

**COMMUNITY REDEVELOPMENT AGENCY
BOARD OF DIRECTORS**

OCTOBER 20, 2014
MONDAY, 6:30 P.M.
COUNCIL CHAMBERS

*THIS MEETING WILL BE HELD AT THE END OF THE REGULAR CITY COUNCIL
MEETING*

CONSENT AGENDA ITEM:*

- A. **SUBJECT:** Modification to Traffic Study at Northcliff and Andrew
Jackson Trail
- B. **SUBJECT:** Discussion and Action Regarding Payment of Master Planning
Invoice 188900 in the amount of \$1,689.49 from VHB Miller Sellen.

***These are items considered routine in nature and will be considered by one motion. If any citizen wishes to voice an opinion on one of the items, you should advise the Council immediately.**

ACTION AGENDA ITEM:

- C. **SUBJECT:** Discussion and Action Regarding Update on Peyton Office Building

Information Items

Public Forum

Adjournment

If any person decides to appeal any decisions made with respect to any matter considered at this meeting or public hearing, such person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and any evidence upon which the appeal is to be based. *The public is invited to comment on matters before the City Council upon seeking and receiving the recognition from the Chair.*



City of Gulf Breeze

Memorandum

To: Edwin A. Eddy, City Manager

From: Curt Carver, Deputy City Manager

Date: 10/14/2014

Subject: Peyton Office Building

Enclosed please find a proposal from Pinder-Martin Associates to evaluate the Peyton Office Building and prepare cost estimates for two alternatives. The first alternative will limit the building budget to \$66,000 and focus on how the City can get the best rental use of the building or a portion thereof for that budget amount. This will avoid triggering the Downtown Redevelopment Guidelines. This will also include necessary site Improvements that will not be subject to the aforementioned guidelines. The second alternative is the scope of work and costs estimates involved in bringing the entire building and site up to a rent ready condition. This will include the Downtown Redevelopment Guidelines if the threshold is met.

The cost for these services is \$5,600. This appears to be a reasonable cost based on my discussions with other staff members. Pinder-Martin has worked for the City in the past and we have been satisfied with their performance. Community Development staff have found them to be responsive and knowledgeable on other non-City projects they have been involved with from a preview perspective. The source of funding for this project should be the Community Redevelopment Agency budget.

I recommend that this proposal be presented to the City Council and approved in their capacity as the Community Redevelopment Agency Board of Directors. Please do not hesitate to contact me should you have any questions.

Recommendation: That the City Council meet as the Board of Directors for the Community Redevelopment Agency on October 20, 2014 and accept the proposal from Pinder-Martin Associates dated October 13, 2014 to evaluate the Peyton Office Building.

Enclosure

PINDER-MARTIN ASSOCIATES, INC.

Architecture

Consulting

1001 N. 12th Avenue
Pensacola, FL 32501

AA26000896

IB26000688

Phone 850-439-9110

Fax 850-439-9108

pindermartin@bellsouth.net

October 13, 2014

Mr. Curt Carver
Deputy City Manager
1070 Shoreline Drive
Gulf Breeze, FL 32562

RE: Feasibility Study - Peyton Office Building
1198 Gulf Breeze Parkway
Gulf Breeze, FL 32561

Mr. Carver:

Pinder-Martin Associates, Inc. is pleased to present a proposal to the City of Gulf Breeze for architectural services related to evaluating the Peyton Office Building for rent-ready condition.

APPROACH TO THE PROJECT

We propose to provide a comparison analysis in two separate renovation estimations.

Estimation 1:

Provide an analysis limiting the renovation building budget to \$66,000. Focusing on how the City can get the best rental use of the building or a portion thereof for that budget amount. This will avoid triggering the downtown Redevelopment Guidelines. Necessary site improvements costs are included.

Estimation 2:

The second analysis identifies what improvements would be required to bring the entire building and site up to a rent ready condition thus requiring implementation of the downtown redevelopment guidelines.

ASSESSMENT OF EXISTING FACILITIES

The study shall contain information and assessment of the existing building, building courtyard, site, utilities, access, and other relevant factors. Compilation of Estimation 1 & Estimation 2 will require the following:

- Field measure building conditions,
- Inspect existing building conditions,
- Compliance with applicable codes and regulations consistent with the proposed usage,
- Evaluations for upgrades to address ADA, and life safety issues

- General enhancement considerations on a limited build-out scope,
- Enhancement considerations as applicable to the CRA Development Guidelines.

To enable our assessment report access to all existing tenant spaces and activated building power will be required.

PROFESSIONAL FEES:

PINDER-MARTIN ASSOCIATES, INC.

\$5,600.00

Thank you for considering Pinder-Martin Associates, Inc. as a resource for your Peyton Office Building Feasibility Study project. If you have any questions, please contact us at 439-9110.

Respectfully submitted,

David J. Pinder

**DAVID J. PINDER, RA
PINDER-MARTIN ASSOCIATES, INC.**