

Meeting Date: 2/9/16

Agenda Item 13

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. 4 in the amount of \$84,450.00 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: The pool pump room located at Community Park is dilapidated and has reached its end of useful life. This proposed project consists of design and construction administration services for a new building located in the same footprint to house the pool pump equipment. Additionally, there will be an observation deck built on top of the pump room to provide greater visibility of the facility. This project will provide the necessary needs and preferences of the community, while achieving several goals of the City's Strategic Plan.



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/Chris Schlageter/Horacio Ext 5512 Danovich
- (3) Expiration of contract, if applicable: October 27, 2020
- (4) Fiscal impact and source of funding: \$84,450.00/CIP#12-168/302-7558-572.65-03

DEPARTMENTAL COORDINATION	DATE	DEPARTMENTAL RECOMMENDATION	DEPARTMENTAL HEAD SIGNATURE
Engineering	<u>1/19/16</u>	APPROVE	<u>[Signature]</u>
Parks & Recreation	<u>1-23-16</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 CA Memo#2016-378 [Signature]</u>
Budget		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 #2016-378**

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. 4/Cartaya and Associates, Architects, P.A.

As requested in your memorandum dated January 7, 2016, Engineering Memorandum No. 2016-31, 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. 4 IN THE AMOUNT OF \$84,450.00 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/2016-378

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. 4 IN THE AMOUNT OF \$84,450.00 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 the demolition of the existing small pool pump room building and design of a new pump room and life guard observation tower at the Community Park Aquatics Center, 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. 4  
Community Park Pump Room and Observation Building**

The services rendered pursuant to this Work Authorization No. 4 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:**

- Demolish existing pump building
- Design new building for same site location:

<u>First Floor</u>	<u>Area (SF)</u>
Pump Room (12'x16')	192
Electrical Room (6'x12')	72
Chemical Room (8'x10')	80
Retail Shop	400
Entry to Second Floor Observation Room and Accessible Lift (12'x16')	192
Stairway to Street	200
Stairway to Pool (Open Steps)	N/A
Subtotal First Floor	1,136
22% Walls and Corridors	250
<b>Total First Floor</b>	<b>1,386</b>

<u>Second Floor</u>	<u>Area (SF)</u>
Observation Room/Guard Room (Oversee North and East Pools)	400
Shower/Toilets	152
Stairway to Street	200
Stairway to Pool (Open Steps)	N/A
Subtotal Second Floor	752
22% Walls and Corridors	165
<b>Total Second Floor</b>	<b>917</b>

**TOTAL COMMUNITY PARK PUMP ROOM & OBSERVATION BLDG:.....2,303 SF**

**Architectural and Engineering Scope of Work:**

- Phase 1: Provide Demolition Plan 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

AAC001388

QUALITY  
ARCHITECTURE  
AND SERVICE  
SINCE 1979

2400 E COMMERCIAL BOULEVARD | SUITE 201  
FORT LAUDERDALE | FLORIDA | 33308

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



CARTAYA &  
ASSOCIATES  
ARCHITECTS

- 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 six (6) job site visits
  - Coordinate all work with the Owner and Consultants

**Deliverables:**

- Phase 1: Design Development
  - Demolition Plan
  - 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
- 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
  - 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

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**Notes:**

- The City of Pompano Beach does not know of any existing drawings for the Community Park Pump Room building. The architect and engineers shall field observe and field measure the facility.
- 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 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.
- 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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CARTAYA &  
ASSOCIATES  
ARCHITECTS P.A.

December 28, 2015

Community Park Pump Room and Observation 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	\$7,500.00	\$2,500.00	\$15,000.00	\$1,000.00	\$2,000.00	\$6,000.00	\$34,000.00
Delta G Consulting Engineers	MEP Engineering	\$2,500.00	\$1,000.00	\$5,850.00	\$750.00	\$900.00	\$3,500.00	\$14,500.00
Thornton Thomasetti	Structural Engineering	\$0.00	\$0.00	\$6,000.00	\$200.00	\$200.00	\$1,000.00	\$7,400.00
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
Ammann and Whitney	Pool Consultant	\$4,000.00	\$250.00	\$2,750.00	\$750.00	\$250.00	\$2,500.00	\$10,500.00
Reimbursable Expenses: Printing and Overnight Deliveries: Not to Exceed								\$5,000.00
Reimbursable Expenses: Geotechnical Exploration: Not to Exceed								\$5,000.00
<b>Totals</b>		<b>\$15,075.00</b>	<b>\$6,150.00</b>	<b>\$31,125.00</b>	<b>\$3,700.00</b>	<b>\$4,300.00</b>	<b>\$14,100.00</b>	<b>\$84,450.00</b>

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"CITY":

Witnesses:

CITY OF POMPANO BEACH

\_\_\_\_\_

By: \_\_\_\_\_

LAMAR FISHER, MAYOR

\_\_\_\_\_

By: \_\_\_\_\_

DENNIS W. BEACH  
CITY MANAGER

Attest:

\_\_\_\_\_

(SEAL)

Asceleta Hammond  
CITY CLERK

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:

[Signature]  
Signature  
JUAN JUSTINIANO  
Name Typed, Printed or Stamped

By: [Signature]  
Signature  
Mario M. Cartaya  
Name Typed, Printed or Stamped

Title: President

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

[Signature]  
Signature  
JAMES DOWNNEY  
Name Type, Printed or Stamped

STATE OF FLORIDA  
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me this 8<sup>th</sup> 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  
(Name of Acknowledger Typed, Printed or Stamped)  
FF049444  
Commission Number

