



# POLICE DEPARTMENT TASK ORDER ROUTING FORM

Commission Approval NOT Required

Part 1:					
Master Blanket PO Number:		PP204169		Master Agreement Number:	
Check One:					
Task Order 6		Change Order	Quick Quote	Bid Packet	[2 General Routing
Originator:		Robert Buscemi Project Manager		Phone #:	770-286-5293
Document Title/Description Info:		New Police Headquarters			
Vendor Name:		AECOM Technical Services Inc.			
Project Number:		Contract Number:		Number of Originals:	
CAM Number:		Task Order Number:		T.O. 6	Invoice or Pay Number:
Part 2: <span style="float: right;">Construction Administration</span>					
Capital Investment / Community Improvement Projects: Defined as having a life of in excess of 10 years, a value 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. The term "Real Property" includes: land, real estate, realty, or real.					
CIP Funded:		YES (GOB)		(Advertising)	
Amount Required:		\$1,040,658.00 (\$57,814.33/mo.) (final mo. \$57,814.39)			
Index/Sub-Object Code:					
KENNETH A. CAMPBELL, Ph.D. BUSINESS OPERATIONS MANAGER		X		Date:	2-21-23
Part 3: Approval Path					
	Approved	Returned	Initials	Date	Not Applicable
ROBERTBUSCEMI Project Manager	XX		RTB	2-21-23	
ADAM SOLOMON Police Department Project Liaison	X		AS	2/21/23	
DOUG MACDOUGALL Asst. Chief, Support Services Bureau	/			2/22/23	
PATRICK LYNN Chief of Police	✓			2/22/23	
Part 4: External Routing					

	Signature	Date	Returned By:	Date	
Procurement/Finance JAMES HEMPHILL	<i>James Hemphill</i>	2/22/23			
City Manager Greg Chavarria					
Fill here					
Fill here					



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Amount Required:		\$1,040,658.00 (\$57,814.33/mo.) (final mo. \$57,814.3a)			
Index/Sub-Object Code:					
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Procurement/Finance JAMES HEMPHILL	<i>James Hemphill</i>	2/22/23			
City Manager Greg Chavarria					
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Fill here					

TASK ORDER No. 6

Dated this 2nd day of February, 2023

FORT LAUDERDALE POLICE DEPARTMENT

NEW POLICE HEADQUARTERS

PROFESSIONAL SERVICES

This Task 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 and expiring on January 21, 2023~~ ("MASTER AGREEMENT").

SAB  
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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 may acquire the .28 acre residential outparcel on the northeast side of the property. If parcel is purchased, it would 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 \$78,205,000 (including contingencies). This budget includes construction of the parking garage, firing range, Police Headquarters facility, and site development. AECOM assumes that the construction of the Project shall be procured utilizing the construction management method specified as CMAR with multiple component packages as described in the Project Approach.

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 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. AECOM will as part of the basic services, incorporate acoustical design standards into the design. AECOM 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 contract 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 contract.

## Quality Control

The CONSULTANT is responsible for the quality control (QC) of their work and of its sub-consultants. The CONSULTANT shall provide to the City the list of sub-consultants which shall be used for this project. This list shall not be changed without prior approval of the CITY. All sub-consultant documents and submittals shall be submitted directly to the CONSULTANT for their 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 sub-consultant(s) consistent with the standard of care in the contract. It is the CONSULTANT's responsibility to independently QC their plans, specifications, reports, electronic files, progress payment applications, schedules, and all project deliverables required by this task order.

## Project Schedule

The CONSULTANT shall submit a preliminary project schedule as an exhibit of this task order. The schedule shall be prepared in Microsoft Excel, and shall utilize an estimated Notice-to-Proceed (NTP), based on best available information.

The CONSULTANT shall submit a final project schedule to the CITY, for approval, within 10 business days after receiving the NTP and prior to beginning work. No work shall commence without an approved schedule. The final schedule shall include design, permitting activities, submittal review timeframes, and other project activities as required to complete the work. The CONSULTANT shall submit updated project schedules as required in the specific scope of services.

## SPECIFIC SCOPE OF SERVICES

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

### 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 should start with the agreed upon construction start date. Substantial Completion is defined in the agreement Article 1 Definition and Identifications 1.28 and the construction date when Commission approval of the GMP is received and NTP to CMAR is issued. AECOM's Construction Administration services will conclude within sixty (60) days after the date of Substantial Completion which will be defined as Final Completion. Construction duration is anticipated not to exceed 18 months from the date the CMAR receives the Notice-to-Proceed from The City. Post Occupancy Services are defined under Task 7. Activities during this phase include:

1. Construction Administration: AECOM will utilize document management software as established by the CMAR. It is expected the project will be using a digital system like Prolog or similar for document control.
2. Construction Kick off meeting: AECOM will participate in a Kick-off meeting to establish Construction Administration procedure and requirements.
3. 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
(2) M-E-P Engineer	Eight (8) visits
(3) Fire Safety Engineer	Four (4) visits
(4) Structural Engineer	Eight (8) visits
(5) Civil Engineer	Ten (10) visits

(6) Water Proofing Consultant	Three (3) Visits
(7) Wireless, BDA and DAS Engineer	Three (3) Visits
(8) Security Design Engineer	Three (3) Visits
(9) System Design Engineer	Three (3) Visits

4. 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 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.
5. Submittal Reviews: AECOM will review and approve 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 should 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 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.
6. RFIs: 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)
7. 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.
8. Review Applications for Payment: AECOM will visit the site once a month inclusive of the monthly site walk thru 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.
9. 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.
10. Meetings:
  - a. Construction Kick off Meeting.
  - b. 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.
  - c. It is assumed the CMAR will be responsible for recording and issuance of meeting minutes.
  - d. Construction Progress Calls. AECOM will attend AOC coordination teleconference

meetings once every other week.

- e. Building Envelope Preconstruction meeting. AECOM will participate in 1 full day of preconstruction meetings for major building envelope systems which are anticipated to include below grade waterproofing, above grade waterproofing and building sealants, exterior glazing, exterior wall systems, roofing and related sheet metal flashing. AECOM Project Manager and Water proofing consultant will participate on the meeting.

**11. Deliverables:**

- a. Construction Observation Reports
- b. Monthly Observation Reports
- c. Site visit inspection reports based on visits outlined in sections 6.A.3 and 6.A.4, including Substantial Completion and Final Completion punch lists

**ADDITIONAL SERVICES**

If authorized in writing by the CITY, as an amendment to this Task Order, the CONSULTANT shall furnish, or obtain, Additional Services of the types listed in the MASTER AGREEMENT. The CITY, as indicated in the MASTER AGREEMENT, will pay for these services.

Construction duration is anticipated to be an estimated 32 months from the date the CMAR receives the Notice to Proceed from The City. Within 12 months after the Notice to Proceed, the CONSULTANT will provide a proposal for Additional Services for the level of effort anticipated to Final Completion beyond the 18 month duration stated in the MASTER AGREEMENT. CONSULTANT will submit a revised Professional Services Rate Schedule with the Additional Services proposal.

**PERFORMANCE SCHEDULE**

The CONSULTANT shall perform the services identified in Task 6 within the Construction Period from the Construction Notice to Proceed based on an 18 month duration per the City's direction and the approved fee. Task 1-7 schedules shall be determined based on the bid dates and construction award period.

**PROJECT FUNDING**

Performance of this project 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.



**Methods of Compensation**

**Total Compensation**

Architect's total compensation to be paid for all services rendered and costs incurred by Architect in completion of such services pursuant to this Agreement shall not exceed \$6,000,000.00. This compensation will be based on the following table which outlines Two (2) different methods of payment / compensation depending on the service provided and / or Task identified. Refer to table below.

The Two (2) methods are defined as:

1. Lump Sum based on Percentage of Completion
2. Not to Exceed based on Percentage of Completion and in accordance with approved hourly rate schedule

The parties acknowledge that both the Lump Sum and Not to Exceed methods of compensation shall also be based and approved on the percentage of completion basis of these services. These methods of payment shall also include the following Architect's consultants which services have been included as part of this agreement, with the following exceptions of services which will be on a flat rate (lump sum) method of compensation based on percentage of completion:

1. Community Engagement Services

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Table of Tasks and Fees

Method of Payment					
Task					Total
Task 1a – Discovery Phase Task 1b – Program Verification Phase		LS			\$148,605.00
Community Engagement Services		LS			\$55,595.00
Task 1c – Concept / Site Development		LS			\$389,193.00
Task 2 - Schematic Design Phase			NTE		\$829,203.00
Task 3- Design Development Phase			NTE		\$1,235,059.00
Task 4 – Construction Documents Phase – Parking Garage / Firing Range			NTE		\$559,705.00
Task 4 Construction Documents Phase – Headquarter Building			NTE		\$1,303,179.00
Task 5 - Permitting		LS			\$213,148.00
Task 6 – Construction Administration- total 18 months		LS		\$57,814.33 Per Month w/final month being \$57,814.39	\$1,040,658.00
Task 7 – Post Occupancy Phase		LS			\$75,655.00
Reimbursable Expenses			NTE		\$150,000
Project Total Not to Exceed					\$6,000,000

**Legend**

LS - Lump Sum  
NTE - "Not to Exceed" (Any request for variances is subject to the review and approval of the City. At no time will the adjustments be considered if it exceeds 10% in billing per task provided that the aggregate value of Tasks 2-4 is not exceeded)

**CITY CONTACTS**

Requests for payments should be directed to City of Fort Lauderdale Accounts Payable via e-mail to [AcctsPayable@FortLauderdale.gov](mailto:AcctsPayable@FortLauderdale.gov) after getting approval from the CITY's Project Manager. All other correspondence and submittals should be directed to the attention of Robert Buscemi, Project Manager, at the address shown below. Please be sure that all correspondence refers to the CITY project number and title as stated above.

Robert Buscemi  
Project Manager  
City of Fort Lauderdale  
City Hall, 7<sup>th</sup> Floor  
100 N. Andrews Ave.  
Fort Lauderdale, FL 33301  
(770) 286-5293  
rbuscemi@fortlauderdale.gov

**CONSULTANT CONTACTS**

Tim Blair  
AECOM Technical Services, INC  
2 Alhambra Plaza  
Suite 900  
Coral Gables, FL 33134  
305-716-5145  
Tim.blair@aecom.com

**CITY**

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 municipal corporation of the State of Florida.



Digitally signed by David Clemente  
Date: 2023.04.12 16:15:32 -04'00'

~~James Hemphill~~ Procurement Officer      David Clemente Assistant Manager of Procurement and Contracts

4/12/23

Date

\*Pursuant to Section 2-178(b) and Section 2-179 of the Code of Ordinances of the City of Fort Lauderdale, Florida

CONSULTANT/CONTRACTOR

WITNESSES:

AECOM TECHNICAL SERVICES, INC.,  
a \_\_\_\_\_ corporation (if not a Florida  
corporation add: authorized to transact business  
in Florida)

[Signature]  
\_\_\_\_\_

Therese Blair  
[Witness print/type name]

[Signature]  
EVAN G. SIEGEL  
[Witness print/type name]

[Signature]

Elisabeth A. Bernitt  
[Print Name, check title]

- President  Vice President  
 Authorized Signatory

STATE OF Florida  
COUNTY OF Miami-Dade

The foregoing instrument was acknowledged before me this 7 day of FEBRUARY, 2023 by  
ELISABETH BERNITT as VICE PRESIDENT of  
AECOM, INC. a \_\_\_\_\_ corporation (if not a Florida corporation  
add: authorized to transact business in Florida) who is  personally known to me or  has produced  
\_\_\_\_\_ as identification.

(SEAL)

[Signature]  
Notary Public, State of FLORIDA  
(Signature of Notary Taking Acknowledgment)  
JANICE BROWN  
Name of Notary Typed, Printed or Stamped

My Commission Expires: 1-28-25  
Commission Number: HH 058982

