



CITY MANAGER'S OFFICE

CITY MANAGER SIGNATURE REQUEST ROUTING FORM

Rev: 11 | Revision Date: 07/02/2025

SECTION 1 | SUMMARY INFORMATION

Date: 1/30/2026 2/11/26

☒ Agenda Item ☐ Commission Memo ☐ Letter (to external agency) ☐ Other Document

Document Title/Purpose: CHANGE ORDER - Motion Approving Change Order No. 1 to Emergency Purchase Order No. 10157
for Wiss, Janney, Elstner Associates, Inc. - New Police Department Headquarters - \$321,910 - (Commission Districts 1, 2, 3 and 4

Commission Meeting Date: 1/6/2026 CAM #: 25-1113 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: N/A Router Name: N/A Ext: N/A

Department: Procurement Services Router Name: Marie Flynn Ext: 5165

Department Approval (Director/Chief): Name: Glenn Marcos Init.: [Signature] Date: 2/11/26

*Return Document To: Marie Flynn Department: Procurement Services Ext: 5165

**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: 1

Attorney's Name: Rhonda Hasan Approved as to Form: ☒ Yes ☐ No Initials: [Signature]

Route to: Finance (if applicable) Date: N/A Route to: CCO Date: 2/12/26

SECTION 4 | CITY CLERK'S OFFICE (CCO)

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

Route to CMO Date: 02/13/26 Route to Mayor Date: _____

SECTION 5 | CITY MANAGER'S OFFICE (CMO)

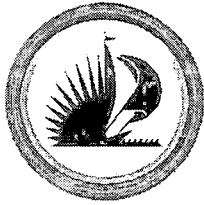
LOG #: FEB61 Date Received: 2/17/26 Received From: CCO

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

Approved Init.: [Signature] for continuous routing to Rickelle Williams, City Manager/Executive Director

Disapproved: _____ Comments: _____

Executive Assistant Route to CCO Date: 2/27/26 ND#2026-3083



OFFICE OF THE CITY MANAGER

CHANGE ORDER – COMMISSION

Rev: 0 | Revision Date: 10/13 /2025 | Print Date: 12/29/2025 I.D. Number:
CONOM

To: Glenn Marcos, CPPO, CPPB, FCPM, FCPA, Chief Procurement Officer
From: Ronald Stein, Sr. Project Manager
Date: January 6, 2026
Re: Change Order No. 01 – WJE additional services for Project #12573

Job Description: Project P12573, Fort Lauderdale Police Headquarters

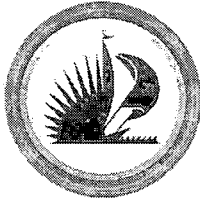
Contractor: Wiss, Janney, Elstner Associates, Inc.
Amount: Total amount of Change Order # 1, \$321,910.00
Funding: P12573.331/6599

The City is requesting additional funding to be added to the Wiss, Janey, Elstner Associates (WJE) Purchase Order, to continue the requested third-party engineering services for the New Police Headquarters project.

During the July 2, 2024 Commission Conference meeting, after the discovery of the building deflection, the City Commission directed staff to hire a third-party structural engineer to review the condition of the building, make recommendations, and issue a report. The first firm that was onboarded was Lakdas Yohalem Engineering, and following its preliminary report, Wiss, Janney, Elstner Associates, Inc. (WJE) was subsequently hired on October 15, 2024. A Notice to Proceed was issued for WJE thereafter. firm was charged with reviewing the initial deflection, Lakdas findings and Thonton Tomasetti's recommendations, referenced in the scope of services as the Phase 1 review, and conducting an extended peer review of the entire structure of the building, referenced in the scope of services as Phase 2.

On December 31, 2024, WJE issued its Phase 1 report in reference to the building's structural deflection. WJE's recommendation included adding micro-piles to the foundation at four locations, enhanced structural column support on the 1st and 3rd floors, up-turned structural beams on the roof, and carbon fiber reinforced wrap for the columns on the 3rd floor. On April 22, 2025, WJE issued its Phase 2 draft report, and the recommendation was to address the identified issues through a combination of structural enhancements, corrections to the engineering and architectural plans, clarifications on construction design, and model testing of structural components to confirm capacities are correct for a category 5 rated hurricane building.

Based on these reports and the City's desire to ensure that the corrective actions recommended by the design team were appropriate, the City requested WJE to continue to provide services related to the building in addition to the Phase 1 and Phase 2 reports that were completed. These services included multiple meetings with the City Commissioners and evaluations of multiple rebuttal materials from the Structural Engineer of Record and Architect of Record. WJE's work has also included Commission conference presentations, additional engineer modeling, and deeper analysis not included in the original



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scope. The process to ensure the integrity and safety of the structure has continued past the original scope for which WJE was contracted. Staff is therefore requesting an additional \$321,910.00 which will bring the requested services in line with the level of effort the City has requested of WJE.

It should be noted that all costs associated with the work WJE is performing will be submitted to AECOM, the architect of record for the Project for full reimbursement.

Requesting Funding for the below listed items:

Table 1. Summary of change order fee by phase

Description	Change Order Fee
Phase 1 Additional Work	\$110,505
Phase 2 Additional Work (as of 9/26/25)	\$156,405
Estimated Phase 2 Work to Complete Project	\$55,000
Estimated Total Change Order Fee	\$321,910

EXISTING CONTRACT ITEMS ARE UTILIZED – TOTAL ADDITION \$ 321,910.00

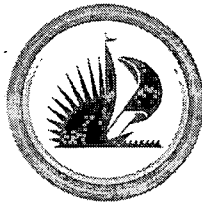
NET AMOUNT OF THIS CHANGE ORDER \$321,910.00

ADDITIONAL CONTRACT TIME BEING REQUESTED– (0) CALENDAR DAYS

THE TOTAL AMOUNT OF THIS CHANGE ORDER \$321,910.00

CHANGE ORDER SUMMARY SHEET

ORIGINAL CONTRACT AMOUNT	\$ 93,000.00
COST OF CHANGE ORDERS TO DATE	\$ 0.00
COST OF THIS CHANGE ORDER	\$321,910.00



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TOTAL: \$414,910.00

ORIGINAL CONTRACT TIME

0 calendar days

TIME ADDED TO DATE

0 calendar days

TIME ADDED TO THIS CHANGE ORDER

0 calendar days

TOTAL: 0 calendar days

SCHEDULE OF CHANGE ORDERS TO DATE

C.O.#	DATE	DESCRIPTION	AMOUNT OF COST OR CREDIT
None			

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OFFICE OF THE CITY MANAGER

CHANGE ORDER – COMMISSION

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

CITY

CITY OF FORT LAUDERDALE, a Florida municipal corporation.

By: Rickelle Williams
RICKELLE WILLIAMS
City Manager

Date: 2/27/26

ATTEST:

By: David R. Soloman
DAVID R. SOLOMAN
City Clerk



Approved as to Legal Form and Correctness:
Shari L. McCartney, City Attorney

By: Rhonda Montoya Hasan
RHONDA MONTOYA HASAN
Senior Assistant City Attorney



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CHANGE ORDER – COMMISSION

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CONOM

ENGINEER

Wiss, Janney, Elstner Associates, Inc.

WITNESSES:

Suzanna Barna
Signature

Suzanna Barna
Print Name

[Signature]
Signature

ROBERT VICAN
Print Name

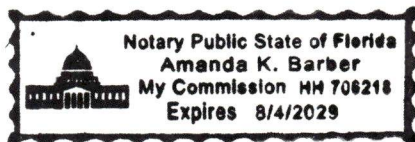
By: [Signature]
Brent Chancellor, PhD, PE
Associate Principal, Project Manager

(CORPORATE SEAL)

STATE OF Florida :

COUNTY OF Broward :

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 27 day of January, 2025, by Brent Chancellor Associate Principal, for Wiss, Janney, Elstner Associates, Inc. .



[Signature]
(Signature of Notary Public - State of Florida)

Amanda Barber
(Print, Type, or Stamp Commissioned Name of Notary Public)

Personally Known ☒ OR Produced Identification _____
Type of Identification Produced: _____



CITY OF FORT LAUDERDALE

ANTI-HUMAN TRAFFICKING AFFIDAVIT

Rev Date: 02/04/2025

The undersigned, on behalf of Wiss, Janney, Elstner Associates, Inc.,
(Print entity's complete legal name as registered with suffix: INC, LLC, LTD, LP, PA, etc.)

a Illinois nongovernmental entity ("Nongovernmental Entity"), under penalty of perjury,
(State entity is registered)
hereby deposes and says:

1. My name is Brent Chancellor.
(Print complete name of corporate officer/authorized representative)
2. I am an officer or X authorized representative (Select one) of the Nongovernmental Entity. My title is: Associate Principal.
(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: Brent Chancellor

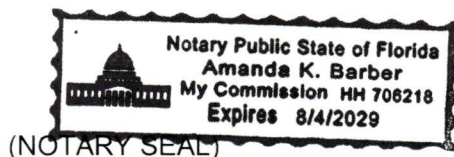
Office Address: 110 E. Broward, Suite 1860, Fort Lauderdale, FL 33301

Email Address: bchancellor@wise.com

Main Phone Number: 561.226.1220 FEIN No.: 36-2757956

STATE OF Florida
COUNTY OF Broward

Sworn to and subscribed before me by means of ☒ physical presence or ☐ online
notarization, this 28 day of January, 2025, by Brent Chancellor.
2024 (Print name of corporate officer/representative)



(NOTARY SEAL)

Amanda Barber
(Signature of Notary Public – State of FL)

Amanda Barber
Print, Type or Stamp Commissioned Name of
Notary Public)

Personally Known ☒ OR Produced Identification ☐

Type of Identification Produced

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: Brent Chancellor Title: Associate Principal Entity: Wiss, Janney, Elstner Associates Inc.
Signature: [Signature] Date: 1/28/26

NOTARY PUBLIC ACKNOWLEDGEMENT SECTION

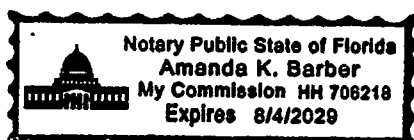
STATE OF Florida
COUNTY OF Broward

The foregoing instrument was acknowledged before me, by means of ☒ physical presence or ☐ online notarization, this 28 day of January, 2026, by Brent Chancellor, as Associate Principal for Wiss, Janney, Elstner Associates Inc, who is personally known to me or who has produced _____ as identification.

Notary Public Signature: [Signature]
Print Name: Amanda Barber

(Notary Seal)

My commission expires: 8/4/2029





[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Foreign Profit Corporation

WISS, JANNEY, ELSTNER ASSOCIATES, INC.

Filing Information

Document Number	843498
FEI/EIN Number	36-2757956
Date Filed	06/18/1979
State	IL
Status	ACTIVE
Last Event	NAME CHANGE AMENDMENT
Event Date Filed	07/13/1983
Event Effective Date	NONE

Principal Address

330 PFINGSTEN RD.
NORTHBROOK, IL 60062

Mailing Address

330 PFINGSTEN RD.
NORTHBROOK, IL 60062

Registered Agent Name & Address

LEGALINC CORPORATE SERVICES INC.
476 RIVERSIDE AVE.
JACKSONVILLE, FL 32202

Name Changed: 06/01/2022

Address Changed: 12/05/2022

Officer/Director Detail

Name & Address

Title D

STRATMAN, STEVEN F
7446 N. 124 ST
OMAHA, NE 68142

Title VP

KLEIN, GARY J
330 PFINGSTEN RD.
NORTHBROOK, IL 60062

Title PRESIDENT, DIR

NUGENT, WILLIAM J
330 PFINGSTEN ROAD
NORTHBROOK, IL 60062

Title V.P.

SCHMIT, STEVEN
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Title VP

CHIN, IAN
10 S LASALLE
CHICAGO, IL 60603

Title VP

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Title Director

Chauvin, Mark
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Minneapolis, MN 55441

Title Director

Gilmartin, Una
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Suite 1650
San Francisco, CA 94608

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Weber, Richard
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Lewis, Jonathan
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Lisa, Fellows
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Title ASSISTANT SECRETARY

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NORTHBROOK, IL 60062

Title Director

Lee, Michael
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Irving, TX 73058

Title Director

Santasuosso, Brian
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Northbrook, IL 60062

Annual Reports

Report Year	Filed Date
2023	03/08/2023
2024	04/30/2024
2025	05/20/2025

Document Images

05/20/2025 -- ANNUAL REPORT	View image in PDF format
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03/08/2023 -- ANNUAL REPORT	View image in PDF format
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04/09/2008 -- ANNUAL REPORT	View image in PDF format
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