

**FIRE-RESCUE FACILITIES BOND ISSUE BLUE RIBBON COMMITTEE**  
**100 NORTH ANDREWS AVENUE**  
**1ST FLOOR COMMISSION CHAMBERS, FORT LAUDERDALE, FLORIDA, 33301**  
**THURSDAY, MARCH 22, 2018**  
**6:00 p.m. to 8:00 p.m.**

<b>Board Members</b>	<b>Attendance</b>	<b>– January / December 2018</b>	
		<b>Present</b>	<b>Absent</b>
Thornie Jarrett, Chair	P	2	0
Douglas Meade, Vice Chair	A	1	1
Mark Booth	P	1	1
Raymond Dettmann	P	2	0
Adam Fortner	A	0	2
Patrick McTigue (arr. 6:09)	P	2	0
Frederick Nesbitt	P	2	0
Frank Snedaker	P	2	0
Charles Tatelbaum	P	2	0

**Staff**

Marlon Lobban, Senior Project Manager, Board Liaison  
Chantal Botting, Deputy Fire Chief  
Lian Chan, Recording Secretary, Prototype, Inc.

**1. Call to Order**

Chair Jarrett called the meeting to order at 6:03 p.m.

• **Roll Call**

Roll was called and it was noted a quorum was present.

**2. Approval of Previous Meeting Minutes**

• **January 25, 2018**

Chair Jarrett noted a correction on p.2, paragraph 2: the reference to Chief Jarrett should refer instead to Chair Jarrett.

**Motion** made by Mr. Dettmann, seconded by Mr. Tatelbaum, to approve [as corrected]. In a voice vote, the **motion** passed unanimously.

**3. Staff Liaison Report**

• **Project Status: FS 8, FS 13, FS 54**

**Fire Station #8:** Mr. Lobban reported that Public Works and Procurement Staffs have finalized the bid package for advertisement in March 2018, based on the latest comments received by the County on March 21. These comments are currently being addressed by the City Attorney's Office, along with appropriate notices, before the County can execute the Declaration of Restrictive Covenant (DRC). The County continues to review right-of-way plans and anticipates their approval. Staff plans to advertise the project during the week of March 26, 2018.

Mr. Lobban continued that the project's delay is partly because the County has not yet approved right-of-way plans. Staff is proceeding because any comments or changes the County may make at this point would be minimal. In addition, Staff had awaited a fully approved set of plans, but now intends to move forward based on the consultant's recommendation. An additional core boring and analysis were also required as part of the project, which must be reviewed.

Mr. Tatelbaum asked if the County's comments were with respect to the opinion of title. Mr. Lobban confirmed this, advising that the survey attached to the project must be updated, as a building originally located on the site has been demolished. Notice was required to be sent to all stakeholders. A Florida Power and Light (FPL) easement was also shown on the updated survey.

**Fire Station #13:** Mr. Lobban stated that the City Manager's Office has directed Staff to work with its architectural consultant to begin the planning phase of this new Fire Station. Meetings began the week of January 16, 2018 to initiate the development of a task order, outlines, and recommendations for expansion of the existing site, which will include a non-exclusive access route to the water's edge. The recommendation would allow operations to continue at the existing Fire Station while the new station is being constructed, eliminating additional costs and time for development of the site for a temporary station. The Site Plan created by the task order will include an application to the State's Acquisition and Restoration Council through the Florida Department of Environmental Protection (FDEP) to approve the expansion of the existing site. A final task order will be submitted for execution the week of March 19, 2018.

Mr. Nesbitt asked if access to the water's edge would allow for the docking of a fire boat. Mr. Lobban replied that the consultant will develop a Site Plan that will include several options, including the ability to dock a fire boat. Once the application has gone to the State, Staff will have a clearer idea of what they will be allowed to do. Options may include leasing the land to the City, including the expanded area.

**Fire Station #54:** Construction is currently 40% complete, including the entire wall up to the second floor. Work on electrical wiring is continuing and the floor has been laid on the first floor and is beginning on the second floor.

Mr. Lobban added the following walk-on Item to the Agenda.

**EMS Substation:** Staff is currently working with the Fire Department to identify the location and general requirements for an EMS station. Once the project's scope has been determined by the Fire Department's consultant, a contractor will be hired to begin the planning, programming, and design of the project. Once FS 8 is out to bid, meetings with the Fire Department will begin to determine a scope of work for this station.

Mr. Snedaker addressed FS 54, noting that while offsite work is a major element of the project, this phase has not yet begun. Mr. Lobban stated that this work is expected to begin in April 2018. Staff has met with the Department of Transportation and Mobility to coordinate parking for this phase. Plans were submitted for a Maintenance of Traffic (MOT) permit approximately two months ago, and coordination is underway with Transportation and Mobility to issue a permit. Offsite work was originally intended to begin in March.

Mr. Lobban further clarified that the MOT permit is not issued through Broward County, but is a City process. It was submitted to Transportation and Mobility in January 2018, but had not received a response until recently because this Department is currently short-staffed. The project remains slightly ahead of schedule.

The Committee discussed the ongoing projects further, with Mr. Nesbitt asking whether or not the City Auditor published an audit of FS 46. Mr. Lobban stated he would follow up on this issue.

Mr. Dettmann asked what parameters are expected for the proposed EMS station. Chair Jarrett advised that this facility is expected to have some of the same features as a fire station, including bunking and decontamination rooms, medical treatment areas, a day room, and other common amenities. The greatest difference will be the lack of a bay for an engine company or HAZMAT facility. Ms. Botting noted that Staff recommends a two-bay facility to allow for growth.

Mr. Snedaker recalled that fire impact fees were discussed at the most recent City Commission meeting, where they seemed to be well-received. Mr. Nesbitt added that a recent feasibility study found as the City grows, based on the locations of current fire stations, there may be a need to build substations rather than full stations to accommodate this growth.

The members also discussed the costs of land and construction within a limited budget, noting that in addition to the buildings themselves, additional parking will be necessary at the facilities. Ms. Botting pointed out that secure parking space for up to two shifts must be provided as part of union contracts. Due to demand, it is necessary for each truck to accommodate at least three individuals. She reiterated the importance of providing an extra bay to allow for future growth.

Mr. Lobban advised that the best course of action may be to bring a consultant on board through the request for qualifications (RFQ) process and ask that consultant to work

with the Fire Department to determine needs. The consultant will be better able to design scenarios to accommodate these needs. He added that he would also pass along the Committee's suggestions to the City Manager's Office with regard to seeking private-public partnerships to secure space for substations and possibly alleviate costs. There may be additional options through these partnerships with developers that have not yet been defined because the scope of the project has not been determined thus far.

Mr. Lobban reiterated that the initial steps are defining the substation and bringing a consultant on board. He noted that at present, \$3 million has been budgeted to begin the project.

Mr. Tatelbaum asked if the Committee might be able to emphasize the history and urgency of this ongoing issue to the new City Commissioners. Chair Jarrett encouraged the members to reach out individually to their Commissioners in order to ensure they fully understand the situation. In the future, the Committee may seek to schedule a meeting with the City Commission.

#### **4. Communication to the City Commission**

None.

#### **5. Adjournment – Next regular meeting: April 26, 2018**

There being no further business to come before the Board at this time, the meeting was adjourned at 6:47 p.m.

Any written public comments made 48 hours prior to the meeting regarding items discussed during the proceedings have been attached hereto.

[Minutes prepared by K. McGuire, Prototype, Inc.]



## Memorandum

**To:** Fire-Rescue Bond Committee  
**From:** Marlon Lobban, Senior Project Manager  
**Date:** March 19, 2018  
**Re:** Fire-Rescue Facilities Bond Issue Blue Ribbon Committee Update

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The purpose of this memorandum is to provide an update on the remaining three (3) fire station and one (1) EMS substation projects.

### Fire Station #8

Public Works and Procurement Services Staff continue to finalize the bid package for advertisement of the project in March 2018. The consultant is finalizing plans and specifications for bid, based on the latest IT comments provided 3/21/2018. Staff has provided the County with an Opinion of Title for review. County has responded with comments, currently being addressed by the City Attorney's Office, along with notices to all encumbrances before the County can execute the Declaration of Restrictive Covenant (DRC). The County continues to review Right of Way plans and anticipates approval in the near future. Staff intends to advertise the project during the week of March 19th.

### Fire Station #13

The City Manager's Office requested staff work with our Annual Architectural Consultants to begin the planning phase of the new fire station. Staff met with ACAI Architects the week of January 6<sup>th</sup> to initiate the development of a task order outlining recommendations for expansion to the existing site, which will include a non-exclusive access route to the water's edge. The recommendations will allow operations to continue at the existing fire station while the new station is being constructed, eliminating additional cost and time to the project to develop the site for a temporary station. The site plan created under the task order will be included in the application to the State's Acquisition and Restoration Council through the Florida Department of Environmental Protection, Division of State Lands, to approve the expansion of the existing site and meet application requirements with the State. ACAI is to submit a final draft task order for execution the week of March 19<sup>th</sup>.

### Fire Station #54

The construction phase is currently 40% complete. Burke Construction Group (BCG) has completed the entire wall up to the second floor. Electrical wiring working is continuing. The floor layout has begun and second floor layout is proceeding.



### **EMS Substation**

Staff is working with the Fire Department to identify the location and general requirements for an EMS Substation. Once a project scope has been determined by the Fire Department, a consultant will be contracted to begin the planning, programming, and design of the project.

cc: Lee R. Feldman, ICMA-CM, City Manager  
Christopher Lagerbloom, Assistant City Manager  
Stanley D. Hawthorne, Assistant City Manager  
Robert F. Hoecherl, Fire Chief  
Chantal Botting, Deputy Fire Chief  
Paul Berg, ICMA-CM, Public Works Director  
Khant Myat, PE, Project Manager II  
Dane Esdelle, PE, Project Manager II  
Laura Reece, Budget Manager  
Hal Barnes, Neighbor Services Manager  
Jeff Modarelli, City Clerk