

FIRE-RESCUE BOND  
BLUE RIBBON COMMITTEE MINUTES  
REGULAR MEETING  
City of Fort Lauderdale  
100 North Andrews Avenue  
8<sup>th</sup> Floor Conference Room  
Fort Lauderdale, Florida 33301  
April 19, 2007

Board Members	Meeting Attendance	Cumulative Attendance from 01/18/ 2007	
Thornie Jarrett, Chair	P	P-4	A-0
Dianne Shuler, Vice Chair	P	P-3	A-1
Mary Graham	P	P-4	A-0
Allan A. Kozich	P	P-4	A-0
Patrick McTigue	P	P-3	A-1
Douglas Ruth	P	P-4	A-0
Steve Kirsch	P	P-3	A-1
Don Bastedo	P	P-4	A-0
Norman W. Thabit	P	P-4	A-0

Staff

Albert Carbon, Director, Public Works Department  
Mina Samadi, CRA Engineering Design Manager  
Frank Snedaker, Chief City Architect  
Robert Bacic, Battalion Chief  
Sandra Goldberg, Prototype, Inc., Recording Clerk

**1. Call to Order/Roll Call**

Chairman Jarrett called the April 19, 2007 meeting of the Fire-Rescue Blue Bond Ribbon Committee to order at 6:00 p.m. A quorum was achieved with eight committee members present.

**2. Approval of Minutes of March 15, 2007**

Member Kozich made a motion to approve the March 15, 2007 minutes as submitted. Member Thabit seconded the motion. Upon a voice vote, the motion passed unanimously.

### **3. Staff Liaison Report**

Mr. Carbon proceeded with the update on the status of the fire stations as follows:

Station 53: Member Ruth inquired about the status of the misdrawn floors. Mr. Carbon reported that the drawings were fixed and there were no additional design fees to correct it. Member Graham asked if the fuel tanks would be above or below ground. Mr. Carbon responded that the Fire Department wants the tanks below ground and there is nothing in the Code to prevent that. Mr. Carbon confirmed that there was a conflict between the drawing and the specifications and the project team has directed the contractor to make the necessary adjustments to put the tanks underground.

Member Ruth asked about the length of the bolt and the amount of thread showing. Member Kozich advised that the bolt was actually a stud anchor which is welded directly to the steel framing for sheer purposes.

Member Graham asked about West Construction preparing a list of owner related delays for change orders and if West Construction would be making a financial claim. Mr. Carbon replied that no claims can be made for delays for general purposes.

Member Graham asked if the audio visual system had been purchased yet. Chief Bacic reported that the system had not yet been purchased; however, all the electrical conduit and piping is included in the plan so when the system is purchased the wires will only need to be pulled.

Chairman Jarrett asked if the same audio visual vendor for Station 2 was going to be used for Station 53. Chief Bacic advised that different vendors were being consulted. Chairman Jarrett cautioned that all system layouts may not be compatible and it may take thousands of dollars for modifications if a different system is used. Chairman Jarrett also suggested that the vendor be required to field test the system to verify if the layout will work with its particular system.

Station 47: Member Graham asked if the lead time for the station had changed due to the rejection of the shop drawings for the joist system. Mr. Snedaker advised that the redesigned joists had been delivered last week and the slab poured two days ago. Member Graham asked if there would be a change order for field work to prepare for the joists. Mr. Snedaker advised there would be a change order which would be under \$5000.

Member Graham stated that the soil report had recommended four inches of stabilizing rock and asked why the contractor deviated from that suggestion. Mr. Snedaker responded that when the initial soil tests were done it was not anticipated that there would be four feet of earth removed and when the contractor backfilled, the compaction was much more dense than the previous soils.

Member Graham asked if there would be any delays related to the drain field issue. Mr. Snedaker replied that the schedule should be within two weeks of the original schedule.

Member Thabit asked who would be responsible for the extra costs for the joist problem. Mr. Carbon stated that there were minimal on-site changes that took a couple of hours to accomplish so the contractor was paid on a time and materials basis. Mr. Carbon indicated there were no design charges related to the redesign of the joist shop drawings; the joist manufacturer took care of the changes to the shop drawings.

Member Graham asked if URS was on this job and did they not get a chance to review these drawings. Mr. Carbon stated that URS was on for this project, but there will always be items that are missed.

Member Graham asked if the security and audio visual systems were purchased for Station 47. Chief Bacic replied that they were not yet purchased; the Fire Department wants to see how Station 53 works out before proceeding of Station 47.

Station 29: Mr. Carbon stated that the mediation has been completed and the final water samplings are being done for the County. The purchase orders have been issued for the fire sprinkler/alarm systems for the training facility and the project team is getting ready to issue the demolition contract. Mr. Carbon indicated that by next month the construction of the training facility should be started.

Member Ruth asked if the remediation stayed within the budget. Mr. Carbon indicated it did. Ms. Samadi stated that the design is complete; the team is waiting for DEP to review the remediation. Once approved, the plans can be submitted for the building permit.

Station 49: Mr. Carbon stated that the project team is ready to present the project to the Planning & Zoning Board on May 16<sup>th</sup>. The team is still working with FDOT and Broward County for the applicable permits. Chief Bacic is still working with the real estate staff to identify temporary facilities. Mr. Carbon indicated that the first set of FEMA trailers released for sale are not what is needed – they are fifth wheels; he is looking for office trailers like the portable school buildings.

Chairman Jarrett asked if the traffic signal was worked out. Ms. Samadi indicated that FDOT did not have any comments about requiring a signal but the City is still considering a signal for safety at the north entrance.

Station 54: Mr. Carbon reported that the DRC has signed off on the plans and the project will be presented to the Planning & Zoning Board in May. Ms. Samadi indicated that the Planning & Zoning submittals included the site plan and the alley vacation.

Mr. Carbon stated that land to house the fire fighters during construction was still being identified; the Beach Community Center is being considered.

Station 3: Mr. Carbon indicated that the land use amendment is scheduled for Broward County Planning Council review on April 26 and May 24. The surveying and design have commenced. The project will not be ready for Planning & Zoning review until probably September.

Chairman Jarrett asked if the situation with Station 29 would occur with Station 3. Ms. Samadi indicated that the existing building would remain while the new facility is constructed and then the old station would be demolished.

Station 46: Mr. Carbon reported that the project team is preparing for the neighborhood meetings to discuss the location of the station at Mills Pond Park. The dates are not firm yet but will be scheduled for May or June.

Member Graham asked about the scheduling for the Planning & Zoning Board. Mr. Carbon indicated that the project will be extended due to having to obtain a land use amendment. Mr. Snedaker indicated no reductions for setbacks would be required and confirmed there was adequate electrical power for the station.

[Allan Kozich left the meeting at 6:30 p.m.]

Chairman Jarrett commented that a lot of design issues depend on the input from the neighborhood meetings and the team should not wait too long to hold the meetings. Ms. Samadi indicated that the neighborhood meetings to be scheduled were to explain the response time and the relocation of the station from Powerline Road to the Park, not for showing the design plans.

Member Graham asked if anyone had met with Commissioner Moore. Member Shuler stated that Commissioner Moore normally addresses issues at his district meetings he holds once a month. Mr. Carbon stated that the neighborhood meetings planned are two separate meetings with the residents and the park users, then a third joint meeting. Member Graham asked when the elevations would be provided for the residents review. Ms. Samadi stated that the prototype could be shown at the meetings.

Station 8: Mr. Carbon reported that he obtained all the information from Broward General and met with the City's real estate staff about the City's needs and the Hospital's needs. Mr. Carbon stated he also met with bond counsel and the financial advisor and they are due to get back to him. Mr. Carbon indicated that the plan is that the City will own the property and the Hospital will lease.

Station 13: Mr. Carbon indicated that the State is still asking for the seawall replacement, but have not provided specifics for what they are requesting. Mr. Carbon stated he has requested the information. Mr. Carbon indicated Chief Bacic and Ms. Samadi are determining the costs for a temporary station versus being able to build the station next door. Once the differential cost is determined they will advise the State that is the maximum the City would be willing to spend on their park improvements. Mr. Carbon indicated more information would be available for the May meeting.

Station 35: Mr. Carbon reported that the team is looking at different building options such as going to three stories due to the small site. The team is going to meet with the church next door as well as Commissioner Teel indicated the church may be interested in a joint parking garage project.

Chairman Jarrett asked from the Fire Department standpoint if the current location is better than other options. Mr. Carbon indicated the team is still looking at other site options as well.

#### **4. Member Discussion Items**

Mr. Carbon indicated that the committee elections were supposed to have been done in January so the Committee needs to hold them now.

Member Graham made a motion to nominate Thornie Jarrett as Chair and Diane Shuler as Vice Chair. Member Bastedo seconded the motion. Upon a voice vote, the motion passed unanimously.

Chairman Jarrett asked Mr. Carbon to briefly review the financial report as of April 12, 2007. Mr. Carbon stated that the report shows the initial bond amount of \$20 million and what has been expended as of March 31, 2007, including the monies that have been encumbered. The report does not include the additional funds from the airport or the general CIP funds that support Stations 47 and 53. Once Stations 47 and 53 are completed it's all bond money. Mr. Carbon stated that the report doesn't include the additional bonds that have not been issued yet.

Mr. Bastedo asked where the updated building schedule was that was promised for Station 53. Mr. Carbon indicated he has the updated information for Station 53 and will have it sent to all the Committee members; he is still working on an update for the whole program schedule. Member Graham asked that the schedule be provided at the May meeting so the Committee can start working on its mid-term report for the Commission.

[Albert Carbon left the meeting at 6:50 p.m.]

Vice Chair Shuler suggested that at the next committee meeting the subject of an update report be addressed instead of an annual report. Member Graham stated that the reason the committee prepared a report last May was due to the southeast station and the construction schedule. Member Graham stated that the southeast station is still an issue and the committee needs to be proactive in documenting the status of the issues.

Chairman Jarrett stated that the main charge of the committee was still to assure that the bond money is spent correctly. Chairman Jarrett expressed his concern about exceeding the bond funds and it would be easier to get allocations approved a little at a time. Member Bastedo stated that if each station is tracked it would provide a good idea of the projections for future stations.

Member Graham asked if there are any cost benefits of shell construction or savings in time and would the savings be more identifiable once there are more stations constructed. Ms. Samadi replied that the bids for 47 and 53 were unusual because of the addition of the administration building and the emergency, and the change from three to four at Station 47. Ms. Samadi stated that she was under the impression that the team was waiting for the bid for Station 29 so there will be a stable basis for comparison for the remaining similar station designs.

Chairman Jarrett stated he feels that the bid for Station 29 will come in higher than originally budgeted for and it will be easier to get portions versus a lump sum at the end. Member Bastedo stated that the problem existed at the beginning; it is not a developing problem. Member Thabit stated that it is unlikely the Commission will provide additional funds until the well runs dry. At that time creative solutions will be needed to raise the additional funds. Member Thabit stated that the stations have to be built, the rising costs for salaries and materials are the issue and the committee needs to alert the City Commission via a report when the actual costs are identified.

Member Graham asked if staff felt it better to keep the structure of the program where the architecture is done in-house and the engineering outsourced. Ms. Samadi indicated it was an issue of workload; it is likely that a couple stations will have to be provided to PGAL to design. Ms. Samadi indicated that PGAL has completed the 60% plans for the project they have been assigned which are being reviewed internally. Member Graham asked that the plans be provided to the Committee for review. Ms. Samadi indicated the plans are not ready for public viewing yet. Member Graham stated she would send an email to Mr. Carbon requesting a set of design development plans.

Member Thabit asked if the project team has done everything possible to reduce costs in the purchasing of materials. Ms. Samadi replied that the doors and generator are being purchased and Chief Bacic is working on reducing the materials costs for communications systems and furniture. Member Thabit asked that a list of those cost

savings be provided to the committee at its May meeting. Member Thabit also stated that the City could purchase some things in bulk to save on the sales tax. Member Thabit commented that it is important to show the City Commissioners all efforts to reduce costs when preparing to request additional funds.

[Patrick McTigue arrived at 7:07 p.m.]

Vice Chair Shuler stated she likes Member Bastedo's idea about preparing a comprehensive schedule showing the costs and the reasons for the cost increases so that the Commissioners can consider in the next budget cycle. Member Graham stated that a simple spreadsheet format could be prepared showing the stations, the initial funds, the initial square footage of the station, the ultimate resulting square footage, bid prices, final construction costs, change orders, etc. The spreadsheet format would be easy to understand.

Chairman Jarrett brought up the issue of design costs and oversight costs. Member Thabit stated that as other stations are bid out with the same or similar designs, the percentages should be reduced.

Chairman Jarrett stated that the original bond had \$400,000 per station for design and oversight; now costs are \$450,000 for oversight which doesn't leave much for design. Even though design is being done in-house, the engineering is outsourced. Mr. Snedaker indicated costs for engineering for Station 47 was about \$50,000. Member Thabit indicated that a five to six percentage for oversight is more reasonable and the Public Works Department staff needs to be tougher when negotiating these contracts.

Member Graham stated that it would be helpful if a spreadsheet was prepared in an easy to read format to compare hard costs versus soft costs. The fees for professional services are approaching 30% of the hard costs for the construction which is unheard of. Member Graham stated she was surprised when URS was selected again in light of the problems at the airport. Mr. Snedaker responded that change orders cannot be fully eliminated and URS was hired to minimize change orders. Additionally, every city project cannot be done in-house because of the volume and lack of personnel available so URS is filling that role.

Member Thabit asked if there were other qualified firms that could provide the same services as URS at a lower fee. Mr. Snedaker replied that there may be but it would require rebidding which would delay schedules. Member Thabit stated that going back out may be appropriate provided delays are avoided. Mr. Snedaker responded that URS is already familiar with the program and a process is in place for the two stations. The time to readdress the fees with URS would be for any future stations assigned to URS for oversight.

Member Kirsch asked about the \$400,000 originally allocated per station for oversight. Mr. Snedaker stated that the 17% which included survey, design, administration, etc. averaged out to about \$400,000 per station. Chairman Jarrett stated that all costs were estimated insufficiently in the original budget. Chairman Jarrett indicated that construction related costs are generally calculated on a percentage basis and the actual costs may increase over time but the percentages should stay the same.

Member Thabit stated that the Committee needs to send the message to the Public Works Department that the fees are too high and to make all efforts to reduce them. Since the staff is responsible to the City Commission, Member Thabit suggested that it be included in the Committee's report that the request was made to Public Works to reduce the oversight fee. Chairman Jarrett stated that he agrees with Member Thabit but would hesitate to indicate shortcomings without identifying alternate solutions. Member Thabit suggested that the Committee could make a motion requesting the Public Works Director to inform the Committee for review, subsequent to negotiations with URS of the oversight percentage for the next station, prior to taking the contract to the City Commission for approval. Member Thabit continued that if the Committee disagrees with the contract percentage, it could issue a memorandum to the City Commission regarding its position.

Following discussion, Member Thabit made a motion to request the Public Works Director to bring any contracts for construction management to the Committee for review prior to taking to the City Commission for approval. Member Graham seconded the motion. Upon a voice vote, the motion passed unanimously.

Member Graham asked if the Committee would consider setting the meeting time earlier. The Board reached the consensus that 6:00 p.m. was an appropriate time.

Chief Bacic announced that today was Chief Simon's last day with the Fire Department. Chief Simon will still be available for consultation through 2008.

Member Graham stated she would create a template for a spreadsheet by next week and then ask Mr. Carbon to send it to all the Committee members for format review. Once the format is acceptable, Mr. Carbon could provide the information for the spreadsheet.

Chairman Jarrett stated that to summarize the discussions, for the May meeting the individual schedule for Station 53/88 would be provided by staff along with an update on the general construction schedule.

## **5. Adjournment**

With no further business to come before the Committee, the meeting was adjourned at 8:00 p.m. by Chairman Jarrett.