



CITY MANAGER'S OFFICE

DOCUMENT ROUTING FORM

Rev: 6 | Revision Date: 10/01/2024

ARUSH

CITY MANAGER AND MAYOR'S REVIEW AND/OR SIGNATURE COVERSHEET

1) ORIGINATING OFFICE:

Routing Start Date: 2/6/2025

☒ Agenda Item ☐ Non-Agenda Item

Document Title: Change Order No. 4 to Task Order No. 6 Consultant Services-New PDHQ (12335-206; AECOM)

Commission Mtg. Date: 2/4/2025

CAM #: 25-0170

Item #: M-4

Routing Origin: Finance Department - Procurement Division

CAM attached: ☒ Yes ☐ No

Router Name: Matthew Eaton

Ext: 5141

Action Summary attached: ☒ Yes ☐ No

CIP FUNDED: ☒ YES ☐ NO

Capital Investment / Community Improvement Projects defined as having a life of at least 10 years and a cost of at least \$50,000 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, etc. Term "Real Property" include land, real estate, realty, or real.

2) CITY ATTORNEY'S OFFICE (CAO):

Documents to be signed/routed? ☒ Yes ☐ No

Is the attached Granicus document Final? ☒ Yes ☐ No

Number of originals attached: 1

Approved as to Form: ☒ Yes ☐ No

Attorney's Name: Rhonda Montoya Hasan

Initials: *RMH*

Continue Routing To: FIN (if applicable) Date: _____

and then to CCO Date: 2/6/25

3) CITY CLERK'S OFFICE (CCO):

of originals: 1

Routed to: _____

Date: _____

4) CITY MANAGER'S OFFICE: CMO LOG #: FEB 29

Document received from: CCO 2/7/25

ASSIGNED TO: ☒ SUSAN GRANT, ACTING CITY MGR. ☐ ANTHONY FAJARD, ASST. CITY MGR.

ACTING ASST. CITY MANAGERS.: ☐ BEN ROGERS, ☐ CHRIS COOPER ☐ LAURA REECE

ACTING CRA EXECUTIVE DIRECTOR ☐

APPROVED FOR CITY MANAGER'S SIGNATURE ☐

CITY MANAGER TO SIGN PER ACM OR AcACM (Initial): _____

☐ A. FAJARDO ☐ B. ROGERS ☐ C. COOPER ☐ L. REECE ☐ PENDING APPROVAL (See comments)

Comments/Questions: _____

Forward originals to CCO for continuous routing to Mayor

Date to CCO: 2/7/25

5) MAYOR/CRA CHAIRMAN: Please sign as indicated and forward the originals to the City Clerk's Office for a final processing and review of attestation and/or seal, if applicable. Date to CCO: _____

6) INSTRUCTIONS TO CITY CLERK'S OFFICE: Please retain a scan record copy and forward originals to:

Dept.: FIN-Procurement *Name: Matthew Eaton

Ext: 5141

*Please scan the record copy to the City Clerk once review and sign at the last level of government (Federal, State, County) is complete.

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

TM# 25-0054



**CITY OF FORT LAUDERDALE
City Commission Agenda Memo
REGULAR MEETING**

#25-0170

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

FROM: Susan Grant, Acting City Manager

DATE: February 4, 2025

TITLE: Motion Approving Change Order No. 4 to Task Order No. 6 for Consultant Services for New Police Headquarters - AECOM Technical Services, Inc. - \$946,915.78 - (Commission District 2)

Recommendation

Staff recommends the City Commission approve Change Order No. 4 to Task Order No. 6, in substantially the form attached, in the amount of \$946,915.78, for the consultant services for the new police headquarters with AECOM Technical Services, Inc.

Background

On October 21, 2019, the Procurement Services Division issued Request for Qualifications (RFQ) No. 12335-206. On November 21, 2019, the City opened nine (9) bids received in response to the solicitation. After review, AECOM Technical Services, Inc., was deemed the top ranked firm.

On August 18, 2020, the City Commission approved an Agreement with AECOM Technical Services, Inc. (AECOM) for consultant services for the new police headquarters (CAM #20-0589).

The project scope was for the overall project design, construction administration and management of the Fort Lauderdale Police Headquarters located at 1300 West Broward Boulevard, Fort Lauderdale, FL 33312. AECOM was selected to provide the following services:

1. Predesign Services
2. Schematic Design
3. Design Development
4. Construction Documents
5. Permitting
6. Construction Administration
7. Post Occupancy Phase (Project Closeout and Reporting)

This Task Order has received three (3) previous Change Orders as follows:

02/04/2025
CAM #25-0170

Page 1 of 3

Change Order No. 1

During the construction administration phase, the City requested the consultant, AECOM, include an optional services section of the master agreement, which included additional scope of work to provide threshold inspections for both the parking garage and Police headquarters building. This Change Order was to activate that optional service.

Change Order No. 2

This Change Order was to request additional onsite construction assistance which ensured that the vibro-compaction activities did not impact the structural integrity of the fleet/fire building adjacent to the Project site. This Change Order was to add Construction Administration Services to Task Order No. 6.

Change Order No. 3

This Change Order allowed AECOM to include additional design assistance, site plan revisions for the holding area, commissioning, threshold inspections, building envelope inspections, monument design, construction activities, cafeteria design and programming, and additional coordination efforts on the City's behalf throughout the duration of the Project.

Change Order No. 4

The initial executed Agreement was for \$6,000,000. Due to the complexity of the Project and the unforeseen needs that were not negotiated during the planning phase, the administrative threshold of ten (10) percent has been reached. We are requesting an additional \$946,915.78 for Change Order No. 4 under Task Order No. 6 which will amend the task order to extend the construction administration services and post occupancy phase (project closeout and reporting) of the AECOM Agreement. AECOM's original Agreement was executed based on the initial construction timeline scheduled for 18 months. It was later confirmed that the Moss construction schedule was executed for a total of 36 months, thus requiring the construction administration activities and post occupancy services to coincide with Moss's final completion date (Fall 2025).

Resource Impact

There will be a fiscal impact to the City in the amount of \$946,915.78 for this Change Order. Funds for this Change Order are available in the account listed below.

Funds available as of January 29, 2025					
ACCOUNT NUMBER	COST CENTER NAME (Program)	CHARACTER/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
10-352-5999-521-60-6534- P12573	Police Headquarters	Capital Outlay/ Consultant Engineering Fees	\$147,875,000	\$1,226,693	\$946,915.78
TOTAL AMOUNT ►					\$946,915.78

Strategic Connections

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

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

- The Public Safety Focus Area, Goal 1: Be a safe community that is proactive and responsive to risks.

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. 4

Exhibit 2 - Task Order No. 6

Exhibit 3 - Executed Agreement

Prepared by:	Kristin Thompson, Acting Deputy Director, Transportation and Mobility Ronald Stein, Senior Project Manager, City Manager's Office David Lovern, Project Manager, City Manager's Office Glenn Marcos, Chief Procurement Officer, Finance Michelle Lemire, Procurement Administrator, Finance Matthew Eaton, Senior Administrative Assistant, Finance
Department Directors:	Milos Majstorovic, Transportation and Mobility Linda Short, Finance
Charter Officer:	Anthony Fajardo, Assistant City Manager

details

File #: 250170 Version: 1

Type: CONSENT MOTION

Title: Motion Approving Change Order No. 4 to Task Order No. 6 for Consultant Services for New Police Headquarters - AECOM Technical Services, Inc. - \$946,915.78 - (Commission District 2)

Mover: Ben Sorensen Second: Steven Glassman

Result: Pass

Agenda note:

Minutes note:

Action: APPROVED

Action text: APPROVED

votes (4:1)

5 records

Group

Export

Person Name	Vote
<u>Pam Beasley-Pittman</u>	Yea
<u>Ben Sorensen</u>	Yea
<u>John C. Herbst</u>	Nay
<u>Steven Glassman</u>	Yea
<u>Dean J. Trantalis</u>	Yea



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Detail by Entity Name

Foreign Profit Corporation

AECOM TECHNICAL SERVICES, INC.

Filing Information

Document Number F95000004014
FEI/EIN Number 95-2661922
Date Filed 08/21/1995
State CA
Status **ACTIVE**
Last Event AMENDMENT
Event Date Filed 04/25/2024
Event Effective Date NONE

Principal Address

300 South Grand Avenue, 9th Floor
Los Angeles, CA 90071

Changed: 01/19/2021

Mailing Address

300 South Grand Avenue
9th Floor
Los Angeles, CA 90071

Changed: 04/05/2018

Registered Agent Name & Address

C T CORPORATION SYSTEM
1200 SOUTH PINE ISLAND ROAD
PLANTATION, FL 33324

Officer/Director Detail

Name & Address

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LOS ANGELES, CA 90071

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Los Angeles, CA 90071

Title Director, CEO

Jensen, Karl
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Los Angeles, CA 90071

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Los Angeles, CA 90071

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LOS ANGELES, CA 90071

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9TH FLOOR
LOS ANGELES, CA 90071

Title VICE PRESIDENT

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Title VP RESPONSIBLE IN CHARGE

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LOS ANGELES, CA 90071

Title AUTHORIZED SIGNATORY

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LOS ANGELES, CA 90071

Title CFO, Director

Hall, Allison
300 South Grand Avenue, 9th Floor
Los Angeles, CA 90071

Annual Reports

Report Year	Filed Date
2023	01/24/2023
2024	02/20/2024
2024	02/21/2024

Document Images

04/25/2024 -- Amendment	View image in PDF format
02/21/2024 -- AMENDED ANNUAL REPORT	View image in PDF format
02/20/2024 -- ANNUAL REPORT	View image in PDF format
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11/02/2023 -- Amendment	View image in PDF format
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09/13/2023 -- Amendment	View image in PDF format
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06/25/2021 -- AMENDED ANNUAL REPORT	View image in PDF format
01/19/2021 -- ANNUAL REPORT	View image in PDF format
08/20/2020 -- Amendment	View image in PDF format
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04/13/2017 -- ANNUAL REPORT	View image in PDF format
04/18/2016 -- ANNUAL REPORT	View image in PDF format
12/13/2015 -- AMENDED ANNUAL REPORT	View image in PDF format
07/21/2015 -- AMENDED ANNUAL REPORT	View image in PDF format
05/27/2015 -- AMENDED ANNUAL REPORT	View image in PDF format
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10/27/2009 -- ANNUAL REPORT	View image in PDF format
10/23/2009 -- ANNUAL REPORT	View image in PDF format
02/03/2009 -- ANNUAL REPORT	View image in PDF format
12/22/2008 -- DonvFor AR	View image in PDF format
12/04/2008 -- Name Change	View image in PDF format
04/30/2008 -- ANNUAL REPORT	View image in PDF format
04/10/2007 -- ANNUAL REPORT	View image in PDF format
04/27/2006 -- ANNUAL REPORT	View image in PDF format
04/15/2005 -- ANNUAL REPORT	View image in PDF format
04/14/2004 -- ANNUAL REPORT	View image in PDF format
04/22/2003 -- ANNUAL REPORT	View image in PDF format
04/10/2003 -- ANNUAL REPORT	View image in PDF format
08/26/2002 -- ANNUAL REPORT	View image in PDF format
05/10/2001 -- ANNUAL REPORT	View image in PDF format
05/01/2000 -- ANNUAL REPORT	View image in PDF format
03/04/1999 -- ANNUAL REPORT	View image in PDF format
01/30/1998 -- ANNUAL REPORT	View image in PDF format
07/30/1997 -- ANNUAL REPORT	View image in PDF format
08/09/1996 -- ANNUAL REPORT	View image in PDF format
05/15/1996 -- ANNUAL REPORT	View image in PDF format
08/21/1995 -- DOCUMENTS PRIOR TO 1997	View image in PDF format

Public Corporation in Maryland Information

AFFIDAVIT OF COMPLIANCE WITH FOREIGN ENTITY LAWS
(Florida Statute- §287.138, 692.201, 692.202, 692.203, and 692.204)

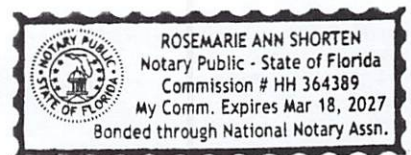
The undersigned, on behalf of the entity listed below ("Entity"), hereby attests under penalty of perjury as follows:

1. Entity is not owned by the government of a foreign country of concern as defined in Section 287.138, Florida Statutes. (Source: § 287.138(2)(a), Florida Statutes)
2. The government of a foreign country of concern does not have a controlling interest in Entity. (Source: § 287.138(2)(b), Florida Statutes)
3. Entity is not organized under the laws of, and does not have a principal place of business in, a foreign country of concern. (Source: § 287.138(2)(c), Florida Statutes)
4. Entity is not owned or controlled by the government of a foreign country of concern, as defined in Section 692.201, Florida Statutes. (Source: § 288.007(2), Florida Statutes)
5. Entity is not a partnership, association, corporation, organization, or other combination of persons organized under the laws of or having its principal place of business in a foreign country of concern, as defined in Section 692.201, Florida Statutes, or a subsidiary of such entity. (Source: § 288.007(2), Florida Statutes)
6. Entity is not a foreign principal, as defined in Section 692.201, Florida Statutes. (Source: § 692.202(5)(a)(I), Florida Statutes)
7. Entity is in compliance with all applicable requirements of Sections 692.202, 692.203, and 692.204, Florida Statutes.
8. **(Only applicable if purchasing real property)** Entity is not a foreign principal prohibited from purchasing the subject real property. Entity is either (a) not a person or entity described in Section 692.204(1)(a), Florida Statutes, or (b) authorized under Section 692.204(2), Florida Statutes, to purchase the subject property. Entity is in compliance with the requirements of Section 692.204, Florida Statutes. (Source: §§ 692.203(6)(a), 692.204(6)(a), Florida Statutes)
9. The undersigned is authorized to execute this affidavit on behalf of Entity.

Name: RANDY MEJEUR Title: AUTHORIZED SIGNATORY Entity: AECOM TECHNICAL SERVICES, INC.
Signature: Randy Mejeur Date: 1/31/25

NOTARY PUBLIC ACKNOWLEDGEMENT SECTION

STATE OF Florida
COUNTY OF Orange



The foregoing instrument was acknowledged before me, by means of ☒ physical presence or ☐ online notarization, this 31st day of January, 2025 by Randy Mejeur, as Authorized Signatory for AECOM Technical Services, Inc., who is personally known to me or who has produced FL Drivers License as identification.

Notary Public Signature: Rosemarie Ann Shorten (Notary Seal)
Print Name: Rosemarie Ann Shorten My commission expires: 3-18-27



ANTI-HUMAN TRAFFICKING AFFIDAVIT

Rev Date: 01/13/2025

The undersigned, on behalf of AECOM TECHNICAL SERVICES, INC.
(Print complete name incorporated with suffix: INC, LLC, LTD, LP, PA, etc.)
a CA (State corporation is registered) corporation (Type of entity: profit or non-profit),
("Nongovernmental Entity"), under penalty of perjury, hereby deposes and says:

1. My name is RAUDY MEJEUR.
(Print complete name of corporate officer/authorized representative)
2. I am an ☐ officer or ☒ authorized representative (Select one) of the Nongovernmental Entity. My title is: AUTHORIZED SIGNATORY / VP.
(Print title of corporate officer/authorized representative)
3. I attest that the Nongovernmental Entity does not use coercion for labor or services as defined in Section 787.06, Florida Statutes (2024), as may be amended or revised.

Under penalties of perjury, I declare that I have read the foregoing Anti-Human Trafficking Affidavit and that the facts stated in it are true.

Signature of Officer or Representative: Randy Mejeur
Office Address: 201 HAMBRA PLAZA, SUITE 900, CORAL GABLES, FL 33134
Email Address: randy.mejeur@aecom.com
Main Phone Number: 407.468.3466 FEIN No.: 95-2661922

STATE OF Florida
COUNTY OF Orange

Sworn to and subscribed before me by means of ☒ physical presence or ☐ online notarization, this 31st day of January, 2025, by Randy Mejeur.
(Print name of corporate officer/representative)



Rosemarie Ann Shorten
(Signature of Notary Public - State of FL)

Rosemarie Ann Shorten
Print, Type or Stamp Commissioned Name of Notary Public)

Personally Known ☐ OR Produced Identification ☒
Type of Identification Produced FL Drivers License

CHANGE ORDER NO. 4 TO TASK ORDER No. 6

Second Additional Time Extending Construction Administrative Services

Dated this 4th day of February 2025

FORT LAUDERDALE POLICE DEPARTMENT

NEW POLICE HEADQUARTERS

PROFESSIONAL SERVICES

This Change Order between the City of Fort Lauderdale, a Florida municipal corporation ("CITY"), and AECOM Technical Services, Inc., a California corporation authorized to transact business in Florida ("CONSULTANT"), is pursuant to the Consultant Services Agreement dated September 21, 2020 ("MASTER AGREEMENT").

PROJECT BACKGROUND

The new Police Headquarters is anticipated to be 196,000 +/- GSF in total size, with a parking garage for approximately 400 vehicles. It is anticipated that the building will be three stories in height. The Project address is 1300 West Broward Blvd, Fort Lauderdale, Florida. The total site area is approximately 17 acres which will be subdivided into two separate lots. The new Police Headquarters and parking garage will be constructed on the eastern lot which will be approximately 5.4 acres. The CITY acquired the .28 acre residential outparcel on the northeast side of the property. The parcel will then be incorporated into the new Police Headquarters Project. The current police headquarters, located on this site, shall remain operational during construction. The current Police Headquarters will then be demolished, as part of this Project, at the completion of the new facility. All other present uses, including but not limited to; Fleet Management and fueling stations, will remain operational during the construction period. Access to these areas and a minimum of 100 parking spaces must remain accessible during the construction period. The anticipated construction budget is approximately \$118,998,391 (including contingencies). This budget includes construction of the parking garage, firing range, Police Headquarters facility, and site development. CONSULTANT assumes that the construction of the Project shall be procured utilizing the construction management method specified as CMAR.

The facility will be designed to a risk category IV structure, designated as an essential facility and be CAT 5 hurricane rated. Program elements may include, but are not limited to: office space, firing range (which may be located within the new facility, a separate standalone structure and or be integrated into a parking garage structure), interview/polygraph booths, training rooms, community room, property and evidence, quartermaster, patrol division, CID unit, real time crime center (RTCC), holding cells with processing area w/ sally port, administration, gym/physical agility, roll call, full kitchen, conference space, associated support areas such as IT, maintenance; a

Change Order 4 to Task Order Number 6 - Fort Lauderdale New Police Headquarters – February 4, 2025
Extending Construction Administrative Services

multi-level parking structure that has a higher first floor including electrical power outlets to store and charge larger vehicles, emergency operations center (EOC), and a data center. The final program will be validated during Task 1b. CONSULTANT will as part of the basic services, incorporate acoustical design standards into the design. CONSULTANT will rely on past experience and industry standards as they pertain to Police Headquarters.

GENERAL REQUIREMENTS

Design Standards

The CONSULTANT shall be solely responsible for determining the standards the Work shall meet consistent with the standard of care in the Agreement and submit for all the requisite regulatory approvals. The design shall include, but is not limited to, the plans and specifications, which describe all systems, elements, details, components, materials, equipment, and any other information necessary for construction. The design shall be accurate, coordinated between disciplines, and in all respects, adequate for construction, and shall be in conformity, and compliance, with all applicable laws, codes, permits, and regulations consistent with the standard of care in the Agreement.

Quality Control

The CONSULTANT is responsible for the quality control (QC) of its Work and of its subconsultants. The CONSULTANT shall provide to the City the list of subconsultants which shall be used for this Change Order. This list shall not be changed without prior written approval of the CITY. All subconsultant documents and submittals shall be submitted directly to the CONSULTANT for its independent QC review. The City shall only accept submittals for review and action from the CONSULTANT.

The CONSULTANT shall be responsible for the professional quality, technical accuracy, and coordination of all pre-design services, designs, drawings, specifications, and other services furnished by the CONSULTANT and their subconsultant(s) consistent with the standard of care in the contract. It is the CONSULTANT's responsibility to independently QC its plans, specifications, reports, electronic files, progress payment applications, schedules, and all project deliverables required by this Change Order.

Project Schedule

The CONSULTANT shall perform the Work outlined in this Change Order as a continuation of services.

SPECIFIC SCOPE OF SERVICES

The Scope of Services to be provided by CONSULTANT shall be as follows:

Change Order 4 to Task Order Number 6 - Fort Lauderdale New Police Headquarters – February 4, 2025
Extending Construction Administrative Services

CONSULTANT will continue to provide Construction Administration Services as outlined in the Master Agreement per Exhibit A, Task Order 6, and as per the proposal dated December 18, 2024 (Attachment A).

PERFORMANCE SCHEDULE

The CONSULTANT shall perform the proposed services to provide Project Management, Architecture and Engineering services for an additional period of eighteen (18) months of Construction Administrative Services to the Project's Final Completion date.

PROJECT FUNDING

Performance of this Change Order is at the CITY's discretion and may be contingent upon the CITY receiving funding and work shall not begin until the CITY provides a Notice to Proceed to CONSULTANT for this Change Order.

METHODS OF COMPENSATION

CONSULTANT's Work is to be performed under a Lump Sum fee of Nine Hundred Forty-Six Thousand Nine Hundred Fifteen Dollars and 78/100 Cents (\$946,915.78) to complete the Scope of Services as outlined in this proposal and broken down as follows:

Task 6 Construction Administration – Phase I-	\$578,143.30
January 2025 – October 2025 (10 months)	\$57,814.33 per month
Task 6 Construction Administration – Phase II	\$368,772.48
November 2025 – June 2026 (8 months)	\$46,096.56 per month
TOTAL LUMP SUM -	\$946,915.78

Payment terms for this Work shall be consistent with the Master Agreement.

[THIS SPACE WAS INTENTIONALLY LEFT BLANK]


IN WITNESS OF THE FOREGOING, the Parties have set their hands and seals
the day and year first written above.

CITY OF FORT LAUDERDALE, a Florida
municipal corporation

By: 
SUSAN GRANT
Acting City Manager


Date: 3/7/2025

ATTEST:

By: 
for DAVID R. SOLOMAN
City Clerk



Approved as to Legal Form and Correctness:
D'Wayne M. Spence, Interim City Attorney

By: 
RHONDA MONTOYA HASAN
Senior Assistant City Attorney

Dr. We have the honor to acknowledge the receipt of your letter of the 1st inst.

and in reply to inform you that the same has been forwarded to the proper authorities for their consideration.

[Signature]
J. H. [Name]
[Title]

2/17/22

1111



[Signature]
[Name]
[Title]

Very respectfully,
[Name]

[Signature]
[Name]
[Title]

Very truly yours,
[Name]

CONSULTANT

WITNESSES:

AECOM TECHNICAL SERVICES, INC., a
California corporation authorized to transact
business in the State of Florida

John Dietz
Signature

John Dietz
Print Name

[Signature]
Signature

BENJAMIN LYLE
Print Name

By: Randy Mejeur
RANDY MEJEUR
AUTHORIZED SIGNATORY/VP

ATTEST:

[Signature]
Armond Tatevossian

By: _____
Secretary

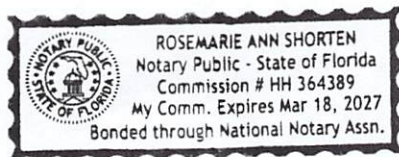


(CORPORATE SEAL)

STATE OF Florida:

COUNTY OF Orange:

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 31st day of January, 2025, by Randy Mejeur as AUTHORIZED SIGNATORY, for AECOM Technical Services, Inc., a California corporation authorized to transact business in the State of Florida.



Rosemarie Ann Shorten
(Signature of Notary Public - State of Florida)

Rosemarie Ann Shorten
(Print, Type, or Stamp Commissioned
Name of Notary Public)

Personally Known _____ OR Produced Identification ✓
Type of Identification Produced: FL Drivers License

Change Order 4 to Task Order Number 6 - Fort Lauderdale New Police Headquarters – February 4, 2025
Extending Construction Administrative Services

April 16, 2024 - Revised June 19, 2024 –
Revised August 28, 2024 – Revised October
24, 2024 – Revised November 15, 2024 –
Revised December 18, 2024**Attachment A****Additional Services for Extended Construction Administration to New Police Headquarters
Agreement
RFQ No. 12335-206****1. SUMMARY OF SERVICES TO BE RENDERED**

The project for the new Police Headquarters for the City of Fort Lauderdale located at 1300 West Broward Blvd, Fort Lauderdale Florida is anticipated to be 190,980 GSF 3-story building, with a parking garage for approximately 452 vehicles.

In the original contract, the City included an eighteen (18) month construction administrative duration. Upon the CMAR contract execution, the Substantial Completion date was 959 calendar days from their Notice to Proceed, and Final Completion was designated to occur 90 calendar days after the Substantial Completion date. The City issued a one (1) month extension for construction administration in October 2024. The work anticipated is a continuation of the basic services included in the master agreement under Task 6 such as Submittal, RFI, Change Order and Pay Application review and responses.

The proposed services are to provide Project Management, Architecture and Engineering services for an additional period of eighteen (18) months of Construction Administrative Services to the project's Final Completion date.

Task 6 – Construction Administration

- A. During the Construction Administration Phase, AECOM will provide administration of the contract for construction. AECOM's responsibility to provide construction contract administration services under this scope will start after the receipt of Notice to Proceed (NTP). Substantial Completion is defined as the date when the facility can be used for the intended purpose.

1. Construction Administration
 - AECOM will utilize document management software as established by the CMAR. It is expected the project will continue using a digital system Procore for document control.
2. Construction Observation.
 - AECOM will visit the site at intervals appropriate to the stage of the City's operations and progress of the construction.

Site Visit Frequency:

(1) Architect	every month or twenty (20) total visits anticipate
(2) M-E-P Engineer	eight (8) visits anticipated
(3) Fire Safety Engineer	four (4) visits anticipated
(4) Structural Engineer	eight (8) visits anticipated
(5) Civil Engineer & Landscape Architect	ten (10) visits anticipated
(6) Wireless, BDA and DAS Engineer	three (3) visits anticipated
(7) Security Engineer	three (3) visits anticipated
(8) System Design Engineer	three (3) visits anticipated

3. Special Inspections

- Testing required for Water System, Sanitary System, paving, grading and drainage system certification will be scheduled as required by the construction schedule, but not to exceed the number of Civil site visits listed above. It is the CMAR responsibility to coordinate through AECOM the scheduling of testing required for certifications. Additional testing required due off sequence requests, will be performed as additional services. AECOM will perform periodic observation of construction as necessary to confirm construction is in accordance with the approved plans. The construction observations and certification for the work is for an anticipated construction period of 8 months for utilities.

4. Submittal Reviews:

- AECOM will review submittals, such as shop drawings, product data, mock-ups, and samples for the project, for the limited purpose of checking for conformance with information given and the design intent expressed in the contract documents. Such action will be taken subsequent to CMAR review and approval. Review of submittals will be conducted with reasonable promptness (ten working days turn around) as to cause no delay in the project or in the activities of the CMAR. AECOM will maintain a record of submittals and copies of submittals supplied by the CMAR in accordance with the requirements of the contract documents. AECOM will perform up to two (2) reviews of each Shop Drawing, Product Data item, sample and similar submittal. It is assumed Shop drawings will be submitted as one consolidated package for each respective section following CSI numbering and requirements as determined on the Project Specifications.
- AECOM anticipates twenty-three (23) submittals as listed in Exhibit A that was provided by the CMAR. AECOM will be entitled to additional services if a submittal takes more than 2 reviews for approval and if there are more than the stated submittals.

5. RFIs:

- AECOM will review properly prepared and timely requests by the CMAR for additional information about the contract documents. RFI's should include a detailed written statement that indicates the specific drawings or specifications in need of clarification and the nature of the clarification requested. It is expected RFI's to be used as time sensitive documents meant to clarify technical items on the construction documents. Any other requests should be done via other means. AECOM will be entitled to additional services for RFIs requiring changes in design caused by omissions, off sequence work or lack of coordination by the CMAR. Review of RFIs will be conducted with reasonable promptness (five working days turn around)
- AECOM anticipates reviewing and responding to three hundred and fifty (350) properly prepared RFIs from the CMAR. It is assumed that fifty percent (50%) of these RFIs will be for the Architect & Interior Designer to review and provide a response. It is assumed that fifty percent (50%) of these RFIs will be for the engineers to review and provide a response. AECOM will be entitled to additional services if there are more than the stated RFIs

6. Change Orders:

- AECOM will review Proposed Change Orders and provide Construction Change Directives. Review requests for changes in the project, including adjustments to the contract sum or contract time.

7. Review Applications for Payment.

- AECOM will visit the site per the intervals noted above to process application for payment. AECOM shall review and certify the amounts due the CMAR and shall issue certificates in such amounts and maintain a record of the applications and certificates for payment.

8. Substantial Completion Inspection:

- Upon the request of the City, AECOM will conduct inspections of the completed work to determine compliance with construction contract documents. Such inspections should be conducted to check the CMAR fulfillment of the requirements of the contract documents as it pertains to the construction of the project and to verify accuracy and completeness of the punch list prepared by the CMAR.
- It is assumed that there will be one (1) inspection for the Parking Garage, one (1) inspection for the Headquarters and (1) inspection for the Site work.
- It is assumed that the Parking Garage and Headquarters will require substantial completion inspection to proceed ahead of the site work inspection based on the CMARs construction schedule.

9. Meetings

- a. Construction Progress Meetings. AECOM will attend AOC coordination meetings once a month at the construction site or at a location as determined by the City.
- b. It is assumed the CMAR will be responsible for recording and issuance of meeting minutes.
- c. Construction Progress Calls. AECOM will attend coordination teleconference meetings.
- d. Building Envelope Visual Inspection Services will continue under Change Order 3 to Task 6. AECOM will perform the discretionary water tightness inspections of the building's windows, doors and precast joints.

10. Deliverables

- Construction Observation Reports
- Monthly Observation Reports

2. FEES

AECOM's work is to be performed under a Lump Sum fee of \$946,915.78 (Nine Hundred Forty-six Thousand Nine Hundred Fifteen Dollars and 78/100) to complete the scope of services as outlined in this proposal and broken down as follows:

Description	Fee
Task 6 Construction Administration – Phase I	\$578,143.30
January 2025 – October 2025 (10 months)	\$57,814.33 per month
Task 6 Construction Administration – Phase II	\$368,772.48
November 2025 – June 2026 (8 months)	\$46,096.56 per month
TOTAL LUMP SUM	\$946,915.78

Payment terms for this work shall be consistent with the Master Agreement.

3. PROJECT SCHEDULE

It is assumed the work as defined in this Agreement will be completed concurrent with the CMAR schedule of 959 calendar days from their Notice to Proceed, and Final Completion date is 90 calendar days thereafter the Substantial Completion date.

The proposed total lump sum amount is based on a monthly construction administration fee per month for 18 months consistent with the fully executed GMP. If the construction schedule is reduced or increased based on the City's approved schedule changes, AECOM will be paid for the full monthly rate for the full or portions of the months in which Construction Administrative service are provided. If the construction and Construction Administrative services are completed earlier than 18 months, AECOM



will be compensated for the months in which Construction Administrative services occurred. If the construction extends beyond 18 months, AECOM will be compensated at the monthly rate.