



## 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	
<b>5/6/2026</b>	<b>26-148</b>	<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>\$280,781.60</b>	<b>\$300,500.00</b>		<b>348-4400-565010-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	RFP # FY 2021-2022-007 CCNA DESIGN SERVICES DPW EV BUS CHARGING AND FLEET FACILITIES		<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: 2/18/2026			Estimated End Date: 9/30/2026		

**SHORT TITLE:**

**A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA AUTHORIZING A CHANGE ORDER TO THE SALTZ MICHELSON ARCHITECTS, INC. DESIGN AGREEMENT TO PROVIDE ADDITIONAL SERVICES FOR THE PHASE 2 BUILDING CONSTRUCTION DOCUMENT PACKAGE FOR THE CITY OF HALLANDALE BEACH EV BUS CHARGING AND MAINTENANCE FACILITY PROJECT IN THE AMOUNT OF TWO HUNDRED EIGHTY THOUSAND SEVEN HUNDRED EIGHTY-ONE DOLLARS AND SIXTY CENTS (\$280,781.60); AND PROVIDING 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 \$280,781.60, for a new total

contract amount of \$1,331,059.60. **The fiscal impact of the proposal from the Consultant on the agenda cover memo published for this item was higher than the revised fiscal impact per this amended cover memo by \$19,475.00. The City requested that the Consultant not spend time on presenting three schematic designs. That cost was eliminated from this updated proposal (Exhibit 14 - Revised). Design development, 100% construction documents, and construction administration were increased in the new proposal. The net affect is a savings of \$19,475.00 over the original proposal for Change Order #4.**

### **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 per the city code, 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 that change order, the new contract amount totaled \$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.

On February 4, 2026, the City Commission approved the third change order for Saltz Michelson Architects (SMA) authorizing an amount of \$48,355.56 and the fee for TYLin Environmental engineers of \$31,140.00 for a total sum of \$79,495.56. The contract's new not-to-exceed amount totaled \$1,050,277.56 per Resolution No. 2026-010 (Exhibit 13).

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. Change order three's request was 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

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.

**Current Situation:**

The construction project for the EV Bus Charging and Maintenance Facility has been split into two separate projects. One is for the sitework and a second for the building. The preparation of documents for the sitework is already underway. This proposal is for the preparation of the construction / permit documents for the construction of the building. The building type shall be changed from a cargo container design to a premanufactured metal building design to reduce the construction cost. The massing of the building and the interior layout will be modified to maximize the cost effectiveness of the modular metal building system. This change is for Saltz Michelson Architects, Inc. to provide additional services for the phase 2 building construction document package for the EV Bus Charging and Maintenance Facility project in the amount of \$280,781.60 for a new total contract not-to-exceed amount of \$1,331,059.60. Purchase Order # 20230316 will be increased once the Resolution is approved by Commission.

Saltz Michelson Architects was directed to provide A/E services to break out a standalone Phase 2 Building Construction Document package from the current construction documents that include site and building. During this process the Architectural drawings, including associated Specifications, civil drawings, structural drawing, and mechanical, electrical and plumbing drawings, and associated bus canopies at charging stations will be modified to include scope modifications to reduce the overall cost of the Phase 2 scope of work.

Upon completion of the Phase 2 Building Construction Documents package, Saltz Michelson Architects will prepare an Opinion of Probable Cost (OPC) for this phase of the project.

**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
CO#4 – Additional Services	\$280,781.60
<b>Change Order Subtotal</b>	<b>\$631,309.60</b>
<b>New Total Recommended Contract Amount</b>	<b>\$1,331,059.60</b>



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

New total recommended contract amount noted above, including of CO#1 - CO#4 (no contingency remaining)	\$ 1,331,059.60
Less: Not-to-exceed authorization approved via Resolution No. 2026-010	(\$ 1,050,278)
Fiscal impact related to this agenda item	<b>\$280,781.60</b>

**Why Action is Necessary:**

Pursuant to Code of Ordinances, in accordance with Procurement Code Section 23-16, Change Orders, (a) Any change in the contract price, scope of work or time for completion of any project purchase following the award of a contract shall be by a written change order, approved and executed with the same formalities as the contract.

**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
- Exhibit 13 – Resolution No. 2026-010
- Exhibit 14 – Phase 2 Design Fee Proposal

Prepared By:

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