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400 South Federal Hwy  
Hallandale Beach, FL 33009

## TISND Board of Directors Agenda Cover Memo

<b>Meeting Date:</b>	June 5, 2019		<b>Item Type:</b> <small>(Enter X in box)</small>	<b>Resolution</b>  <div style="text-align: center;"><b>X</b></div>	<b>Ordinance</b>	<b>Other</b>			
<b>Fiscal Impact:</b> <small>(Enter X in box)</small>	<b>Yes</b>	<b>No</b>	<b>Ordinance Reading:</b> <small>(Enter X in box)</small>	<b>1<sup>st</sup> Reading</b>		<b>2<sup>nd</sup> Reading</b>			
	<b>X</b>			<b>Public Hearing:</b> <small>(Enter X in box)</small>	<b>Yes</b>	<b>No</b>	<b>Yes</b>	<b>No</b>	
<b>Funding Source:</b>	Three Islands Safe Neighborhood District		<b>Advertising Requirement:</b> <small>(Enter X in box)</small>	<b>Yes</b>		<b>No</b>			
						<b>X</b>			
<b>Account Balance:</b>	\$561,369		<b>Quasi-Judicial:</b> <small>(Enter X in box)</small>	<b>Yes</b>		<b>No</b>			
						<b>X</b>			
<b>Project Number :</b>	TRAF1		<b>RFP/RFQ/Bid Number:</b>	<b>X</b>					
<b>Contract/P.O. Required:</b> <small>(Enter X in box)</small>	<b>Yes</b>	<b>No</b>	<b>Strategic Plan Priority Area:</b> <small>(Enter X in box)</small>						
	<b>X</b>							<b>Safety</b>	<input checked="" type="checkbox"/>
								<b>Quality</b>	<input checked="" type="checkbox"/>
								<b>Vibrant Appeal</b>	<input checked="" type="checkbox"/>
<b>Sponsor Name:</b>	Chief of Police, Sonia Quiñones		<b>Department:</b>	Police Department					

### Short Title:

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE THREE ISLANDS SAFE NEIGHBORHOOD DISTRICT OF THE CITY OF HALLANDALE BEACH, FLORIDA, AUTHORIZING CHANGE ORDER FOR SURVEYING, ENGINEERING AND LANDSCAPE DESIGN SERVICES TO CRAVEN THOMPSON & ASSOCIATES FOR THE MASTER PLAN IMPROVEMENT PROJECT FOR EIGHTY EIGHT THOUSAND AND SEVENTY (\$88,070) DOLLARS, INCLUSIVE OF CONTINGENCY, PURSUANT TO THE CONTINUING SERVICES AGREEMENT IN ACCORDANCE WITH RFP FY#2013-2014-006; AND PROVIDING FOR AN EFFECTIVE DATE.

## **Staff Summary:**

### **Background:**

In 2016, the Three Islands Safe Neighborhood District (TISND) Advisory Board developed a master plan for the District. The District Master Plan Report provided planning solutions to improve the functionality and to beautify the guardhouses at the two entrances to the District (Exhibit #2). The District Master Plan Report also included a strategy for calming traffic and addressing pedestrian safety at the crosswalks throughout the District.

The District Master Plan Report recommended improvements to the guardhouses to include additional lighting, new paint, replacement of the automated gate arms, milling and resurfacing of the pavement, installing electric speed feedback signs in and out of the District and updating the surrounding landscaping.

As an element of the traffic calming portion of the plan, the traffic engineers suggested shared lane pavement markings with bicyclists and traffic bulb-outs designed to squeeze traffic lanes ultimately slowing traffic. The bulb-outs also have a dual purpose of beautifying the neighborhood by adding more green space.

The crosswalk improvements are planned for Three Islands Boulevard and Atlantic Shores Boulevard, Three Islands Boulevard and Parkview Drive and Parkview Drive and Leslie Drive. The new crosswalks will have wider sidewalks to allow pedestrians to see around parked vehicles, shorten the amount of time pedestrians are exposed to vehicle traffic and decrease the turn radius for vehicles to slow their speed down. The crosswalks will have enhanced warning lighting to alert oncoming vehicles that pedestrians are entering the crosswalk. Finally, electric speed feedback signs will be strategically placed throughout the District to alert drivers of their speed.

On June 20, 2018, The TISND Board of Directors approved the proposal from Craven Thompson & Associates, Inc. to complete the professional surveying, civil engineering, and landscape architectural design services for a total cost of \$82,365 (Exhibit #5). Those services are now ninety (90) percent complete, however further services are required from Craven Thompsons & Associates, Inc. to finish the project.

### **Current Situation:**

On May 2, 2019, The TISND Advisory Board unanimously approved the ninety (90) percent complete engineering and landscape architectural design plans from Craven Thompson & Associates, Inc. (Exhibit #3). The TISND Advisory Board unanimously approved to proceed with the TISND Guardhouse and Traffic Calming Project to include submitting a request for bids for the project's construction services and the acquisition of loan services to fund the remainder of the project.

Further, the TISND Advisory Board also unanimously agreed to the contract addendum from Craven Thompson & Associates, Inc. (Exhibit #6) to complete the following additional services required to successfully complete the project:

- The project limits will expand from the original scope of work to include Atlantic Shores Boulevard from the Guardhouse on the west to Three Islands Boulevard on the east. Three Islands Boulevard from the City limit on the north to the Guardhouse on the south. Parkview Drive from Three Islands Boulevard east to the City limit. Leslie Drive from Parkview Drive south to the cul-de-sac.
- Milling and resurfacing of the existing roadway within the revised project limits.
- Full redesign and additional permitting of the pavement markings within the revised project limits. The County requires all new pavement markings to be installed per current code.
- Installation of two (2) additional raised pedestrian crossings. The first located along Three Islands Boulevard and NE 11th Street, at the northern edge of the City limit. The second located along Three Islands Boulevard at the existing midblock pedestrian crossing to Joseph Scavo Park.
- Bid document preparation, attendance at bid conferences, bidding assistance and final bid recommendation.
- Project management services through construction completion.
- Traffic Study for the reconfiguration of travel lanes.
- Geotechnical pavement core testing.
- Construction Administration Services & Project Certification.

**Fiscal Impact:**

The fiscal impact for the additional civil engineering services will be \$32,650, landscape architectural services will be \$7,920, construction design services will be \$19,250 and contingency costs for plan revisions, coordination, or any other additional services (City authorized only) will be \$28,250 for a total cost not to exceed \$88,070 (Exhibit #6).

The fiscal impact for the TISND Guardhouse and Traffic Calming Project is estimated at \$1,970,463 (Exhibit #4). The TISND Fund balance for FY 2018/19 will be estimated at \$500,000. The TISND has an annual surplus of \$130,000.

**Why Action is Necessary:**

Pursuant to Chapter 23, Section 23-4, Competitive Bidding Required, all purchases of and contracts for equipment, supplies and contractual services, when the estimated cost shall exceed

\$50,000 shall be based on competitive bids. Furthermore, pursuant to Chapter 23, Section 23-6, Award of Contract, the City Manager, shall have the authority to recommend to the City Commission award of contracts.

**Proposed Action:**

Staff recommends approving the Resolution to award to Craven Thompson & Associates a change order in an amount not to exceed eighty-eight thousand and seventy (\$88,070) dollars, inclusive of a contingency of twenty eight thousand two hundred and fifty (\$28,250) dollars, to complete the expanded professional surveying, civil engineering, and landscape architectural design services for the TISND Master Plan Improvement project for a total cost not to exceed one hundred seventy thousand four hundred and thirty five (\$170,435) dollars. Staff will proceed with a request for bids for the construction and loan services to complete the TISND Guardhouse and Traffic Calming Project.

**Attachment(s):**

- Exhibit #1 - Resolution
- Exhibit #2 - A.D.A. Engineering TISND Master Plan Report
- Exhibit #3 - TISND – Engineering and Landscape Design 90% Presentation
- Exhibit #4 - TISND – Project Cost Estimate
- Exhibit #5 - CTA – Original Design Survey Proposal
- Exhibit #6 - CTA - Additional Services Contract Addendum #1