



# MEMORANDUM

Date: February 16, 2021

To: The Honorable Chair and Members  
Pima County Board of Supervisors

From: C.H. Huckelberry *CHH*  
County Administrator

Re: February 16, 2021 Board of Supervisors Meeting Addendum Item #16 Amendment of  
Award: Master Agreement No. MA-PO-20-154

Regarding Master Agreement 20\*00154, the Master Agreement (MA) had approximately \$128,136 left in the account for expenditure until April 7, 2021. There are 3 projects totaling \$918,000 scheduled to start construction before the April renewal date and 6 projects totaling \$1,968,000 starting in the new fiscal year, July 1, 2021. Given the total number and estimated costs of known and funded projects, Facilities Management (FM) requested an annual increase of \$1,000,000 increasing from 2.5 to 3.5 million per renewal year for the above and future projects.

To date the Facilities Management department has 45 construction projects, either in process or completed, totaling \$2,259,402. This does not anticipate any projects received after July 1, the start of the new fiscal year, from departments requesting modifications to their floors. It is typical for FM to receive requests for remodeling or changing departmental floor plans due to individual department needs, usually triggered by a reorganization resulting in a growth, reduction or rearrangement of personnel affecting the spaces they occupy.

The format of this Master Agreement, "indefinite delivery/indefinite quantity", allows for FM to utilize a competitive bidding process between all the contractors who previously competed to be on the list. None are guaranteed any or all projects and the contractors are allowed to refuse to submit with no repercussions to bid on projects they do not want or do not have the capacity to complete.

Below is a current break down of known/planned upcoming projects during the first renewal year of the master agreement:

Of the 9 projects above the \$50,000 construction cost threshold, only 2 were planned or known to FM prior to receiving requests from other departments.

- 36 projects between \$100 to \$49,999 totaling \$384,081.47
- 2 projects between \$50,000 and \$124,999 totaling \$281,321.36
- 7 projects between \$125,000 and \$500,000 totaling 1,594,000.06

RECEIVED FEB 17 2021 PCD/KCF-BD

The Honorable Chair and Members, Pima County Board of Supervisors  
Re: **February 16, 2021 Board of Supervisors Meeting Addendum Item #16 Amendment of  
Award: Master Agreement No. MA-PO-20-154**  
February 16, 2021  
Page 2

The below 3 projects totaling: \$900,000 have either bid or will bid soon. These projects have not yet been encumbered on the MA.

- \$448,000 – Historic Courthouse 2<sup>nd</sup> floor TI, Contractor is SD Crane
- \$320,000 - Admin West 5<sup>th</sup> floor Tenant Improvement, Bidding March 2021
- \$150,000 - renovate public restrooms on 2 floors 33 N Stone, bidding March 2021

The upcoming and planned Facilities Management projects totaling \$1,968,000:

- \$250,000 - Renovating the stair wells of Admin East to comply with current egress codes
- \$250,000 – Partial renovation of 20<sup>th</sup> floor 33 N Stone
- \$400,000 – 2<sup>nd</sup> floor 32 N Stone post escalator
- \$75,000 – Partial remodel Elections building on Country Club
- \$150,000 – remodel 7<sup>th</sup>, 8<sup>th</sup>, and 9<sup>th</sup> floor elevator lobbies and public restrooms at the Public Works Building
- \$150,000 – renovate public restrooms on 2 floors at 33 N. Stone

This information is provided at the request of the Board when approving this item on the agenda.

CHH/mp

c: Jan Leshner, Chief Deputy County Administrator  
Carmine DeBonis, Jr., Deputy County Administrator for Public Works  
Francisco García, MD, MPH, Deputy County Administrator & Chief Medical Officer,  
Health and Community Services  
Lisa Josker, Director, Facilities Management