



CITY MANAGER'S OFFICE

CITY MANAGER SIGNATURE REQUEST ROUTING FORM

Rev: 14 | Revision Date: 12/18/2025

SECTION 1 | SUMMARY INFORMATION

Date: 07/08/26

☐ Commission Agenda Item ☐ Letter to the Commission (LTC) ☐ Letter to External Stakeholder(s) ☒ Other Document

Document Title/Purpose: Broward County Permit Application for Construction in Public ROW

Installation of speed cameras within the school zones of Virginia Shuman and Croissant Park Elementary as part of the Automated School Zone project

Commission Meeting Date: 03/19/26 CAM #: 26-0009 Item #: CP-1

CAM attached: ☒ Yes ☐ No Action Summary Attached: ☐ Yes ☐ No CIP FUNDED: ☐ Yes ☐ No

Community Investment Plan (CIP) Project defined as having a life of at least 10 years and a cost of at least \$100,000 and shall mean improvements to real property (land, buildings, or fixtures) that add value and/or extend useful life, including major repairs such as roof replacement. Term "real property" includes land, real estate, realty, or real.

SECTION 2 | REQUESTOR (CHARTER OFFICE/DEPARTMENT)

Charter Office: Router Name: Ext:

Department: TAM Router Name: Melissa Castillo Ext: 3770

Department Approval (Director/Chief): Name Ekaete Ekwere Init EE Date: 07/08/26

*Return Document To: Ekaete Ekwere Department: TAM Ext: 4698

**REMINDER: Once review and signature at the last level of government (Federal, State, County) is complete, scan the final record copy and send to the City Clerk's Office.*

Scan Date: Attach Certified Resolution #: Original form route to CAO: ☐ Yes ☐ No

THE FOLLOWING SECTIONS ARE FOR CHARTER OFFICE USE ONLY

SECTION 3 | CITY ATTORNEY'S OFFICE (CAO): CAO signed/routed Required ☐ Yes ☐ No

Is the attached Granicus document final? ☐ Yes ☐ No Number of Originals Attached:

Attorney's Name: Approved as to Form: ☐ Yes ☐ No Initials:

Route to: Finance (if applicable) Date: Route to: CCO Date:

SECTION 4 | CITY CLERK'S OFFICE (CCO)

City Clerk Office Receive and Scan Date: Number of Originals: 1

Route to CMO Date: NA Route to Mayor Date:

SECTION 5 | CITY MANAGER'S OFFICE (CMO)

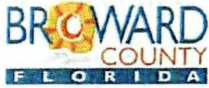
LOG #: 7/12/24 Date Received: 7/8/26 Received From: TAM

To CM/ACM: ☐ R. Williams ☐ C. Cooper ☐ Y. Matthews ☐ Q. Pough ☐ B. Rogers

Approved Init: Rev 07/08/26 for continuous routing to Rickelle Williams, City Manager/Executive Director

Disapproved: Comments:

CMO Executive Assistant Route to: CCO | HR | OMB | Other: Date: Initial:



**BROWARD COUNTY PUBLIC WORKS DEPARTMENT
HIGHWAY CONSTRUCTION & ENGINEERING DIVISION**

**APPLICATION FOR PERMIT
FOR CONSTRUCTION IN THE PUBLIC RIGHT-OF-WAY**

1 NORTH UNIVERSITY DRIVE, SUITE 300
PLANTATION, FLORIDA 33324-2038

Tel # (954) 577-4555

PLEASE TYPE OR PRINT CLEARLY

TYPE OF PERMIT REQUESTED *PD _____ WS _____ *DRIVEWAY _____ UTIL _____ MISC _____ OTHER X

PERMITTEE INFORMATION *See note 13, 20 and 21 on reverse side

Name City of Fort Lauderdale
Address 100 N Andrews Avenue
City Fort Lauderdale State Florida Zip 33301
Qualifier Humberto Ortiz Qualifier CC # EC13004792 / CGC1521373
License Type General Contractor and Electrical Email Address aldo@auminc.us
Telephone # 786-456-4848

Safety Compliance Officer _____
Telephone # _____ Email Address _____

OWNER INFORMATION *See note 13 and 20 on reverse side

Name City of Fort Lauderdale
Address 100 N Andrews Avenue
City Fort Lauderdale State Florida Zip 33301
Telephone # _____ Email Address _____

UTILITY COMPANY INFORMATION

Utility Company Name _____
Address _____
City _____ State _____ Zip _____
Telephone # _____ Email Address _____

PROJECT INFORMATION

Name Virginia Shuman Young Elementary
Location 101 NE 11th Avenue, Fort Lauderdale 33301

Section _____ Township _____ Range _____ Section _____ Township _____ Range _____

Subdivision or Area _____
Job Address _____

Project location 1 _____
Project location 2 (if required) _____

Nearest intersecting roads _____ AAAAA

Legal Description
Plat Book _____ Cty1 _____ Book1 _____ Page1 _____ Cty2 _____ Book2 _____ Page2 _____

PROJECT DESCRIPTION

Description of Work Implementation of speed cameras within school zones

In accordance with the approved plans submitted by

Company Name CALTRAN Engineering Group, Inc
Address 790 NW 107th Avenue, Suite 200
City Miami State Florida Zip 33172
X Consulting Engineer _____ Utility Company Engineer _____
Telephone # 786-456-7700 Email Address mhernandez@caltrangroup.com

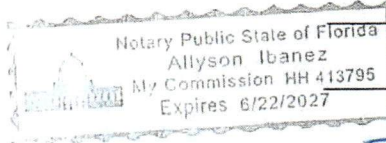
Anticipated Starting Date 08/01/2026

Anticipated Construction Duration 20 Days

*Qualifier Signature - See note 13, 20 and 21 on reverse side

*Owner Signature - See note 13 and 20 on reverse side
Owner must sign for any driveway work in the right of way

Notary Signature



Date 7/7/2026

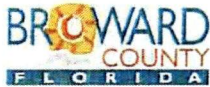
Date 07.08.2026

Date _____

Date 7/7/2026

MINIMUM CONDITIONS APPLICABLE TO PERMIT REQUESTS

1. Owner or Utility agrees to maintain permitted facility, including the restoration of the surrounding right-of-way, at his/her sole expense and, if required by Broward County to promptly modify, relocate and/or remove said facility as required, at the owner's or utility's own sole expense. All portions of the public right-of-way disturbed or impaired during the maintenance, modification, relocation or removal of the permitted facility shall also be restored by owner or utility at owner's or utility's own expense and Broward County will have no responsibility therefore. (2005 Broward County Minimum Standards 3-6.8)
 2. All materials, installations and methods of work in County rights-of-way must be in accordance with the "Minimum Standards Applicable to Rights-of-Way under Broward County Jurisdiction", and Broward County Highway Construction & Engineering Division Requirements. (2005 Broward County Minimum Standards 4-1.1b)
 3. All work in public right-of-way shall be done in strict compliance with the rules and regulations of the Traffic Control Manuals, the Occupational Safety and Health Administration, the Americans with Disabilities Act and the Broward County Public Works and Transportation Department. Failure to comply shall result in cessation of operations and the removal of project-related obstructions from public right-of-way until compliance is achieved. (2005 Broward County Minimum Standards 3-1.1)
 4. Prior to commencement of construction within Broward County jurisdiction rights of way, the permittee shall contact the Broward County Highway Construction & Engineering Division (954) 577-4600 to schedule a preconstruction meeting. Failure to comply may result in a revocation of this permit. (2005 Broward County Minimum Standards 3-3.1)
 5. No construction shall be initiated until a permit for the proposed installation has been issued by the Broward County Highway Construction and Engineering Division. (2005 Broward County Minimum Standards 3-2.2)
 6. The contractor must submit maintenance of traffic plan to the Broward County Traffic Engineering Division (954) 847-2600 and obtain approval prior to commencing work in the right of way. (2005 Broward County Minimum Standards 3-1.3 & 4-1.4)
 7. A minimum of forty-eight (48) hour notice must be given to the Broward County Highway Construction & Engineering Division before commencing work on any project. - Telephone Number (954) 577-4600. (2005 Broward County Minimum Standards 3-3.2)
 8. A minimum of twenty-four (24) hour notice must be given to Broward County Highway Construction & Engineering Division for scheduling of all tests and inspections relating to this permit. Scheduling is done on a "First Come, First Served" basis. - Telephone Number (954) 577-4600. The Engineer of Record for the project shall be present for all inspections and tests, unless instructed otherwise by the Broward County Highway Construction and Engineering Division. (2005 Broward County Minimum Standards 3-3.3)
 9. A set of plans for the project bearing the Highway Construction and Engineering Division approval stamp, the Permit issued by the Highway Construction and Engineering Division, and the MOT plan approved by the Traffic Engineering Division, shall all be onsite whenever work is in progress. In the event that any one of these items is not so located, work shall not be allowed to begin or, if already begun, shall be halted. (2005 Broward County Minimum Standards 3-6.1)
 10. Permitted work shall not be deemed approvable until all installations, tests and restorations are complete and approved by the Consulting Engineer, all other agencies having jurisdiction, and this Division; and all required Test Reports, Certifications and "Record" drawings have been submitted to and accepted by all agencies requiring as-built approval. (2005 Broward County Minimum Standards 3-8 & 3-9)
 11. "Record" drawings and certification package, as required by the "Minimum Standards Applicable to Rights-of-Way under Broward County Jurisdiction", must be submitted to the Broward County Highway Construction & Engineering Division prior to final inspection. (2005 Broward County Minimum Standards 3-6)
- Paving and Drainage** (2005 Broward County Minimum Standards 6-1.13 & 6-1.18)
- a. One (1) set of certified drainage as-built drawings signed and sealed by a Professional Land Surveyor registered in the State of Florida together with the Engineer's Certification. All drainage installations shall be tested for leakage prior to backfilling; and
 - b. One (1) set of finished rock base as-built drawings signed and sealed by a Professional Land Surveyor registered in the State of Florida and certified by a Professional Engineer registered in the State of Florida, stating that the installation shown thereon was made in substantial conformance with the approved drawings. Finished rock as-built drawings shall be at the same scale as the approved drawings and must show finished rock base elevations and offsets at centerline, edge of median and edge of pavement, plus elevations of bottom of swale or flow line of gutter, top of curb and right of way line, at high point and low points, intersections and changes in slope. Elevations shall be verified and shown at intervals not to exceed 300 feet measured along the profile grade line for projects over 1500 feet in length; every 100 feet for projects 500 to 1500 feet in length and every 50 feet for projects under 500 feet in length. These elevations shall be depicted on a set of plans at the same scale, with sufficient clarity to make judgment of acceptability possible; and
 - c. All test reports including One (1) copy of the density reports on the compaction of the subgrade, base, shoulders and swales verified by an independent certified Engineering Testing Laboratory.
- Water and Sewer** (2005 Broward County Minimum Standards 10-5, 11-5 & 12-5)
- One (1) set of certified as-built drawings signed and sealed by a Professional Land Surveyor registered in the State of Florida together with the Engineer's Certification. All drawings shall indicate accurate house connection dimensions, main and terminal point locations, elevations of stubs or laterals, locations and elevations of all changes in direction and slope, rim elevations, invert elevations and structure numbers. In addition the size, material, location and elevation of all underground utilities encountered during construction shall be indicated on the plan; and
- Gas Transmission and Distribution Systems, Telephone, CATV, Other Signal Systems or Electric Power**
(2005 Broward County Minimum Standards 13-3, 14-10, 15-9 and 16-9)
- Record drawings may be required on a case by case basis. When required one (1) set of record drawings shall be submitted within three (3) weeks after completion of the work along with a statement signed by the Engineering Supervisor of the utility company certifying as to the accuracy of the as-built locations and elevations of the permitted installations and further certifying that the permitted installation was done in substantial accordance with the approved drawings.
- Landscape Irrigation** (2005 Broward County Minimum Standards 19-6)
- One (1) set of certified as-built drawings signed and sealed by a Professional Land Surveyor registered in the State of Florida together with the Engineer's or Landscape Architects Certification. All drawings shall indicate location and elevation information.
- Monitoring Well** (2005 Broward County Minimum Standards 20-7)
- On completion of construction, the contractor must furnish the Broward County Highway Construction & Engineering Division with a "Well Completion Report".
12. A Notice of Acceptance shall be sent to permittee, and the one year warranty maintenance period will commence during which the permittee shall, at his/her sole expense, repair or cause to be repaired, any defects that may be identified within the public right-of-way due to or arising from the permitted installation(s) or the permittee's operations related to the project. (2005 Broward County Minimum Standards 6-1.19 & 7-2.15)
 13. This permit shall expire under the following circumstances; unless other arrangements have been made with the Broward County Highway Construction & Engineering Division. Once a permit has expired, before any work may continue, begin or resume, a new permit shall be obtained with all current conditions and regulations having to be met including new plan approval. A new permit fee shall be charged for the uncompleted portion only.
 - A. If construction of permitted work is not commenced within 180 calendar days. (2005 Broward County Minimum Standards 4-2.1); or,
 - B. If permitted work, once begun, is suspended for more than 90 days. (2005 Broward County Minimum Standards 4-2.2); or,
 - C. Upon completion of the permitted work (including restoration), and acceptance by the permittee, all regulatory agencies involved, and the Broward County Highway Construction & Engineering Division. (2005 Broward County Minimum Standards 4-2.3); or
 - D. Evidence of incorrect, misleading or omitted information having significant bearing on the approvability of a previously approved plan shall be cause for rescission of the Highway Construction and Engineering Division permit and suspension of work (if started), and resubmittal of the corrected plans for approval. (2005 Broward County Minimum Standards 4-1.9); or
 - E. Upon the passage of two (2) years from the date of issuance. (2005 Broward County Minimum Standards 4-2.4)
 14. Permittee is solely responsible for any relocation(s) of new or existing facilities required as a result of this permitted construction. Permittee is responsible for notification/coordination with owners of previously permitted facilities located within County Jurisdiction rights of way.
 15. Permittee hereby indemnifies and holds Broward County harmless for any loss arising from permittee's installation or operations under this permit.
 16. This permit only applies to authorization from the Broward County Highway Construction & Engineering Division. It is possible that additional permits may be necessary. Nothing contained herein relieves the permittee from timely complying with applicable laws of other Federal, State or Local Governments.
 17. It is expressly understood that this permit is for permissive use only and that the placing of facilities upon public property pursuant to this permit shall not operate to create or vest any property right in said holder.
 18. Prior to construction of any improvements within the county jurisdiction right of way, the permittee shall notify the Sunshine State One-Call of Florida, Inc. for underground facility locations, as set forth in the "Underground Facility Damage Prevention and Safety Act" of the State of Florida, Chapter 556 Florida Statutes. (2005 Broward County Minimum Standards 3-1.6)
 19. Excavated materials shall not be stockpiled in the public right of way during construction without specific approval of the Broward County Highway Construction & Engineering Division. All excess materials shall be removed from the worksite and disposed of legally by the permittee at his own expense. (2005 Broward County Minimum Standards 3-6.6.2)
 20. The owner understands and agrees that portions of driveways within the public right of way that are disturbed and/or removed for permitted work will be replaced only with asphalt or plain concrete having no additives, coloring, special finishes or patterns.
 21. In the event it becomes necessary, for any reason, to continue work operations beyond the normal hours of operation for the Division, the Contractor whose name appears on the face of this Permit acknowledges their commitment to pay the associated Broward County Highway Construction & Engineering Division and Traffic Engineering Division charged overtime expenses, prior to requesting a final inspection on the project. (Broward County Resolution 1999-1140)



**BROWARD COUNTY PUBLIC WORKS DEPARTMENT
HIGHWAY CONSTRUCTION & ENGINEERING DIVISION**

**APPLICATION FOR PERMIT
FOR CONSTRUCTION IN THE PUBLIC RIGHT-OF-WAY**

1 NORTH UNIVERSITY DRIVE, SUITE 300
PLANTATION, FLORIDA 33324-2038

Tel # (954) 577-4555

PLEASE TYPE OR PRINT CLEARLY

TYPE OF PERMIT REQUESTED *PD _____ WS _____ *DRIVEWAY _____ UTIL _____ MISC _____ OTHER X

PERMITTEE INFORMATION *See note 13, 20 and 21 on reverse side

Name City of Fort Lauderdale
Address 100 N Andrews Avenue
City Fort Lauderdale State Florida Zip 33301
Qualifier Humberto Ortiz Qualifier CC # EC13004792 / CGC1521373
License Type General Contractor and Electrical Email Address aldo@auminc.us
Telephone # 786-456-4848

Safety Compliance Officer _____
Telephone # _____ Email Address _____

OWNER INFORMATION *See note 13 and 20 on reverse side

Name City of Fort Lauderdale
Address 100 N Andrews Avenue
City Fort Lauderdale State Florida Zip 33301
Telephone # _____ Email Address _____

UTILITY COMPANY INFORMATION

Utility Company Name _____
Address _____
City _____ State _____ Zip _____
Telephone # _____ Email Address _____

PROJECT INFORMATION

Name Croissant Park Elementary School
Location 1800 SW 4th Avenue, Fort Lauderdale 33315

Section _____ Township _____ Range _____ Section _____ Township _____ Range _____

Subdivision or Area _____
Job Address _____

Project location 1 _____
Project location 2 (if required) _____

Nearest intersecting roads _____

Legal Description _____
Plat Book _____ Cty1 _____ Book1 _____ Page1 _____ Cty2 _____ Book2 _____ Page2 _____

PROJECT DESCRIPTION

Description of Work Implementation of speed cameras within school zones

In accordance with the approved plans submitted by

Company Name CALTRAN Engineering Group, Inc
Address 790 NW 107th Avenue, Suite 200
City Miami State Florida Zip 33172
X Consulting Engineer _____ Utility Company Engineer _____
Telephone # 786-456-7700 Email Address mhernandez@caltransgroup.com

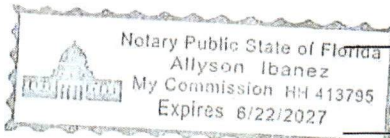
Anticipated Starting Date 08/01/2026 Anticipated Construction Duration 20 Days

*Qualifier Signature - See note 13, 20 and 21 on reverse side

[Signature] for utility approval

*Owner Signature - See note 13 and 20 on reverse side
Owner must sign for any driveway work in the right of way

[Signature]
Notary Signature



7/7/2026
Date
07.08.2026
Date
7/21/2026
Date

MINIMUM CONDITIONS APPLICABLE TO PERMIT REQUESTS

1. Owner or Utility agrees to maintain permitted facility, including the restoration of the surrounding right-of-way, at his/her sole expense and, if required by Broward County to promptly modify, relocate and/or remove said facility as required, at the owner's or utility's own sole expense. All portions of the public right-of-way disturbed or impaired during the maintenance, modification, relocation or removal of the permitted facility shall also be restored by owner or utility at owner's or utility's own expense and Broward County will have no responsibility therefore. (2005 Broward County Minimum Standards 3-6.8)
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 - b. One (1) set of finished rock base as-built drawings signed and sealed by a Professional Land Surveyor registered in the State of Florida and certified by a Professional Engineer registered in the State of Florida, stating that the installation shown thereon was made in substantial conformance with the approved drawings. Finished rock as-built drawings shall be at the same scale as the approved drawings and must show finished rock base elevations and offsets at centerline, edge of median and edge of pavement, plus elevations of bottom of swale or flow line of gutter, top of curb and right of way line, at high point and low points, intersections and changes in slope. Elevations shall be verified and shown at intervals not to exceed 300 feet measured along the profile grade line for projects over 1500 feet in length; every 100 feet for projects 500 to 1500 feet in length and every 50 feet for projects under 500 feet in length. These elevations shall be depicted on a set of plans at the same scale, with sufficient clarity to make judgment of acceptability possible; and
 - c. All test reports including One (1) copy of the density reports on the compaction of the subgrade, base, shoulders and swales verified by an independent certified Engineering Testing Laboratory.
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- One (1) set of certified as-built drawings signed and sealed by a Professional Land Surveyor registered in the State of Florida together with the Engineer's Certification. All drawings shall indicate accurate house connection dimensions, main and terminal point locations, elevations of stubs or laterals, locations and elevations of all changes in direction and slope, rim elevations, invert elevations and structure numbers. In addition the size, material, location and elevation of all underground utilities encountered during construction shall be indicated on the plan; and
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- Record drawings may be required on a case by case basis. When required one (1) set of record drawings shall be submitted within three (3) weeks after completion of the work along with a statement signed by the Engineering Supervisor of the utility company certifying as to the accuracy of the as-built locations and elevations of the permitted installations and further certifying that the permitted installation was done in substantial accordance with the approved drawings.
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 - C. Upon completion of the permitted work (including restoration), and acceptance by the permittee, all regulatory agencies involved, and the Broward County Highway Construction & Engineering Division. (2005 Broward County Minimum Standards 4-2.3); or
 - D. Evidence of incorrect, misleading or omitted information having significant bearing on the approvability of a previously approved plan shall be cause for rescission of the Highway Construction and Engineering Division permit and suspension of work (if started), and resubmittal of the corrected plans for approval. (2005 Broward County Minimum Standards 4-1.9); or
 - E. Upon the passage of two (2) years from the date of issuance. (2005 Broward County Minimum Standards 4-2.4)
 14. Permittee is solely responsible for any relocation(s) of new or existing facilities required as a result of this permitted construction. Permittee is responsible for notification/coordination with owners of previously permitted facilities located within County Jurisdiction rights of way.
 15. Permittee hereby indemnifies and holds Broward County harmless for any loss arising from permittee's installation or operations under this permit.
 16. This permit only applies to authorization from the Broward County Highway Construction & Engineering Division. It is possible that additional permits may be necessary. Nothing contained herein relieves the permittee from timely complying with applicable laws of other Federal, State or Local Governments.
 17. It is expressly understood that this permit is for permissive use only and that the placing of facilities upon public property pursuant to this permit shall not operate to create or vest any property right in said holder.
 18. Prior to construction of any improvements within the county jurisdiction right of way, the permittee shall notify the Sunshine State One-Call of Florida, Inc. for underground facility locations, as set forth in the "Underground Facility Damage Prevention and Safety Act" of the State of Florida, Chapter 556 Florida Statutes. (2005 Broward County Minimum Standards 3-1.6)
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