

Meeting Date: 2/09/16

Agenda Item 10

REQUESTED COMMISSION ACTION:

Consent Ordinance Resolution Consideration Workshop Initiative

SHORT TITLE OR MOTION: A resolution of the City Commission of the City of Pompano Beach, Florida, approving and authorizing the proper city officials to execute Work Authorization No. 1 in the amount of \$30,390.00 pursuant to the contract for consulting/professional services between the City of Pompano Beach and Cartaya and Associates, Architects, P.A. for architectural and structural engineering services; providing an effective date.

Summary of Purpose and Why: Sand Spur Park amenities currently consist of playground equipment, and a small open field for multipurpose unorganized play. This proposed project is one of three forthcoming at this park. As part of this project, we will be designing, and building a solar powered men and women restroom building. This facility will provide the necessary needs and preferences of the community. The other two aforementioned projects at this park consist of providing on-street parking, and (2) picnic shelters which are currently in the design phase.



Accomplishing this item supports achieving initiative Goal 1.0 "Leadership in Energy Efficiency and Sustainable Development" identified in the City's: Strategic Plan 1.1.1, Goal 3.0 "Recreation" Strategic Plan 3.3.2., and Goal 6.0 Growth Capacity "Ensure capacity for growth" Strategic Plan 6.6.4.

QUESTIONS TO BE ANSWERED BY ORIGINATING DEPARTMENT:

- (1) Origin of request for this action: Engineering
- (2) Primary staff contact: Tammy Good/Horacio Danovich Ext 5512
- (3) Expiration of contract, if applicable: October 27, 2020
- (4) Fiscal impact and source of funding: \$30,390.00/CIP#16-286/302-7564-530.65-03

DEPARTMENTAL COORDINATION	DATE	DEPARTMENTAL RECOMMENDATION	DEPARTMENTAL HEAD SIGNATURE
Engineering	<u>1/19/16</u>	APPROVE	<u>[Signature]</u>
Parks & Recreation	<u>1-22-16</u>	APPROVE	<u>[Signature]</u>
General Services	<u>1/22/16</u>	APPROVE	<u>[Signature]</u>
Finance	<u>1/27/16</u>	APPROVE	<u>[Signature]</u>
City Attorney	<u>01/14/16</u>	APPROVE <u>1/28/16</u>	CA Memo#2016-375 <u>[Signature]</u>
Budget	<u>02-02-16</u>	APPROVE	<u>[Signature]</u>

Advisory Board
 Development Services Director
 City Manager [Signature]

[Signature]

ACTION TAKEN BY COMMISSION:

Ordinance	Resolution	Consideration	Workshop
1st Reading	1st Reading	Results:	Results:
_____	_____	_____	_____
2nd Reading	_____	_____	_____
_____	_____	_____	_____



City Attorney's Communication #2016-375

January 14, 2016

TO: Tammy Good, P.M.P., Civil Engineer II

FROM: Jill R. Mesojedec, FRP, Paralegal

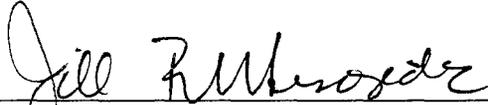
VIA: Mark E. Berman, City Attorney 

RE: Resolution – Work Authorization No. 1/Cartaya and Associates, Architects, P.A.

As requested in your memorandum dated January 7, 2016, Engineering Memorandum No. 2016-27, I have prepared and attached the following form of Resolution:

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF POMPANO BEACH, FLORIDA, APPROVING AND AUTHORIZING THE PROPER CITY OFFICIALS TO EXECUTE WORK AUTHORIZATION NO. 1 IN THE AMOUNT OF \$30,390.00 PURSUANT TO THE CONTRACT FOR CONSULTING/PROFESSIONAL SERVICES BETWEEN THE CITY OF POMPANO BEACH AND CARTAYA AND ASSOCIATES, ARCHITECTS, P.A. FOR ARCHITECTURAL AND STRUCTURAL ENGINEERING SERVICES; PROVIDING AN EFFECTIVE DATE.

Please feel free to contact me if I may be of further assistance.



JILL R. MESOJEDEC

/jrm
l:cor/engr/2016-375

Attachment

CITY OF POMPANO BEACH
Broward County, Florida

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF POMPANO BEACH, FLORIDA, APPROVING AND AUTHORIZING THE PROPER CITY OFFICIALS TO EXECUTE WORK AUTHORIZATION NO. 1 IN THE AMOUNT OF \$30,390.00 PURSUANT TO THE CONTRACT FOR CONSULTING/PROFESSIONAL SERVICES BETWEEN THE CITY OF POMPANO BEACH AND CARTAYA AND ASSOCIATES, ARCHITECTS, P.A. FOR ARCHITECTURAL AND STRUCTURAL ENGINEERING SERVICES; PROVIDING AN EFFECTIVE DATE.

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF POMPANO BEACH, FLORIDA:

SECTION 1. That a Work Authorization between the City of Pompano Beach and Cartaya and Associates, Architects, P.A. for design and construction administration services for a new restroom at Sand Spur Park, a copy of which Work Authorization is attached hereto and incorporated by reference as if set forth in full, is hereby approved.

SECTION 2. That the proper City officials are hereby authorized to execute said Work Authorization between the City of Pompano Beach and Cartaya and Associates, Architects, P.A.

SECTION 3. This Resolution shall become effective upon passage.

PASSED AND ADOPTED this _____ day of _____, 2016.

LAMAR FISHER, MAYOR

ATTEST:

ASCELETA HAMMOND, CITY CLERK



CARTAYA &
ASSOCIATES
ARCHITECTS

Work Authorization No. 1 Sand Spur Restrooms

The services rendered pursuant to this Work Authorization No. 1 are in accordance with the terms and conditions of the agreement for Architectural and Engineering Design Services between the City of Pompano Beach and Cartaya and Associates Architects, P.A., dated December 14, 2015 and approved by City Ordinance No. 2016-31.

Project Scope:

- A +/- 400 SF building consisting of the following amenities:
 - 3 Toilets
 - 1 Handicap Accessible Toilet
 - Solar Power Room
 - Custodial Room
 - 4 Lavatories (2 @ Each Side of Building)
 - Note: This building shall be a repeat of the Dog Park Toilet building. The Design and CD fees shown herein are solely a repeat fee. Any revisions shall be billed additionally on an hourly basis.

Architectural and Engineering Scope of Work:

- Phase 1: Provide Design Development Documents including all design as required for DRC and AAC review
- Phase 2: Assist the Owner in obtaining approvals from the City of Pompano Beach Architectural/Pre-Plan Review including DRC, AAC, P&Z and Parks and Recreation reviews
- Phase 3: Construction Documents
- Phase 4: Permitting Assistance
 - Sign and seal Permit Sets
 - Respond to all Building Department comments and revise plans accordingly
- Phase 5: Bidding Assistance:
 - Respond to Requests for Information only
 - No bid price review included
 - Attend one (1) pre-bid conference
- Phase 6: Construction Administration (limited):
 - Review all contractor Requests for Information
 - Review and approve or issue, revise and resubmit stamp for all shop drawings and samples
 - Attend two (2) job site visits
 - Coordinate all work with the Owner and Consultants

Deliverables:

- Phase 1: Design Development
 - Floor Plan
 - Site Plan
 - Exterior Colored Elevations
 - Water Distribution and Sanitary Plans
 - On-site Planning, Grading and Drainage Plans
 - Stormwater Pollution Prevention Plan
 - Landscaping Plan

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FORT LAUDERDALE | FLORIDA | 33308

PHONE: (954) 771-2724
WWW.CARTAYAANDASSOCIATES.COM



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- Phase 2: DRC/AAC/P&Z Reviews
 - Attend DRC, AAC and P&Z meetings, as required
 - Prepare revisions based on DRC, AAC and P&Z meeting reviews
- Phase 3: Construction Documents
 - Architecture, MEP Engineering, Structural Engineering, Civil Engineering and Landscape Architecture Construction Documents: 100% Completion (Signed and Sealed)
 - Specifications
- Phase 4: Permitting Assistance
 - Prepare revisions based on Building Department's comments
- Phase 5: Bidding Assistance
 - One (1) pre-bid conference
 - Responses to Contractors' Requests for Information (RFI's)
- Phase 6: Construction Administration
 - Shop Drawing "approved" or "resubmit" responses
 - Responses to Contractor Requests for Information (RFI's)
 - Comments to Change Order Reviews

Architectural and Engineering Fees:

- Please see Exhibit A attached

Standard Hourly Rates:

- Principal:.....\$150.00/Hour
- Project Manager:.....\$110.00/Hour
- Project Architect/Engineer:.....\$110.00/Hour
- CAD Draftsman:.....\$70.00/Hour
- Administration/Clerical:.....\$50.00/Hour

Notes:

- Reimbursable Expenses, limited to reproductions and courier/FedEx expenses, shall be billed additionally with the 10% mark-up.
- 3-D Color Renderings shall be billed invoiced additionally, if requested by Owner.
- The toilet buildings shall be designed with individual toilets opening out directly to the exterior with a four (4) foot overhang. The toilet rooms shall be mechanically ventilated. The finishes consist of poured resin floors and base, epoxy painted CMU walls and a hose bibb for easy wash-down. Each side of the toilet shall have lavatories under three (3) foot overhangs. Each Toilet Building shall have a four (4) foot deep custodial closet and electrical or solar battery room.
- The Community Park Pump Room and Observation Building, the Community Park Toilets Building, the Dog Park Toilets and the Sand and Spurs Toilet shall be submitted for DRC/AAC/P&Z and Parks review simultaneously.
- The Community Park Pump Room and Observation Building, the Community Park Toilets Building, the Dog Park Toilets and the Sand and Spurs Toilet shall be submitted for Bidding and Permitting simultaneously. The Architect shall attend one (1) pre-bid meeting.
- One Contractor shall be hired by the City to build the Community Park Pump Room and Observation Building, the Community Park Toilets Building, the Dog Park Toilets and the Sand and Spurs Toilet simultaneously.

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- The Architect will assist the Owner with the items needed for surveys ordered.

Schedule:

Architect and Engineering Delivery Schedule for City Review and Comment (does not include City Review time).

- Phase 1: Design Development:..... 8 Weeks
- Phase 2: DRC/AAC/P&Z Reviews:..... N/A
- Phase 3: Construction Documents:..... 8 Weeks
- Phase 4: Permitting Assistance:..... N/A
- Phase 5: Bidding Assistance:..... 8 Weeks
- Phase 6: Construction Administration:..... 26 Weeks

Services Not Included:

- Geotechnical and Underground Exploration
- BIM or Revit Drawings
- LEED Accreditation
- Changes to the existing infrastructure to accommodate additional electrical loads
- Fire Alarm System Design
- Fire Sprinkler System Design
- Surveys

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ASSOCIATES
ARCHITECTS P.A.

December 28, 2015

Sand and Spurs Toilets Building
Proposed Architectural and Engineering Fees
Exhibit A

Basic Services								
Firm	Discipline	Design Development	DRC/AAC/P&Z/Parks Reviews	Construction Documents	Bidding	Permitting	Construction Administration	Total
Cartaya and Associates	Architecture	\$1,000.00	Incl. in Comm Park Toilet	\$2,000.00	\$500.00	\$500.00	\$2,000.00	\$6,000.00
Delta G Consulting Engineers	MEP Engineering	\$1,320.00	Incl. in Comm Park Toilet	\$1,320.00	\$400.00	\$400.00	\$1,000.00	\$4,440.00
Thornton Thomasetti	Structural Engineering	\$0.00	\$0.00	\$1,000.00	\$200.00	\$200.00	\$500.00	\$1,900.00
Keith and Associates	Civil Engineering	\$500.00	\$2,400.00	\$950.00	\$1,000.00	\$950.00	\$1,100.00	\$6,900.00
Keith and Associates	Landscape Architecture	\$575.00	\$0.00	\$575.00	\$0.00	\$0.00	\$0.00	\$1,150.00
Reimbursable Expense: Printing and Overnight Deliveries: Not to Exceed								\$5,000.00
Reimbursable Expense: Geotechnical Exploration: Not to Exceed								\$5,000.00
Totals		\$3,395.00	\$2,400.00	\$5,845.00	\$2,100.00	\$2,050.00	\$4,600.00	\$30,390.00

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"CITY":

Witnesses:

CITY OF POMPANO BEACH

By: _____
LAMAR FISHER, MAYOR

By: _____
DENNIS W. BEACH
CITY MANAGER

Attest:

Asceleta Hammond
CITY CLERK

(SEAL)

Approved As To Form:

Mark E. Berman
CITY ATTORNEY

STATE OF FLORIDA
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me this _____ day of _____, 2016 by LAMAR FISHER, as Mayor, DENNIS W. BEACH as City Manager and ASCELETA HAMMOND, as City Clerk of the City of Pompano Beach, Florida, a municipal corporation, on behalf of the municipal corporation, who are personally known to me.

NOTARY'S SEAL:

NOTARY PUBLIC, STATE OF FLORIDA

(Name of Acknowledger Typed, Printed or Stamped)

Commission Number

"CONSULTANT"

Cartaya Associates, Architects, Inc.

Witnesses:

Mario
Signature

JUAN JUSTINIANO
Name Typed, Printed or Stamped

By: [Signature]
Signature

Maria M. Cartaya
Name Typed, Printed or Stamped

Title: President

Address: 2400 E. Commercial Blvd, Suite 201
Ft. Lauderdale, FL 33308

[Signature]
Signature

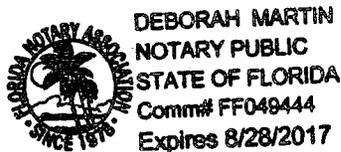
JAMES DOWNEY
Name Type, Printed or Stamped

STATE OF FLORIDA
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me this 8th day of January, 2016 by MARIO M. CARTAYA as President of Cartaya and Associates Architects. He/she is personally known to me or who has produced _____ (type of identification) as identification.

NOTARY'S SEAL:

[Signature]
NOTARY PUBLIC, STATE OF FLORIDA



DEBORAH MARTIN
NOTARY PUBLIC
STATE OF FLORIDA
Comm# FF049444
Expires 8/28/2017

Commission Number