



## COMMITTEE MEMORANDUM

TO: Members of the CIP Oversight Committee

DATE: May 9, 2012

SUBJECT: **REPORT OF THE CAPITAL IMPROVEMENT PROJECTS OVERSIGHT COMMITTEE MEETING OF MARCH 19, 2012**

**The meeting was called to order at 5:44 p.m.**

*Please note: These minutes are not a full transcript of the meeting.*

*Full audio and visual record of this meeting available online on the City's website:*

*http:// [www.miamibeachfl.gov/video/video.asp](http://www.miamibeachfl.gov/video/video.asp)*

*Meeting Chaired by Co-Chair Christina Cuervo.*

1. **ATTENDANCE**

See attendance sheet copy attached.

Ms. Cuervo introduced new member, Brian Ehrlich, to the Committee.

2. **REVIEW AND ACCEPTANCE OF MINUTES**

**5:46 p.m.**

Report of the Capital Improvement Oversight Committee Meeting of February 6, 2012

**MOTION: Acceptance of Report (Minutes) of the February 6, 2012 CIPOC Meeting.**

**MOVED: D. Kraai 2<sup>nd</sup>: T. Trujillo**

**PASSED: Unanimous**

Dwight Kraai requested a copy of the draft of the stormwater master plan that is currently in development.

Rick Saltrick, Acting City Engineer, told the Committee that Public Works personnel and others involved in the development of the Stormwater Master Plan were meeting with the City Manager (Friday, March 23) to present the draft of the plan, clarify some of the Manager's questions and to clarify costs. The draft will be brought to Commission in April. A copy will also be provided for members of CIPOC.

**ACTION ITEM:** Provide a draft copy of the Stormwater Master Plan to Committee members in the April agenda. (PWD)

3. **ACCOMPLISHMENTS**

**5:49 p.m.**

Completion of Fire Station #2 Historic Building and Hose Tower.

Maria Palacios and Shari Holbert Lipner, of the Office of Capital Improvement Projects, presented information about the construction project to restore Fire Station #2 for use as the administration building for the fire department including information about the efforts to restore some significant historic details in the building.

Assistant Chief Javier Otero spoke and said the fire department administration is very happy with the results.

Tony Trujillo commented favorably on the project.

4. **PUBLIC COMMENTS**

No members of the public came forward.

5. **OLD BUSINESS / REQUESTED REPORTS**

**Status Report: Normandy Isle Neighborhood**

6:00 p.m.

David Martinez, Office of CIP Acting Assistant Director reported on behalf of Mattie Reyes, Senior Capital Project Coordinator, who was out. Installation of the light poles in Normandy Isle has been completed. The lights were to be energized within a few weeks of the meeting. The City secured a JOC contractor to complete the crosswalk pavers, and funding has been identified. The project is expected to begin in April, 2012. CIP has identified a consultant from the A&E rotational list to complete the plans for the swale reclamation and design for drainage. Design services are expected to be completed over the summer and if the bid process is conducted on schedule, construction should be completed by summer 2013.

**Discussion: Biscayne Point Neighborhood Improvement Project**

6:02 p.m.

CIP Director Fernando Vazquez explained that the final agreement for the new design/build contract was going to Commission (March 21). Added scope generated by newer requirements, would be included in the package. The contract includes settlement of any delay claims from the contractor as well.

CIP and the contractor have been meeting with the City Manager. The full, executed contract was not complete at the time of the CIPOC meeting, and was not yet ready for presentation to Commission, so a copy was not brought to CIPOC. Christina Cuervo asked for a presentation on this item to be brought to the Committee for review.

**ACTION ITEM:** Bring information and a presentation to CIPOC on the final agreement with DMSI for the Biscayne Point new design/build package.

In the meantime, work had not stopped in the Biscayne Point neighborhood. The contractor is finalizing water main installations and lighting.

**Status Report: Sunset Islands I & II**

6:06 p.m.

Maria Hernandez, Senior Capital Projects Coordinator said that work is proceeding according to schedule.

E. Camargo, who is also a resident of Sunset Island II, commented that work is progressing well.

Christina Cuervo asked how the RPR for this project is working out with the team. Ms. Hernandez responded that the company, Schwebke Shiskin, is very responsive and working well. The Engineer of Record is Chen and Associates, and all entities involved attend the meetings and respond to all inquiries.

**Status Report: Sunset Islands III & IV**

6:07 p.m.

Rick Saltrick, Acting City Engineer, explained that the Design Criteria Package (DCP) is being developed with the firm CT3S for the undergrounding of utilities. The City is working with the HOA for a ballot question to distribute to the neighborhood the end of April.

Entry improvements are underway. Final permitting for the guardhouse is also underway. The City has agreed to pay \$50,000 for enhancements to the guardhouse, and the rest of the work will be funded by the HOA.

\*The Committee noted that the item that was brought to the last meeting, which HOA representatives complained had been pulled from the City Commission agenda in February, had been placed back on the agenda, and the undergrounding efforts are proceeding.

**Status Report: Lower North Bay Road**

**6:10 p.m.**

Maria Hernandez told the Committee that this project is temporarily on hold while revisions to the drainage design are being considered, using the new stormwater model. A report on the new design is expected April 6.

The City Public Works Department is verifying through the drainage model if the design meets the level of service required.

Dwight Kraai asked if the City is waiting for new Stormwater Master Plan to be completed before verifying the design for LNBR. Rick Saltrick explained that this project was designed under the older criteria and is not required to meet tailwater elevations. Public Works is making use of a more detailed model, and that data is being used to help in the design.

Eleanor Carney asked what hydrographics were being used in the modeling and on what time period they were basing the rain results. Mr. Saltrick responded that they are using the South Florida Water Management District graphs which are based on a 5year, 1day storm event.

**Status Report: Venetian Islands**

**6:14 p.m.**

Aaron Sinnes, Senior Capital Projects Coordinator, said that the design was resubmitted to the overseeing agencies after the City responded to the last set of comments (Feb. 3). Schwebke Shiskin received the changes on February 20, and have submitted their revised cost estimates.

An ITB is anticipated in May.

Eleanor Carney asked for further clarification about the revised cost estimates.

David Martinez said that a certain percentage of fluxuation is allowed with the cost estimate. The estimate that was just submitted is current and reflects the current market and the cost of fuel.

Ms. Carney asked how much of a shortfall is reflected in the current cost estimate. Mr. Martinez says that the estimate is short by approximately 10%, which is the equivalent of the contingency, but to cover all costs comfortably, the City is seeking approximately an additional \$650,000. Ms. Carney complained that the shortfall was a result of money taken out of the project and placed in the causeway waterline project, without increasing the budget.

Additional discussion surrounded concern over the time schedule. In previous meetings, the City indicated that the ITB would be out in March and now that component is two month behind the anticipated schedule.

**ACTION ITEM:** Bring a revised schedule to the April CIPOC meeting for the Venetian Island Neighborhood Improvement Project.

Eleanor Carney added that the City was to make efforts to seek other funding sources.

**Status Report: Palm & Hibiscus Island Undergrounding**

**6:24 p.m.**

David Martinez, Assistant Director of the Office of Capital Improvement Projects, said that the City's Legal Department had not yet received the inter-local agreement from the County and City officials are currently inquiring with the County to receive it. There is a negotiable fee for the design criteria package preparations and the contract will be executed when the inter-local agreement comes back and the numbers are known.

6. **COMMISSION ITEMS:**

**RFQ For Construction Management Service**

6:25 p.m.

Fernando Vazquez, CIP Director, said that this contract would provide construction management services on an as-needed basis to help supplement current CIP resources. The City is seeking a professional construction management firm to assist CIP in managing the multiple neighborhood improvement projects as infrastructure and streetscape improvement projects ramp up. The proposed selected firm would provide engineering management services to ensure plans are properly designed before going to bid. They would also provide assistance during the bidding process in reviewing bid proposals and construction management services up to project completion.

A discussion ensued and the Committee requested clarifications on the scope of services outlined in the RFQ. Assistant City Attorney Raul Aguila joined the discussion as well and answered some questions about conflicts of interest, etc. The Committee asked that some clarifications to the RFQ be made before the document goes to Commission. **The Committee also requested that the RFQ for the construction management services include a list of the names of the projects to be supplemented with these services and to also include itemized budgets for the projects.** Mr. Aguila opined that changes and addendums can be made up to the issuance of the RFQ.

The full recording of the meeting can be found at  
<http://web.miamibeachfl.gov/mbtv77/scroll.aspx?id=52536>

**MOTION: Recommend to the Mayor and Commission to pass the resolution.**  
**MOVED: B. Erlich 2<sup>nd</sup>: T. Trujillo**  
**PASSED: 5 Votes in favor**  
**D. Kraai opposed**

**Flamingo Park Tennis Center Project**

7:05 p.m.

Bert Cabanas, Capital Projects Coordinator, explained that the Guaranteed Maximum Price is \$5.2 Million plus owner contingency. The City expects a start date in May and completion in one year after construction commences. The project will be phased so some courts are open at all times. A pro shop will also be open during construction, at times in a temporary location.

Denis Russ, representing the Flamingo Park Neighborhood Association, spoke on behalf of the neighborhood. The community is enthusiastic about the project and has been in close dialogue with CIP about the project. There is an understanding that the budget evolves with the process as the market has changed. Mr. Russ is encouraged by the movement forward.

**MOTION: Recommend to the Mayor and Commission to pass the resolution.**  
**MOVED: T. Trujillo 2<sup>nd</sup>: E. Camargo**  
**PASSED: Unanimous**  
**C. Cuervo abstained**  
**(citing that a relative works for the company being hired)**

**Collins Park Garage**

7:11 p.m.

Bert Cabanas, Capital Projects Coordinator, explained the project, which will include a 400-space garage, a pedestrian plaza and retail space.

Christina Cuervo asked for a breakdown of square footage for the retail/commercial space. The BODR has not yet been developed or accepted. Once that is complete, this information will be

included. This Professional Services Agreement includes the development of the BODR as part of the Architectural Services.

**ACTION ITEM:** Bring a breakdown of square footage to the CIPOC as soon as available, preferably at the April meeting.

**MOTION:** Recommend to the Mayor and Commission to pass the resolution.

**MOVED:** T. Trujillo 2<sup>nd</sup>: E. Carney

**PASSED:** Unanimous

***Meeting Adjourned:***

**7:17 p.m.**

Next CIPOC meeting is scheduled for Monday, April 8, 2012 at 5:30 p.m. in Commission Chambers. However, meeting schedule may change. Official notification will be posted on the City Clerk Calendar, <http://www.miamibeachfl.gov/calendar/cmbcalendar.aspx> each month.