



CITY OF FORT LAUDERDALE

**Approved**  
**MEETING MINUTES**  
**CITY OF FORT LAUDERDALE**  
**FIRE-RESCUE FACILITIES BOND ISSUE**  
**BLUE RIBBON COMMITTEE**  
**FORT LAUDERDALE CITY HALL**  
**100 N. ANDREWS AVENUE**  
**FORT LAUDERDALE, FLORIDA, 33301**  
**THURSDAY, FEBRUARY 27, 2020**  
**6:00 P.M.**

<u>Committee Members</u>		<u>Attendance – January / December 2020</u>	
		<b>Present</b>	<b>Absent</b>
Douglas Meade, Chair (at 6:07)	P	1	1
Frank Snedaker, Vice Chair	P	2	0
Mark Booth	A	1	1
Raymond Dettmann	P	2	0
Don Larson	P	2	0
Charles Tatelbaum	P	2	0

**Staff**

Danica Grujicic, Project Manager II  
Irina Tokar, Senior Project Manager  
Jill Prizlee, Chief Engineer  
Betty Crews, Administrative Assistant  
Robert Bacic, Deputy Fire Chief  
Brigitte Chiapetta, Recording Secretary, Prototype, Inc.

**1. Call to Order**

The meeting was called to order at 6:00 p.m.

**• Roll Call**

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

**2. Approval of Previous Meeting Minutes**

**• January 23, 2020**

**Motion** made by Mr. Larson, seconded by Mr. Tatelbaum, to approve. In a voice vote, the **motion** passed unanimously.

### 3. Staff Liaison Report

- **Project Status – FS 8 and FS 13**

Vice Chair Snedaker stated the report was very thorough, better than had been received in a long time, and that he was happy to see it.

Senior Project Manager Irina Tokar presented the fire bond expenditure report and asked if there were any questions.

Vice Chair Snedaker noted the fire bond was \$40 million but almost \$44 million had been appropriated. He asked where the additional \$4 million had come from.

Ms. Tokar stated she would find out the answer and report back.

**Fire Station #8:** Construction is 71 percent complete, based on the current billing. The estimated substantial completion date is set for June 17, 2020. A three (3) month delay was experienced due to the payment issues with the contractor. Some improvement has been seen, and staff continues to work with the contractor to get subcontractors back to work.

City staff processed Burke Change Order #4 in the amount of approximately \$29,000 for Miami-Dade Notice of Acceptance (NOA) Level E roll-up doors due to the Consultant error in the original specifications. The doors have a long fabrication time of approximately 60 days.

City staff is in the process of finalizing Change Order #5 in the amount of approximately \$76,000 for aluminum perimeter fencing and new epoxy flooring throughout the building. The Fire Department requested these changes for easier and less expensive maintenance. The Fire Department also requested to eliminate FM-200 fire protection system in the Information Technology (IT) room due to the high cost of certification and maintenance.

The contractor submitted a Change Order Proposal in the amount of approximately \$19,000 for an FPL transformer relocation due to utilities conflict. Consultant and City staff are reviewing the proposal. The IT Department requested to install Bi-Directional Amplifier (BDA) conduits that are in the original contract but were removed from the scope previously and presented as proposed \$40,000 credit.

Mr. Dettman asked if the substantial completion date was realistic, given the delay in getting subcontractors make on the job.

Ms. Tokar stated the date was realistic. A construction schedule is in place and staff will try to improve on the date if possible.

Chair Meade arrived at 6:07 p.m.

Vice Chair Snedaker asked how sure they could be the delay in payment issue was corrected. Ms. Tokar replied staff spent eight (8) hours with the contractor correcting the problems, going back through the first payment. She noted the issues were mistakes on the part of the contractor in her opinion.

Chair Meade asked if there was a problem with the subcontractors being paid. Jill Prizlee stated the City had delayed the payment because the invoicing was in error, so a cash flow issue occurred for the contractor.

Vice Chair Snedaker noted a correction in the percentage complete over the January report. Ms. Tokar replied that the 71 percent reflected in the current report was correct and it is based on the current construction billing.

The Committee discussed whether the completion date was subject to damages and avoiding default. Ms. Tokar stated staff would need to determine appropriate delays but did not want to penalize the contractor if they are putting forth effort.

The Committee reviewed the history of project management on the job and resulting delays, as well as sign off procedures. Ms. Tokar explained there are several layers of quality control in place.

Vice Chair Snedaker asked if issues with Fire Station #54 would be noted regarding using the same contractor on Fire Station #8. Discussion ensued regarding applying lessons learned.

**Fire Station #13:** Finalizing the task order is on the April 7 City Commission agenda. The task order was delayed because the consultant's special conditions were rejected by procurement and the City Attorney's Office.

The Committee expressed that they would like to see the proposed design for the fire station. Ms. Tokar stated the design would be presented to the Committee for review once complete. She stated staff believes the bond funding may be short.

Deputy Fire Chief Bacic explained ideas being reviewed regarding the footprint of the station and challenges to the design team.

**Temporary Fire Station #13:** Consultant Craven Thompson & Associates submitted the design to the Urban Design and Planning Board for review. That Board determined level IV site plan approval is needed, which will require two (2) Commission meetings for approval and the longest timeline. Ms. Tokar presented the proposed site plan, with construction slated to begin on January 2021.

Vice Chair Snedaker asked for clarification regarding the approval process. Discussion ensued regarding the timeline for construction of the station and plans for the utilization of the space after the temporary station.

**4. Communication to the City Commission**

None.

**5. Adjournment – Next regular meeting: March 26, 2020**

There being no further business to come before the Committee at this time, the meeting was adjourned at 6:40 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 C. Parkinson, Prototype, Inc.]



## Memorandum

**To:** Fire-Rescue Bond Committee  
**From:** Irina Tokar, RA, Senior Project Manager  
**Date:** February 21, 2020  
**Re:** Fire-Rescue Facilities Bond Issue Blue Ribbon Committee Update

---

The purpose of this Memorandum is to provide an update on the remaining two (2) fire station projects and one (1) temporary fire station.

Please see current fire bond expenditures report (Exhibit I).

### Fire Station #8

Construction is 71% complete based on the current billing. The current substantial completion date is 6/17/2020. Construction was delayed due to the contractor having payment issues and other scope changes. Staff addressed the payment issues to bring the current billing to the previous month and Contractor is working with the subcontractors to bring manpower back to the site. Please see Exhibit II for progress picture of the site.

City staff processed Burke Change Order #4 in the amount of approximately \$29,000 for Miami-Dade Notice of Acceptance (NOA) Level E roll-up doors due to the Consultant error in the original specifications. The doors have a long fabrication time of approximately 60 days.

City staff is in the process of finalizing Change Order #5 in the amount of approximately \$76,000 for aluminum perimeter fencing and new epoxy flooring throughout the building. The Fire Department requested these changes for easier and less expensive maintenance. The Fire Department also requested to eliminate FM-200 fire-protection system in Informational Technology (IT) room due to the high cost of certification and maintenance.

The contractor submitted Change Order Proposal in the amount of approximately \$19,000 for a FPL transformer relocation due to utilities conflict. Consultant and City staff are reviewing the proposal. The IT Department requested to install Bi-Directional Amplifier (BDA) conduits that are in the original contract but were removed from the scope previously and presented as proposed \$40,000 credit.





## **Fire Station #13**

City staff is finalizing the Task Order with ACAI Associates for design of Fire Station #13 which will be on the April 7<sup>th</sup>, 2020 Commission Meeting agenda. Staff met with ACAI Associates on January 29<sup>th</sup>, 2020 to discuss the removal of any special conditions from the proposed task order and proceeding with Leadership in Energy and Environmental Design (LEED) certification rather than proposed Green Globes certification to comply with original solicitation.

## **Temporary Fire Station #13**

Craven Thompson & Associates (CTA) submitted the design package for 3/10/2020 Development Review Committee (DRC) meeting. Urban Design and Planning staff determined that Level IV site plan approval is required for public purpose use project. Please see updated schedule based on the Level IV site plan approval required (Exhibit III), proposed site plan (Exhibit IV), and schematic construction cost estimate (Exhibit V).

Currently the trailer which will be used for Temporary Fire Station #13 is located at Temporary Fire Station #54 site. The City has a month-to-month agreement with the property owner in the amount of \$956 per month which gets billed on a three-month basis.

### Attachments:

Exhibit I: Fire Rescue Bond Expenditures

Exhibit II: Progress Picture Fire Station #8

Exhibit III: Schedule Temporary Fire Station #13

Exhibit IV: Proposed Site Plan Temporary Fire Station #13

Exhibit V: Schematic Construction Cost Estimate Temporary Fire Station #13

C: Chris Lagerbloom, City Manager  
Rob Hernandez, Deputy City Manager  
John Herbst, City Auditor  
Laura Reece, Budget Manager  
Rhoda Mae Kerr, Fire Chief  
Robert Bacic, Deputy Fire Chief  
Raj Verma, Public Works Director  
Jill Prizlee, Acting Assistant Public Works Director  
Kymberly Holcombe, Business Operations Manager  
Danica Grujicic, Project Manager II  
Alex Rio, Project Manager II



**FIRE RESCUE BOND SERIES 2005 AND 2011  
AS OF February 19, 2020**

Project Number	Project Title	Bond Estimate (Exhibit A)	Appropriations to Date*	Expenditures to date	Unspent Balance	Encumbrance	Funds Available
<b>FIRE RESCUE BOND 2005 SERIES FUND (336)</b>							
<b>COMPLETED STATIONS</b>							
P10363	**EXEC AIRPORT ARFF/EOC BUILDING	3,535,000	6,050,721	6,050,721	-	-	-
P10766	REPLACEMENT FIRE STATION 47	3,760,000	4,033,510	4,033,510	-	-	-
P10905	FIRE STATION 29 DESIGN & CONSTRUCTION	3,760,000	3,847,235	3,847,235	-	-	-
P10910	FIRE STATION SOUTHEAST LAND ACQUISITION	1,350,000	9,500	9,500	-	-	-
P10911	FIRE STATION 46 DESIGN & CONSTRUCTION	3,760,000	3,356,804	3,356,804	-	-	-
P10912	FIRE STATION 49 DESIGN & CONSTRUCTION	-	3,627,073	3,627,073	-	-	-
P10916	NEW FIRE STATION 3	3,760,000	2,777,833	2,777,833	-	-	-
P10919	NEW FIRE STATION 35	4,510,000	3,627,073	3,627,073	-	-	-
P11238	TEMPORARY FIRE STATION 29 MODIFICATIONS	-	119,394	119,394	-	-	-
P11368	TEMPORARY FIRE STATION 49	3,760,000	309,655	309,655	-	-	-
P11892	TEMPORARY FIRE STATION 54	-	420,748	420,748	-	-	-
<b>COMPLETED STATIONS TOTAL</b>		<b>28,195,000</b>	<b>28,179,546</b>	<b>28,179,546</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NON-STATION RELATED COSTS</b>							
P00274	BOND AND OTHER FINANCIAL EXPENSES	-	706,838	706,838	-	-	-
P11024	NEW FIRE STATIONS SHARED PROJECT COSTS	-	23,105	23,105	-	-	-
P11576	FIRE STATION FEASIBILITY STUDY	-	68,000	68,000	-	-	-
<b>NON-STATION RELATED COSTS TOTAL</b>		<b>-</b>	<b>797,943</b>	<b>797,943</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>STATIONS TO BE COMPLETED</b>							
P10909	NEW SOUTHEAST FIRE STATION 8	3,535,000	5,197,260	3,507,698	1,689,562	1,689,415	147
P10914	NEW FIRE STATION 54	3,760,000	5,118,873	4,995,274	123,599	108,143	15,456
P10918	NEW FIRE STATION 13	4,510,000	4,671,646	171,040	4,500,606	10,512	4,490,094
<b>STATIONS TO BE COMPLETED TOTAL</b>		<b>11,805,000</b>	<b>14,987,779</b>	<b>8,674,012</b>	<b>6,313,767</b>	<b>1,808,070</b>	<b>4,505,697</b>
<b>FIRE RESCUE BOND 2005 SERIES FUND (336) TOTAL</b>		<b>40,000,000</b>	<b>43,965,268</b>	<b>37,651,501</b>	<b>6,313,767</b>	<b>1,808,070</b>	<b>4,505,697</b>
<b>GENERAL CAPITAL PROJECTS FUND (331)</b>							
<b>COMPLETED STATIONS</b>							
P10363	**EXEC AIRPORT ARFF/EOC BUILDING	N/A	593,711	593,711	-	-	-
P10766	REPLACEMENT FIRE STATION 47	N/A	1,019,348	1,019,348	-	-	-
P10916	NEW FIRE STATION 3	N/A	71,846	71,846	-	-	-
<b>COMPLETED STATIONS TOTAL</b>		<b>-</b>	<b>1,684,905</b>	<b>1,684,905</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>STATIONS TO BE COMPLETED</b>							
P10909	NEW SOUTHEAST FIRE STATION 8	N/A	316,674	316,673	-	-	1

**FIRE RESCUE BOND SERIES 2005 AND 2011  
AS OF February 19, 2020**

<b>Project Number</b>	<b>Project Title</b>	<b>Bond Estimate (Exhibit A)</b>	<b>Appropriations to Date*</b>	<b>Expenditures to date</b>	<b>Unspent Balance</b>	<b>Encumbrance</b>	<b>Funds Available</b>
P10914	NEW FIRE STATION 54	N/A	316,674	316,673	-	-	-
P10918	NEW FIRE STATION 13	N/A	106,000	3,249	102,751	-	102,751
P12509	TEMPORARY FIRE STATION 13		380,000	24,414	355,586	136,990	218,596
<b>STATIONS TO BE COMPLETED TOTAL</b>			<b>1,119,348</b>	<b>661,009</b>	<b>458,337</b>	<b>136,990</b>	<b>321,348</b>
<b>GENERAL CAPITAL PROJECTS FUND (331) TOTAL</b>			<b>2,804,253</b>	<b>2,345,914</b>	<b>458,337</b>	<b>136,990</b>	<b>321,348</b>
<b>PARKING FUND (461)</b>							
<b>STATIONS TO BE COMPLETED</b>							
P10909	SE FIRE STATION DESIGN & CONSTRUCTION	N/A	50,000	46,233	3,767	1,067	2,700
P10914	NEW FIRE STATION 54	N/A	500,000	500,000	-	-	-
<b>STATIONS TO BE COMPLETED TOTAL</b>			<b>550,000</b>	<b>546,233</b>	<b>3,767</b>	<b>1,067</b>	<b>2,700</b>
<b>PARKING FUND (461) TOTAL</b>			<b>550,000</b>	<b>546,233</b>	<b>3,767</b>	<b>1,067</b>	<b>2,700</b>
<b>AIRPORT FUND (468)</b>							
<b>COMPLETED STATIONS</b>							
P10363	**EXEC AIRPORT ARFF/EOC BUILDING	N/A	3,593,447	3,593,447	-	-	-
<b>COMPLETED STATIONS TOTAL</b>			<b>3,593,447</b>	<b>3,593,447</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>AIRPORT FUND (468) TOTAL</b>			<b>3,593,447</b>	<b>3,593,447</b>	<b>-</b>	<b>-</b>	<b>-</b>

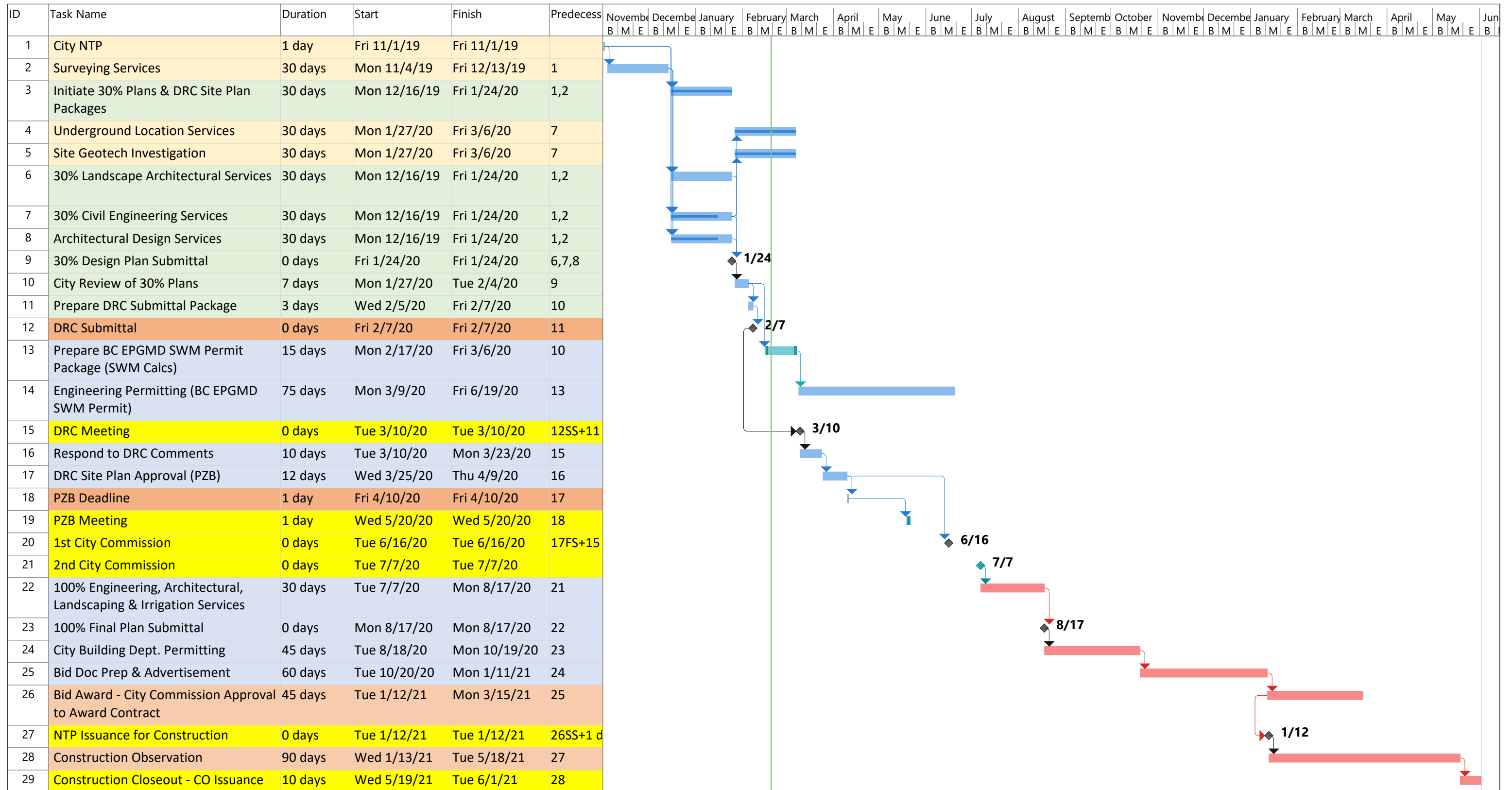
\* Since 2005, the bond proceeds have earned \$2.5 Million in interest revenue. With the 2011 bond issue, the City received \$400,000 in premiums revenue.

\*\* P10363 Executive Airport ARFF/EOC Building project included airport funds which have been completely spent.



EXHIBIT III

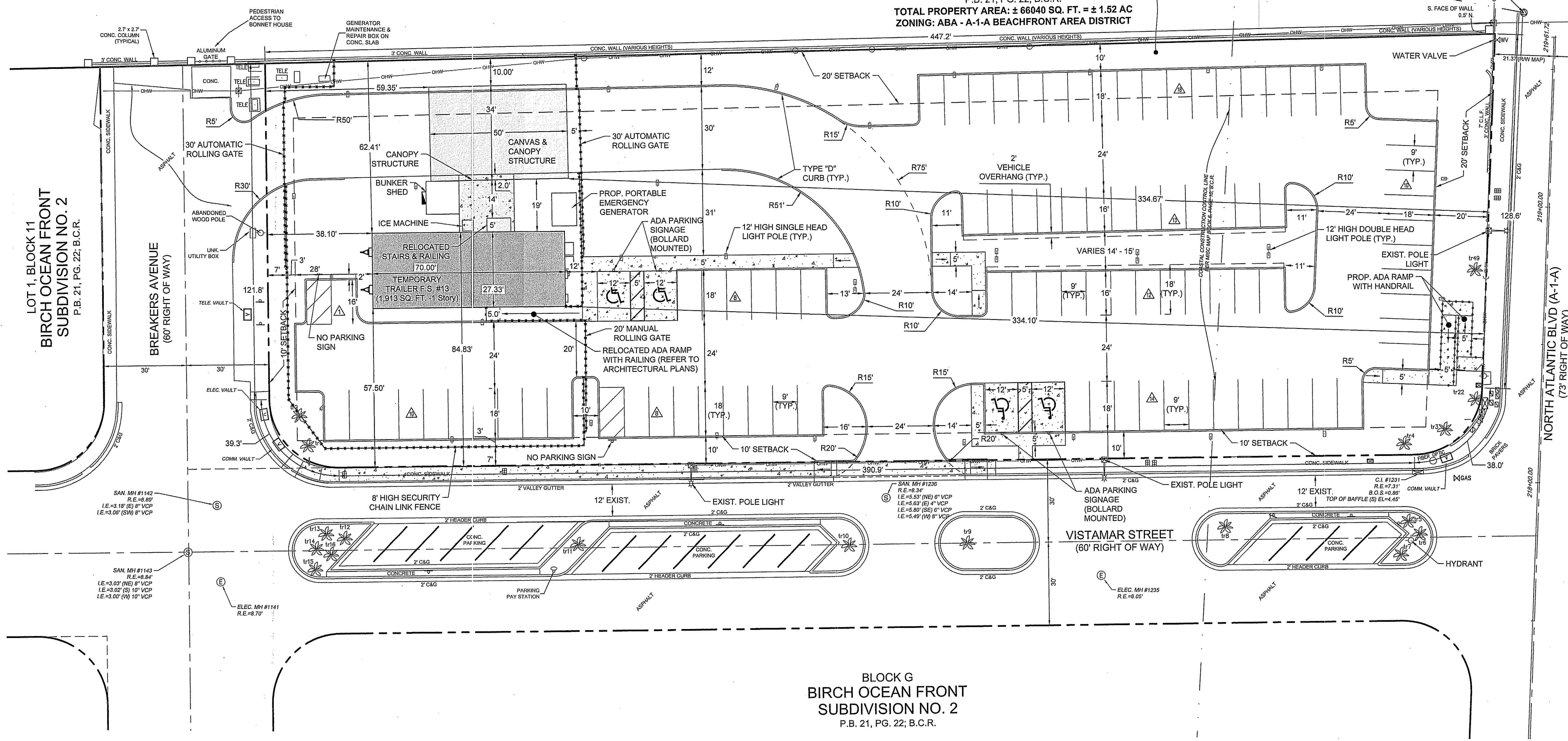
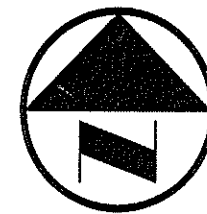




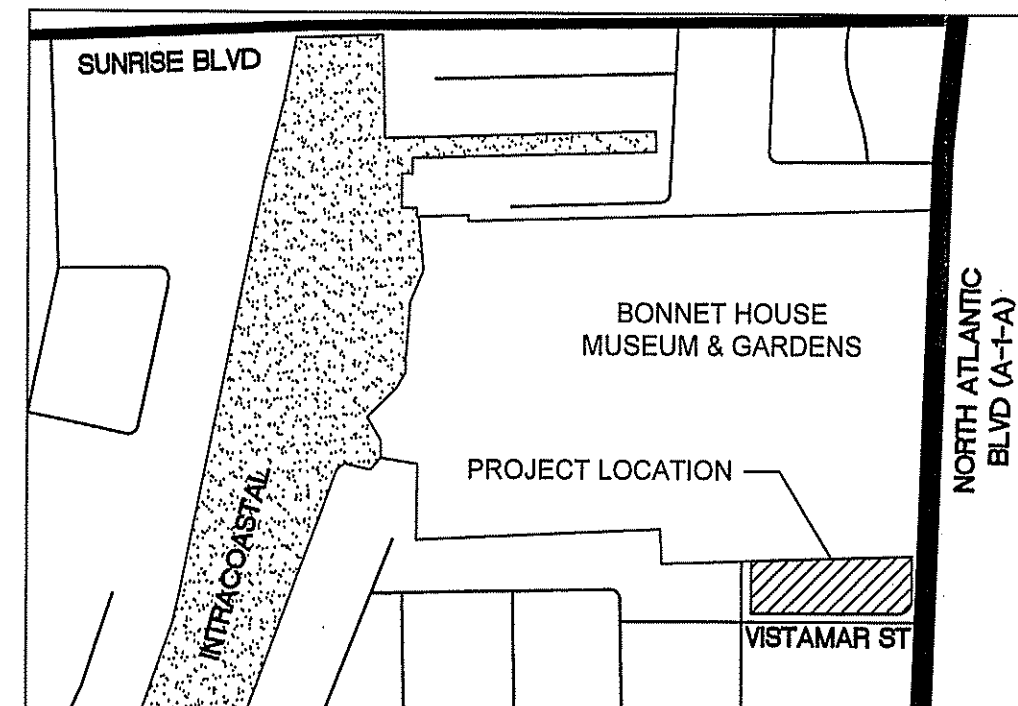
Project: EXHIBIT D - Tentative P Date: Thu 2/20/20	Task		Inactive Task		Manual Summary Rollup		External Milestone		Manual Progress	
	Split		Inactive Milestone		Manual Summary		Deadline			
	Milestone		Inactive Summary		Start-only		Critical			
	Summary		Manual Task		Finish-only		Critical Split			
	Project Summary		Duration-only		External Tasks		Progress			

EXHIBIT III

**BLOCK 10  
BIRCH OCEAN FRONT  
SUBDIVISION NO. 2**  
P.B. 21, PG. 22; B.C.R.  
TOTAL PROPERTY AREA: ± 66040 SQ. FT. = ± 1.52 AC  
ZONING: ABA - A-1-A BEACHFRONT AREA DISTRICT



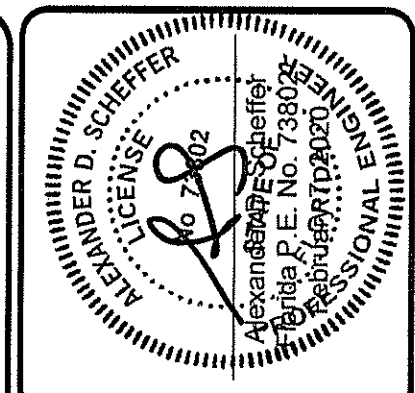
**BLOCK G  
BIRCH OCEAN FRONT  
SUBDIVISION NO. 2**  
P.B. 21, PG. 22; B.C.R.



N.T.S.

SITE PLAN DATA CALCULATIONS		
JURISDICTION:	CITY OF FORT LAUDERDALE, FL	
CURRENT USE:	VACANT	
LAND USE:	CENTRAL BEACH REGIONAL ACTIVITY CENTER	
ZONING DISTRICT:	ABA: A-1-A BEACHFRONT AREA DISTRICT	
WATER/ WASTE WATER PROVIDER:	CITY OF FORT LAUDERDALE, FL	
<b>SITE AREA:</b>		
GROSS SITE AREA:	AREA: 1.5 Ac.	% OF SITE:
NET SITE AREA:	66,040 SF (1.5 Ac.)	100%
TOTAL BLDG. COVERAGE:	1,913 sf	2.8%
LANDSCAPE:	16,165 sf	24.5%
VEHICULAR USE:	39,772 sf	60.0%
OPEN SPACE:	64,126 sf	97.0%
SIDEWALK/ PLAZA:	1,930 sf	3.0%
<b>ARCHITECTURAL DATA:</b>		
FLOOR AREA RATIO (FAR)	REQUIRED: 4 MAX.	PROVIDED: 0.03
BUILDING HEIGHT	REQUIRED: 200' MAX.	PROVIDED: 13.3'
BUILDING LENGTH	REQUIRED: NA	PROVIDED: 70' x 27.3'
ACCESSORY STRUCTURE HEIGHT	REQUIRED: NA	PROVIDED: 15'
ACCESSORY STRUCTURE LENGTH	REQUIRED: NA	PROVIDED: 50' x 34'
STORIES	REQUIRED: NA	PROVIDED: 1
<b>PARKING DATA:</b>		
TYP. SPACE (9'X18')	REQUIRED: N/A	PROVIDED: 90 SPACES
ADA SPACE (12'X18')	REQUIRED: 4 SPACES	PROVIDED: 4 SPACES
TOTAL	REQUIRED: 4 SPACES	PROVIDED: 94 SPACES TOTAL
FIRE STATION SPACE (9'X18')	REQUIRED: 12 SPACES	PROVIDED: 11 SPACES

BUILDING SETBACKS:		
BACK (NORTH):	REQUIRED: 20'	PROVIDED: 62.41'
FRONT (SOUTH):	REQUIRED: 10'	PROVIDED: 57.50'
SIDE (EAST):	REQUIRED: 20'	PROVIDED: 334.10'
SIDE (WEST):	REQUIRED: 10'	PROVIDED: 38.10'
<b>ACCESSORY STRUCTURE SETBACKS:</b>		
BACK (NORTH):	REQUIRED: 5'	PROVIDED: 10.00'
FRONT (SOUTH):	REQUIRED: 5'	PROVIDED: 84.83'
SIDE (EAST):	REQUIRED: 5'	PROVIDED: 334.67'
SIDE (WEST):	REQUIRED: 5'	PROVIDED: 59.35'
<b>ZONING OF ADJACENT PROPERTIES</b>		
BACK (NORTH):	P	Parks, Recreation & Open Space
FRONT (SOUTH):	ABA	A-1-A Beachfront Area District
SIDE (EAST):	P	Parks, Recreation & Open Space
SIDE (WEST):	NBRA	North Beach Residential Area District
<b>SEC. 47-21.12 VUA AREA</b>		
1. 20% of Gross VUA area	REQUIRED: 7,954 sf	PROVIDED: 39,772 sf
VUA area= 39,772 sf		
2. Interior Landscape area	REQUIRED: 2,820 sf	PROVIDED: 16,165 sf
30 sf per parking sp		
3. 1 Tree and 6 Shrubs per 1,000 sf VUA area	REQUIRED: 40 Trees 239 Shrubs	PROVIDED: 40 Trees 1,964 Shrubs
VUA area= 39,772 sf		



DATE:	12/19/2020
DRAWN BY:	MR
DESIGNED BY:	MR
CHECKED BY:	ADS
FIELD BOOK:	

**CITY OF FORT LAUDERDALE**  
PUBLIC WORKS DEPARTMENT  
ENGINEERING & ARCHITECTURE  
100 North Andrews Avenue, Fort Lauderdale, Florida 33301

NO.	DATE	BY	CHANGED	DESCRIPTION

**PROJECT # P12509**  
TEMP. FIRE STATION #13 & PARKING LOT  
FIRE STATION & PARKING FACILITY  
SITE PLAN  
3109 VISTAMAR ST., FORT LAUDERDALE

SHEET NO.  
**SP-1**  
TOTAL:  
CAD FILE:  
DRAWING FILE NO.  
4-XXX-XX

**CRAVEN · THOMPSON AND ASSOCIATES, INC.**  
ENGINEERS · PLANNERS · SURVEYORS  
3563 N.W. 53RD STREET, FORT LAUDERDALE, FLORIDA 33309  
FAX: (954) 739-6400 TEL: (954) 739-6400  
FLORIDA LICENSED ENGINEERING, SURVEYING & MAPPING BUSINESS NO. 271  
FLORIDA LICENSED LANDSCAPE ARCHITECTURE BUSINESS NO. C00214

**DRC**

Temporary Fire Station #13 - Fire Station  
 City of Fort Lauderdale  
 Date 4/26/2019



CRIMEN-THOMPSON & ASSOCIATES INC.

**Conceptual Site Plan Cost Estimate - Fire Station**

Item No.	Description of Item	Unit Qty	Unit	Cost per Unit	Total Cost of Item
1	Clearing and Grubbing	1	LS	\$3,000.00	\$3,000.00
2	Water Services	1	LS	\$3,500.00	\$3,500.00
3	Fire Line	1	LS	\$5,000.00	\$5,000.00
4	Sewer Line	1	LS	\$5,700.00	\$5,700.00
5	New Trailer Installation (Tie Downs)	1	LS	\$5,000.00	\$5,000.00
6	Canvas Canopy Structure	1	LS	\$15,000.00	\$15,000.00
7	Asphalt	1228	SY	\$50.00	\$61,400.00
8	Curb	850	LF	\$22.00	\$18,700.00
9	Sidewalk	550	SY	\$65.00	\$35,750.00
10	Exfiltration Trench	275	LF	\$180.00	\$49,500.00
11	Striping	500	LF	\$7.00	\$3,500.00
12	Landscaping	1	LS	\$47,500.00	\$47,500.00
13	Tree Removal	1	LS	\$5,000.00	\$5,000.00
14	Retention Area	1	LS	\$25,000.00	\$25,000.00
15	Fence and Motorized Gate	1	LS	\$50,000.00	\$50,000.00
16	Electrical and Boring Comcast, FPL, AT&T	1	LS	\$6,840.00	\$6,840.00
17	Electrical 300 MCM Wire	1	LS	\$12,000.00	\$12,000.00
18	Electrical Services (Panel, Transfer)	1	LS	\$24,420.00	\$24,420.00
19	Bunker Gear Shed	1	LS	\$4,500.00	\$4,500.00
20	Grading	1	LS	\$25,000.00	\$25,000.00
21	Lighting	1	LS	\$15,000.00	\$15,000.00
22	Irrigation	1	LS	\$28,000.00	\$28,000.00

Construction Subtotal	\$449,310.00
-----------------------	--------------

A	Mobilization, Bonding, Permits, Utility Connection	10%	\$44,931.00
B	Contingency	10%	\$44,931.00

Total Estimated Construction Cost	\$539,172.00
-----------------------------------	--------------