



### City Council Agenda Form

Meeting Date: February 22, 2021  
Department: Administration  
Public Hearing:  Yes  No

|                |                |                |
|----------------|----------------|----------------|
|                | X              |                |
| Consent Agenda | Regular Agenda | Closed Session |

**Presenter:** Christopher Mitchell

**Request Type:**  Informational  Discussion  Action Item

**Does this item require legal review?**  Yes  No **City Attorney E-Mail attached?**  Yes  No

**Time Required for Request:** 5 Minutes

**Agenda Item Title:** Remaining Grant Funds for Chautauqua Hall of Brotherhood Phase II Restoration Project

**Attachment(s):** Letter from architect/contractor

**Brief Summary:**

Architect/Contractor recommends using remaining \$21,415.72 assigned by the Florida Division of Historical Resources and the City of DeFuniak Springs to the Chautauqua Hall of Brotherhood Phase II Restoration Project towards completing the north end staircase.

**Action Requested:**

Approve the recommendation outlined in the attached letter from the architect Victor Bowman

**Issue Overview:**

**Background Information & Issue Summary:**

Chautauqua Hall of Brotherhood is undergoing a second phase of restoration and rehabilitation of the first floor. Funding for the \$623,125 second-phase project is comprised of a \$498,500 grant from the Florida Division of Historical Resources and a \$124,625 match from the City of DeFuniak Springs. All work for this phase is complete with \$21,415.72 remaining in the project budget. Based on the recommendation from the architect, staff can request a "change in scope of work" for this grant-funded project from the Florida Division of Historical Resources to include in this phase.

**Financial Impacts:**

Some of this remaining funding may come from the City's committed match for the project, and some will come from the state's commitment to reimburse for the project-related expenses.

**Staff Recommendations/Comments:**

Staff recommends to approve architect's recommendation to request a change in scope of work from the Florida Division of Historical Resources to include work on the north side staircase to utilize the remaining budgeted funds for this project of \$21,415.72.

# Pendleton + Bowman, Inc.

Restoration

20 January 2021

MEMO

TO: Chris Mitchell

cc: Carisse LeJeune, Deputy City Manager  
Carolyn Pendleton, President, Pendleton + Bowman, Inc.  
John Parish, President, Parish & Bowman, Inc.

Subj: Pay Request for 31 December 2020

Attached is Parish & Bowman's Pay Request for 31 December 2020, for \$10,682.80. This leaves a balance of \$21,415.72 in the Phase II Grant.

We recommend that this sum be used for work in the north stair. Other than electrical and painting, this sum should go along way to finish the wood trim and stairs.

As you will see on the G703 Form there are some totals for each work item that are above the present allocated sums for a particular work item. Others have positive balances. We ask that all of these items be zeroed-out and the balance of \$21,415.72 be allocated to Interior Trim.

As we have been informed, we will not be involved with this construction, so please be mindful that there will be a final report due to the State at the end of the 1<sup>st</sup> Quarter of 2021 which should close out the Phase II Grant.

Under separate correspondence, I will be informing the Division of Historical Resources that Pendleton + Bowman, Inc. and Parish & Bowman, Inc. will no longer be involved with the work to complete Phase II Grant.

On behalf of both firms, please know that we have enjoyed working with the numerous city councils and the many associated groups and private citizens who have supported this facility.

We trust that our thirty years of involvement with the Hall of Brotherhood has now brought the facility to a point that it calls now once again to serve the City and County.

Sincerely,



Victor S. Bowman AIA NCARB  
AR-0010138 Registered Architect  
CGC 042225 Certified General Contractor  
CCC 057542 Certified Roofing Contractor  
Infrared Thermographer