



**TO:** Honorable Mayor & Members of the Fort Lauderdale City Commission

**FROM:** Rickelle Williams, City Manager

**DATE:** June 30, 2025

**TITLE:** Motion Approving Change Order No.1 (Retroactive) and Change Order No. 2 for Construction Audit Services - Fort Hill Associates, LLC (New Police Headquarters) - \$84,200 - (**Commission Districts 1, 2, 3 and 4**)

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**Recommendation**

Staff recommends that the City Commission authorize Change Order No. 1 retroactively for services previously rendered, and Change Order No. 2, in substantially the forms attached, for additional services needed with Fort Hill Associates, LLC to expand the scope of construction audit services, increasing the total contract amount by \$84,200, from \$85,920 to \$170,120, for the new police headquarters construction project.

**Background**

On February 16, 2021, the Procurement Services Division issued Invitation to Bid (ITB) Event No. 12468-216 for Construction Audit Services related to the new police headquarters project (“Project”). The agreement with Fort Hill and Associates was executed on May 7, 2021.

The original scope of services required the auditor’s presence throughout the construction process to ensure compliance with contract terms, provide accurate and timely audit reporting, and help mitigate cost overruns, unidentified risks, and potential fraud. The scope did not include evaluating the quality of materials or the design of the Project.

Following further evaluation, it was determined that the initial scope of work did not include sufficient audit service hours to complete the full period of performance for the Project.

The City is requesting retroactive approval of Change Order No. 1, totaling \$43,200, which increased Fort Hill and Associates’ scope of work. The additional services provided were:

- Reviewing and analyzing AECOM’s (Architect of Record) submitted change orders to ensure alignment with police headquarters contract terms;
- Determining responsibility for incurred costs and assessing the aggregate cost of errors and omissions against the defined threshold target;
- Reviewing AECOM’s change order log and related documentation as it pertains to

- the 15% cost threshold for errors and/or omissions;
- Verifying the current status of the 2% construction cost benchmark; and
- Conducting schedule reviews in relation to project delay requests.

The City is also requesting approval of Change Order No. 2, totaling \$41,000, for the review analysis of Moss’s Potential Change Item (PCI) No. 275 where Fort Hill will provide the following services:

- Initial Review of PCI 275 details to identify the activities and their impact and how they were affected;
- Map the PCI to the project schedule;
- Analysis of the schedule float and critical path;
- Perform a cost analysis, by reviewing invoices, time sheets, and other necessary calculations; and
- Recommendations report and concurrency impacts including the cost of delays and number of days related to the deflection.

These additional services will result in the following deliverables:

- Provide recommendations to the City summarizing the PCI analysis of float and critical path; and
- Report containing documented schedule analysis, impact calculations, and any necessary contractual references.

**Resource Impact**

There will be a fiscal impact to the City in the amount of \$84,200 for this Change Order. Funds for this Change Order are available in the Project fund listed below:

<i>Funds available as of June 10, 2025</i>					
ACCOUNT NUMBER	PROJECT NAME (Program)	CHARACTER/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	PURCHASE AMOUNT
10-352-5999-521-30-3101-P12573	New Police Headquarters	Services/ Materials Acct & Auditing	\$153,856,576	\$2,530,578	\$84,200
<b>PURCHASE TOTAL ►</b>					\$84,200

**Strategic Connections**

This item is a FY 2025 Commission Priority, advancing the Infrastructure and Resilience initiative.

This item supports the *Press Play Fort Lauderdale 2029* Strategic Plan, specifically advancing:

- The Public Places Focus Area, Goal 5: Build a beautiful and welcoming community.

This item advances the *Fast Forward Fort Lauderdale 2035 Vision Plan: We Are Ready*.

This item supports the *Advance Fort Lauderdale 2040 Comprehensive Plan*, specifically advancing:

- The Internal Support Focus Area
- The Capital Improvements Element
- Goal 2: Ensure adequate funding for infrastructure and capacity exist concurrent with development or redevelopment.

### **Attachments**

Exhibit 1 - Change Order No. 1 with Supporting Documents

Exhibit 2 - Change Order No. 2 with Supporting Documents

Exhibit 3 - Executed Original Agreement

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