 100% Final Design packed dated 5/3/19, and includes the following:

- Developed finishes
- Added millwork scope
- Added audio visual scope
- Added exhibit scope
- Additional casework and internal case components
- Increased lighting scope
- Developed software scope
- Developed and added tactile interactives
- Developed artifact scopes
- Increased graphic scopes and developed techniques
- Additional scenic elements

The contract amount is to increase by \$4,100,000 for a total of \$10,000,000.

Should you have any questions or require additional information of a technical nature, please feel free to contact me. Questions of a cost or contractual nature should be directed toward Nancy Arnold at [camail@d-and-p.com](mailto:camail@d-and-p.com).

Very truly yours,

7110 Rainwater Place  
Lorton, Virginia  
22079-1521

DESIGN AND PRODUCTION INCORPORATED

Brian Barnwell  
Project Manager

703.550.8640 tel  
703.339.0296 fax  
[email@D-and-P.com](mailto:email@D-and-P.com) email

 8/7/19