

# POMPANO BEACH COMMUNITY REDEVELOPMENT AGENCY

Meeting Date: January 19, 2016

Agenda Item 6

**REQUESTED CRA BOARD ACTION:**

X Resolution                      Consideration                      Approval                      Other

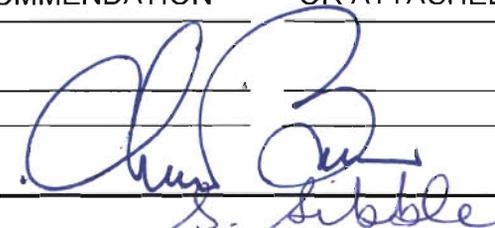
SHORT TITLE OR MOTION: A RESOLUTION OF THE POMPANO BEACH COMMUNITY REDEVELOPMENT AGENCY APPROVING AND AUTHORIZING THE PROPER OFFICIALS TO EXECUTE WORK AUTHORIZATION NO. 1 IN THE AMOUNT OF \$74,500.00 FOR HORIZONTAL DESIGNATION SERVICES, RECORDS RESEARCH AND TOPOGRAPHIC SURVEY WITHIN THE COMMERCE PARK AREA PURSUANT TO THE AGREEMENT FOR PROFESSIONAL SERVICES BETWEEN THE POMPANO BEACH COMMUNITY REDEVELOPMENT AGENCY AND KEITH & ASSOCIATES, INC.; PROVIDING AN EFFECTIVE DATE.

**Summary of Purpose and Why:**

Staff is seeking CRA Board approval of Work Authorization No. 1 in the amount of \$74,500 for Keith & Associates, Inc. (KA) to provide professional surveying services related to CRA-owned parcels in the NWCRA. These parcels are intended to be redeveloped in the near future and Staff wishes to collect necessary data to prepare for future design efforts. Staff recommends approval.

**QUESTIONS TO BE ANSWERED BY ORIGINATING DEPARTMENT:**

- (1) Origin of request for this action: Pompano Beach CRA
- (2) Primary staff contact: Horacio Danovich, CIP/CRA Engineer Ext. 7834
- (3) Expiration of contract, if applicable: \_\_\_\_\_
- (4) Fiscal impact and source of funding: \$74,500.00 (Other Professional Services account)  
# 150-1910-539.31-60

DEPARTMENTAL COORDINATION	DATE	DEPARTMENTAL RECOMMENDATION	AUTHORIZED SIGNATURE OR ATTACHED MEMO NUMBER
_____	_____	_____	 <u>Claudia M. McKenna</u>
_____	_____	_____	_____
_____	_____	_____	_____

- CRA Executive Director
- Director Finance Department
- CRA Attorney

**ACTION PREVIOUSLY TAKEN BY CRA BOARD:** None

<u>Resolution</u>	<u>Consideration</u>	<u>Other:</u>
Results: _____	Results: _____	Results: _____
_____	_____	_____
_____	_____	_____



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**MEMORANDUM**

January 7, 2016

TO: CRA Board

THRU: Kim Briesemeister, CRA Executive Director  
Chris Brown, CRA Executive Director

FROM: Horacio Danovich, CIP Manager

A handwritten signature in blue ink, consisting of several overlapping loops and a long horizontal stroke at the bottom.

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**Issue**

The Pompano Beach Community Redevelopment Agency (“CRA”) is seeking CRA Board approval of a resolution approving Work Authorization No.1 in the amount of \$74,500.00 for Keith & Associates, Inc. (KA) to provide professional services in accordance with a continuing services contract approved by Resolution 2015-36.

**Recommendation**

The CRA Staff recommends Approval of the Resolution.

**Background**

Staff has been working on conceptual plans to develop an area bounded by I-95 (west), Atlantic Boulevard (south), NW 6 Avenue (east) and Dr. Martin Luther King Jr. Boulevard (north). The area encompasses over 35 acres (see Location Map) and the CRA owns close to 70% of the vacant land, parcels that are primed for redevelopment.

In an effort to prepare for future design efforts, Staff is recommending KA to conduct a survey of the land and to carry out horizontal designation services and records search. Upon completion, KA will compile data such as existing underground utilities (water, sewer, drainage, etc.), identification of above ground structures, right of way information, general topography, etc. This information will serve to prepare more advanced conceptual plans and it’s the first step in the overall redevelopment of the area.

Staff recommends approval.

RESOLUTION NO. \_\_\_\_\_

**POMPANO BEACH COMMUNITY REDEVELOPMENT AGENCY**

**A RESOLUTION OF THE POMPANO BEACH COMMUNITY REDEVELOPMENT AGENCY APPROVING AND AUTHORIZING THE PROPER OFFICIALS TO EXECUTE WORK AUTHORIZATION NO. 1 IN THE AMOUNT OF \$74,500.00 FOR HORIZONTAL DESIGNATION SERVICES, RECORDS RESEARCH AND TOPOGRAPHIC SURVEY WITHIN THE COMMERCE PARK AREA PURSUANT TO THE AGREEMENT FOR PROFESSIONAL SERVICES BETWEEN THE POMPANO BEACH COMMUNITY REDEVELOPMENT AGENCY AND KEITH & ASSOCIATES, INC.; PROVIDING AN EFFECTIVE DATE.**

**BE IT RESOLVED BY THE POMPANO BEACH COMMUNITY REDEVELOPMENT AGENCY THAT:**

**SECTION 1.** Work Authorization No. 1 in the amount of \$74,500.00 for horizontal designation services, records research and topographic survey within the Commerce Park area, pursuant to the Agreement for Consulting/Professional Services between the Pompano Beach Community Redevelopment Agency and Keith & Associates, Inc. for Surveying and Subsurface Utility Engineering Services approved by Resolution No. 2015-36 (the "Contract"), a copy of which Work Authorization No. 1 is attached hereto and incorporated by reference as if set forth in full, is hereby approved.

**SECTION 2.** The proper officials are hereby authorized to execute Work Authorization No. 1 as described in Section 1 above.

**SECTION 3.** This Resolution shall become effective upon passage.

**PASSED AND ADOPTED** this \_\_\_\_\_ day of January, 2016.

\_\_\_\_\_  
**LAMAR FISHER, CHAIRPERSON**

**ATTEST:**

\_\_\_\_\_  
**MARGARET GALLAGHER, SECRETARY**

**POMPANO BEACH COMMUNITY REDEVELOPMENT AGENCY**

**WORK AUTHORIZATION No. 1 / DATE: 01-05-16**

**TITLE: COMMERCE PARK**

Pursuant to the contract between Keith and Associates Inc. (CONSULTANT) and the Pompano Beach Community Redevelopment Agency (CRA) RFQ PB-CRA-02-15 and approved by CRA Resolution # 2015-36, this Work Authorization, when executed, shall authorize CONSULTANT to perform design and improvements as requested by the CRA acting on behalf of the City of Pompano Beach. All the terms and conditions of the prior agreements are incorporated herein.

**I. PROJECT DESCRIPTION**

The project involves providing Surveying and Subsurface Utility Engineering (SUE) Services for the CRA/ City Owned Parcels and adjacent roadways within the Commerce Park Area. Said portion is bounded on the north by the south right-of-way line of Martin Luther King Jr. Boulevard, on the south by the north right-of-way line of Atlantic Boulevard, on the east by the west right-of-way line of N.W. 6<sup>th</sup> Avenue and on the west by the west right-of-way line of N.W. 10<sup>th</sup> Avenue. As shown on Exhibit 'C'

**II. SCOPE OF WORK**

**Subsurface Utility Designation**

Keith and Associates (CONSULTANT) appreciate the opportunity to provide SUE/Survey services on this very important project. CONSULTANT will follow ASCE Standard 38-02 – “Standard Guidelines for the Collection and Depiction of Existing Subsurface Utility Data” during the field and office operations for this project. The quality levels discussed below are defined within the standard. CONSULTANT is to provide professional services associated with designation, location and mapping of existing subsurface utilities. CONSULTANT shall designate all known tone able and non-tone able utilities, (primary utility services only) within the red and green highlighted areas depicted in Exhibit “C”.

**Task 001 Horizontal Designation Services - (Quality Level 'B')**

Conductive utilities will be marked on the surface utilizing active geophysical prospecting techniques in conjunction with electromagnetic equipment utilizing passive radio and audio frequencies. Known non-conductive utilities and/or structures will be marked on the surface utilizing Ground Penetrating Radar (GPR). GPR will be performed on each parcel at 50' intervals to assist in identifying any abandoned, retired and unknown facilities.

The Lump Sum Fee for this Task is .....\$27,000.00

**Task 002 Records Research - (Quality Level 'D')**

*(information derived from existing records)*

CONSULTANT shall perform utility record research to assist in identifying utility owners that may have facilities in or be affected by the project. CONSULTANT shall collect any applicable utility owner records for review, assistance and development of a composite drawing or equivalent. All procured utility information will have the corresponding quality levels indicated (quality level C versus quality level D); utility type and/or ownership; end points of any utility data; active, abandoned, or out-of-service

status; size; condition; number of jointly buried cables; and encasement. A utility meeting will be held advising all involved utility agencies about the upcoming improvements.

The Lump Sum Fee for this Task is .....\$3,000.00

**Task 003 Topographic Survey**

CONSULTANT shall prepare a Topographic Survey of that portion of Section 35, Township 48 south, Range 42 east owned by City/ Pompano Beach Community Redevelopment Agency (CRA) including the adjacent roadways. Said portion is bounded on the north by the south right-of-way line of Martin Luther King Jr. Boulevard, on the south by the north right-of-way line of Atlantic Boulevard, on the east by the west right-of-way line of N.W. 6<sup>th</sup> Avenue and on the west by the west right-of-way line of N.W. 10<sup>th</sup> Avenue. Right-of-way lines will be identified and depicted on the survey per Broward County right-of-way maps and the instrument of records as shown on the Broward County Property Appraiser web site. Elevations shall be obtained throughout the designated area at 50 foot intervals with obvious intermediate high and low areas obtained. CONSULTANT shall field locate all native tree species over 4 inches in diameter at breast height (DBH). Common tree types and trunk diameters shall also be identified by the surveyor. Specific species identification will not be confirmed by an arborist unless further specified herein. The trees and identification will be depicted on the Topographic Survey together with: Rim elevations, invert elevations, size and type of pipes of the existing structures and above ground utilities within the designated area. CONSULTANT will also map the utility designation and test holes marked in the field and depict on said survey.

The Topographic Survey shall conform to the Standards of Practice as set forth by the Florida Board of Professional Surveyors and Mappers in Chapter 5J-17, F.A.C.

Note: Vertical Datum for this survey shall be NAVD 1988 unless otherwise directed by Client and the Horizontal Datum shall be NAD 83/2011.

The Lump Sum Fee for this Task is.....\$44,500.00

Technical Limitations -

*Services will be provided with due diligence and in a manner consistent with standards of the subsurface utility locating industry. Every reasonable effort will be made to locate all utility systems of interest whether indicated on record plans available to us or not. However, no guarantee can be made that all existing utility systems can be detected, located or exposed. It may not be possible to detect utilities without prior knowledge, such as systems that are not depicted on record prints available to us. Typically the horizontal location effort will include electromagnetic induction, power source detection, and ground penetrating radar (GPR). Electromagnetic induction is a method in which a transmitted signal is applied to a metallic target. As long as the target is metallic and unbroken, the target can be traced and a receiver at the surface is used to detect the transmitted signal. If the signal cannot be applied directly to the target, induction may be produced from the surface. In this scenario bleed-off of the transmitted signal to an adjacent facility is possible, sometimes resulting in erroneous information. PVC, HDPE, concrete pipe and other non-metallic facilities cannot be located by electromagnetic methods. Power source detection is a technique used to locate naturally occurring magnetic fields that exist around cables while generating a signal (electric, telephone, CATV for example). Ground penetrating radar (GPR) is available to assist in locating non-metallic utilities and other facilities that are unidentifiable using traditional electromagnetic techniques. The accuracy of these techniques is subject to the limitation of the available technology and certain factors and field conditions beyond our control, such as the size, depth and conductivity of the target, the site conditions and access, soil conditions, depth to water table and the existence of adjacent buried materials and debris. The targeting of subsurface utilities, although highly reliable, is expressly understood to represent an approximate location of the facility marked on the ground surface. Facilities located from the surface are usually found within two feet of the surface mark. Once a possible facility has been located from the surface, vacuum excavation services should be used to visually verify and to provide the accurate horizontal location and vertical measurements (a test hole). Vacuum excavation techniques are used to provide a cost-effective service that causes minimal*

disturbance to the site, the utility, vehicle traffic, and is acceptable to the permitting agencies. The size of the test hole excavation is kept to a minimum, in most cases the nominal size of a test hole is 8" x 8". This service represents the best available data on subsurface utilities given a cost-effective investigation using air/vacuum excavation. Visual verification in the test hole below the water table is not possible. An air lance probe can be used in these instances to a reasonable depth of approximately 6 feet, although results to greater depths may be possible. The bottom of the utility pipe and conduit is sometimes not directly available and in most cases can be derived from the crown of the pipe and the pipe diameter. Pipes with a diameter of 16" or less can usually be determined by exposing a portion or the entire pipe as needed. If pipe diameter is critical on pipe facilities greater than 16", additional test holes may be required to obtain both edges. The bottom depth of multiple conduit and encased duct banks is determined by excavating down one edge of the utility. Additional test holes are needed to accurately document edges, configuration and top and bottom depths. Conditions under multiple or encased duct bank facilities cannot be excavated and therefore the existence of another facility cannot be confirmed. It is important to remember that the bottom edge of the facility may not represent its lowest point, and the shape or configuration of the facility may not be the same on both sides. Locating underground utilities is not an exact science. The reporting of a negative result (no facility found) should not be used as a positive determination that the subject area is clear of all facilities or that the facility does not exist. CLIENT shall hold harmless and indemnify Keith and Associates, Inc. (K&A) against any losses as a result of limitations within the equipment, but not against negligence on the part of K&A. Use of this service does not relieve interested parties from their responsibility to make required notification prior to excavation, nor does it relieve utility owners of their responsibility to mark the location of their facilities. K&A will not be responsible for damage caused by others. K&A will not be responsible for utilities that cannot be located with the equipment and techniques provided, or those located underneath other utilities. If records research is not part of the scope of services, the utility owner's marks will be used to identify the utility. K&A will not be responsible for correcting mistakes made by other locators. Where vacuum excavation services are used and no utility is found at the mark provided by the utility at a depth of 5 feet, the excavation will be backfilled, referenced and invoiced as one test hole.

### III. PROJECT SCHEDULE

Subsequent to the execution of this Agreement, the Consultant shall commence work on the project. We anticipate completing the services and tasks included in this agreement within 4 months.

### IV. COMPENSATION

CONSULTANT will provide the above described services on a lump sum basis, to be billed on a monthly basis. Lump sum fee shall be as follows, plus out of pocket expenses.

Task 001	Horizontal Designation Services - (Quality Level 'B')	\$27,000.00
Task 002	Records Research - (Quality Level 'D')	\$ 3,000.00
Task 003	Topographic Survey	\$44,500.00
<b>TOTAL ALL TASKS</b>		<b>\$74,500.00</b>

**"CONSULTANT"**

Witnesses: KEITH AND ASSOCIATES INC.

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

Printed Name A. Dodie Keith- Lazowick  
Name Printed

\_\_\_\_\_ Title: President

\_\_\_\_\_  
Printed Name

(SEAL)

STATE OF FLORIDA  
COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_ by A. Dodie Keith- Lazowick, as President of Keith and Associates, Inc., who is personally known to me or who has produced \_\_\_\_\_  
\_\_\_\_\_ (type of identification) as identification.

NOTARY'S SEAL:

\_\_\_\_\_  
NOTARY PUBLIC, STATE OF FLORIDA  
(Signature of Notary Taking Acknowledgment)

\_\_\_\_\_  
(Name of Acknowledger Typed, Printed or Stamped)

\_\_\_\_\_  
Commission Number

Signed, Sealed and Witnessed  
In the Presence of:

**POMPANO BEACH COMMUNITY  
REDEVELOPMENT AGENCY**

\_\_\_\_\_  
Print Name: \_\_\_\_\_

By: \_\_\_\_\_  
Lamar Fisher, Chairman

\_\_\_\_\_  
Print Name: \_\_\_\_\_

ATTEST:  
  
\_\_\_\_\_  
Margaret Gallagher, Secretary

**EXECUTIVE DIRECTOR:**  
Redevelopment Management Associates, LLC  
a Florida limited liability company

\_\_\_\_\_  
Print Name: \_\_\_\_\_

By: MetroStrategies, Inc., a Florida corporation  
a managing member

\_\_\_\_\_  
Print Name: \_\_\_\_\_

By: \_\_\_\_\_  
Kim Briesemeister, President

and

By: \_\_\_\_\_  
Christopher J. Brown  
a managing member

STATE OF FLORIDA  
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2016 by LAMAR FISHER as Chairman of the Pompano Beach Community Redevelopment Agency, who is personally known to me.

NOTARY'S SEAL:

\_\_\_\_\_  
NOTARY PUBLIC, STATE OF FLORIDA

\_\_\_\_\_  
(Name of Acknowledger Typed, Printed or Stamped)

\_\_\_\_\_  
Commission Number

STATE OF FLORIDA  
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2016 by MARGARET GALLAGHER, Secretary of the Pompano Beach Community Redevelopment Agency, who is personally known to me.

NOTARY'S SEAL: \_\_\_\_\_ NOTARY PUBLIC, STATE OF FLORIDA

\_\_\_\_\_  
(Name of Acknowledger Typed, Printed or Stamped)

\_\_\_\_\_  
Commission Number

STATE OF FLORIDA  
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2016, by Kim Briesemeister, President of MetroStrategies, Inc., as Managing Member of Redevelopment Management Associates, LLC on behalf of the limited liability company. She is personally known to me or who has produced \_\_\_\_\_ (type of identification) as identification.

NOTARY'S SEAL: \_\_\_\_\_  
NOTARY PUBLIC, STATE OF FLORIDA

\_\_\_\_\_  
(Name of Acknowledger Typed, Printed or Stamped)

\_\_\_\_\_  
Commission Number

STATE OF FLORIDA  
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2016, by Christopher J. Brown, as Managing Member of Redevelopment Management Associates, LLC, on behalf of the limited liability company. He is personally known to me or who has produced \_\_\_\_\_ (type of identification) as identification.

NOTARY'S SEAL:

\_\_\_\_\_  
NOTARY PUBLIC, STATE OF FLORIDA

\_\_\_\_\_  
(Name of Acknowledger Typed, Printed or Stamped)

\_\_\_\_\_  
Number Commission



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