

Agenda Item:

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Meeting Date:

October 8, 2026

MEMORANDUM

To: City Commission

Through: Jennifer K. Bramley, City Manager

From: Sue Bartlett

Date: 2026-09-14

Subject: Authorization to issue a Purchase Order (PO) to Long & Associates Architects / Engineers, Inc., in the amount of \$87,420, for the condition assessment of Fire Station's 60, 61, and 62, per a GEC Task Assignment.

Presenter(s): Suzanne "Sue" Bartlett, Public Works Director; Michael Handoga, Fire Chief; and Michelle Monteclaro, Pubic Works Assistant Director

Staff Recommendation: Approval to issue a Purchase Order (PO) to Long & Associates Architects / Engineers, Inc., in the amount of \$87,420, for the condition assessment of Fire Station's 60, 61, and 62, per a GEC Task Assignment.

Strategic Themes: Environmental Resiliency and Sustainability

Boards & Committees: N / A

Budget Impact: Funds in the amount of \$75,000 were budgeted in FY26 for Project #222601 in the Fire Services Fund, under Acct. #001-2220-522-053110-PS for Facility Services to assess the hardening needs of the Fire Stations. A transfer from "Training" to this project is required per (Exhibit E.) - "BA/BT Hardening Assessment for Fire Services", in the amount of \$12,420, for a total PO amount of \$87,420.

Past Action: N / A

Next Action: Review and approval of Assessment Findings and development of an Action Plan based on results and available funding.

Attachments: [Exhibit A. SCOPE OF WORK- Hurricane assessments Fire Stations.pdf](#)
[Exhibit B. Service Authorization A-3-26 Station 60 Building Condition Assessment fully executed package.pdf](#)

[Exhibit C. Service Authorization A-5-26 Station 61 Building Condition Assessment fully executed package.pdf](#)
[Exhibit D. Service Authorization A-4-26 Station 62 Building Condition Assessment fully executed package.pdf](#)
[Exhibit E. Budget Adjustment Fire - Hurricane Hardening.pdf](#)
[Exhibit F. CIP Budget Page for fire station assessments.pdf](#)
[Exhibit G. Purchasing Manager Memo.pdf](#)

Background:

The City of Dunedin fire stations are critical infrastructure and essential to maintaining emergency response services during storm events. Fire Administration has requested building improvements to ensure these facilities are structurally sound and better able to withstand a range of storm conditions.

The first step in determining the most beneficial improvements is to assess the current condition of each facility, develop specific recommendations for hardening the structures, and identify the anticipated improvement in each building rating, that would result from the recommended improvements. Based on the assessment findings, future recommendations and associated funding requests will be considered through the City's annual budget process.

Facility Services, with assistance from Engineering, followed the Consultant's Competitive Negotiation Act (CCNA) process to develop the scope of work and solicit proposals from an approved consultant firm. Long & Associates is one of the City's pre-approved GEC (General Engineering Consultant) firms authorized for selection. As such, three (3) GEC Task Orders have been prepared and reviewed and accepted by staff. Upon approval by the Commission, the work may proceed.

Accordingly, staff hereby recommends authorization to issue Purchase Order(s) to Long & Associates Architects / Engineers, Inc., in the total amount of \$87,420, as detailed herein.