



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Matthew Morton, City Manager

THRU: Mariano Augello, Chief of Police

DATE: May 15, 2025

RE: Contract: Continuing Consultant Services, Police Shooting Range Improvements Project (replacement design scope and task order) – Police Department (CPZ Architects, Inc. - \$195,032).

SUMMARY:

In September 2023, City Council approved acceptance of a \$1,250,000 grant award from the Florida Department of Law Enforcement (FDLE) for improvements to the City's regional training grounds and gun range, known as The Range. This State appropriation was secured during the Fiscal Year 2023–2024 legislative session and is administered through FDLE's Office of Criminal Justice Grants.

The City leveraged \$110,000 in General Fund dollars to support the repainting and repair of the existing rappel tower as a match to the award funding.

The FDLE grant award supports the planning, design, and construction of a new multi-purpose modular training facility at The Range. The proposed facility will include a large classroom structure accommodating up to 50 trainees and a smaller office module to house training staff during operations.

Since the original approval, staff initiated the design phase of the project. However, the initially selected design firm was unable to deliver services due to unforeseen delays, and their agreement was terminated with no funds expended. In accordance with procurement policy, the City approached one of firms awarded under the Continuing Consultant Library and negotiated a design scope and task order. Staff now recommends awarding the replacement design task order to CPZ Architects, Inc., under the City's Contract 12-0-2024: Continuing Consultant Services Library.

Per the Procurement Ordinance, Task Orders in excess of \$100,000 require Council approval.

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REQUESTING DEPARTMENT:

Police

FISCAL IMPACT:

The total cost of the design services is \$195,032.00 to be paid out of the project 24PD06 construction in progress account.

STAFF RECOMMENDATION:

Motion to approve the award of design services to CPZ Architects, Inc. in the amount of \$195,032.00, as outlined in the attached proposal and pursuant to Contract 12-0-2024, to advance progress on the Police Shooting Range Improvements Project.

ATTACHMENT:

1. Police Firing Range Task Order