



What: Executive Committee Phone Meeting
When: Thursday, October 25, 2018
4:00 p.m. – 4:30 p.m.
Virtual: GoToMeeting (remote attendees):
➤ 1 877-309-2073 / Access Code: 141-043-261
Board Priorities: Analyze the Business | Engage the Talent

| Agenda Item | Topic | Presenter | Action Item |
|-------------|--|-----------------|-------------|
| 1. | Welcome | Debbie Clements | |
| 2. | Roll Call / Establishment of Quorum | Kaz Kasal | |
| 3. | Public Comment | | |
| 4. | Action Item | | |
| | A. Lease Improvement for Lake Sumter State College - Build-Out | Leo Alvarez | X |
| 5. | Adjournment | | |

###

Upcoming Meetings:

- Executive Committee Meeting: 12/4/18, 9:00 am - 10:30 am
CSCF 390 N. Orange Ave., Suite 700, Orlando, FL



To: Executive Committee
From: Leo Alvarez
Subject: CareerSource Central Florida - Facilities
Date: October 25, 2018

Purpose:

To obtain approval from the Executive Committee to increase the budget for buildout cost for the new Lake County Office by \$50,000.

Background:

Lake County Office - As discussed in previous committee meetings, CSCF has a desire to partner with Lake Sumter State College (LSSC) and relocate its office to the College Foundation building. The Foundation building is centrally located in Lake County, on a high traffic road offering lots of visibility and public transportation for customers. Furthermore, the partnership also provides an opportunity to expand the career support services and job placement between the two organizations. Over the last nine months, CSCF has been negotiating rental costs with the college, as well as engaged an architect to draft a space plan and obtain bids for the buildout cost. The initial budget for buildout ranged from \$130K to \$140K. As such staff obtained approval for buildout cost not to exceed \$150,000.

Subsequently, CSCF released a formal solicitation on September 27th, which remained open for two weeks. Along with posting on CSCF's website and the Orlando Sentinel, fourteen general contractors were invited to bid: Rhodes Building Company, Interstruct Commercial Construction, Orangemen Development Construction, McCree General Contractors, Orange County Construction 911, Mark Cook Builders, D&G Contracting, A.D Owens Construction, Hutton Enterprises, Birchmier Construction, Certified General Contractors, Venture Construction, Jimerico Construction, and Beck Construction.

The solicitation yielded one bid from Interstruct Commercial Construction. The original bid from Interstruct was \$220,000. CSCF staff and the architect met with the general contractor to bring the bid closer to budget. Through a reduction of scope and cost savings worth \$40,000, the new quote is now \$179,619; 20% higher than original projection.

CSCF anticipates making up these capital expenditures through the savings realized in rental cost. See lease terms and cost breakdown below:

Lease Terms:

Lease Size: 10,000 +/- SF

Rate: \$14 per sq. /ft. (Full Service Lease). 3% Annual escalation

Term: 60 Months. Option to renew annually after year 5.

Termination Option: 90 days from notice, unamortized cost of tenant improvement over 60 months if notice made by LSSC.



Buildout Cost: Not to exceed \$200,000. Paid by CSCF.

Cost Breakdown:

| | <u>Current Lease @ 9,860 sq./ft.</u> | <u>Proposed Lease @ 10,000 sq./ft.</u> | <u>Annual Savings</u> |
|---------------------------------|---|---|------------------------------|
| Annual Rent | \$ 146,421 | \$ 140,000 | |
| Utilities, Repairs, Maint, Etc. | \$ 42,190 | | |
| Total Cost | \$ 188,611 | \$ 140,000 | \$ 48,611 |
| 5 Year Savings - Approx. | | | \$ 243,055 |

Action Item:

Staff is seeking Executive Committee approval to increase the budget for buildout cost to an amount not to exceed \$200,000 and to contract with Interstruct Commercial Construction for the buildout of the Lake Sumter State College Foundation Building.

| | | | |
|---------------|---|--|---|
| SUBMITTED BY: |  | PROJECT: |  |
| | | Career Source Renovation 9909 US-441 Leesburg, FL 34788 | PROPOSAL SUBMITTED TO: ATTN: LEO ALVAREZ |

| | | |
|-----------------------|-------------------|----------------------|
| APPX. SQUARE FOOTAGE: | 12630 | |
| COST PROPOSAL | 10/19/2018 | COST PROPOSAL |

DIVISION 1 - GENERAL REQUIREMENTS:

01300 - Administrative Requirements

| | | | |
|---|-------|-----------------|---------------|
| Supervision | 1 LOT | \$12,296 | |
| After hrs work & Weekend supervision | 1 LOT | \$7,500 | |
| General liability & worker's compensation insurance | 1 LOT | Included | |
| Travel | 1 LOT | \$4,000.00 | |
| Bond | 0 LOT | Not Included | |
| Bid Guarantee. See alternate | 1 LOT | \$0 | |
| Cell, laptop, broadband access | 1 LOT | Included | |
| TOTAL | | \$23,796 | \$1.88 |

01500 - Temporary Facilities & Controls

| | | | |
|--|---------|----------------|---------------|
| Flooring & wall protection (Masonite.) | 1 LOT | \$2,300 | |
| Temporary labor | 1 LOT | \$1,650 | |
| Dumpster pulls | 3 PULLS | \$1,050 | |
| Cleanup | 1 LOT | \$1,800 | |
| TOTAL | | \$6,800 | \$0.54 |

01700 - Execution Requirements

NIC

06400 - Architectural Woodwork

06400 - Plastic Laminate Woodwork

| | | | |
|----------------------------|-------|----------------|---------------|
| Cabinet cost | 1 LOT | \$6,195 | |
| <i>Break Room Café 145</i> | | | |
| Countertop | 1 LOT | Included | |
| Base cabinets | 1 LOT | Included | |
| Upper cabinets | 1 LOT | Included | |
| Metal leg supports | 1 LOT | Included | |
| <i>Miscellaneous</i> | | | |
| Shop drawings | 1 LOT | \$225 | |
| TOTAL | | \$6,420 | \$0.51 |

DIVISION 8 - DOORS & WINDOWS:

08100 - Wood Doors, Frames, Hardware, & Install

| | | | |
|---|-------|----------------|---------------|
| Supply & Install new door frame, wood door, hardware for room 112 | 1 LOT | \$1,696 | |
| TOTAL | | \$1,696 | \$0.13 |

08800 - Glazing

| | | | |
|--|--------|----------------|---------------|
| Glass scope includes: | 1 LOT | \$2,696 | |
| Supply/install top and bottom channel for new window glass in room 112 | 1 EACH | Included | |
| TOTAL | | \$2,696 | \$0.21 |

DIVISION 9 - FINISHES:**09100 - Metal Support Systems****09200 - Plaster and Gypsum Board**

Drywall and framing scope includes:
 Demo walls, vinyl w.c and chair rail. Demo millwork, Demo VCT and carpet
 Frame 20 ga studs 16" o/c w/ 5/8" gypbd
 Patch & skim of extsg walls affected by demolition

1 LOT \$12,968
 1 LOT \$15,869
 1 LOT Included
 1 LOT Included

| | | |
|--------------|-----------------|---------------|
| TOTAL | \$28,837 | \$2.28 |
|--------------|-----------------|---------------|

09500 - Ceilings

Ceiling scope includes:
 Patch back grid & ceiling tiles as needed

1 LOT \$3,500
 1 LOT Included

| | | |
|--------------|----------------|---------------|
| TOTAL | \$3,500 | \$0.28 |
|--------------|----------------|---------------|

09600 - Flooring

Supply/install Patchcraft Horizon carpet
 Supply/install RF
 Supply/install Johnsonite 4" vinyl cove base
 Take up & disposal of VCT & carpet
 Floor prep, scarify extsg glue & skim
 Supply/install trims (TBD)

1 LOT \$24,597
 1 LOT \$0
 1 LOT \$0
 1 LOT \$0
 1 LOT \$0
 1 LOT \$0
 1 LOT \$0

| | | |
|--------------|-----------------|---------------|
| TOTAL | \$24,597 | \$1.95 |
|--------------|-----------------|---------------|

09900 - Paints and Coatings

Painting scope includes:
 Paint gypbd walls
 Paint hollow metal door frames
 Remove/reinstall wall hung boards/pictures. Not included. By owner

1 LOT \$16,746
 1 LOT Included
 1 LOT Included
 1 LOT \$0

| | | |
|--------------|-----------------|---------------|
| TOTAL | \$16,746 | \$1.33 |
|--------------|-----------------|---------------|

DIVISION 13 - SPECIAL CONSTRUCTION:**13850 - Detection and Alarm**

Fire alarm scope
 Drawings, permit and inspections

1 LOT \$3,496
 1 LOT Included

| | | |
|--------------|----------------|---------------|
| TOTAL | \$3,496 | \$0.28 |
|--------------|----------------|---------------|

DIVISION 15 - MECHANICAL:**15300 - Fire Protection Piping**

Sprinkler scope includes:
 Add/relocate extsg white pendent sprinklers throughout to meet code
 Permit fee

1 LOT \$3,895
 1 LOT Included
 1 LOT Included

| | | |
|--------------|----------------|---------------|
| TOTAL | \$3,895 | \$0.31 |
|--------------|----------------|---------------|

15700 - HVAC Equipment

HVAC scope includes:
 Supply/install filter media prior to demo
 New IT room 2 ton split system AC unit
 Relocate extsg air distribution as needed per new floor plan
 Utilize extsg HVAC equipment, ductwork & air distribution where possible
 Test & balance by Allied Mechanical
 Warranty & permit fees

1 LOT \$2,996
 1 LOT Included
 0 LOT Not Included
 1 LOT Included
 1 LOT Included
 1 LOT Included
 1 LOT Included

| | | |
|--------------|----------------|---------------|
| TOTAL | \$2,996 | \$0.24 |
|--------------|----------------|---------------|

DIVISION 16 - ELECTRICAL:**16200 - Electrical Power**

Electrical scope includes:

All electrical work per construction drawings

Permit & demo

| | | |
|--------------|-----------------|---------------|
| 1 LOT | \$43,265 | |
| 1 LOT | Included | |
| 1 LOT | Included | |
| TOTAL | \$43,265 | \$3.43 |

CONSTRUCTION FEE:

Overhead + profit

| | | |
|--------------|-----------------|---------------|
| 1 LOT | \$10,879 | |
| TOTAL | \$10,879 | \$0.86 |

TOTAL COST**\$179,619****\$14.22****ALTERNATES:**

| | | | |
|--|-------|----------|---------------|
| 1. Add Alternate for cabinets in room 106, 110, 145. Drywall and paint t.u | 1 LOT | \$8,967 | <u>\$0.71</u> |
| 2. Add Alternate for flooring demo and new RFI in center offices | 1 LOT | \$12,697 | <u>\$1.01</u> |
| 3. Bid Guarantee cost | 1 LOT | \$10,849 | <u>\$0.86</u> |
| 4. Deduct to go with VCT in Lieu of LVT | 1 LOT | \$6,000 | <u>\$0.48</u> |

CONDITIONS:

- 1) This budget pricing is based on Construction Drawings by bhm Architects dated 7-18-18
- 2) Pricing assumes work during normal business hours
- 3) Pricing assumes existing construction / conditions are in compliance with all current applicable construction codes unless otherwise noted in above pricing.
- 4) No tenant signage included in this proposal.
- 5) Data/phone cabling by Tenant.
- 6) Pricing does not include window blinds.
- 7) Pricing assumes sufficient parking will be available.
- 8) Pricing does not include impact fees.
- 9) Pricing does not include any low voltage wiring demo.
- 10) Pricing does not include re-keying or master keying new locks.
- 11) Pricing does not include Huff Cor Door, or any folding partition
- 12) Pricing does not include a security system.
- 13) Pricing for ceiling is an estimate on how much extsg needs to be replaced in scope
- 14) Tenant is responsible for packing and boxing up personal belongings on shelves and desks
- 15) Pricing does not include fire rated doors or frames
- 16) Tenant is responsible for moving computers.
- 17) Pricing does not include ay power poles or concrete cutting
- 18) Tenat is responsible for pulling down any pictures on walls. Sticker logo will be demo.
- 19) Flooring vendor will move furniture, boxes, and chairs. Then re install in office. No set up
- 20) Pricing does not include ceiling insulation
- 21) Pricing does not include new doors, frames or hardware other than whats mentioned above
- 22) Pricing only includes work in the yellow & pink highlighted areas of the floor plan



**Career Source Central Florida
Lake County Career Center**
Leesburg, Florida

100% CD's **2017.046**
 07-18-2018 issue date AHK drawn by CMH approved by project number

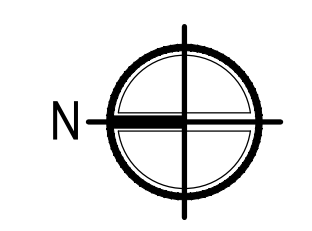
| REVISION SCHEDULE | |
|-------------------|-------------|
| DATE | DESCRIPTION |
| | |
| | |
| | |
| | |

FURNITURE PLAN ID3.1
sheet number

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1 FURNITURE PLAN
Scale: 1/8" = 1'-0"