



400 S. Federal Hwy  
Hallandale Beach, FL 33009  
07162025

## City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:	File No.:	Item Type:		1 <sup>st</sup> Reading	2 <sup>nd</sup> Reading
2/4/2026	25-571	<input checked="" type="checkbox"/> <b>Resolution</b> <input type="checkbox"/> <b>Ordinance</b> <input type="checkbox"/> <b>Other</b>	Ordinance Reading	<b>N/A</b>	<b>N/A</b>
			Public Hearing	<input type="checkbox"/>	<input type="checkbox"/>
			Advertising Required	<input type="checkbox"/>	<input type="checkbox"/>
			Quasi-Judicial:	<input type="checkbox"/>	<input type="checkbox"/>
Fiscal Impact (\$):	Account Balance (\$):		Funding Source:	Project Number:	
<b>\$30,957.00</b>	<b>\$157,000</b>		<b>001-8090-565010-M2303</b>	<b>M2303</b>	
Contract Required:	P.O. Required:	RFP/RFQ/Bid Number:	Sponsor Name:		Department:
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<b>Marlon Lobban, Director</b>	<b>Public Works</b>
Strategic Plan Focus Areas:					
<input type="checkbox"/> <b>Fiscal Stability</b>	<input type="checkbox"/> <b>Resident Services</b>	<input type="checkbox"/> <b>Public Safety</b>	<input checked="" type="checkbox"/> <b>Infrastructure &amp; Mobility</b>	<input type="checkbox"/> <b>Economic Development &amp; Affordable Housing</b>	
Implementation Timeline:					
Estimated Start Date: 2/4/2026			Estimated End Date: 9/30/2026		

**SHORT TITLE:**

**A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, AUTHORIZING CHANGE ORDER NO. 3 TO THE RFP# FY2021-2022-007, CONSULTANTS' COMPETITIVE NEGOTIATION ACT DESIGN OF DEPARTMENT OF PUBLIC WORKS ELECTRIC VEHICLE BUS CHARGING AND FLEET FACILITIES PROJECT AGREEMENT WITH SALTZ MICHELSON ARCHITECTS, INC. IN THE AMOUNT OF SEVENTY-NINE THOUSAND, FOUR HUNDRED, NINETY-SIX DOLLARS (\$79,496), FOR A NEW TOTAL NOT TO EXCEED DESIGN CONTRACT AMOUNT OF ONE MILLION, FIFTY THOUSAND, TWO HUNDRED, SEVENTY-EIGHT DOLLARS (\$1,050,278); AND PROVIDING FOR AN EFFECTIVE DATE.**

## STAFF SUMMARY:

### **Summary:**

This agenda item seeks City Commission approval of a change order to the scope of work for the Design of the Electric Vehicle (EV) Bus Charging and Fleet Facilities with Saltz Michelson Architects, Inc. (Consultant), in the amount of \$79,495.56, for a new total contract amount of \$1,050,277.56.

### **Background:**

On August 24, 2022, the City Commission awarded RFP# FY2021-2022-007, Consultants' Competitive Negotiation Act (CCNA) Design of Department of Public Works (DPW) Electric Vehicle (EV) Bus Charging and Fleet Facilities, to the highest ranked vendor, Saltz Michelson Architects, Inc., in an amount not to exceed \$700,000 via Resolution No. 2022-081 (Exhibit 2).

The original project scope of work as issued per agreement dated November 16, 2022 (Exhibit 3) included a single-story pre-manufactured metal building of approximately 6,000 sf (square feet) to accommodate maintenance and operations, and an overall area of approximately 30,000 sf.

During the original conceptual design development, the City determined that the size of the building and site area would not be sufficient to accommodate the entirety of the new bus operation. In addition, the City Manager and City Staff advised the Consultant to design a LEED certified building. The conceptual design developed was for a two-story building with a two-bay maintenance garage but the estimated cost for construction for the facility was determined to be too costly.

On June 7, 2023, the City Commission approved a change order in the amount of \$25,565 (Exhibit 5) for Saltz Michelson Architects (SMA) to design the SW corner of the site where the transformer, switchgear and generator will be located. This design work had to proceed so that the infrastructure planning could be finalized while the building design was still being worked through. With this change order, the new contract amount totals \$725,315. At that same meeting, the City Commission approved a contingency amount of \$72,532 bringing the total not-to-exceed amount to \$797,847. Resolution No. 2023 – 056 (Exhibit 6).

During the summer of FY 2023, the consultant developed four new conceptual designs that were requested by City Staff with a budgetary limitation for construction of a maximum of five million dollars (\$5,000,000) for consideration. Conceptual design number one was selected, and that work was presented to the DRC and the Planning and Zoning Board and received approval from both.

On November 15, 2023, the City Commission approved Application # DB-23-5311 for Major Development and Review approval pursuant to Section 32-782 of the Zoning and Land Development Code for a 5,077 square foot administration and maintenance building and EV bus charging bays at the existing Hallandale Beach Public Works Compound subject to several conditions of approval. Also, City Commission approved the requested variance from Section 32-155(d)(3) to allow canopies and mechanical equipment within the required interior side yard setbacks for properties zoned C-F (Community Facilities) District and authorized the City Manager to execute related documents. Resolution No.2023-143 (Exhibit 8)

At the November 15, 2023, City Commission meeting, the new proposed project, which includes an administration building with a two-bay maintenance garage and the installation of chargers for 12 electric buses, was shown via a presentation by staff. Saltz Michelson Architects drafted this new design and proceeded with the full design documents. The design incorporated shipping containers, and a pre-manufactured metal structure for the maintenance garage that would be

affordable to the City. The building is to be compliant with the City's Green Building requirements to obtain certification from a nationally recognized environmental agency.

On December 20, 2023, the City Commission approved second change order for Saltz Michelson Architects (SMA) for net changes of \$245,467 with detailed credits and additional costs as stated in the proposal (Exhibit 7) increasing the total contract cost to \$970,782 and 5% contingency in the amount of \$48,539 for a total not-to-exceed amount of \$1,019,321 per Resolution No. 2023-163 (Exhibit 9). The contingency amount was to fund items that may be necessary, i.e., additional design costs, civil engineering, survey fees, application fees, easement recording fees, etc.

### **Current Situation:**

During final pricing of the new approved EV facility design, the estimated costs were not within the budgetary limitations. During numerous budget meetings and value engineering workshops, it was determined that we would not be able to reduce the costs without reducing the scope of the project. The team initially worked on finding areas where costs could be reduced for the proposed Phase 1 Sitework portion of the project. This change order request is for Saltz Michelson Architects, Inc. to provide additional services to break out a standalone Phase 1 site construction document package for the EV Bus Charging and Maintenance Facility Project in the amount of \$48,355.56, plus the fee from TYLin (environmental engineers) of \$31,140.00, for a total sum of \$79,495.56.

Saltz Michelson Architects was directed to provide A/E services to break out a standalone Phase 1 Site Construction Document package from the current construction documents that includes site and building. The building portion of the project will be done at a later date. During this process the civil drawings, including associated site structural drawing and electrical drawings, will be modified to include scope modifications to reduce the overall cost of the Phase I scope of work.

In addition, based on the results of the Environmental Assessment geotechnical studies conducted at the site, the consultant has an added fee for the preparation of a Soil Management Plan requested by the County to be used during construction to govern the safe excavation, handling, temporary storage, and off-site disposal of contaminated material from the site to a certified waste treatment and disposal facility.

Upon completion of the Phase 1 Site Construction Documents package, Saltz Michelson Architects will prepare an Opinion of Probable Cost (OPC) for this phase of the project, including site remediation costs associated with the environmental findings identified by Terracon. With the limited information that is available at this time, staff projects a very preliminary budget allocation of approximately \$300,000 for soil remediation. However, once soil testing is completed and the OPC is available, a more solid number will be available for budget amendment purposes.

During construction, technicians will perform soil sampling following material removal to verify that remaining soils are free of contamination. Upon completion of remediation activities, a final report will be submitted to the County confirming that the approved Soil Management Plan was properly implemented.

### **Below is a breakdown of the recommended contract costs:**

Description	Total
Original Contract Amount	\$ 699,750
CO#1 - Southwest corner Design	\$ 25,565
CO#2 - Additional services, including LEED costs	\$ 245,467

CO#3 - Additional Services	\$ 79,496
Change Order Subtotal	<b>\$ 350,528</b>
<b>New Total Recommended Contract Amount</b>	<b>\$ 1,050,278</b>

**Calculation of fiscal impact of this agenda item:**

New total recommended contract amount noted above, including of CO#1-CO#3 (no contingency remaining)	\$1,050,278
Less: Not-to-exceed authorization approved via Resolution No. 2023-163	(\$1,019,321)
Fiscal impact related to this agenda item	<b>\$30,957</b>

**Why Action is Necessary:**

Pursuant to Code of Ordinances, Chapter 23, Section 23-12 Procedures for purchases in excess of \$50,000, item (7) Change Orders, any change in the contract price, scope of work or time for completion of any project following the award of a contract shall be by a written change order, approved by the City Manager and executed with the same formalities as the contract. (7)(a) The City Manager may approve any change orders so long as the total sum of all change orders does not exceed the total amount awarded by the City Commission by more than either ten percent of the contract cost or \$50,000, whichever is less. The scope of any project may not be changed without prior approval of the City Commission.

**Cost Benefit:**

To maximize reduction in costs to the City and savings on Design and construction of the facilities enables the City to not only take advantage of multiple sources of grant funding, but also to provide transportation services to residents. It was important to City Staff to make sure the ultimate building and sitework design would result in an affordable, LEED certified building and related site work that can be constructed within budgetary limitations from all sources.

**PROPOSED ACTION:**

The City Commission considers the attached Resolution.

**ATTACHMENT(S):**

- Exhibit 1 – Resolution
- Exhibit 2 – Resolution No. 2022-081
- Exhibit 3 – Saltz Michelson Agreement
- Exhibit 4 – Resolution No. 2022-106 (BP Pulse)
- Exhibit 5 – SW Corner Design Fee Proposal
- Exhibit 6 – Resolution No. 2023-056
- Exhibit 7 – Concept No. 1 Design Fee Proposal
- Exhibit 8 – Resolution No. 2023-143
- Exhibit 9 – Resolution No. 2023-163
- Exhibit 10 – Terracon Phase 1 Environmental Site Assessment
- Exhibit 11 – Terracon Phase 2 Limited Site investigation
- Exhibit 12 – Consultant's Fee Proposal

Prepared By:

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Project Manager

Reviewed By:

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Assistant Director of Public Works

Reviewed By:

*Marlon Lobban*

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Director of Public Works

Reviewed By:

*Noemy Sandoval*

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Assistant City Manager