



150 NE 2nd Avenue
Deerfield Beach, FL 33441
954-480-4200

Regular Meeting Community Redevelopment Agency

Tuesday, August 11, 2020

7:00 PM

Virtual Meeting

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

Community Redevelopment Agency Meeting Minutes

Attachment: May 12, 2020, June 9, 2020

APPROVAL OF COMMUNITY REDEVELOPMENT AGENCY AGENDA

August 11, 2020

ZOOM MEETING

Join Zoom Meeting by clicking the below link:

<https://deerfield-beach.zoom.us/j/86301476203?pwd=TkdNaldmNFV5emN5dGNhNU5xYkITUT09>

Join Zoom Meeting via telephone by dialing:

Call-in Number: (301) 715-8592

Meeting ID: 863 0147 6203#

Participant ID: #

Passcode: 233613#

For complete instructions on joining and/or participating during Public Comment, please download the agenda packet.

Attachment: Zoom Instructions

GENERAL ITEMS

1. **CRA Resolution 2020/ - A Resolution of the City of Deerfield Beach Community Redevelopment Agency, approving Work Authorization No. 2 with Bermello, Ajamil & Partners, Inc., for the Hillsboro Boulevard Bus Stop Relocation Project Construction Documents in an amount not to exceed \$121,357.20; authorizing execution of Work Authorization No. 2; and providing for an effective date. (*Funds from Account #190-8000-552-3299 - Other Contractual Services*)**
Suggested Action: CRA Board to vote on Resolution
Attachment: Bus Stop Relocation Project
2. **CRA Resolution 2020/ - A Resolution of the City of Deerfield Beach Community Redevelopment Agency, approving an agreement with Bermello Ajamil & Partners, Inc., for architectural design services for the Sullivan Park Facility, in an amount not to exceed \$299,873.81; authorizing execution of an agreement with Bermello, Ajamil & Partners, Inc.; and providing for an effective date. (*Funds from Account #190-8000-552-3299 - Other Contractual Services*)**
Suggested Action: CRA Board to vote on Resolution
Attachment: Sullivan Park Facility
3. **Presentation regarding the proposed CRA Fiscal Year 2021 Budget.**
Suggested Action: CRA Board to provide staff with direction regarding the Fiscal Year 2021 Budget
Attachment: CRA FY21 Budget
4. **Community Policing Report for May, June and July 2020**
Suggested Action: Informational purposes only
Attachment: Community Policing Report

PUBLIC INPUT

ADMINISTRATION COMMENTS

5. **Change Order Report for June and July 2020**
Suggested Action: Informational purposes only
Attachment: Change Order Report

BOARD COMMENTS

ADJOURNMENT

NEXT MEETING

Tuesday, August 25, 2020

Any person wishing to appeal any decision made by the City Commission with respect to any matter considered at such meetings or hearings will need a record of the proceedings, and for such purposes may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and the evidence upon which the appeal is made. The above notice is required by State Law (F.S. 286.0105). Anyone desiring a verbatim transcript shall have the responsibility, at his/her own expense, to arrange for the presence of a certified court reporter at the hearing.



Meeting Minutes Community Redevelopment Agency

Tuesday, May 12, 2020

7:00 PM

Virtual Meeting

CALL TO ORDER AND ROLL CALL

The meeting was called to order on the above date by Chair Bill Ganz at 7:26 p.m., through virtual electronic meeting connection.

Present: 5 - Mr. Todd Drosky
Mr. Michael Hudak
Mr. Ben Preston
Vice Chair Bernie Parness
Chair Bill Ganz

Also Present: 3 - City Manager David Santucci
City Attorney Anthony Soroka
Assistant City Clerk Heather Montemayor

MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was performed.

APPROVAL OF MINUTES

Community Redevelopment Agency Meeting Minutes

MOTION was made by Vice Chair Parness, seconded by Mr. Preston, to approve the March 10, 2020 minutes as submitted. Voice Vote:

Yeas: 5 – Mr. Drosky, Mr. Hudak, Mr. Preston, Vice Chair Parness and Chair Ganz

Nays: 0

APPROVAL OF COMMUNITY REDEVELOPMENT AGENCY AGENDA

May 12, 2020

MOTION was made by Mr. Preston, seconded by Vice Chair Parness, to approve the agenda as submitted. Voice Vote:

Yeas: 5 – Mr. Drosky, Mr. Hudak, Mr. Preston, Vice Chair Parness and Chair Ganz

Nays: 0

GENERAL ITEMS

1. CRA Resolution 2020/003 - A Resolution of the Community Redevelopment Agency of the City of Deerfield Beach, Florida, confirming that Bernie Parness shall be Vice Chair of the Board of the Deerfield Beach Community Redevelopment Agency; providing for an effective date.

The Resolution was read by title only.

There was no discussion amongst the Board.

Chair Ganz opened the public hearing; however, there was none to speak and the public hearing was closed.

MOTION was made by Mr. Hudak, seconded by Mr. Preston, to approve Item 1, adopted CRA Resolution 2020/003.
Voice Vote:

Yeas: 5 – Mr. Drosky, Mr. Hudak, Mr. Preston, Vice Chair Parness and Chair Ganz

Nays: 0

2. Presentation by Bermello Ajamil regarding the Hillsboro Boulevard Bus Stop Relocation Project.

Kris Mory, Director of Economic Development, explained that Joshua Rak, Bermello Ajamil, will provide a brief overview of the design improvements around the area of the Royal Blues Hotel, as well as Hillsboro Boulevard. Although this is just an update, she advised that staff is seeking board direction on the design of the bus shelter. Thereafter, she introduced Mr. Rak.

Mr. Rak explained that he has been working with CRA staff, the City and Broward County Transit to analyze the feasibility of relocating the bus stop currently located at N.E. 20th Terrace, which is one (1) block south of Hillsboro Boulevard and the beach. This project will allow creation of new streetscape features and facilitate the safe movement of individuals, as well as identify new areas for on-street parking or mitigate any on-street parking loss as a result of moving the bus stop. The project will also allow for the identification of new pedestrian connections, sidewalks and crosswalks to provide better safe passage; improvements made have been done with ADA accessibility in mind.

Continuing, Mr. Rak said a full planning level analysis was performed on the land uses, so they could have a better understanding of the type of uses bringing people to this area. Vehicular access was studied to understand how cars move in and around the area, and where they are parking, stopping and dropping off. Mr. Rak said public connectivity was also studied to better understand how buses are accessing the area and to find out how pedestrians move around. Thereafter, a brief PowerPoint presentation was displayed.

Proposed Pedestrian Mobility Improvements - Mr. Rak stated that the map displayed outlines the 4-5 areas that have been identified from the preliminary analysis; whereas, moving the bus stop to the new area opens the door for other improvements for pedestrian mobility. Box A outlines the existing bus stop, which is a single post sign in the paved shoulder with limited to no landscaping or pedestrian protection. He said this area serves as bus queuing, so one (1) bus will pull up, and the other will queue thereafter. Further, he said by relocating the bus stop, other features were introduced to the streetscape, to include five (5) new parking spaces, addition of new landscape bulb-outs with street trees and a new six (6) foot sidewalk.

Mr. Rak said the relocation of the bus stop is outlined in Box B & C, which is just west of the Royal Blues Hotel. He said Broward County Transit has been helpful with providing the standards for placement of size for the bus bay. Originally, there was discussion of adding accommodations for a double bus bay but because of the size and decrease in parking spaces it was not an option; therefore, only (1) bus bay is being proposed. Box D represents the existing 10 parallel parking spaces along the northside of east Hillsboro Boulevard; whereby, once the requirements for the bus bay and shelter are accommodated, six (6) of those parking spaces will be lost; however, five (5) of them will be relocated along NE 20th Terrace, for a total loss of one (1) parking space. Lastly, Box E represents an entrance area to the beach that is currently a swale area that consists of matted grass due to parked cars; therefore, this project will include curbing of a landscape swale along the sidewalk, additional street trees, canopy street trees, and improve sidewalks on the southside of the street.

GENERAL ITEMS - CONTINUED

Option 1: Pergola Structure - Mr. Rak said the scope of work included drafting up concepts for a uniquely identifiable bus shelter for the new bus bay. Currently, Broward County Transit uses a kaleidoscope shelter; however, staff wanted more of an iconic, identifiable architecture structure to match other facilities on the beach, i.e. the pier. Further, Option 1 consists of an open pergola structure with metal columns and timber wood, along with a shutter enclosure; nonetheless, staff was not in favor of this option due to the Florida weather and bird nesting.

Option 2: Standing Seam Metal Roof - Mr. Rak said Option 2 consists of the same type roofing material as the pier and the three (3) symmetrical columns will have a nautical feel with a rounded profile. The underside is made from a wood material to eliminate the possibility of bird nesting; however, staff did express concerns with the open shelter on the sides due to sideways rainstorms.

Option 3: Hybrid Alternative: Refined based on Comments from CRA and City Staff - Mr. Rak said Option 3 consists of combining the positive elements from Options 1 and 2. Since all three (3) options are ADA accessible, he suggested incorporating the mandatory bus ramp areas into the station for a covered wheelchair area; whereby, the shelter would be pushed to the edge of the right-of-way to maximize coverage and remain ADA compliant. He stated that the cantilevered roof provides maximum protection along the sidewalk for patrons of the bus but is setback far enough from the edge of the pavement, so the bus mirrors do not clip the bus shelter.

Add Unique Bus Shelter While Minimizing Parking Loss - Mr. Rak displayed four (4) three-dimensional views of the hybrid bus shelter. The four (4) pictures depict the metal columns with timber wood structure and designed rafter tips protruding out the end of the standing seam metal roof. He explained that there is an enclosed underside that discourages bird nesting and the shutter enclosure depicted in Option 1 now includes a panel for signage; the bus bench is also a lean-to bench, rather than a full sit-down bench.

Existing Overhead Utility Lines - Mr. Rak said the CRA was directed to underground their utilities through new projects; therefore, a full detailed cost estimate was conducted for this project. Thereafter, a photograph of east Hillsboro Boulevard was displayed.

Construction Cost Estimate - Mr. Rak said the base bid cost estimate is \$422,655 and includes demolition, sitework, asphalt paving, concrete curb, concrete sidewalk, paver sidewalk, construction of new bus shelter, landscaping and irrigation. The alternate cost estimate is an additional \$524,263 for undergrounding the overhead utility lines.

Mr. Hudak spoke in favor of the hybrid option to include undergrounding the utilities; however, he suggested adding trash cans into the design.

Mr. Rak said the cost estimate does include a trash can which will have the same design character as the lean-to bench and station.

In response to Mr. Drosky's question, Mr. Rak replied that the base bid does include the regrading of the roadways and curbing on east Hillsboro Boulevard.

In response to Mr. Drosky's question, Ms. Mory replied that she included both cost options into the capital priorities for next year, which will be discussed during Items 3 and 4.

Vice Chair Parness suggested adding some type of marine décor, i.e. fish, sea gulls, etc., as the design is very plain.

Ms. Mory said staff received lots of feedback from the Royal Blues Hotel, as the bus shelter is a strong match for the hotel; therefore, staff did not want to detract from the high-quality architecture they have.

Mr. Rak said the simplicity biometric design of the bus station is a direct response to the requirements for ADA, so there are limitations within and through the stations.

Chair Ganz said the presentations seemed slanted to one (1) choice and asked what option covers the base bid cost.

GENERAL ITEMS - CONTINUED

Mr. Rak replied that the base bid cost includes Option 3 and the purpose of the presentation was to present two (2) different options; however, CRA and city staff had a preliminary meeting to vet those two (2) options and it was decided to include this hybrid option into the presentation.

Chair Ganz opened the public hearing; however, there was none to speak and the public hearing was closed.

MOTION was made by Mr. Hudak, seconded by Vice Mayor Parness, to move forward with the hybrid design option to include undergrounding the utilities. Roll Call:

Yeas: 5 – Mr. Drosky, Mr. Hudak, Mr. Preston, Vice Chair Parness and Chair Ganz

Nays: 0

3. Presentation by staff regarding the Mid-Year Accomplishments.

4. Presentation by staff regarding the FY2019 Annual Report.

Kris Mory, Director of Economic Development, presented Items 3 and 4 together. Thereafter, a PowerPoint presentation was displayed.

Total TIR Budget - Ms. Mory said the tax increment revenue (TIR) budget is \$6.3 million, with 43% going directly into capital improvement projects; 18% is debt service, which is an annual expense; and 17% goes into professional services to support the design projects.

Total CRA Budget - Ms. Mory explained that this is the last year the CRA is spending bond money, which is going into the construction of the Kirk Cottrell Pavilion; therefore, with the addition of the bond money, the total CRA budget is \$7.6 million with a small portion allocated to staffing.

Capital Projects - Ms. Mory outlined the FY20 capital projects: Kirk Cottrell Pavilion; Sullivan Park Phase II; LED porthole and enhanced signage and wayfinding at the pier; pier observation deck expansion; Ocean Way signage updates; S-Curve undergrounding utilities; art in the park; public art; Ocean Way holiday; community policing; landscaping; advocacy; and production of the annual report.

Projected FY 2021 Tax Increment Revenue - Ms. Mory outlined FY 2021 tax increment revenue: projected rollover from FY 2020 [\$2.9 million]; new tax increment revenue [\$4.2 million]; projected FY20 available funding [\$7.1 million]; debt service (\$1.1 million); normally funded programs and expenses (\$524,000); and agency overhead (\$399,000); therefore, the projected tax increment revenue available for capital projects is \$5.1 million.

Potential Funding Priorities - Ms. Mory said the S-Curve lighting upgrades are in the design phase and will cost approximately \$1,750,000; therefore, the remaining balance to be allocated to specific projects is \$3,375,947. Further, she said the construction of the bus shelter and utility undergrounding is \$524,000, which is achievable. Currently, the Sullivan Park facility project is in the request for qualifications process; whereas, staff plans to bring a recommended design consultant to the June meeting. From then on, the consultant would work with the Board on the design; unfortunately, it is difficult to determine the cost of the project at this time.

Continuing, Ms. Mory reminded the Board that the Kirk Cottrell Pavilion is underway and another undergrounding project that will begin in 2021. As such, she suggested setting aside funds for the Sullivan Park facility in the CRA Five-Year Capital Improvement Plan beginning in 2021-2022.

City of Deerfield Beach CRA Five-Year Capital Improvement Plan (CIP) 2021-2025 (PROPOSED) - Ms. Mory outlined the projects in the CIP: FY2021 - bus shelter with the option to underground utilities (\$947,000). Upon completion, the Board can begin setting money aside for the Sullivan Park facility. In 2021, the Board can begin with designing and permitting; the total project will likely be \$3 million and completely funded in 2022. If it costs more than \$3 million, it would need to be funded in 2022 and 2023, but that is unlikely. Further, Ms. Mory said the purchase of the island entryway properties is under parking improvements and has been in the CIP for a while.

GENERAL ITEMS - CONTINUED

In response to Mr. Hudak's questions, Ms. Mory replied that the bollards are not a part of the mid-year accomplishments but will be outlined in the future accomplishments; nonetheless, the funding for the bollards will be encumbered by the end of this fiscal year. Also, the bollards for the Kirk Cottrell Pavilion have been approved by the Florida Fish and Wildlife Conservation Commission (FWC), and although they are not the ones the Board desired, staff has been assured they will be brighter. Further, she explained that the contractor installing the two (2) new crosswalks requested an additional two (2) weeks, so the new completion date is roughly July 10th. She explained that contractors are running into issues with their orders being delayed from manufacturers due to COVID.

Chair Ganz opened the public hearing; however, there were none to speak and the public hearing was closed.

In response to Mr. Drosky's comment, Ms. Mory clarified that the bus shelter project is \$422,665, whereby, undergrounding the overhead utilities is an additional \$524,263, for a total project cost of around \$950,000.

Mr. Drosky spoke in favor of the bus shelter project with undergrounding the utilities and then banking the remaining funds for the Sullivan Park expansion project. Further, he does not want to lose sight of potentially acquiring the motel properties at the island entryway but does not think it is a priority at this time.

Chair Ganz agreed. Further, he said acquiring the properties may be more feasible with the changes in the environment and the new reality; therefore, he said it may be worth looking into, if possible.

Ms. Mory said staff will look into it. Additionally, she explained that the Board previously budgeted funds to help support the Fourth of July Event, which has been cancelled; therefore, the Board may keep the money in that line item should another event take place before the end of the fiscal year. If the money is not spent, the amount rolled over into next year would increase.

5. March 2020 Community Policing Report.

Kris Mory, Director of Economic Development, said the report outlines greater compliance with the deputies staying within the CRA District; whereas, the deputies assigned to this detail must review a CRA map and familiarize themselves with the CRA boundaries. At her direction, additional community policing dollars were allocated to provide more security in the CRA area over the past couple weeks due to issues surrounding COVID.

There was no discussion amongst the Commission.

6. April 2020 Change Order.

Kris Mory, Director of Economic Development, explained that she is required to report all authorized change orders to the Board; whereby, the majority that are included in the backup are for the Kirk Cottrell Pavilion.

There was no discussion amongst the Commission.

Chair Ganz opened the public hearing; however, there were none to speak and the public hearing was closed.

PUBLIC COMMENT

There were no public comments.

ADMINISTRATION COMMENTS**DIRECTOR OF ECONOMIC DEVELOPMENT**

None.

BOARD COMMENTS**MR. HUDAK**

Special Event Funds - Mr. Hudak suggested leaving the funds allocated for the Fourth of July Event, as he is hopeful there will be some type of celebration once this is over because the City needs it.

MR. PRESTON

No report.

MR. PARNES

No report.

VICE CHAIR DROSKY

No report.

CHAIR GANZ

No report.

ADMINISTRATION COMMENTS - CONTINUED**CITY MANAGER**

School Board - David Santucci, City Manager, advised that the School Board has decided not to allow summer school activities.

Reopening Businesses - Mr. Santucci said earlier today the Broward County Commission discussed reopening businesses to a limited degree; therefore, he expects that order to come out sometime this week. Further, he said reopening of the beaches was not included in their discussions today.

CARES Act - Mr. Santucci said the CARES Act was brought before Congress and will be voted on Friday. He said as it stands now, it does include some kind of relief funding for local municipalities, as the previous disbursements did not.

CITY ATTORNEY

None.

ADJOURNMENT

MOTION was made by Mr. Hudak, seconded by Vice Chair Parnes, to adjourn the meeting at 8:28 p.m. Voice Vote:

Yeas: 5 – Mr. Drosky, Mr. Hudak, Mr. Preston, Vice Chair Parnes and Chair Ganz

Nays: 0

BILL GANZ, CHAIR

Samantha Gillyard, CMC, City Clerk



Meeting Minutes Community Redevelopment Agency

Tuesday, June 9, 2020

7:00 PM

Virtual Meeting

CALL TO ORDER AND ROLL CALL

The meeting was called to order on the above date by Chair Bill Ganz at 7:02 p.m., through virtual electronic meeting connection.

Present: 5 - Mr. Todd Drosky
Mr. Michael Hudak
Mr. Ben Preston
Vice Chair Bernie Parness
Chair Bill Ganz

Also Present: 3 - City Manager David Santucci
City Attorney Anthony Soroka
Assistant City Clerk Heather Montemayor

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Vice Chair Parness.

APPROVAL OF COMMUNITY REDEVELOPMENT AGENCY AGENDA

June 9, 2020

MOTION was made by Vice Chair Parness, seconded by Mr. Preston, to approve the agenda as submitted. Voice Vote:

Yeas: 5 – Mr. Drosky, Mr. Hudak, Mr. Preston, Vice Chair Parness and Chair Ganz

Nays: 0

GENERAL ITEMS

- 1. CRA Resolution 2020/004 - A Resolution of the City of Deerfield Beach Community Redevelopment Agency, approving the appropriation of funds remaining in the Redevelopment Trust Fund to certain projects to be carried over; approving an amendment to the Fiscal 2019-2020 Community Redevelopment Agency Budget; and providing for an effective date.**

The Resolution was read by title only.

Kris Mory, Economic Development Director, said this item reflects an audited amount that is provided every year following the publication of the City's Comprehensive Annual Financial Report (CAFR). This administrative item is meant to encourage greater transparency with the CRA and serves as a management tool to track how money

GENERAL ITEMS - CONTINUED

comes in and out. She advised that the CRA is carrying over \$2,624,136 from FY19 to FY20.

There was no discussion amongst the Board.

Chair Ganz opened the public hearing; however, there was none to speak and the public hearing was closed.

MOTION was made by Vice Chair Parness, seconded by Mr. Hudak, to approve Item 1, adopted CRA Resolution 2020/004. Roll Call:

Yeas: 5 – Mr. Drosky, Mr. Hudak, Mr. Preston, Vice Chair Parness and Chair Ganz

Nays: 0

- 2. CRA Resolution 2020/005 - A Resolution of the City of Deerfield Beach Community Redevelopment Agency, approving the Evaluation Committee's ranking of responses pursuant to Request for Qualifications #20-27-PC for Architectural Services for the Sullivan Park Facility; authorizing the CRA Director to commence contract negotiations with Bermello, Ajamil & Partners, Inc., the top ranked firm; providing for severability and an effective date.**

The Resolution was read by title only.

Kris Mory, Director of Economic Development, stated that ten (10) responses were received, all of which were from qualified firms. The Evaluation Committee consisted of five (5) individuals, four (4) from city staff and Eric Westberg, Broward County Parks & Recreation Department. If approved, she asked that the Board provide direction, so staff can move forward with negotiating a contract for the scope of services for the facility's design.

In response to Mr. Drosky's question, Ivelsa Guzman, Purchasing Manager, replied that the volume of documents created from a solicitation is exorbitant; however, should anyone wish to review the documents, they can submit a public records request or e-mail the Procurement Department directly and the documents will be provided.

Mr. Drosky advised that he wants to assure that people can request these type documents and review them prior to the items being discussed in a public setting.

David Santucci, City Manager, said aside from the large volume of documents, all documents added into the agenda backup must be ADA compliant, and the level of effort that goes into making them compliant can take staff around 8 - 16 hours or more; therefore, it is just not feasible to include into the backup. Nevertheless, all documents are readily available within the Purchasing Department and can be provided in less than 24 hours.

In response to Vice Chair Parness' question, Ms. Mory replied that the Evaluation Committee meetings are open to the public and anyone can attend and participate.

Chair Ganz opened the public hearing; however, there was none to speak and the public hearing was closed.

MOTION was made by Mr. Hudak, seconded by Vice Mayor Parness, to approve Item 2, adopted CRA Resolution 2020/005. Roll Call:

Yeas: 5 – Mr. Drosky, Mr. Hudak, Mr. Preston, Vice Chair Parness and Chair Ganz

Nays: 0

PUBLIC COMMENT

There were no public comments.

ADMINISTRATION COMMENTS**3. May 2020 Change Order.**

Kris Mory, Director of Economic Development, explained that she is required to report all authorized change orders to the Board; whereby, the change orders are associated with either the Kirk Cottrell Pavilion or the A1A crosswalk projects. She explained that the A1A crosswalk project is not a monetary change, but a change in time due to delays in procuring materials because of COVID.

There was no discussion amongst the Commission.

Chair Ganz opened the public hearing; however, there were none to speak and the public hearing was closed.

CITY MANAGER

None.

CITY ATTORNEY

None.

BOARD COMMENTS**MR. HUDAK**

Kirk Cottrell Pavilion - Mr. Hudak said the progress of the Kirk Cottrell Pavilion is tremendous and hopes it continues to stay on track.

Beach Reopening - Mr. Hudak commended staff on the reopening of the beach, as he has received a lot of positive feedback.

MR. PRESTON

No report.

MR. DROSKY

No report.

VICE CHAIR PARNES

No report.

CHAIR GANZ

Accolades - Chair Ganz thanked staff for all their hard work during this troubling time.

ADJOURNMENT

MOTION was made by Vice Chair Parness, seconded by Mr. Preston, to adjourn the meeting at 7:18 p.m. Voice Vote:

Yeas: 5 – Mr. Drosky, Mr. Hudak, Mr. Preston, Vice Chair Parness and Chair Ganz

Nays: 0

BILL GANZ, CHAIR

Samantha Gillyard, CMC, City Clerk



Virtual CRA Meeting - August 11, 2020

DEERFIELD BEACH – YOU ARE HEREBY NOTIFIED that the **Regular Community Redevelopment Agency Board** meeting will be held on **Tuesday, August 11, 2020, at 7:00 PM** **utilizing communications media technology** with elected officials and City staff participating through video conferencing.

On March 20, 2020, Governor DeSantis issued Executive Order 20-69, suspending any Florida Statute that requires a quorum to be present in person or requires a local government body to meet at a specific public place. The Order further allows for local government bodies to utilize communications media technology, such as telephonic and video conferencing. The order was extended by virtue of Executive Order 20-179, effective July 29, 2020.

A copy of the agenda for the August 11, 2020 meeting can be accessed at <http://www.deerfield-beach.com/1554/Meetings-Agendas>. To ensure compliance with the City's Safer at Home Emergency Order 2020-03 and the latest CDC recommendations and government orders, the August 11, 2020, regular CRA meeting will proceed utilizing communications media technology.

Attending and Viewing the City Commission Meeting:

This meeting will be broadcast live for members of the public. There are several options available to the public to attend/view the meeting:

1. Zoom

- a. Via Zoom Online** - Access to the meeting will begin at 6:45 PM on August 11, 2020.

- i.** Use the following link below to access the meeting via Zoom:

Join Zoom Meeting

<https://deerfield-beach.zoom.us/j/86301476203?pwd=TkdNalNmNFV5emN5dGNhNU5xYkITUT09>

- ii.** The video camera display feature is disabled for public use

- b. Via Zoom Telephone** - Join the meeting via telephone (audio only) using the Call-in number below, followed by the Meeting ID when prompted. No computer or access code is required.

Dial-In Number: 1-301-715-8592

Meeting ID: 863 0147 6203#

Participant ID: #

Password: 233613#

For more information on using Zoom, please visit Zoom Support at the following link:

<https://support.zoom.us/hc/en-us>.

2. YouTube

The meeting will also be available to the public via YouTube for audio and video access; however, public participation, i.e. comments are not possible. The link to watch the meeting via YouTube will be active no earlier than 6:45 PM on August 11, 2020 and can be found by clicking the camera icon in the Media column at <http://www.deerfield-beach.com/1554/Meetings-Agendas>.

Providing Public Comment:

Public participation is strongly encouraged. Your comments will be limited to three minutes per person. To participate, please choose the option best for you and remember to include your name and address for the record.

- 1. Via Email** - Public comments and documents may be submitted via email to web.clerk@dfb.city. Public comments will be read aloud during the meeting and added to the record. Emails can be submitted prior to the meeting or until the public hearing session is closed.
- 2. Live Zoom Video Participation** - If attending via Zoom online, at the appropriate public comment period, click "raise hand" on the bottom of the "participants" tab, and your audio will be unmuted when you are recognized.
- 3. Live Zoom Telephone Participation** - If attending via Zoom by telephone, at the appropriate public comment period, press *9 to "raise your hand" and your audio will be unmuted when you are recognized.

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT AND FLORIDA STATUTE 286.26, PERSONS WITH DISABILITIES NEEDING SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHOULD CONTACT THE CITY CLERK NO LATER THAN 3 DAYS PRIOR TO THE MEETING AT (954) 480-4213 FOR ASSISTANCE.

Should you have any questions, please feel free to contact the City Clerk's Office at 954.480.4213. For additional information on the agenda items for the Commission meeting, please visit www.dfb.city.



City of Deerfield Beach

150 NE 2nd Ave
Deerfield Beach, FL
33441
954-480-4200

Face Sheet

File Number: I.D. 2020-521

Agenda Date: 8/11/2020

Status: General Items

In Control: Community Redevelopment
Agency (CRA)

Title

CRA Resolution 2020/ - A Resolution of the City of Deerfield Beach Community Redevelopment Agency, approving Work Authorization No. 2 with Bermello, Ajamil & Partners, Inc., for the Hillsboro Boulevard Bus Stop Relocation Project Construction Documents in an amount not to exceed \$121,357.20; authorizing execution of Work Authorization No. 2; and providing for an effective date. (Funds from Account #190-8000-552-3299 - Other Contractual Services)

Recommended Action

CRA Board to vote on Resolution

Fiscal Impact

Costs: \$121,357.20

Account Name: Other Contractual Services

Account Number: 190-8000-552-3299

Background/History

Pursuant to Request for Qualifications #2016-17/51 (the "RFQ") and Section 287.055, Florida Statute (the "CCNA"), the City entered into continuing contracts with qualified firms for the provision of Architectural and Engineering Services, including a continuing contract with Bermello, Ajamil & Partners, Inc. ("Bermello"), dated January 26, 2018 (the "Continuing Contract"). On October 8, 2019, the City and Bermello executed Work Authorization No. 1 for the conceptual design and feasibility and cost study for the removal of an existing bus stop at NW 20th Terrace near South Ocean Way, and a feasibility and cost study for the undergrounding of overhead wires on Hillsboro Boulevard between A1A and South Ocean Way.

Current Activity

At the May 12, 2020 CRA Board meeting, Bermello Ajamil and Partners presented a briefing of the plan to relocate the existing Broward County Transit Bus Stop located at NE 20th Terrace to E. Hillsboro Blvd. The presentation also included a general design concept for the new Bus Shelter. At the conclusion of this presentation, the Board directed staff to move forward with project design including streetscape, bus shelter facility and undergrounding of overhead utilities.

CRA staff has negotiated a proposal from Bermello Ajamil for professional design services for the implementation of the Project, including subsurface exploration and reporting, surveying, construction document preparation, regulatory and building department permitting, bidding, and construction administration (collectively, the "Services"), in the amount of \$121,357.20. If approved, there are adequate funds in Other Contractual Services (190-8000-552-3299) to fund this activity.

Recommendation

CRA staff recommends the CRA Board approve and authorize execution of Work Authorization No. 2 for the attached Services.

CRA RESOLUTION NO. 2020/

A RESOLUTION OF THE CITY OF DEERFIELD BEACH COMMUNITY REDEVELOPMENT AGENCY, APPROVING WORK AUTHORIZATION NO. 2 WITH BERMELO, AJAMIL & PARTNERS, INC., FOR THE HILLSBORO BOULEVARD BUS STOP RELOCATION PROJECT CONSTRUCTION DOCUMENTS IN AN AMOUNT NOT TO EXCEED \$121,357.20; AUTHORIZING EXECUTION OF WORK AUTHORIZATION NO. 2; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, pursuant to Request for Qualifications #2016-17/51 (the “RFQ”) and Section 287.055, Florida Statutes (the “CCNA”), the City entered into continuing contracts with qualified firms for the provision of Architectural and Engineering Services, including a continuing contract with Bermello, Ajamil & Partners, Inc. (“Bermello”), dated January 26, 2018 (the “Continuing Contract”); and

WHEREAS, in accordance with the RFQ and the City’s CCNA project process, the City considered multiple firms from the RFQ continuing contract pool for the bus stop relocation project at NE 20th Terrace and Ocean Way; and

WHEREAS, Bermello was selected as the most qualified firm for the bus relocation project; and

WHEREAS, on October 8, 2019, the City and Bermello executed Work Authorization No. 1 for the conceptual design and feasibility and cost study for the removal of an existing bus stop at NW 20th Terrace near South Ocean Way, and a feasibility and cost study for the undergrounding of overhead wires on Hillsboro Boulevard between A1A and South Ocean Way; and

WHEREAS, on May 12, 2020, Bermello presented a plan to the CRA for the relocation of the existing Broward County Transit Bus Stop located at NE 20th Terrace to East Hillsboro Boulevard, and a general design concept for the new Bus Shelter (the “Project”); and

WHEREAS, CRA staff has negotiated a proposal with Bermello for professional design services for the implementation of the Project, including subsurface exploration and reporting, construction document preparation, regulatory and building department permitting, bidding, and construction administration services, (collectively, the “Services”) in the amount of \$121,357.20 (the “Proposal”); and

WHEREAS, CRA staff recommends the CRA approve and authorize execution of Work Authorization No. 2 with Bermello, attached as Exhibit “A,” pursuant to the terms of the Continuing Contract for the Services for the Project in an amount not to exceed \$121,357.20.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF DEERFIELD BEACH COMMUNITY REDEVELOPEMENT AGENCY AS FOLLOWS:

Section 1. The above referenced “Whereas” clauses are true and correct and made a part hereof.

Section 2. The CRA hereby approves Work Authorization No. 2 with Bermello, attached as Exhibit “A,” for the Services in an amount not to exceed \$121,357.20.

Section 3. The CRA Chair and Director are hereby authorized to execute the Work Authorization with Bermello, attached as Exhibit “A,” together with such terms as are acceptable to the CRA Director and approved as to form and legal sufficiency by the CRA Attorney.

Section 4. This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED THIS ____ DAY OF _____, 2020.

BILL GANZ, CHAIR

ATTEST:

SAMANTHA GILLYARD, CMC, CLERK

WORK AUTHORIZATION
BETWEEN
THE CITY OF DEERFIELD BEACH
AND
BERMELLO, AJAMIL & PARTNERS, INC.
FOR PROFESSIONAL SERVICES

This Work Authorization is entered into this 28th day of July, 2020, by and between City of Deerfield Beach, Florida, with its principal business address located at 150 NE 2nd Avenue, Deerfield Beach, FL 33441, hereinafter referred to as “City”,

AND

Bermello, Ajamil & Partners, Inc., a Florida Limited Liability Corporation authorized to do business in Florida, with its business address located at 2601 South Bayshore Drive, Miami, FL 33155, hereinafter referred to as “Consultant”.

WHEREAS, the City and the Consultant have entering into a master CCNA continuing services contract dated December 5, 2017, RFQ #2016-17-51, (The Continuing Contract) and consultant has been approved to provide the services contemplated herein; and,

WHEREAS, the City and the Consultant desire to enter into this Work Authorization to provide for the Consultant to perform certain professional services in accordance with the terms and conditions of this Work Authorization.

NOW, THEREFORE, in consideration of the mutual terms and conditions, promises, and covenants, hereinafter set forth, City and Consultant agree as follows:

SECTION 1
SCOPE OF SERVICES

1. Consultant agrees to perform certain professional services for the City pursuant to The Continuing Contract, as specifically described in the scope of services attached as Exhibit “A” to this Work Authorization (the “Services”), both of which by this reference are incorporated into this Work Authorization in its entirety during the Term and within the timeline provided for in this Work Authorization.

SECTION 2
COMPENSATION

2. In consideration for the Services to be performed by Consultant, the City agrees to pay Consultant an amount not-to-exceed \$121,357.20 as further detailed in Exhibit "A". Compensation due to the Consultant shall be payable within 30 calendar days following submission of a proper invoice by the Consultant to the City. In the event of City's termination of this Work Authorization prior to the end of the Work Authorization Term pursuant to Section 4, City shall pay Consultant on a pro-rata basis for the Services performed by Consultant prior to the City's termination of this Work Authorization.

SECTION 3
TERM OF WORK AUTHORIZATION

3. The term of this Work Authorization shall commence upon the date of execution hereof and shall remain in effect until the Services are completed to the City's satisfaction (the "Term"), unless terminated earlier pursuant to Section 4 of this Work Authorization.

SECTION 4
TERMINATION OF WORK AUTHORIZATION

4. City may terminate this Work Authorization for convenience by giving the Consultant thirty (30) days advance written notice. The termination of this Work Authorization shall not relieve either party of any liability that accrued prior to such termination and any such accrued liability shall survive the termination of this Work Authorization.

SECTION 5
CONTINUING CONTRACT

5. The Services to be provided by Consultant pursuant to this Work Authorization shall comply with all of the terms and conditions set forth in the Continuing Contract between City and Consultant, which by this reference is incorporated into this Work Authorization in its entirety. In the event there is a conflict between the terms of this Work Authorization and the Continuing Contract, the terms of the Continuing Contract shall prevail.

SECTION 6
INDEPENDENT CONSULTANT

6. Consultant is an independent Consultant under this Work Authorization. Services provided by Consultant shall be by employees or sub-consultants of Consultant and subject to supervision by Consultant, and not as officers, employees or agents

of the City. Personnel policies, tax responsibilities, social security, health insurance, employee benefits, travel, per diem policy, and purchasing policies under the Work Authorization shall be the sole responsibility of Consultant. Consultant shall have no rights under the City's worker's compensation, employment, insurance benefits or similar laws or benefits.

SECTION 7

INDEMNIFICATION / HOLD HARMLESS CLAUSE

7. Consultant shall indemnify and hold harmless City, its officers and employees from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness or intentionally wrongful conduct of Consultant, and other persons employed or utilized by Consultant in the performance of this Agreement. The provisions of this section shall survive the expiration or earlier termination of this Agreement. To the extent considered necessary by Contract Administrator and City Manager, any sums due Consultant under this Agreement may be retained by City until all of City's claims for indemnification pursuant to this Agreement have been settled or otherwise resolved, and any amount withheld shall not be subject to payment of interest by City.

SECTION 8

INSURANCE

- 8.1 The CONSULTANT shall satisfy the insurance requirements stated herein. The CONSULTANT shall not commence the work or otherwise perform the work as required by the applicable Work Authorization and/or Notice to Proceed until the requirements stated herein are met and the Certificate(s) of Insurance is approved by the CITY. The CONSULTANT shall assume full responsibility and expense to obtain all necessary insurance.

8.2 General

- 8.2.1 The CONSULTANT shall furnish to the Contract Administrator a Certificate of Insurance or endorsements evidencing the insurance coverage specified herein within fifteen (15) calendar days after the effective date of this Agreement. The required Certificates of Insurance shall name the types of policies provided, refer specifically to the Agreement, and state that such insurance is as required by this Contract. CONSULTANT's failure to provide to CITY the Certificates of Insurance or endorsements evidencing the insurance coverage within fifteen (15) calendar days shall provide the basis for the termination of the Agreement.

- 8.2.2 Such policy or policies shall be without any deductible amount unless otherwise noted in this Agreement and shall be issued by approved

companies authorized to do business in the State of Florida, and having agents upon whom service of process may be made in Broward County, Florida. CONSULTANT shall pay all deductible amounts, if any. CONSULTANT shall specifically protect CITY and the Deerfield Beach City Commission by naming CITY and the Deerfield Beach City Commission as additional insured under the Commercial Liability Policy, Business Automobile Liability policy as well as on any Excess Liability Policy coverage.

- 8.2.3 Coverage is not to cease and is to remain in force (subject to cancellation notice) until all performance required of CONSULTANT is complete including all renewal terms. All policies must be endorsed to provide CITY with at least thirty (30) days' notice of expiration, cancellation and/or restriction. If any of the insurance coverages will expire prior to the completion of any Project, copies of renewal policies shall be furnished at least thirty (30) days prior to the date of their expiration.
- 8.2.4 CITY reserves the right to review and revise any insurance requirements at the time of renewal or amendment of this Contract, including, but not limited to, deductibles, limits, coverage, and endorsements based on insurance market conditions affecting the availability or affordability of coverage, or changes in the scope of work or specifications that affect the applicability of coverage. If CONSULTANT uses a Subconsultant, CONSULTANT shall ensure that Subconsultant names CITY and the Deerfield Beach City Commission as additional insured under the Commercial Liability Policy as well as on any Excess Liability Policy coverage.
- 8.3 CONSULTANT shall, at a minimum, provide, pay for, and maintain in force at all times during the term of this Agreement the following insurance:

Commercial Liability Insurance - A Commercial Liability Insurance Policy shall be provided which shall contain limits of no less than One Million Dollars (\$1,000,000.00) per occurrence for bodily injury liability, personal injury liability and property damage liability on a per project basis, and shall contain limits of no less than a Two Million Dollars(\$2,000,000.00) aggregate. Coverage must be afforded on a form no more restrictive than CG 20 10 10 01 and CG 20 37 10 01 Commercial Liability Policy, without restrictive endorsements, as filed by the Insurance Services Office and must include: premises and operations, independent contractors, products and/or completed operations for contracts, broad form contractual coverage applicable to this specific Contract including any hold harmless and/or indemnification Contract, personal injury coverage with employee and contractual exclusions removed and policy limits shall be applied on a primary and non-contributory basis.

Professional Liability (Errors & Omissions) Insurance - Professional Liability Insurance with the limits of liability provided by such policy for each claim and on a claim made basis or on an occurrence basis to be no less than one million Dollars (\$1,000,000) per occurrence with a limit of no less than two million dollars (\$2,000,000) aggregate with a deductible per claim not to exceed ten percent (10%) of the limit of liability. CONSULTANT shall notify the CITY in writing within thirty (30) days of any claim filed or made against its Professional Liability Insurance Policy. CONSULTANT acknowledges that the CITY is relying on the competence of the CONSULTANT to design a project to meet its functional intent. If it is determined during construction of a project that changes must be made due to CONSULTANT's negligent errors and omissions, CONSULTANT shall promptly rectify them at no cost to CITY and shall be responsible for additional costs, if any, of a project to the proportional extent caused by such negligent errors or omissions.

Business Automobile Liability - Business Automobile Liability shall be provided with minimum limits of One Million Dollars (\$1,000,000.00) per occurrence or combined single limit for Bodily Injury Liability and Property Damage Liability. Coverage must be afforded on a form no more restrictive than the latest edition of the Business Automobile Liability policy, without restrictive endorsements, as filed by the Insurance Services Office, and must at a minimum include liability coverage symbols: 2 (owned vehicles), 8 (hired vehicles) and 9 (non-owned vehicles).

Workers Compensation Insurance - Workers' Compensation insurance to apply for all employees in compliance with Chapter 440, Florida Statutes, as may be amended from time to time, the "Workers' Compensation Law" of the State of Florida, and all applicable Federal laws. In addition, the policy(ies) must include employers' liability with a limit of One Million Dollars (\$1,000,000.00) each accident, One Million Dollars (\$1,000,000.00) aggregate limit by disease and One Million Dollars (\$1,000,000.00) each employee by disease. Additionally, if there will be operations undertaken on, about or over navigable waterways, evidence of a coverage endorsement for U.S. Longshoremen and Harbor Workers Act (USL&H), and/or Jones Act, for maritime laws coverage shall be included. The Policy shall include a waiver of subrogation for all liability arising out of this contract. If exempt for Worker's Compensation, proper documentation shall be provided.

SECTION 9

NON-APPROPRIATION OF FUNDS

9. In the event no funds or insufficient funds are appropriated and budgeted or are otherwise unavailable in any fiscal year for payments due under this Work Authorization, then the City, upon written notice to Consultant of such occurrence, shall have the unqualified right to terminate this Work Authorization without any penalty or expense to the City.

SECTION 10
MISCELLANEOUS

10. Consultant shall, without additional expense to the City, be responsible for paying any taxes, obtaining any necessary licenses and for complying with all applicable federal, state, county, and municipal laws, ordinances and regulations in connection with the performance of the Services specified herein.

SECTION 11
AUDIT AND INSPECTION RIGHTS

- 11.1 The City may, at reasonable times, and for a period of up to three (3) years following the date of final performance of Services by Consultant under this Work Authorization, audit, or cause to be audited, those books and records of Consultant that are related to Consultant's performance under this Work Authorization. Consultant agrees to maintain all such books and records at its principal place of business for a period of three (3) years after final payment is made under this Work Authorization.
- 11.2 The City may, at reasonable times during the term hereof, perform such inspections, as the City deems reasonably necessary, to determine whether the services required to be provided by Consultant under this Work Authorization conform to the terms of this Work Authorization. Consultant shall make available to the City all reasonable assistance to facilitate the performance of inspections by the City's representatives.

SECTION 12
AMENDMENTS AND ASSIGNMENT

- 12.1 This Work Authorization together with Exhibit "A" between Consultant and City and all negotiations and oral understandings between the parties are merged herein. The terms and conditions set forth in this Work Authorization supersede any and all previous agreements, promises, negotiations or representations, except as otherwise provided in Section 5. Any other agreements, promises, negotiations or representations not expressly set forth in this Work Authorization are of no force and effect.
- 12.2 No modification, amendment or alteration of the terms and conditions contained herein shall be effective unless contained in a written document executed with the same formality as this Work Authorization.
- 12.3 Consultant shall not transfer or assign the performance of Services called for in the Work Authorization without the prior written consent of the City, which may be withheld or conditioned in the City's sole discretion.

SECTION 13
NOTICES

13. Whenever either party desires to give notice to the other, it must be given by written notice in accordance with the requirements of Notices section of the Continuing Contract.

SECTION 14
GOVERNING LAW AND VENUE

14. This Work Authorization shall be construed in accordance with, and governed by, the laws of the State of Florida. Venue for any action arising out of, or relating to this Work Authorization shall be in Broward County, Florida.

SECTION 15
HEADINGS, CONFLICT OF PROVISIONS,
WAIVER OR BREACH OF PROVISIONS

15. Headings are for convenience of reference only and shall not be considered in any interpretation of this Work Authorization. In the event of conflict between the terms of this Work Authorization and any terms or conditions contained in any attached documents, the terms in this Work Authorization shall prevail. No waiver or breach of any provision of this Work Authorization shall constitute a waiver of any subsequent breach of the same or any other provision, and no waiver shall be effective unless made in writing.

SECTION 16
NON-DISCRIMINATION

16. Consultant represents and warrants to the City that Consultant does not and will not engage in discriminatory practices and that there shall be no discrimination in connection with Consultant's performance under this Work Authorization on account of race, age, religion, color, gender, sexual orientation, national origin, marital status, physical or mental disability, political affiliation or any other factor which cannot be lawfully used as a basis for delivery of services. Consultant further covenants that no otherwise qualified individual shall, solely by reason of his/her race, age, religion, color, gender, sexual orientation, national origin, marital status, physical or mental disability, political affiliation or any other factor which cannot be lawfully used as a basis for delivery of services, be excluded from participation in, be denied services, or be subject to discrimination under any provision of this Work Authorization.

SECTION 17
PUBLIC RECORDS

17. Consultant understands that the public shall have access, at all reasonable times, to all documents and information pertaining to City contracts, subject to the provisions of Chapter 119, Florida Statutes, and agrees to allow access by the City and the public to all documents subject to disclosure under applicable law. Consultant's failure or refusal to comply with the provisions of this section shall result in the immediate termination of this Work Authorization by the City.

SECTION 18
SEVERABILITY

18. If any provision of this Work Authorization or the application thereof to any person or situation shall to any extent, be held invalid or unenforceable, the remainder of this Work Authorization, and the application of such provisions to persons or situations other than those as to which it shall have been held invalid or unenforceable shall not be affected thereby, and shall continue in full force and effect, and be enforced to the fullest extent permitted by law.

SECTION 19
SURVIVAL

19. All representations and other relevant provisions herein shall survive and thereby continue in full force and effect, upon termination of this Work Authorization.

SECTION 20
JOINT PREPARATION

20. The parties hereto acknowledge that they have sought and received whatever competent advice and counsel as was necessary for them to form a full and complete understanding of all rights and obligations herein, including the Continuing Contract, and that the preparation of this Work Authorization has been a joint effort of the parties, the language has been agreed to by parties to express their mutual intent and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the parties than the other.

**WORK AUTHORIZATION BETWEEN THE CITY OF DEERFIELD BEACH AND
BERMELLO, AJAMIL & PARTNERS, INC. FOR PROFESSIONAL SERVICES**

IN WITNESS WHEREOF, the parties hereto have made and executed this Work Authorization on the respective dates under each signature.

CITY

CITY OF DEERFIELD BEACH

By: _____

This ____ day of _____, 2020.

Approved as to form and legal sufficiency
for the use of and reliance by the City of
Deerfield Beach only:

Anthony C. Soroka, City Attorney

CONSULTANT



By: Bermello Ajamil & Partners, Inc.
Name: Randy Hollingworth
Title: President

This 28th day of July, 2020.

EXHIBIT A
SCOPE OF SERVICES

July 28th, 2020

Prior Versions: Version 1- July 20, 2020

Page 1 of 8
Version 2

WORK AUTHORIZATION No. 2

SCOPE OF WORK

Hillsboro Boulevard Bus Stop Construction Documents

City of Deerfield Beach, Florida Community Redevelopment Agency (CRA)

Bermello Ajamil & Partners, Inc. (CONSULTANT) is pleased to provide this Scope of Work Proposal to the City of Deerfield Beach CRA. This Scope of Work identified for the project entitled "Hillsboro Boulevard Bus Stop Construction Documents", is provided pursuant to RFQ No. 2016-17/51, "Architectural & Engineering Services", with the City of Deerfield Beach, Florida.

PART I - PROJECT BACKGROUND AND WORK DESCRIPTION:

Under previous authorization the CONSULTANT prepared a conceptual design and performed a feasibility and costing study for the removal of an existing bus stop on NW 20th Terrace near South Ocean Way, the conceptual design of a custom new bus stop on Hillsboro Boulevard also near South Ocean Way and reconfiguration and streetscapes improvements at both locations. The feasibility and costing study also included a boundary and topographic survey of the roadway corridors as well as curbing and sidewalk improvements and undergrounding of overhead wires on Hillsboro Boulevard between A1A and South Ocean Way. The CRA has now requested the CONSULTANT provide this Scope of Work for professional design services for implementation of the Hillsboro Boulevard Bus Stop including Subsurface Exploration and Reporting, Construction Document Preparation, Regulatory and Building Department Permitting, Bidding Assistance and Construction Administration. The anticipated construction time frame is four (4) months. The specific design services shall include:

NE 20th Terrace

- Add new crosswalk from the southwest corner of NE 20th Terrace and NE 1st Street, north across NE 1st Street.
- Install new ADA accessible sidewalk on south side of NE 20th Terrace from NE 1st Street to North Ocean Way (SE 21st Avenue).
- Add parking spaces at location of existing bus stop on south side of NE 20th Terrace.
- Add new curbed landscape bulbouts, trees, mulch and irrigation system
- Add curb and handrails that are required in order for the proposed improvements to meet ADA requirements.

Hillsboro Blvd.

- Modify sidewalk on north side of East Hillsboro Boulevard to provide an ADA accessible sidewalk (to the maximum extent possible) from Ocean Way to S.R. A1A/Ocean Drive
- Reconfigure and shorten grass island on west side of Royal Blues Hotel driveway so bus stop is as close as possible to Ocean Way
- Relocate the parking pay station on the north side of East Hillsboro Boulevard, currently located just west of the Hotel driveway, further west along East Hillsboro Boulevard
- Locate new bus stop on north side of East Hillsboro Boulevard.
- Add new 12' bus bay at the site of the relocated bus stop.
- Add new bus stop shelter that shall be located over the existing sidewalk adjacent to new bus bay; modify sidewalk as is required to accommodate shelter foundations and maintain clear route of east west pedestrian travel
- Bus shelter design to be unique to Deerfield Beach CRA.

- New East Hillsboro Boulevard bus stop and shelter location shall include site amenities such as benches and trash receptacle.
- Add curb to north side of East Hillsboro Boulevard from S.R. A1A/Ocean Drive east to the first legal driveway.
- Modify/repair sidewalk on south side of East Hillsboro Boulevard from Ocean Way to State Route A1A/Ocean Drive.
- Where appropriate, add new landscape/street trees and irrigation system along Hillsboro Boulevard
- Underground all utilities along East Hillsboro Boulevard from Ocean Way to State Route A1A/Ocean Drive.

The CONSULTANT shall prepare tree disposition plans and details, demolition plans and details, paving, grading and drainage plans and details, architectural plans and details, structural plans and details, electrical plans and details, landscape plans and details and irrigation plans and details.

Assisting the CONSULTANT with these services shall be the following firms:

Kenneth DiDonato – Irrigation Design
Cordova Rodriguez & Associates, Inc. – Civil Engineering
Delta G Consulting Engineers – Mechanical, Electrical and Plumbing Engineering, Overhead Wire Undergrounding
The Bosch Group – Cost Estimating
MUEngineers – Structural Engineering
Nutting Engineering – Geotechnical Engineering Exploration and Reporting
Craig A. Smith & Associates - Survey

PART II - SCOPE OF WORK

TASK 1.0 – SUBSURFACE EXPLORATION & REPORTING

- 1.1 Geotechnical Engineering** – CONSULTANT shall perform geotechnical engineering subsurface exploration and reporting including Bore Hole Permeability (BHP) tests and SPT borings. The geotechnical report shall be used by the design team for drainage and structural design.
- 1.2 Survey Update** – CONSULTANT shall perform an update to the map of specific purpose survey, dated 2/06/2020. The update shall provide utility locates and verification services within the corridor, in addition to the physical location of surface marks for sub-surface utilities, including inverts, pipe sizes and materials for all drainage and sanitary sewer structures. The CITY shall provide a road maintenance crew to be on site, to clean drainage and sewer structures, prior to commencement of work. All information shall be added to the base map created for the project.

Deliverables for Task 1.0 Subsurface Exploration & Reporting – As a result of this task, CONSULTANT shall deliver the following to the CRA:

- One (1) 8 ½" X 11" black and white signed and sealed copy of the Geotechnical Report
- One (1) 8 ½" X 11" black and white PDF of the Geotechnical Report
- One (1) 24" X 36" black and white PDF of update to the map of specific purpose survey
- One (1) AutoCAD drawing file of update to the map of specific purpose survey

TASK 2.0 – DESIGN DEVELOPMENT

- 2.1 Design Development** – Based on the approved conceptual designs prepared during the previous authorization, the CONSULTANT shall further illustrate and describe the proposed improvements which shall consist of drawings and other documents including plans, sections, elevations, typical construction details and describe the size and character of the Project as to architectural systems and such other elements as may be appropriate, including Structural and Electrical systems.

- 2.2 Design Development Review Meeting** – The CONSULTANT shall meet with the CRA one (1) time to review comments on the design development drawings. The CRA shall provide the CONSULTANT one (1) set of consolidated comments and/or marked up drawings. Minor revisions shall be incorporated into the drawings during the next phase of work. Major changes that represent a significant departure from the original design objectives shall be provided as an additional service for an agreed to fee. CONSULTANT shall prepare and distribute meeting minutes.

Deliverables for Task 2.0 Design Development – As a result of this task, CONSULTANT shall deliver the following to the CRA:

- One (1) 24" x 36" black and white PDF set of DD's
- One (1) 8 ½" X 11" black and white PDF copy of Minutes from Design Development Review Meeting

TASK 3.0 – CONSTRUCTION DOCUMENTS

- 3.1 Regulatory Agency Pre-Application Meetings** – CONSULTANT shall participate in up to four (4) meetings with applicable regulatory agencies having jurisdiction to present the 30% construction drawings and receive their comments on the proposed improvements. CONSULTANT shall use the feedback to further develop the construction drawings and address agency compliance concerns or observations. CONSULTANT shall prepare and distribute meeting minutes.
- 3.2 60% Construction Drawings** – Based on the approved final 30% CD's, CONSULTANT shall prepare 60% construction drawings including tree disposition plans and details, architectural plans and details, civil engineering plans and details, structural plans and details, electrical plans and details, hardscape paving and furniture plans and details, landscape plans and details and irrigation plans and details. Drawings shall include plans, details, sections, elevations and product schedules necessary to communicate the design intent and construction materials.
- 3.3 60% CD's Opinion of Probable Cost** – CONSULTANT shall prepare and provide to the CRA an opinion of probable cost based on the 60% construction drawings. This information shall be provided to the CRA as a PDF. It is assumed that the CRA will use the 60% CD's opinion of probable cost to seek funding from the CRA Board.
- 3.4 60% Construction Drawings Review Meeting** – CONSULTANT shall participate in one (1) review meeting with the CRA to discuss their comments on the 60% CD's and the opinion of probable cost. The CRA shall provide the CONSULTANT one (1) set of consolidated comments and/or marked up drawings. Should project costs exceed funding, CONSULTANT shall perform a value engineering exercise based on priorities provided by the CRA and incorporate said changes into the 90% CD's. Minor revisions shall be incorporated into the drawings during the next phase of work. Major changes that represent a significant departure from the original design objectives shall be provided as an additional service for an agreed to fee. CONSULTANT shall prepare and distribute meeting minutes.
- 3.5 Regulatory Permitting** – CONSULTANT shall prepare and submit permit applications and drawings to regulatory agencies having jurisdiction including City of Deerfield Beach Tree Removal, City of Deerfield Beach Engineering, Broward County Environmental Review, Broward County Environmental Protection Department Stormwater Management, Broward County Transit Authority, Water (County Health Department), FDOT Sidewalk Improvements and FDOT Drainage Connection.
- 3.6 100% Construction Drawings** – Based on the approved final 90% CD's, CONSULTANT shall prepare 100% construction drawings including, tree disposition plans and details, architectural plans and details, civil

engineering plans and details, structural plans and details, electrical plans and details, hardscape paving and furniture plans and details, landscape plans and details and irrigation plans and details. Drawings shall include plans, details, sections, elevations and product schedules necessary to communicate the design intent and construction materials.

- 3.7 100% Technical Specifications** – CONSULTANT shall modify the Draft 90% Technical Specifications as determined in Task 2.9. This shall be provided to the CRA as 8 ½" X 11" black and white PDF's.
- 3.8 100% CD's Opinion of Probable Cost** – CONSULTANT shall prepare and provide to the CRA an opinion of probable cost based on the 100% construction drawings. This information shall be provided to the CRA as a PDF. If the opinion of probable cost is in excess of the amount budgeted, the CONSULTANT shall make suggestions on how to bring the project within budget. Based on feedback from the CRA, the CONSULTANT shall incorporate the value engineering changes into the final construction documents. The revised drawings shall not be subject to additional cost analysis. Additional cost analysis shall be provided to the CRA at an agreed to fee.
- 3.9 100% Construction Drawings Review Meeting** – CONSULTANT shall participate in one (1) review meeting with the CRA to discuss their comments on the 100% CD's, technical specifications and opinion of probable cost. Minor revisions shall be incorporated into the drawings prior to drawings being issued for bidding. Major changes that represent a significant departure from the original design objectives shall be provided as an additional service for an agreed to fee. CONSULTANT shall prepare and distribute meeting minutes.

Deliverables for Task 3.0 Construction Documents – As a result of this task, CONSULTANT shall deliver the following to the CRA:

- One (1) 24" x 36" black and white PDF set of 30% CD's
- Four (4) 8 ½" X 11" black and white PDF of Agency Meeting Minutes
- One (1) 8 ½" X 11" black and white PDF of 30% CD's Review Meeting Minutes
- One (1) 24" x 36" black and white PDF set of 60% CD's
- One (1) 8 ½" X 11" black and white PDF of 60% Opinion of Probable Cost
- One (1) 8 ½" X 11" black and white PDF of 60% CD's Review Meeting Minutes
- One (1) 24" x 36" black and white PDF set of 90% CD's
- One (1) 8 ½" X 11" black and white PDF set of 90% Technical Specifications
- One (1) 8 ½" X 11" black and white PDF of 90% CD's Review Meeting Minutes
- One (1) 24" x 36" black and white PDF set of 100% CD's
- One (1) 8 ½" X 11" black and white PDF set of 100% Technical Specifications

TASK 4.0 – FINAL CONSTRUCTION DOCUMENTS AND BID PREPARATION ASSISTANCE

- 4.1 Final Construction Drawings** – Based on comments received and direction given on the 100% Contract Documents in Task 2, the CONSULTANT shall finalize the drawings as requested and as is necessary to communicate the design intent and construction materials.
- 4.2 Final Technical Specifications** – Based on comments received from the CRA on the 100% technical Specifications in Task 2, the CONSULTANT shall prepare final full-length MasterSpec format, technical specification sections for applicable proposed improvements.
- 4.3 Schedule of Values** – For inclusion in the Project Manual, the CONSULTANT shall compile a list of components and services associated with the proposed improvements that the CONTRACTOR shall be required to price, provide and or complete.

- 4.4 Invitation to Bid and Project Manual Assistance** – The CONSULTANT shall review and comment on the Construction Invitation to Bid provided by the CRA. The CONSULTANT shall also provide the CRA with a draft Scope of Work to be included in the Project Manual. The CONSULTANT shall not be responsible for assembling the Project Manual, The Bid or for preparing Proposal Requirements, Vendor Registration and Qualification Documents or Evaluation of Proposal or Selection Process.

Deliverables for Task 4.0 Final Construction Documents and Bid Preparation Assistance – As a result of this task, CONSULTANT shall deliver the following to the CRA:

- One (1) 24" x 36" black and white PDF set of Final CD's
- One (1) 8 ½" X 11" black and white PDF of Final Technical Specifications
- One (1) 8 ½" X 11" black and white PDF of Schedule of Values
- One (1) 8 ½" X 11" black and white PDF of Comments on invitation To Bid
- One (1) 8 ½" X 11" black and white PDF of Scope of Work

TASK 5.0 – BIDDING AND AWARD SERVICES

- 5.1 Bidding RFI Responses** – If requested by the CRA, the CONSULTANT shall respond in writing to contractor questions submitted during the bidding process. If necessary and to accompany RFI responses, the CONSULTANT shall make revisions and reissue the appropriate drawings. This item shall only be completed when requested by the CRA.
- 5.2 Addenda** – If any are required during the bidding process, the CONSULTANT shall assist the CRA in preparing addenda. No addenda shall be issued without CRA concurrence. This item shall only be completed when requested by the CRA.
- 5.3 Bid Evaluation Assistance** – The CONSULTANT shall assist the CRA in performing a cursory review of bids received from CONTRACTORS. The CONSULTANT'S role in this task is to assist the CRA in identifying the best CONTRACTOR to perform the work and to point out anomalies in the bid which may be of concern or identify a CONTRACTOR that may be ill-equipped to construct the proposed improvements. The CONSULTANT shall not be performing a detailed analysis of the bids or making recommendations to the CRA on which CONTRACTOR should be selected. The CONSULTANT shall prepare a memo summarizing observations of the Bid.

Deliverables for Task 5.0 Bidding and Award Services – As a result of this task, CONSULTANT shall deliver the following:

- One (1) 8 ½" X 11" black and white PDF's of RFI Responses
- One (1) 8 ½" X 11" black and white PDF's of Addenda
- One (1) 8 ½" X 11" black and white PDF of Bid Observation Memorandum

TASK 6.0 – CONSTRUCTION ADMINISTRATION SERVICES

- 6.1 Pre-Construction Meeting** – CONSULTANT shall attend and participate in one (1) Pre-Construction Meeting with CRA staff and the awarded CONTRACTOR. CONSULTANT shall prepare and distribute meeting minutes. CONSULTANT shall not be responsible for scheduling or reserving a meeting space.
- 6.2 Submittal Review** – CONSULTANT shall review and comment on shop drawings, samples, and other data and reports, which the selected contractor is required to submit for review. This review shall only be for conformance with the design concept of the project and compliance with the information provided on the

Contract Documents. Such review shall not extend to methods, means, techniques, construction sequence(s), procedures, or to safety precautions and related programs. It is assumed that the shop drawings shall be handled through digital means such as e-mail or contractor managed/initiated third party construction management web site (such as ProCore).

- 6.3 Site Visits and Construction Meetings** – During the construction duration, the CONSULTANT shall perform up to three (3) site visits and or on-site construction coordination meetings. During these site visits, CONSULTANT shall become familiar with the progress and quality of the CONTRACTOR'S work and determine if said work is generally proceeding in accordance with the Contract Documents and also be present to discuss issues or topics on site. Site visits shall be summarized by a detailed field report that outlines observations, activities and any work determined to be in non-conformance with the Contract Documents. CONSULTANT shall not be responsible for scheduling or coordinating meetings with the CONTRACTOR or for producing minutes of meetings with them. Minutes of construction meetings shall be the CONTRACTOR'S responsibility.
- 6.4 Responses to RFI's** – CONSULTANT shall respond to and provide clarifications and interpretations of the Contract Documents as needed and requested by the CONTRACTOR or CRA. It is assumed that RFI's shall be handled through digital means such as e-mail or contractor managed/initiated third party construction management web site (such as ProCore).
- 6.5 Shop Drawings** – CONSULTANT shall review and comment on shop drawings, samples, and other data and reports, which the selected CONTRACTOR is required to submit for review. This review shall only be for conformance with the design concept of the project and compliance with the information provided on the contract documents. Such review shall not extend to methods, means, techniques, construction sequence(s), procedures, or to safety precautions and related programs. It is assumed that the shop drawings shall be handled through digital means, such as e-mail or contractor managed/initiated third party construction management web site (such as Submittal Exchange or ProCore)
- 6.6 As-Built Reviews and Regulatory Certification** – Upon completion of construction, the CONSULTANT shall review 'as-built' drawings provided by the CONTRACTOR to confirm that the proposed improvements were completed per the construction documents. Incorrect, inaccurate shall be corrected by the CONTRACTOR to the satisfaction of the CONSULTANT. CONSULTANT shall then certify to agencies have jurisdiction that the project was built per the permit application drawings.
- 6.7 Substantial Completion Walkthrough** – CONSULTANT shall visit the site one (1) time to conduct a Substantial Completion Walkthrough to determine if the completed work by the Contractor is in general accordance with Contract Documents and shall provide a punch list of outstanding issues that need to be completed/corrected. This service shall be completed in addition to Site Visits and Meetings.
- 6.8 Final Completion Walkthrough** – CONSULTANT shall visit the site one (1) time to conduct/complete a Final Completion Walkthrough to determine if the completed work by the Contractor is in general accordance with Contract Documents and that all punch list items have been resolved. CONSULTANT shall provide a Final Completion Notice to the CRA once the project is deemed to be in full accordance with the Contract Documents. This service shall be completed in addition to Site Visits and Meetings. Additional walkthroughs required due to CONTRACTORS inability to complete all punch list items the first time shall be billed to the CRA on an hourly basis.

Deliverables for Task 6.0 Construction Administration Services – As a result of this task, CONSULTANT shall deliver the following:

- One (1) 8 ½" X 11" black and white PDF of Minutes from Pre-Construction Meeting
- One (1) 8 ½" X 11" black and white PDF copies of reviewed submittals
- Eight (8) black and white PDF copies of Field Report
- One (1) 8 ½" X 11" black and white PDF responses to RFI's

- One (1) 8 ½" X 11" black and white PDF of Substantial Completion Punch List
- One (1) 8 ½" X 11" black and white PDF of Final Completion Notice

PART III - COMPENSATION

Tasks 1.0 through 6.0 – The CONSULTANT shall bill the CRA a lump sum fee for Tasks 1.0 through 6.0 as follows:

TASK 1.0	SUBSURFACE EXPLORATION & REPORTING	\$ 19,482.00
SUBSURFACE EXPLORATION & REPORTING (TASK 1.0) SUBTOTAL:		\$ 19,482.00
TASK 2.0	DESIGN DEVELOPMENT	\$ 3,870.00
TASK 3.0	CONSTRUCTION DOCUMENTS	\$ 56,757.00
TASK 4.0	FINAL CONSTRUCTION DOCS AND BID PREPARATION ASSISTANCE	\$ 9,872.60
TASK 5.0	BIDDING AND AWARD SERVICES	\$ 7,779.60
TASK 6.0	CONSTRUCTION ADMINISTRATION SERVICES	\$ 23,596.00
BASE SCOPE OF SERVICES (TASK 2.0 - 6.0) SUB TOTAL:		\$ 101,875.20

SCOPE OF SERVICES (TASKS 1.0 - 6.0) GRAND TOTAL: **\$ 121,357.20**

PART IV - SERVICES NOT INCLUDED IN THIS PROPOSED STATEMENT OF WORK

The following services are not included in this Scope and shall be provided by the CONSULTANT as an additional service if requested:

1. Signage design
2. Additional meetings
3. Additional or alternate design concepts
4. Site Plan Approval Process
5. Preparation of a project manual
6. Public presentations
7. Lighting Design and Photometric Study
8. Off-site landscape plans for tree mitigation
9. Preparation or negotiation of FDOT Maintenance Memorandum of Agreement
10. Preparation or negotiation of FDOT Joint Participation Agreement
11. Preparation of FDOT Maintenance Plan
12. Revit or BIM services
13. 3D renderings or models



City of Deerfield Beach

150 NE 2nd Ave
Deerfield Beach, FL
33441
954-480-4200

Face Sheet

File Number: I.D. 2020-514

Agenda Date: 8/11/2020

Status: General Items

In Control: Community Redevelopment
Agency (CRA)

Title

CRA Resolution 2020/ - A Resolution of the City of Deerfield Beach Community Redevelopment Agency, approving an agreement with Bermello Ajamil & Partners, Inc., for architectural design services for the Sullivan Park Facility, in an amount not to exceed \$299,873.81; authorizing execution of an agreement with Bermello, Ajamil & Partners, Inc.; and providing for an effective date. (Funds from Account #190-8000-552-3299 - Other Contractual Services)

Recommended Action

CRA Board to vote on Resolution

Fiscal Impact

Costs: \$299,873.81

Account Name: Other Contractual Services

Account Number: 190-8000-552-3299

Background/History

At the November 12, 2019 CRA Board Meeting, Bermello Ajamil & Partners, Inc. ("Bermello") presented conceptual design options for the new Sullivan Park Community Facility for consideration. The Board directed staff to move forward with a revised rendering showing a multi-elevation, one-story structure at the same general location of the existing building.

Current Activity

The anticipated cost of Phase II of the Sullivan Park Expansion was expected to exceed the CCNA threshold. Accordingly, the Purchasing Department issued a Request for Qualifications # 20-27 PC (the "RFQ") for design services. Bermello Ajamil was the highest ranked firm of the 10 submittals received in response to the RFQ.

At the June 9, 2020 CRA meeting, the Board approved the rankings, with Bermello Ajamil as the most qualified first ranked proposer, and directed staff to move forward with contract negotiations with this firm.

CRA staff negotiated a proposal with Bermello Ajamil for design, permitting, and construction administration, in an amount not to exceed \$299,873.81. If approved, adequate funds are available in account 190-8000-552-3299 (Other Contractual Services) to fund the contract.

Recommendation

CRA staff recommends approval of an agreement with Bermello Ajamil in the amount not to exceed \$299,873.81 for design services of the new Sullivan Park Facility.

CRA RESOLUTION NO. 2020/

A RESOLUTION OF THE CITY OF DEERFIELD BEACH COMMUNITY REDEVELOPMENT AGENCY, APPROVING AN AGREEMENT WITH BERMELLO, AJAMIL & PARTNERS, INC., FOR ARCHITECTURAL DESIGN SERVICES FOR THE SULLIVAN PARK FACILITY, IN AN AMOUNT NOT TO EXCEED \$299,873.81; AUTHORIZING EXECUTION OF AN AGREEMENT WITH BERMELLO, AJAMIL & PARTNERS, INC.; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City issued Request for Qualifications #20-27-PC (the “RFQ”) to solicit architectural services for the planned Sullivan Park Facility; and

WHEREAS, the Evaluation Committee was unanimous in their decision to make a recommendation to the CRA Board to approve the Evaluation Committee rankings, with Bermello, Ajamil & Partners, Inc. (“Bermello”) as the most qualified and top ranked firm (the “Rankings”); and

WHEREAS, on June 9, 2020, the Board approved the Rankings, with Bermello as the most qualified first ranked proposer, and directed staff to move forward with contract negotiations with Bermello; and

WHEREAS, CRA staff has negotiated a proposal from Bermello for the design, permitting, and construction administration for the Sullivan Park Facility (the “Services”) in an amount not to exceed \$299,873.81; and

WHEREAS, CRA staff recommends the CRA approve and authorize execution of an agreement with Bermello, attached as Exhibit “A,” for the Services in an amount not to exceed \$299,873.81 (the “Agreement”).

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF DEERFIELD BEACH COMMUNITY REDEVELOPEMENT AGENCY AS FOLLOWS:

Section 1. The above referenced “Whereas” clauses are true and correct and made a part hereof.

Section 2. The CRA hereby approves an Agreement with Bermello, attached as Exhibit “A,” for the Services in an amount not to exceed \$299,873.81.

Section 3. The CRA Chair and Director are hereby authorized to execute an Agreement with Bermello, attached as Exhibit “A,” for the Services in an amount not to exceed \$299,873.81, together with such terms as are acceptable to the CRA Director and approved as to form and legal sufficiency by the CRA Attorney.

Section 4. This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2020.

BILL GANZ, CHAIR

ATTEST:

SAMANTHA GILLYARD, CMC, CLERK

AGREEMENT

Between

CITY OF DEERFIELD BEACH, COMMUNITY REDEVELOPMENT AGENCY (CRA)

and

BERMELLO, AJAMIL & PARTNERS, INC.

for

ARCHITECTURAL SERVICES FOR SULLIVAN PARK FACILITY
RFQ #20-27-PC

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AGREEMENT

Between

CITY OF DEERFIELD BEACH, COMMUNITY REDEVELOPMENT AGENCY ("CRA")

and

BERMELLO, AJAMIL & PARTNERS, INC.

for

ARCHITECTURAL SERVICES FOR SULLIVAN PARK FACILITY
RFQ #20-27-PC

This is an Agreement between: CITY OF DEERFIELD BEACH (the "CITY"), COMMUNITY REDEVELOPMENT AGENCY (CRA), its successors and assigns, (the "CRA") and BERMELLO, AJAMIL & PARTNERS, INC., ("ARCHITECT").

WHEREAS, pursuant to Section 287.055, Florida Statutes, the CITY issued Request for Qualifications #20-07-PC (the "RFQ") soliciting qualified Architects for Architectural Services for Sullivan Park Facility (the "Services"); and

WHEREAS, the Evaluation Committee for the CRA recommended to award agreement to the ARCHITECT; and

WHEREAS, the CRA Board, at a meeting held on August 11, 2020, passed Resolution No. _____ ("Resolution") approving of the award of the RFQ to the ARCHITECT for the performance of the Services; and

WHEREAS, the Resolution authorized the Director of Economic Development to execute an Agreement with ARCHITECT for the performance of Architectural Services for Sullivan Park Facility.

NOW THEREFORE, in consideration of the mutual terms and conditions, promises, and covenants hereinafter set forth, CRA and ARCHITECT agree as follows:

ARTICLE 1 **DEFINITIONS AND IDENTIFICATIONS**

The above clauses are hereby incorporated and made a part of this Agreement. For purposes of this Agreement, reference to one gender shall include the other, use of the plural shall include the singular, and use of the singular shall include the plural. The following definitions and identifications set forth below apply unless the context in which the word or phrase is used requires a different definition:

- 1.1 **Agreement or Contract**
Means this document, all attachments, the RFQ, Addenda to the RFQ and ARCHITECT's responses to the RFQ.
- 1.2 **Architect**
The architect or engineer selected to perform professional services pursuant to this Agreement.
- 1.3 **Project Manager**
The Director of Economic Development has the authority to designate a Project Manager. In the administration of this Agreement, as contrasted with matters of policy, all parties may rely upon instructions or determinations made by the Project Manager; provided, however, that such instructions and determinations do not change the Scope of Services.
- 1.4 **Director of Economic Development**
The Chief Administrative Officer of the City of Deerfield Beach, Community Redevelopment Agency ("CRA").
- 1.5 **Notice To Proceed**
A written notice to proceed with a Project issued by the Project Manager or Director of Economic Development.
- 1.6 **Personnel Costs**
The term Personnel Costs as used herein shall mean the hourly rates of ARCHITECT and ARCHITECT's employees, agents and sub-consultants.
- 1.7 **Project**
The Architectural Services for Sullivan Park Facility detailed in Exhibit "A" Scope of Services.
- 1.8 **Sub-consultant**
A firm, partnership, corporation or combination thereof having a direct contract with a Architect for all or any portion of a Project or who furnishes skills or materials worked into a special design according to the plans and specifications for such work, but not those who merely furnish equipment or materials required by the plans and specifications.

ARTICLE 2 **PREAMBLE**

- 2.1 In order to establish the background, context, and frame of reference for this Agreement and to generally express the objectives and intentions of the respective parties hereto, the following statements, representations, and explanations shall be accepted as predicates for the undertakings and commitments included within

the provisions which follow and may be relied upon by the parties as essential elements of the mutual considerations upon which this Agreement is based.

- 2.2 Negotiations pertaining to the services to be performed by ARCHITECT were undertaken between ARCHITECT and a committee established by the City Manager or designee, and this Agreement incorporates the results of such negotiations.

ARTICLE 3

SCOPE OF SERVICES

- 3.1 CRA has met the requirements of Section 287.055, Florida Statutes, the Consultants' Competitive Negotiation Act, and has selected the top ranked ARCHITECT to enter into this Agreement and perform the Architectural Services for Sullivan Park Facility.
- 3.2 ARCHITECT's services shall consist of the services set forth in the Scope of Services, attached hereto and incorporated herein as Exhibit "A" (the "Services"), and as further delineated in the RFQ. ARCHITECT shall provide the Services as set forth in Exhibit "A" including all necessary, incidental, and related activities and services.

ARTICLE 4

TERM AND TIME FOR PERFORMANCE

- 4.1 The Agreement term shall be for duration and completion of the Project and acceptance by the CRA. The signed sealed drawings and scope of services to issue a bid for the project shall be provided to the CRA within a maximum of (365) calendar days from the date the design team can obtain an updated property survey. If there is only an outdated property survey available, an updated survey shall be initiated (60) calendar days prior to issuance of a Notice to Proceed to the ARCHITECT. The ARCHITECT will provide Construction Administration services for the duration of the construction phase of the Project.
- 4.2 Time shall be deemed to be of the essence in performing the duties, obligations and responsibilities required by this Agreement.
- 4.3 Agreement Extension – In the event services are scheduled to end because of the expiration of the agreement, the ARCHITECT shall continue the service upon written request by the CRA. The extension period shall not extend for more than one hundred eighty (180) calendar days beyond the expiration date of the existing Agreement. The ARCHITECT shall be compensated for the service at the rate in effect when this extension clause is invoked by the CRA.
- 4.4 ARCHITECT shall perform the Services upon the issuance of a Notice to Proceed.

- 4.5 In the event ARCHITECT is unable to complete the Project because of delays resulting from untimely review by CRA or other governmental authorities having jurisdiction over the Project, and such delays are not the fault of ARCHITECT, or because of delays which were caused by factors outside the control of ARCHITECT, CRA shall grant a reasonable extension of time for completion of the services and shall provide reasonable compensation, if appropriate. ARCHITECT shall promptly notify CRA in writing whenever a delay in approval by a governmental agency is anticipated or experienced and shall inform CRA of all facts and details related to the delay.
- 4.6 The decision to issue a Notice to Proceed to the ARCHITECT shall be within the sole and absolute discretion of the CRA.

ARTICLE 5

COMPENSATION AND METHOD OF PAYMENT

5.1 **Personnel Costs**

Payment to all personnel, including Sub-consultants, engaged directly on the Project including, but not limited to, principals, architects, engineers, drafters, and clerks shall be reimbursed as provided in the ARCHITECT's proposal. Hourly rates shall include all costs including, but not limited to, fringe benefits, sick leave, vacation, holiday, unemployment compensation insurance, retirement benefits, medical and insurance benefits, and all other incidental costs and fees not specifically defined in Article 5.3 – Reimbursables. Said Personnel Costs are to be used only for actual time directly attributable to the Project.

5.2 **Cost Adjustments**

Costs for all services rendered under this Agreement shall remain firm for the length of the Project.

- 5.3 ARCHITECT shall pay its sub-consultants and suppliers within thirty (30) days following receipt of payment from the CRA for such subcontracted work or supplies. ARCHITECT agrees that if it withholds an amount as retainage from such Sub-consultants or suppliers, that it will release such retainage and pay same within thirty (30) days following receipt of payment of retained amounts from CRA.

- 5.4 The CRA and ARCHITECT shall abide by the Local Government Prompt Payment Act, FL SS. 218.70-218.80.

5.5 **Reimbursables**

5.5.1 Non-personnel expenses directly attributable to the Project pursuant to this Agreement ("Reimbursables") shall be charged at actual cost, and shall be limited to the following:

- a. Identifiable transportation expenses in connection with a Project, subject to the limitations of Section 112.061, Florida Statutes.

- b. Identifiable per diem, meals and lodgings, taxi fares and miscellaneous travel-connected expenses for ARCHITECT's personnel subject to the limitations of Section 112.061 Florida Statutes. Meals for class C travel inside Broward County will not be reimbursed. Meals and lodging expenses will not be reimbursed for temporarily relocating ARCHITECT's employees from one of ARCHITECT's offices to another office if the employee is relocated for more than ten (10) consecutive working days. Lodging will be reimbursed only for room rates equivalent to Holiday Inn, Howard Johnson, or Ramada Inn.
- c. Cost of printing, reproduction or photography which is required by or of ARCHITECT to deliver services set forth in this Agreement.
- d. Identifiable testing costs approved by Project Manager.
- e. All permit fees paid to regulatory agencies for approvals directly attributable to a Project.

5.5.2 It is acknowledged and agreed to by ARCHITECT that the not-to-exceed amount set forth in this Agreement is a limitation upon, and describes the maximum extent of, CRA's obligation to compensate ARCHITECT for Reimbursables and Personnel Expenses. If CRA or Project Manager requests ARCHITECT to incur expenses not contemplated in the not-to-exceed amount, ARCHITECT shall notify Project Manager in writing before incurring such expenses. Any such expenses shall be reviewed and approved in writing by CRA in accordance with its procurement code prior to incurring such expenses.

5.6 **Method of Billing**

ARCHITECT shall submit invoices on a monthly basis and in a timely manner for all Personnel Costs and Reimbursables attributable to the Project based on percentage of completion. These invoices shall identify the nature of the work performed, the total hours of work performed and the employee category of the individuals performing same. Invoices shall itemize and summarize Reimbursables by category and identify the personnel incurring the expense and the nature of the work with which such expense was associated. Where prior written approval by Project Manager is required for Reimbursables, a copy of said approval shall accompany the invoice for such reimbursable. The invoice shall show a summary of Personnel Costs and Reimbursables, showing accrual of the total amount billed to date and credits for portions paid previously. External Reimbursables and Subconsultant fees must be documented by copies of invoices or receipts which describe the nature of the expenses and contain a project number or other identifier which clearly indicates the expense is attributable to a Project. Subsequent addition of a project number or other identifier to the invoice by ARCHITECT is not acceptable except for meals and travel expenses. Internal expenses must be documented by appropriate ARCHITECT's cost accounting forms with a summary of charges by category. For project based on a Time and

Material basis and when requested, the ARCHITECT shall provide backup for past and current invoices that records hours and Personnel Costs by employee category, Reimbursables by category, and Subconsultant fees on a task basis, so that total hours and costs by task may be determined.

5.7 Method of Payment

5.7.1 CRA shall pay ARCHITECT ninety percent (90%) of the total shown to be due on such statement. When the Project is complete, Project Manager shall approve final payment of the retainage. No amount shall be withheld from payments for reimbursables.

5.7.2 Final payment for a Project must be approved by the Project Manager.

5.7.3 Payments will be made to ARCHITECT at:

Bermello Ajamil and Partners
2601 South Bayshore Drive Ste 1000
Miami, Florida, 331332601

ARTICLE 6 **ADDITIONAL SERVICES AND CHANGES IN SCOPE OF SERVICES**

6.1 CRA may request changes that would increase, decrease or otherwise modify the Scope of Services to be provided. Such changes must be made in writing prior to any deviation from the terms of this Agreement, including the initiation of any additional services.

ARTICLE 7 **CRA'S RESPONSIBILITIES**

7.1 CRA shall assist ARCHITECT by placing at ARCHITECT's disposal all information CRA has available pertinent to a Project, including previous reports and any other data relative to the Work, whenever such information is requested by the ARCHITECT.

7.2 The ARCHITECT shall be entitled to rely on the completeness and accuracy of the information furnished by CRA.

7.3 CRA shall arrange for access to, and make all provisions for, ARCHITECT to enter upon public property as required for ARCHITECT to perform its services.

ARTICLE 8 **INSURANCE REQUIREMENTS**

8.1 The ARCHITECT shall satisfy the insurance requirements stated herein. The ARCHITECT shall not commence the work or otherwise perform the work as required by the Notice to Proceed until the requirements stated herein are met and the Certificate(s) of Insurance is approved by the CITY. The ARCHITECT shall assume full responsibility and expense to obtain all necessary insurance.

8.2 General

8.2.1 The ARCHITECT shall furnish to the Project Manager a Certificate of Insurance or endorsements evidencing the insurance coverage specified herein within fifteen (15) calendar days after the effective date of this Agreement. The required Certificates of Insurance shall name the types of policies provided, refer specifically to the Agreement, and state that such insurance is as required by this Contract. ARCHITECT's failure to provide to CITY the Certificates of Insurance or endorsements evidencing the insurance coverage within fifteen (15) calendar days shall provide the basis for the termination of the Agreement.

8.2.2 Such policy or policies shall be without any deductible amount unless otherwise noted in this Agreement and shall be issued by approved companies authorized to do business in the State of Florida and having agents upon whom service of process may be made in Broward County, Florida. ARCHITECT shall pay all deductible amounts, if any. ARCHITECT shall specifically protect CITY and the Deerfield Beach CRA Board by naming CITY and the CRA Board as additional insured under the Commercial Liability Policy, Business Automobile Liability policy as well as on any Excess Liability Policy coverage.

8.2.3 Coverage is not to cease and is to remain in force (subject to cancellation notice) until all performance required of ARCHITECT is complete including all renewal terms. All policies must be endorsed to provide CITY with at least thirty (30) days' notice of expiration, cancellation and/or restriction. If any of the insurance coverages will expire prior to the completion of any Project, copies of renewal policies shall be furnished at least thirty (30) days prior to the date of their expiration.

8.2.4 CITY reserves the right to review and revise any insurance requirements at the time of renewal or amendment of this Contract, including, but not limited to, deductibles, limits, coverage, and endorsements based on insurance market conditions affecting the availability or affordability of coverage, or changes in the scope of work or specifications that affect the applicability of coverage. If ARCHITECT uses a Subconsultant, ARCHITECT shall ensure that Subconsultant names CITY and the Deerfield Beach CRA Board as additional insured under the Commercial Liability Policy as well as on any Excess Liability Policy coverage.

8.3 ARCHITECT shall, at a minimum, provide, pay for, and maintain in force at all

times during the term of this Agreement the following insurance as indicated with exes:

- ☒ **Commercial Liability Insurance** - A Commercial Liability Insurance Policy shall be provided which shall contain limits of no less than One Million Dollars (\$1,000,000.00) per occurrence for bodily injury liability, personal injury liability and property damage liability on a per project basis and shall contain limits of no less than a Two Million Dollars (\$2,000,000.00) aggregate.

Coverage must be afforded on a form no more restrictive than CG 20 10 10 01 and CG 20 37 10 01 Commercial Liability Policy, without restrictive endorsements, as filed by the Insurance Services Office and must include: premises and operations, independent Consultants, products and/or completed operations for contracts, broad form contractual coverage applicable to this specific Contract including any hold harmless and/or indemnification Contract, personal injury coverage with employee and contractual exclusions removed and policy limits shall be applied on a primary and non-contributory basis.

- ☒ **Professional Liability (Errors & Omissions) Insurance** - Professional Liability Insurance with the limits of liability provided by such policy for each claim and on a claim made basis or on an occurrence basis to be no less than one million Dollars (\$1,000,000.00) per occurrence with a limit of no less than two million dollars (\$2,000,000.00) aggregate with a deductible per claim not to exceed ten percent (10%) of the limit of liability. Consultant(s) shall notify the City in writing within thirty (30) days of any claim filed or made against its Professional Liability Insurance Policy. ARCHITECT(s) acknowledges that the City is relying on the competence of the ARCHITECT to design a project to meet its functional intent. If it is determined during construction of a project that changes must be made due to ARCHITECT's negligent errors and omissions, ARCHITECT shall promptly rectify them at no cost to City and shall be responsible for additional costs, if any, of a project to the proportional extent caused by such negligent errors or omissions.

- ☒ **Business Automobile Liability** - Business Automobile Liability shall be provided with minimum limits of One Million Dollars (\$1,000,000.00) per occurrence or combined single limit for Bodily Injury Liability and Property Damage Liability. Coverage must be afforded on a form no more restrictive than the latest edition of the Business Automobile Liability policy, without restrictive endorsements, as filed by the Insurance Services Office, and must at a minimum include liability coverage symbols: 2 (owned vehicles), 8 (hired vehicles) and 9 (non-owned vehicles).

- ☒ **Workers Compensation Insurance** - Workers' Compensation insurance to apply for all employees in compliance with Chapter 440, Florida Statutes, as may be amended from time to time, the "Workers' Compensation Law" of the State of Florida, and all applicable Federal laws. In addition, the policy(ies) must include employers' liability with a limit of One Million Dollars

(\$1,000,000.00) each accident, One Million Dollars (\$1,000,000.00) aggregate limit by disease and One Million Dollars (\$1,000,000.00) each employee by disease. Additionally, if there will be operations undertaken on or about navigable waters, a coverage endorsement must be included for the U.S. Longshoremen & Harbor Workers Act and Jones Act. If exempt for Worker's Compensation, proper documentation shall be provided.

ARTICLE 9

COMPLIANCE WITH LAWS

9.1 Nondiscrimination, Equal Employment Opportunity, and Americans with Disabilities Act

9.1.1 No party to this Agreement may discriminate on the basis of race, color, national origin, sex, religion, age, political affiliation or disability in the performance of this Agreement, the solicitation for or purchase of goods or services relating to this Agreement, or in subcontracting work in the performance of this Agreement. ARCHITECT shall include the foregoing or similar language in its contracts with any Sub-consultants, except that any project assisted by the U.S. Department of Transportation funds shall comply with the non-discrimination requirements in 49 C.F.R. Parts 23 and 26, as amended. Failure to comply with the foregoing requirements is a material breach of this Agreement, which may result in the termination of this Agreement or such other remedy as CRA deems appropriate.

9.1.2 ARCHITECT shall not unlawfully discriminate against any person in its operations and activities or in its use or expenditure of funds in fulfilling its obligations under this Agreement. ARCHITECT shall affirmatively comply with all applicable provisions of the Americans with Disabilities Act (ADA) in the course of providing any services funded by CRA, including Titles I and II of the ADA (regarding nondiscrimination on the basis of disability), and all applicable regulations, guidelines, and standards. In addition, ARCHITECT shall take affirmative steps to ensure nondiscrimination in employment against disabled persons.

9.1.3 By execution of this Agreement, ARCHITECT represents that it has not been placed on the discriminatory vendor list (as provided in Section 287.134, Florida Statutes, as may be amended from time to time). CRA hereby materially relies on such representation in entering into this Agreement. An untrue representation of the foregoing shall entitle CRA to terminate this Agreement and recover from ARCHITECT all monies paid by CRA pursuant to this Agreement.

ARTICLE 10

MISCELLANEOUS

10.1 Ownership of Documents

All finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, specifications and reports prepared or provided by ARCHITECT in connection with this Agreement shall become the property of CRA, whether a Project for which they are made is completed or not, and shall be delivered by ARCHITECT to Project Manager within fifteen (15) days of Project completion or receipt of the written notice of termination. If applicable, CRA may withhold any payments then due to ARCHITECT until ARCHITECT complies with the provisions of this section.

10.2 **Termination**

10.2.1 This Agreement may be terminated for cause by the aggrieved party if the party in breach has not corrected the breach within ten (10) days after written notice from the aggrieved party identifying the breach. This Agreement may also be terminated for convenience by the CRA. Termination for convenience by the CRA shall be effective on the termination date stated in written notice provided by the CRA, which termination date shall be not less than thirty (30) days after the date of such written notice. This Agreement may also be terminated by the CRA Administrator upon such notice as the CRA Administrator deems appropriate under the circumstances in the event the CRA Administrator determines that termination is necessary to protect the public health, safety or welfare. The parties agree that if the CRA erroneously, improperly or unjustifiably terminates for cause, such termination shall be deemed a termination for convenience, which shall be effective thirty (30) days after such notice of termination for cause is provided.

10.2.2 This Agreement may be terminated for cause for reasons including, but not limited to, ARCHITECT's repeated (whether negligent or intentional) submission for payment of false or incorrect bills or invoices, failure to suitably perform the work; or failure to continuously perform the work in a manner calculated to meet or accomplish the objectives as set forth in this Agreement. The Agreement may also be terminated for cause if the ARCHITECT is placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List created pursuant to Section 215.473, Florida Statutes, as amended or if the ARCHITECT provides a false certification submitted pursuant to Section 287.135, Florida Statutes, as amended.

10.2.3 Notice of termination shall be provided in accordance with the "NOTICES" section of this Agreement except that notice of termination by the CRA Administrator which the CRA Administrator deems necessary to protect the public health, safety, or welfare may be verbal notice that shall be promptly confirmed in writing in accordance with the "NOTICES" section of this Agreement.

10.2.4 In the event this Agreement is terminated for convenience, ARCHITECT shall be paid for any services properly performed under the Agreement

through the termination date specified in the written notice of termination. ARCHITECT acknowledges and agrees that it has received good, valuable and sufficient consideration from CRA, the receipt and adequacy of which are, hereby acknowledged by ARCHITECT, for CRA's right to terminate this Agreement for convenience.

10.2.5 In the event this Agreement is terminated, for any reason, any amounts due ARCHITECT shall be withheld by CRA until all documents are provided to CRA pursuant to Sec. 10.1 of Article 10.

10.2.6 If the Owner fails to make payments to the Consultant in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination or, at the Consultant's option, cause for suspension of performance of services under this Agreement. If the Consultant elects to suspend services, the Consultant shall give seven (7) days written notice to the Owner before suspending services. In the event of a suspension of services, the Consultant shall have no liability to the Owner for delay or damage caused the Owner because of such suspension of services. Before resuming services, the Owner shall pay the Consultant all sums due prior to suspension and any expenses incurred in the interruption and resumption of the Consultant's services. The Consultant's fees for the remaining services and the time schedules shall be equitably adjusted. Notwithstanding the foregoing, the Consultant will not suspend services if Owner makes the required payment within the foregoing notice period. Additionally, Consultant shall not suspend services if the non-payment is based on a dispute between the parties concerning the amount or Consultant's entitlement to this payment. In the event of a dispute, Owner will provide to Consultant written notice of the nature of the dispute within (30) days of receipt of the invoice upon which the dispute is based, and the parties agree to use good faith efforts to attempt to resolve the dispute. Furthermore, Owner agrees to pay any undisputed amounts within the time frame required by this Agreement.

10.3 **Audit Right and Retention of Records**

10.3.1 ARCHITECT shall keep such books, records, and accounts as may be necessary in order to record complete and correct entries related to a Project, including, without limitation, complete and correct records of payments to each of its Sub-consultants. For each Sub-consultant, the books, records, and accounts shall reflect each payment to the Sub-consultant and the cumulative total of the payments made to the Sub-consultant. CRA shall have the right to audit the books, records, and accounts of ARCHITECT and its Sub-consultants that are related to this Project. All books, records, and accounts of ARCHITECT and its Sub-consultants shall be kept in written form, or in a form capable of conversion into written form within a reasonable time, and upon request to do so,

ARCHITECT or its Sub-consultants, as applicable, shall make same available at no cost to CRA in written form.

10.3.2 ARCHITECT and its Sub-consultants shall preserve and make available, at reasonable times for examination and audit by CRA, all financial records, supporting documents, statistical records, and any other documents pertinent to this Agreement for the required retention period of the Florida Public Records Act, Chapter 119, Florida Statutes, as may be amended from time to time, if applicable, or, if the Florida Public Records Act is not applicable, for a minimum period of three (3) years after termination of this Agreement. If any audit has been initiated and audit findings have not been resolved at the end of the retention period or three (3) years, whichever is longer, the books, records, and accounts shall be retained until resolution of the audit findings. If the Florida Public Records Act is determined by CRA to be applicable to ARCHITECT's and its sub-consultants' records, ARCHITECT and its Sub-consultants shall comply with all requirements thereof; however, no confidentiality or non-disclosure requirement of either federal or state law shall be violated by ARCHITECT or its Sub-consultants. Any incomplete or incorrect entry in such books, records, and accounts shall be a basis for CRA's disallowance and recovery of any payment upon such entry.

10.3.3 ARCHITECT shall, by written contract, require its Sub-consultants to agree to the requirements and obligations of Article 10.3.

10.4 **Public Records**

10.4.1 To the extent ARCHITECT is subject to Florida's Public Records Law, ARCHITECT shall:

- a. Keep and maintain public records required by the CRA to perform the service.
- b. Upon request by the CITY's custodian of public records, provide the CITY/CRA with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the ARCHITECT does not transfer the records to the CITY.
- d. Upon completion of the contract, transfer at no cost to the CRA all public records in possession of the ARCHITECT or keep and

maintain public records required by the CRA to perform the service. If the ARCHITECT transfers all public records to the CRA upon completion of the contract, the ARCHITECT shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the ARCHITECT keeps and maintains public records upon completion of the contract, the ARCHITECT shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the CRA, upon request from the CITY's custodian of records, in a format that is compatible with the information technology systems of the CRA. No confidentiality or non-disclosure requirement of either federal or state law shall be violated by ARCHITECT or its Subconsultants. Any incomplete or incorrect entry in such books, records, and accounts shall be a basis for CRA's disallowance and recovery of any payment upon such entry. ARCHITECT shall, by written contract, require any of its Subconsultants performing under this contract to agree to the requirements and obligations of this Section 10.3.

IF THE ARCHITECT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE ARCHITECT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 954-480-4213, EMAIL ADDRESS web.clerk@deerfield-beach.com OR MAILING ADDRESS 150 N.E. 2nd Ave. DEERFIELD BEACH, FL 33441.

10.5 Public Entity Crime Act

10.5.1 ARCHITECT represents that the execution of this Agreement will not violate Section 287.133, Florida Statutes, the Public Entity Crimes Act, which essentially provides that a person or affiliate who is a contractor, consultant or other provider and who has been placed on the convicted vendor list following a conviction for a Public Entity Crime may not submit a bid on a contract to provide any goods or services to CRA, may not submit a bid on a contract with CRA for the construction or repair of a public building or public work, may not submit bids on leases of real property to CRA, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with CRA, and may not transact any business with CRA in excess of the threshold amount provided in Section 287.017, Florida Statutes, for category two purchases for a period of 36 months from the date of being placed on the convicted vendor list. Violation of this Article shall result in termination of this Agreement and recovery of all monies paid hereto.

10.5.2 In addition to the foregoing, ARCHITECT further represents that there has been no determination, based on an audit, that it committed an act defined

by Section 287.133, Florida Statutes, as a “public entity crime” and that it has not been formally charged with committing an act defined as a “public entity crime” regardless of the amount of money involved or whether ARCHITECT has been placed on the convicted vendor list.

10.6 **Sub-consultants**

ARCHITECT may utilize Exhibit "B" to identify sub-consultants to be used on a Project. ARCHITECT shall obtain written approval of Project Manager prior to changing or modifying the list of Sub-consultants submitted by ARCHITECT.

10.7 **Assignment and Performance**

10.7.1 Neither this Agreement nor any interest herein shall be assigned, transferred, or encumbered without the written consent of the other party and ARCHITECT shall not subcontract any portion of the work required by this Agreement except as authorized pursuant to Article 10.6. CRA shall have the right to terminate this Agreement, effective immediately, if there is an assignment, or attempted assignment, transfer, or encumbrance, of this Agreement or any right or interest herein by ARCHITECT without CRA's written consent.

10.7.2 ARCHITECT represents that all persons delivering the services required by this Agreement have the knowledge and skills, either by training, experience, education, or a combination thereof, to adequately and competently perform the duties, obligations, and services set forth in the Scope of Services and to provide and perform such services to CRA's satisfaction for the agreed compensation.

10.7.3 ARCHITECT shall perform its duties, obligations, and services under this Agreement in a skillful and respectable manner. The quality of ARCHITECT's performance and all interim and final product(s) provided to or on behalf of CRA shall be comparable to local and national standards.

10.8 **Indemnification of CITY and CRA**

ARCHITECT shall indemnify and hold harmless CITY, CRA, and their officers and employees from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness or intentionally wrongful conduct of ARCHITECT, and other persons employed or utilized by ARCHITECT in the performance of this Agreement. The provisions of this section shall survive the expiration or earlier termination of this Agreement. Nothing in this Agreement shall be deemed or treated as a waiver by the CRA of any immunity to which it is entitled by law, including but not limited to the City and CRA's sovereign immunity as set forth in Section 768.28, Florida Statutes.

10.9 **Representative of CRA and ARCHITECT**

10.9.1 The parties recognize that questions in the day-to-day conduct of any work under this Agreement will arise. The Project Manager, upon ARCHITECT's request, shall advise ARCHITECT in writing of one (1) or more CRA employees to whom all communications pertaining to the day-to-day conduct of a Project shall be addressed.

10.9.2 ARCHITECT shall inform the Project Manager in writing of ARCHITECT's representative to whom matters involving the conduct of the Project shall be addressed.

10.10 **All Prior Agreements Superseded:** This document incorporates and includes all prior negotiations, correspondence, conversations, agreements or understandings applicable to the matters contained herein; and the parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, the parties agree that no deviation from the terms hereof shall be predicated upon any prior representations or agreements whether oral or written.

10.11 **Amendments:** No modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document prepared with the same or similar formality as this Contract and executed by the CRA's signatory and ARCHITECT or others delegated authority to or otherwise authorized to execute same on their behalf.

10.12 **Notices:** Whenever either party desires to give notice to the other, such notice must be in writing, sent by certified United States Mail, postage prepaid, return receipt requested, or sent by electronic mail, or sent by commercial express carrier with acknowledgement of delivery, or by hand delivery with a request for a written receipt of acknowledgment of delivery, addressed to the party for whom it is intended at the place last specified. The place for giving notice shall remain the same as set forth herein until changed in writing in the manner provided in this Article for the present, the parties designate the following as the respective places for giving of notice:

FOR CRA:

Mark DiMascio, CRA Capital Projects Manager

City of Deerfield Beach

150 NE 2nd Avenue

Deerfield Beach, FL 33441

AND

Kris Mory, Director of Economic Development

City of Deerfield Beach

150 NE 2nd Avenue
Deerfield Beach, FL 33441

FOR ARCHITECT:

James Bowers, Partner
Bermello Ajamil and Partners
2601 South Bayshore Drive Ste 1000
Miami, Florida, 33133

10.13 **Truth-In-Negotiation Certificate**

Signature of this Agreement by ARCHITECT shall act as the execution of a truth-in-negotiation certificate stating that wage rates and other factual unit costs supporting the compensation of this Agreement are accurate, complete, and current at the time of contracting. The original contract price and any additions thereto shall be adjusted to exclude any sums by which CRA determines the contract price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such contract adjustments shall be made within one (1) year following the end of this Agreement.

10.14 **Interpretation**

The language of this Agreement has been agreed to by both parties to express their mutual intent and no rule of strict construction shall be applied against either party hereto. The headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Agreement. All personal pronouns used in this Agreement shall include the other gender, and the singular shall include the plural, and vice versa, unless the context otherwise requires. Terms such as "herein," "hereof," "hereunder," and "hereinafter" refer to this Agreement as a whole and not to any particular sentence, paragraph, or Article where they appear, unless the context otherwise requires. Whenever reference is made to a Section or Article of this Agreement, such reference is to the Section or Article as a whole, including all of the subsections of such Article, unless the reference is made to a particular subsection or subparagraph of such Section or Article.

10.15 **Architect's Staff**

- 10.15.1 ARCHITECT will make available and provide the key staff members identified in their proposal for the applicable Project (the "Key Staff") as long as said Key Staff are in ARCHITECT's employment.
- 10.15.2 ARCHITECT will obtain prior written approval of Project Manager to change Key Staff. ARCHITECT shall provide Project Manager with such information as necessary to determine the suitability of

proposed new Key Staff. Project Manager will be reasonable in evaluating Key Staff qualifications.

- 10.15.3 If Project Manager reasonably requests removal of any of ARCHITECT's staff from the applicable Project, the ARCHITECT shall remove said staff.

10.16 **Independent Contractor**

ARCHITECT is an independent contractor under this Agreement. Services provided by ARCHITECT shall be subject to the supervision of ARCHITECT. In providing the services, ARCHITECT or its agents shall not be acting and shall not be deemed as acting as officers, employees, or agents of CRA.

10.17 **Third Party Beneficiaries**

Neither ARCHITECT nor CRA intends to directly or substantially benefit a third party by this Agreement. The parties expressly acknowledge that it is not their intent to create any rights or obligations in any third person or entity under this Agreement. Therefore, the parties agree that there are no third-party beneficiaries to this Agreement and that no third party shall be entitled to assert a claim against either of them based upon this Agreement.

10.18 **Conflicts**

- 10.18.1 Neither ARCHITECT nor its employees shall have or hold any continuing or frequently recurring employment or contractual relationship that is substantially antagonistic or incompatible with ARCHITECT's loyal and conscientious exercise of judgment related to its performance under this Agreement.

- 10.18.2 ARCHITECT agrees that none of its officers or employees shall, during the term of this Agreement, serve as an expert witness against CRA in any legal or administrative proceeding in which he or she is not a party, unless compelled by court process, nor shall such persons give sworn testimony or issue a report or writing, as an expression of his or her expert opinion, which is adverse or prejudicial to the interests of CRA or in connection with any such pending or threatened legal or administrative proceeding. The limitations of this section shall not preclude such persons from representing themselves in any action or in any administrative or legal proceeding.

- 10.18.3 In the event ARCHITECT is permitted to utilize Sub-consultants to perform any services required by this Agreement, ARCHITECT agrees to prohibit such Sub-consultants, by written contract, from having any conflicts as within the meaning of this section.

10.19 Contingency Fee

ARCHITECT warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for ARCHITECT, to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for ARCHITECT, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement. For a breach or violation of this provision, CRA shall have the right to terminate this Agreement without liability at its discretion, or to deduct from the Agreement price or otherwise recover the full amount of such fee, commission, percentage, gift or consideration.

10.20 Materiality and Waiver of Breach

10.20.1 CRA and ARCHITECT agree that each requirement, duty, and obligation set forth herein was bargained for at arms-length and is agreed to by the parties in exchange for quid pro quo, that each is substantial and important to the formation of this Agreement and that each is, therefore, a material term hereof.

10.20.2 CRA's failure to enforce any provision of this Agreement shall not be deemed a waiver of such provision or modification of this Agreement. A waiver of any breach of a provision of this Agreement shall not be deemed a waiver of any subsequent breach and shall not be construed to be a modification of the terms of this Agreement.

10.21 Compliance with Laws

ARCHITECT shall comply with all federal, state, and local laws, codes, ordinances, rules, and regulations in performing its duties, responsibilities, and obligations related to this Agreement.

10.22 Severance

In the event this Agreement or a portion of this Agreement is found by a court of competent jurisdiction to be invalid, the remaining provisions shall continue to be effective unless CRA or ARCHITECT elects to terminate this Agreement. The election to terminate this Agreement based upon this provision shall be made within seven (7) days after the finding by the court becomes final.

10.23 Joint Preparation

Preparation of this Agreement has been a joint effort of CRA and ARCHITECT and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the parties than any other.

10.24 Priority of Provisions

If there is a conflict or inconsistency between any term, statement, requirement, or provision of any exhibit attached hereto, any document or events referred to

herein, or any document incorporated into this Agreement by reference and a term, statement, requirement, or provision of this Agreement, then said conflict shall be resolved in the following order of preference: (1) Articles 1 through 10 of this agreement; and (2) RFQ and addenda.

- 10.25 **Law, Jurisdiction, Venue, Waiver of Jury Trial:** This Agreement shall be interpreted and construed in accordance with and governed by the laws of the state of Florida. All parties agree and accept that jurisdiction of any controversies or legal problems arising out of this Agreement, and any action involving the enforcement or interpretation of any rights hereunder, shall be exclusively in the state courts of the Seventeenth Judicial Circuit in Broward County, Florida, and venue for litigation arising out of this Agreement shall be exclusively in such state courts, forsaking any other jurisdiction which either party may claim by virtue of its residency or other jurisdictional device. **BY ENTERING INTO THIS AGREEMENT, ARCHITECT AND CRA HEREBY EXPRESSLY WAIVE ANY RIGHTS EITHER PARTY MAY HAVE TO A TRIAL BY JURY OF ANY CIVIL LITIGATION RELATED TO THIS AGREEMENT.**

- 10.26 Pursuant to Section 558.0035, Florida Statutes,
An individual employee or agent of the ARCHITECT may not be held individually responsible of negligence.

10.27 **Background Checks**

- 10.27.1 In accordance with Section 38-132 of the City of Deerfield Beach Code of Ordinances, any bid, contract or request for proposal which requires an ARCHITECT or sub-consultant to perform work in or on CITY property, shall include a requirement for a criminal background check for any employee of the ARCHITECT or sub-consultant who will do the work in or on CITY property. CITY property shall mean buildings or structures owned by the CITY. It shall also mean sidewalks and streets under the jurisdiction of the CITY which are adjacent to residential neighborhoods. Criminal background checks shall mean a certified response from the Florida Department of Law Enforcement Computerized Criminal History (CCH) data base. The Consultant shall, at its expense, obtain a criminal background check for each of its employees having access to CITY property prior to beginning the work, and depending on the contract's term, on an annual basis thereafter. The ARCHITECT must ensure a similar background check has been done of its sub-consultant's employees who will have access to CITY property. During the term of this agreement ARCHITECT must provide an updated Criminal Background Check Affidavit for any newly hired employees of

ARCHITECT or any sub-consultant who will do work in or on CITY property.

10.27.2 ARCHITECT shall be required to submit an affidavit on the form attached as Exhibit "C" certifying that background checks shall be completed for all employees who will perform work on CITY property. Such affidavit shall be submitted with the proposal package. ARCHITECT shall conduct the background checks prior to any work being performed. ARCHITECT shall maintain such records during the contract period and for one year thereafter and shall make such records available for inspection and verification by CITY.

10.27.3 If such a check reveals a conviction or a plea of nolo contendere, regardless of when the plea or conviction occurred, which includes a felony or misdemeanor involving terrorist behavior, violence, use of a dangerous weapon, crimes of moral turpitude or breach of trust/fiduciary responsibility or which raises concerns about building, system, or personal security or is otherwise a job-related crime, the ARCHITECT shall not assign the individual to any CITY property. If such a check reveals any of the foregoing after access has already been granted, any access privileges already granted shall be immediately revoked and shall not be reinstated without the CITY's express written authorization. In the event that the ARCHITECT intends to hire new personnel to perform the required services, the background checks should be initiated at the time of hire.

10.27.4 CITY reserves the right to approve or disapprove whether the ARCHITECT's employees perform the services for the CITY. Disapproval would apply solely to this contract and shall have no bearing on the Proposer's employment of an individual outside of this contract.

10.28 **Incorporation by Reference**

The attached Exhibits are incorporated into and made a part of this Agreement.

10.29 **Re-Use of Work Product**

CRA may, at its option, re-use (in whole or in part) the resulting end-product or deliverables resulting from ARCHITECT's professional services (including, but not limited to, drawings, specifications, and other documents), and ARCHITECT agrees to such re-use. However, ARCHITECT shall not be held liable for reuse of work on projects other than the project listed in this agreement.

10.30 **Representation of Authority**

Each individual executing this Agreement on behalf of a party hereto hereby represents and warrants that he or she is, on the date he or she signs this

Agreement, duly authorized by all necessary and appropriate action to execute this Agreement on behalf of such party and does so with full and legal authority.

10.31 **Multiple Originals**

Multiple copies of this Agreement may be executed by all parties, each of which, bearing original signatures, shall have the force and effect of an original document.

[THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement on the respective dates under each signature: CITY OF DEERFIELD BEACH, COMMUNITY REDEVELOPMENT AGENCY ("CRA") signing by and through its Director of Economic Development, authorized to execute same by action of the CRA Board on the 11th day of August 2020, and _____ signing by and through its _____, duly authorized to execute same.

IN WITNESS WHEREOF the parties have caused these presents to be executed.

Witnesses:

**CITY OF DEERFIELD BEACH,
COMMUNITY REDEVELOPMENT AGENCY (CRA)**

By: _____
KRIS MORY, DIRECTOR OF ECONOMIC
DEVELOPMENT

Date: _____

ATTEST:

SAMANTHA GILLYARD, CMC, CITY CLERK

APPROVED AS TO FORM:

ANTHONY C. SOROKA, CITY ATTORNEY

ARCHITECT MUST EXECUTE THIS AGREEMENT AS INDICATED BELOW. USE INCORPORATED OR NON-INCORPORATED FORMAT, AS APPLICABLE.

[If incorporated sign below.]

ATTEST:

Jorge Ferrer

(Secretary)

(Corporate Seal)

ARCHITECT

Bermello Ajamil and Partners, Inc.

(Name of Corporation)

By

(Signature)

James Bowers, AIA/Partner

(Type Name/Title Signed Above)

4th day of August, 20 20

[If non-incorporated sign below.]

ARCHITECT

WITNESSES:

(Name)

By

(Signature)

(Type Name Signed Above)

day of , 20

CITY REQUIRES TWO (2) FULLY-EXECUTED CONTRACTS FOR DISTRIBUTION.

EXHIBIT “A” SCOPE OF SERVICES

1. Introduction

The City of Deerfield Beach Community Redevelopment Agency (“CRA”) is soliciting qualifications for the design, permitting and construction administration of the Sullivan Park Facility project. The project location is at 1601 E. Hillsboro Blvd. Deerfield Beach, Florida 33441. This project is Phase 2 of the award-winning Sullivan Park redevelopment project that was opened to the public in January 2016.

In 2018, the Deerfield Beach Community Redevelopment Agency purchased a .53 acre property located at 1601 Riverview Road directly adjacent to Sullivan Park. The intent of the real estate purchase was to further activate Sullivan Park and The Cove Shopping Center area.



2. General Information

The City of Deerfield Beach Community Redevelopment Agency (the CRA) is seeking the services of qualified and experienced firms (the Architect(s)) to provide professional services consistent with the requirement of the Competitive Consultant's Negotiation Act (CCNA), Florida Statutes § 287.055 for Architectural Services for Sullivan Park Facility. The CRA intends to evaluate the submitted proposals and award the agreement to the highest ranked Proposer.

The “Proposer” shall mean architects, contractors, consultants, respondent, organizations, firms, or other persons submitting a response to this RFQ.

The “Successful Proposer(s) shall mean the most qualified Proposer(s) to whom the CRA begins negotiations. The CRA means the City of Deerfield Beach Community Redevelopment Agency.

This RFQ provides guidelines for the submission of qualifications in response to CRA's solicitation for Consulting firms and individuals to provide the Scope of Services herein.

The CRA anticipates entering into an agreement for the services with the most qualified Proposer(s) as determined by the CRA Board. The CRA reserves the right to negotiate an agreement in any manner, in its sole determination, decides is in its best interest. The Proposer(s) understand that this RFQ does not constitute an agreement with the CRA. An

official agreement is not binding until the submission is reviewed and accepted by the CRA Board and executed by all parties.

The Proposer(s) hereby represents the CRA, with full knowledge that the CRA is relying upon these representations when submitting a proposal, that Proposer(s) has the professional expertise, appropriate permits and licenses, experience, and personnel to perform the services to be provided by the Successful Proposer(s).

3. Scope of Services

The scope of services consists of improvements that will include some or all the following features:

Design development of a new Community Facility to replace the existing structure at 1601 E. Hillsboro Blvd. Due to the size and shape of the parcel and the impact of several adjacent right of ways, the new single-story structure will be limited to approximately 4,600 square feet. The final use of the building has not been determined but some of the functions discussed by the CRA Board are Community Center, Meeting Space, Children's Education/Enrichment Center & office space for CRA staff. Outdoor patios for public gathering should be incorporated into the design. Additional site features may include a Sullivan Park entryway feature, enhanced green space, public art and parking.

The selected firm will be required to work with the CRA Board to prioritize facility function and will guide the Board from early development through final design. In addition to design development the consultant should include a project timeline, an estimated probable cost of construction, all required permitting, final construction documents and construction administration services. Include a detailed list of deliverables in your response.



4. Budget

The total budget for the project has not been determined due to the conceptual nature of the project. It is anticipated the budget will reflect the market value of the project described in the Scope of Work. The project will be funded by the Deerfield Beach Community Redevelopment Agency (CRA) Tax Increment Revenue as part of an approved Capital Improvements Plan and Budget.

EXHIBIT "A-1" – FEE SCHEDULE

A Separate Fee Schedule Shall be provided for Each Sub-consultant

Although the following positions / titles are common throughout the profession, firms using a different nomenclature for the listed positions, but similar in responsibility, shall use those listed below for the purposes of providing hourly rates. Additional positions / titles may be provided.

Firm (Prime Architect): Bermello Ajamil and Partners _____

Subconsultant (If Applicable) _____

Position / Title	Hourly Rate (Per Hour)
Architectural (BA)	
Principal	\$375.00
Senior Project Manager	\$275.00
Project Manager	\$225.00
Senior Landscape Architect	\$220.00
Senior Planner	\$205.00
Senior Engineer	\$205.00
Senior Interior Designer	\$170.00
Senior Inspector	\$130.00
Engineer	\$135.00
Planner / Urban Designer	\$120.00
Architect	\$125.00
Landscape Architect	\$125.00
Landscape Designer III	\$115.00
Interior Designer	\$110.00
Estimator	\$115.00
Inspector	\$90.00
Senior CADD Technician	\$90.00
Specification Writer	\$80.00
Junior CADD Technician	\$85.00
Clerical	\$70.00
Structural (provided by MUE)	
Engineer (PE Registered)	\$170

Inspector	\$100
Senior CADD Technician	\$120
CADD Technician	\$100
Clerical	\$80
Civil (Provided by CPC)	
Principal	\$300.00
Practice Manager I	\$265.00
Senior Engineer	\$195.00
Engineer Project Manager	\$145.00
Designer/Drafter I	\$80.00
Engineer Tech II	\$95.00
MEP (Provided by Delta G)	
Principal	\$225.00
Project Manager	\$190.00
Senior Engineer	\$190.00
Engineer	\$150.00
Senior Designer	\$125.00
Designer	\$105.00
CADD Technician	\$85.00
Clerical	\$75.00

EXHIBIT “B”
SCHEDULE OF SUB-CONSULTANT PARTICIPATION

No.	Firm Name	Discipline(s)
1.	MUEngineers	Structural Engineering
2	Carnahan Proctor & Cross	Civil Engineering
3	Delta G	MEP Engineering
4	TSF GEO	Geotechnical
5.	The Bosch Group	Cost Estimating
6.	BA Landscape	Bermello Ajamil & Partners
7	Spinnaker Group	LEED Consulting
8	TGA Design	Signage / Wayfinding
9.	KCI	Surveying
10.		

EXHIBIT "C"
BACKGROUND CHECK AFFIDAVIT
(Page 1 of 3)

STATE OF FLORIDA
COUNTY _____

SS

I, the undersigned, being first duly sworn, do hereby state under oath and under penalty of perjury that the following facts are true:

1. I am over the age of 18 and am a resident of the State of Florida.
2. I am the _____ (title) of _____ and I certify that I have the authority to make the representations set forth within this Affidavit.
3. Bermello Ajamil and Partners intends to enter into a contract with the City of Deerfield Beach, Community Redevelopment Agency (CRA) for Architectural Services for Sullivan Park Facility, RFQ #20-27-PC.
4. The fulfillment of the Background Check requirement has been conducted through The Florida Department of Law Enforcement's Computerized Criminal History (CCH) database (Level 1).
5. All criminal background checks must be conducted prior to any covered individual's initial access to City's property and, depending on the contract's term, on an annual basis thereafter.
6. I hereby certify that in accordance with requirements of Section 38-132 of the Deerfield Beach Code of Ordinances, background checks have been completed for all persons employed by or under contract with the contractor, subcontractor, consultant or sub-consultant who is doing the work in or on City property and certify that no person who has been convicted or who has entered a plea of nolo contendere for any crime set forth within Section 38-132 shall perform work on City property. A list of such employees is set forth on page 3 of 3, attached hereto and made a part hereof.
7. I also certify that I shall maintain records of the criminal history checks for each person doing work on City property during the contract period and for one year thereafter and shall make such records available for inspection and verification by City.

BACKGROUND CHECK AFFIDAVIT
(Page 2 of 3)

Executed this _____ day of _____, 20____.

By: _____
(Signature)

(Printed Name and Title)

The foregoing was acknowledged before me this ____ day of _____, 20____,
by _____, who is personally known to me or who
has produced _____ as identified and who did take an oath.

WITNESS my hand and official seal, this ____ day of _____, 20____.

(Signature of Notary Public)

My Commission Expires:

(Printed Name)

BACKGROUND CHECK AFFIDAVIT
(Page 3 of 3)

List of Employees

Name (First, Last)

Result

James Roberto Bowers

Passed ☐ Failed ☐

Anya Suriyaarachchi

Passed ☐ Failed ☐

Passed ☐ Failed ☐

Passed ☐ Failed ☐

Passed ☐ Failed ☐

Passed ☐ Failed ☐

Passed ☐ Failed ☐

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Passed ☐ Failed ☐

Note: Insert additional sheets if necessary.

**EXHIBIT “D”
ARCHITECT’S PROPOSAL**

Ms. Kris Mory
Director of Economic Development
150 NE 2nd Avenue
Deerfield Beach, FL 33441

July 15th, 2020
July 23rd, 2020 (Revised)

RE: Scope of Services for City of Deerfield Beach Sullivan Park Facility

Bermello Ajamil & Partners, Inc. (BA) is pleased to provide this Scope and Fees to the City of Deerfield Beach (City) for professional design services for the development of Sullivan Park Facility.

PART I - PROJECT BACKGROUND AND DESCRIPTION:

The City has requested BA to perform design and construction documents, survey and mapping, geotechnical exploration and reporting services, demolition of existing structure and prepare and perform construction administration services for the development of the Multifunction Facility at Sullivan Park. The Project is identified as the existing City of Deerfield Beach Sullivan Park located at 1601 East Hillsboro Blvd. Deerfield Beach, FL 33441.

The work under this contract shall include the services described below for the construction of the Multifunction Facility at the Sullivan Park site. The BA Team shall work closely with City staff to develop the Multifunction Facility for the residents of Deerfield Beach. The City has requested the BA Team develop a full set of construction drawings, specifications and cost estimates for the program outlined below.

The project, which is the basis of this proposal include the following design work:

- Approximately 5,000 sf Multifunction Facility
- Surface asphalt parking
- Public art

The construction budget (provided by the City) for the project is targeted at \$2,000,000.00 (two million dollars). This budget is the basis for this scope of services and fees. If additional program components are added to the project as directed by the City, BA shall negotiate additional fees.

Assisting BA with these services shall be the following firms:

- | | |
|----------------------------|--|
| • KCI | Survey and Mapping |
| • Tierra South Florida | Geotechnical Subsurface Exploration and Analysis |
| • Carnahan Proctor & Cross | Civil Engineering |
| • MUEngineers, Inc. | Structural Engineering |
| • Delta G | Mechanical, Electrical, Plumbing Engineering |
| • Irrigation Concepts | Irrigation Design |
| • The Bosch Group | Opinion of Probable Cost Estimating |
| • Spinnaker Group | LEED (if Additive Alternate is approved) |
| • DGA | Signage |

The following describes the scope of each service by Consultant included in this proposal:

Architecture:

(Prepared by BA Architecture)

Services shall include, overall project management and coordination between all sub-consultants, the City and the contractor; schematic through final architectural design and construction documents and specifications for the facility building including plans, sections and details; public presentations; City of Deerfield Beach Development Review application and approval process; coordination with the City's selected contractor and building department permitting assistance, construction administration and (one), 1-year warranty walkthrough.

Landscape Architecture: Irrigation Design:

(Prepared by BA Landscape Architecture)

Services shall include, schematic through final landscape design and site planning; public presentations if needed; City of Deerfield Beach Development Review application and approval process (including CPTED if required); preparation of construction drawings, details and technical specifications, preparation of City of Deerfield Beach Tree Removal Application; building department permitting assistance; construction administration and a one-year warranty walkthrough.

Survey and Mapping:

(Prepared by KCI Surveyor)

Services shall include: The location of above ground permanent improvements such as buildings, asphalt, concrete, fences, surface features of utilities, and utility designates as described in section 1.02. Native trees larger than 2" Diameter at Breast Height (DBH) will also be located. Tree type, height, diameter, canopy spread, and condition shall be noted on the Survey. Adjacent right of way lines, property lines, and easement lines shown by plat will be plotted on the survey within said limits. Elevations shall be obtained throughout the site on an approximate twenty-five-foot (25') grid, with intermediate highs and lows also obtained. As-Built of gravity utility lines (storm and sanitary sewer) to include rim and pipe size, direction, material, and invert elevations shall also be obtained. Elevations shall be relative to the National Geodetic Vertical Datum of 1929 (NGVD '29).

All survey work shall be performed in accordance with the Standards of Practice as set forth by the Board of Surveyors and Mappers pursuant to Rule 5J-17 of the Florida Administrative Code, pursuant to Section 472.027 Florida Statutes.

KCI will perform Utility Designation services within the project limits and shown on the attached Exhibit "A". Services will include the utilization of geophysical equipment to designate and mark traceable underground utilities to determine the approximate horizontal location of existing utilities. Traceable utilities detected in the specified area will be marked on the surface with paint & flags using geophysical equipment which may include electromagnetic and ground penetrating radar (GPR) technologies. This work will be supplemented by existing facility records provided by the client or the facility owner prior to the start of the marking process. The combination of the record information and the use of the outlined approach and technology create the greatest opportunity for the existing utilities to be designated within the requested work areas. Gravity sewer lines (Sanitary & Storm) are not included with Utility Designating Services. Materials such as PVC, HDPE, Transite or Asbestos Cement pipes are not traceable with electronic locators and require Ground Penetrating Radar to detect subsurface anomalies to designate & mark. Ground Penetrating Radar can be affected by the subsurface water table, very wet sandy conditions, or clay soils and not able detect subsurface anomalies needed to designate plastic or non-traceable utilities. A field sketch will be provided depicting the utilities designated and marked including any utilities shown on records that could not be designated with electronic locators or Ground Penetrating Radar.

Geotechnical Engineering Subsurface Exploration and Reporting:

(Prepared by Tierra South Florida, TSF)

Services shall include:

- Four (4) Standard Penetration Test (SPT) Borings to a depth of approximately 20 feet below grade.



- Two (2) Borehole Permeability (BHP) Tests, to include an auger boring to a depth of approximately 10 feet.

Some adjustments in the boring depths may be necessary depending upon the subsurface conditions encountered. Within the borings, penetration resistance testing shall be performed in general accordance with the requirements of ASTM designations D 1586. Borings shall be approximately located in the field by our drilling personnel by measuring distances with a tape from known reference points. Elevations at boring locations can be interpreted from a topographic plan furnished by others.

Prior to drilling at the project site, TSF shall notify the local utility companies and request that underground utilities be marked. This proposal assumes that private utility lines, if any, shall be located in the field by others prior to mobilization of the drill rig. TSF shall recommend a utility line locating service upon request.

Upon completion of the field exploration, visual classifications shall be performed and some laboratory testing shall be performed on select samples.

A TSF geotechnical engineer shall evaluate the results of all drilling and laboratory testing. A report shall be issued that contains the exploration data, a discussion of the site and subsurface conditions, results of percolation tests, geotechnical recommendations for pavement subgrade and foundation design, and a discussion of some construction considerations.

Civil Engineering:

(Prepared by Camahan Proctor & Cross)

The Scope of Services shall include comprehensive civil engineering services, including planning, design, permitting, and construction phase services, from initial regulatory approvals to final build-out. This scope includes site engineering, construction oversight, utility coordination, feasibility studies, stormwater management, permitting, utility management and operation assistance, water, wastewater and reclaimed water services if needed. Deliverables will include Horizontal Control Plan, Site Civil Demolition Plans, Erosion Control Plans, Paving, Drainage, Pavement Marking and Signage Plans, Water and Sewer Plans (Civil Engineering Plans) for the construction of the aforementioned Community Facility. These Civil Engineering plans will be based on the site plan to be prepared by the Client.

Structural Engineering:

(Prepared by MUEngineers)

Services shall include the structural design and preparation of construction drawings for the facility.

This program items that require a foundation or slab support shall be supported on spread foundations and/or slabs on grade. MUEngineers shall review the recommendations by the Geotechnical engineer after the soil investigations are performed and shall inform the City if the foundation recommendations differ from this assumption.

Mechanical, Electrical, Plumbing and Fire Protection (MEP) Engineering:

(prepared by Delta G. Consulting Engineers, Inc.)

Services shall include, design and preparation of MEP including:

Electrical Systems

- Power Company Coordination
- Site Area Lighting w/Photometrics & power distribution
- Lighting – Normal, Egress and Emergency Illumination to current code requirements
- Motion sensing exterior lighting
- Addressable Fire Alarm System
- Cable TV System
- CCTV/Security and Access Control systems with coordination with city and its vendors

Heating Ventilation and Air Conditioning



- HVAC Load Calculations and Florida State Energy Calculations
- Unit Sizing, Equipment Selections and Schedules for HVAC Systems
- Ductwork layout with distribution system
- Ventilation

Plumbing and Piping Systems

- Domestic Water Distribution and Sanitary Collection
- Roof Drainage with overflow drains
- Condensate Piping
- Low Flow fixtures with 120V power and battery backup
- Fire Sprinkler design is not included in our scope and assumed to be provided by the contractor's subcontractor for final City approval.

Opinion of Probable Cost Estimating:

(Prepared by The Bosch Group)

Services include an independent opinion of probable cost estimate submittal based on the approved Design Development Documents, and 50% Construction Drawings. Services do not include an opinion of probable cost estimates for park improvements beyond those listed above.

Signage and Wayfinding Consulting:

(Prepared by TGA)

Services include:

- Working with B&A's architectural team to relocate the existing entry feature identity Sullivan Park sign to a new location at the roadway entrance.
- GA will work with the architects to place a park identity sign on the building facing the primary roadway as needed.
- Using standard DOT sign and face panels, TGA Design will locate any new required signage at the building that match those at the park.

Additive Alternate

LEED Certification:

(Prepared by Spinnaker Group)

Services include:

- The Spinnaker Group will serve as the conduit and 'Point of Contact' for coordinating, organizing and assisting in the implementation of LEED criteria. Our LEED AP will coordinate the team's activities as they pertain to LEED.
- Register the project on LEED Online and set up credit templates.
- The Spinnaker Group will organize and facilitate LEED charrettes (workshop) in collaboration with client to verify the design and establish the strategies being pursued to meet LEED certification.
- Track and report status and activity of LEED credits.
- Meet with the design team members and owner to review LEED progress and ensure all LEED documentation is completed expeditiously and correctly.
- Develop comprehensive LEED Plan to detail the credits being targeted, the credit requirements, the strategies to meet the credit requirements, the action steps required and the responsible party.
- Develop a LEED Schedule.
- Assist responsible parties in LEED calculations for Site, Water, Material, and IEQ Credits on the LEED Online Template
- Conduct an internal peer review of all the credits prior to design phase submission to the Green Building Certification Institute (GBCI).
- Manage LEED credit interpretation reviews and/or submissions to the GBCI, if needed.
- Assist in the development and /or review of LEED specific specification language for materials, equipment,



- submittal procedures, Construction Waste Management, and Construction Indoor Air Quality Management.
- Submit the project documentation to GBCI for the design submission application.
- Manage the reviewer comments back from GBCI, ensure they are answered correctly by the responsible party and resubmit back to GBCI for final Design Review.
- Train contractor and subcontractors on LEED requirements and LEED record keeping.

PART II - SCOPE OF WORK

TASK 1.0 – SURVEY AND MAPPING

- 1.1 Survey and Mapping** – BA shall prepare a boundary and topographic survey of the site and identify all visible existing above ground and underground utilities. BA shall also provide subsurface utility engineering including geophysical tracing and ground-penetrating radar for the purpose of detecting foundations and utilities.

Deliverables for Task 1.0 Survey and Mapping – As a result of this task, BA shall deliver the following to the City:

- One (1) 24" X 36" black and white PDF of the Topographic and Boundary Survey
- One (1) AutoCAD (.dwg) file of the Topographic and Boundary Survey which shall also include the results of the GPR.
- Five (5) signed and sealed 24" X 36" black and white prints of survey and boundary

TASK 2.0 – PROJECT INITIATION

- 2.1 Design Intent / Kick-Off Meeting** – BA shall attend one (1) meeting with City representatives to develop a shared vision for the project. The meeting shall be used to agree on the project schedule, timing and content of meetings, record-keeping standards, and communications with the City, distribution procedures, meeting dates, public commission notification, and preliminary and final submissions. BA shall prepare and distribute minutes of the kick-off meeting.
- 2.2 Design Team Kick-Off Meeting with City Staff & Preparation of Meeting Minutes** – BA shall conduct one (1) Team kick-off meeting with all sub-consultants listed above and City staff to discuss project goals, program components, organizational structure and various assignments for each professional service. BA shall prepare and distribute minutes of the kick-off meeting.
- 2.3 Site Visit, Inventory, Analysis, and Assessment** – BA shall visit the site one (1) time with City representatives to discuss and observe key issues, opportunities or constraints. While on-site, BA shall inventory surveyed trees. BA shall prepare and distribute a summary of observations and directions received.
- 2.4 LEED Charrette (if Additive Alternate is approved)** – BA shall conduct one (1) charrette with Team consultants (some consultants may participate via conference call) and the City to establish LEED requirements.

TASK 3.0 – SCHEMATIC DESIGN

- 3.1 Schematic Design Drawings** - Based on the direction given and themes discussed at the Design Intent meeting, onsite observations and LDR requirements, BA shall develop a schematic design that depicts the size and shape of the Facility and Site features. Submittal shall consist of one (1) 24" X 36" plan view; one (1) Sketchup rendering; hard copies and PDF format.
- 3.2 Service provider and FPL Kick-off Meeting and Coordination** - BA shall attend two (2) meetings (one with each utility) to discuss the project's scope and program with representatives from ATT and FPL and establish a coordination plan for providing such utilities within the project. BA shall prepare and distribute minutes from the meetings.
- 3.3 LEED Score Card Preparation, Tracking, and Reporting (if Additive Alternate is approved)**

BA shall develop a comprehensive LEED plan to detail the credits being targeted, the credit requirements, the strategies to meet the credit requirements, the action steps required and the responsible parties.

BA shall track and report the status and activity of LEED credits with regards to inclusion in the plans and implementation on site.

3.4 Project Design Schedule Update - BA shall prepare an updated project schedule that correlates to the tasks detailed in this scope.

3.5 Schematic Design Review Meeting & Preparation of Meeting Minutes - BA shall attend one (1) meeting to discuss the schematic design drawings with the City. The City shall provide BA one (1) consolidated list of comments or changes. Minor revisions shall be incorporated into the documents during the next phase of work. Major changes that represent a significant departure from the original design program shall be provided as an additional service. BA shall prepare and distribute minutes.

3.6 Site Plan Approval Submittal and Follow-Up Process – Based on the approved Schematic Design drawings and direction from the City, BA shall prepare and submit the appropriate drawings required for Development Review. BA shall attend one (1) DRC meeting to discuss comments. BA shall revise drawings that may be necessary for City approval.

Deliverables for Task 3.0 Schematic Design – As a result of this task, BA shall deliver the following to the City:

- One (1) 24" x 36" color PDF of Schematic Design Drawings
- One (1) 8 ½" X 11" black and white PDF of minutes from the Schematic Design Review Meeting
- One (1) 8 ½" X 11" black and white PDF of LEED schedule (if Additive Alternate is approved)
- One (1) 11" X 17" black and white PDF of updated Project Schedule

TASK 4.0 – SUBSURFACE EXPLORATION & REPORTING (GEOTECHNICAL ENGINEERING)

4.1 Subsurface Exploration & Reporting – BA shall perform geotechnical engineering subsurface exploration and reporting including Bore Hole Permeability (BHP) tests, and SPT borings. The geotechnical report shall be used by the design team for drainage and structural design.

Deliverables for Task 4.0 Subsurface Exploration & Reporting – As a result of this task, BA shall deliver the following to the City:

- One (1) 8 ½" X 11" black and white signed and sealed copy of the Geotechnical Report
- One (1) 8 ½" X 11" black and white PDF of the Geotechnical Report

TASK 5.0 – DESIGN DEVELOPMENT

5.1 Design Development Drawings – Based on comments received on the schematic design, BA shall prepare and develop design development drawings. These documents shall further refine and articulate the project elements established in the schematic design phase.

5.2 LEED Certification Schedule & Coordination with MEP (if Additive Alternate is approved) – BA shall develop a certification schedule for the LEED certification process and coordinate with the Team MEP

5.3 Design Development Drawings Opinion of Probable Cost – BA shall prepare and provide to the City an opinion of probable cost based on the approved Design Development drawings. This information shall be provided to the City in an 8 ½" X 11" PDF format. This proposal includes one (1) revision to the Design Development Opinion of Probable Cost based on input from the City. Significant changes in the scope of work shall be considered additional services.

5.4 Project Design Schedule Update – BA shall prepare an updated project schedule that correlates to the tasks detailed in this scope.

5.5 Design Development Review Meeting & Preparation of Meeting Minutes – BA shall attend one (1) meeting to discuss



the design development drawing with the Client. The Client shall provide BA one (1) consolidated list of comments or changes. Minor revisions shall be incorporated into the documents during the next phase of work.

Deliverables for Task 5.0 Design Development – As a result of this task, BA shall deliver the following to the City:

- One (1) 24" x 36" color PDF of Design Development Drawings
- One (1) 8 ½" X 11" black and white PDF of minutes from the Design Development Review Meeting
- One (1) 8 ½" X 11" black and white PDF of LEED schedule (if Additive Alternate is approved)
- One (1) 11" X 17" black and white PDF of updated Project Schedule

TASK 6.0 – CONSTRUCTION DOCUMENTS

- 6.1 50% Construction Drawings** – Based on the approved final design, BA shall prepare 50% construction drawings including architectural plans and details, civil engineering plans and details, structural plans and details, mechanical, electrical and plumbing plans and details, aquatic engineering plans and details, tree disposition plans and details and landscape plans and details. Drawings shall communicate the design intent and construction materials. The construction drawings shall be provided as 24" X 36" black and white PDF's.
- 6.2 50% Technical Specifications** – BA shall prepare 50% full-length MasterSpec format technical specifications of applicable Division 00 through Division 48 sections for the proposed improvements. This shall be provided to the City as 8 ½" X 11" black and white PDF's.
- 6.3 50% CD's LEED Tracking and Reporting (if Additive Alternate is approved)** – BA shall prepare an updated excel document correlating LEED strategies, LEED design phase documentation, required actions and ongoing tracking of compliance with the established standard criteria.
- 6.4 50% CD's Opinion of Probable Cost** – BA shall prepare and provide to the City an opinion of probable cost based on the approved Construction Documents drawings. This information shall be provided to the City in an 8 ½" X 11" PDF format.
- 6.5 50% Milestone Updated Project Design Schedule** - BA shall prepare an updated project schedule that correlates to the tasks detailed in this scope.
- 6.6 50% Construction Drawings Review Meeting & Preparation of Meeting Minutes** – BA shall participate in one (1) review meeting with the City to discuss their comments on the 50% CD's. Minor revisions shall be incorporated into the drawings during the next phase of work. Major changes that represent a significant departure from the original design objectives shall be provided as an additional service for an agreed-to fee. BA shall prepare and distribute meeting minutes.
- 6.7 90% Construction Drawings** – Based on the approved final 50% CD's, BA shall prepare 90% construction drawings including civil engineering plans and details, structural plans and details, mechanical, electrical and plumbing plans and details, aquatic engineering plans and details, tree disposition plans and details, landscape plans and details and irrigation plans and details. Drawings shall communicate the design intent and construction materials. The construction drawings shall be provided as 24" X 36" black and white PDF's
- 6.8 90% Technical Specifications** – BA shall prepare full-length MasterSpec format technical specification of applicable Division 00 through Division 48 sections for the proposed improvements. This shall be provided to the City as 8 ½" X 11" black and white PDF's.
- 6.9 90% CD's LEED Tracking and Reporting (if Additive Alternate is approved)** – BA shall prepare an updated excel document correlating LEED strategies, LEED design phase documentation, required actions and ongoing tracking of compliance with the established criteria standards and energy modeling.
- 6.10 90% Milestone Updated Project Design Schedule** – BA shall prepare an updated project schedule that correlates to the tasks detailed in this scope.
- 6.11 90% Construction Drawings Review Meeting & Preparation of Meeting Minutes** – BA shall participate in one (1) review meeting with the City to discuss their comments on the 90% CD's. Minor revisions shall be incorporated into the drawings during the next phase of work. Major changes that represent a significant departure from the

original design objectives shall be provided as an additional service for an agreed-to fee. BA shall prepare and distribute meeting minutes.

Deliverables for Task 6.0 Construction Documents – As a result of this task, BA shall deliver the following to the City:

- One (1) 24" x 36" black and white PDF set of 50% CD's
- One (1) 8 ½" X 11" black and white PDF set of 50% Technical Specifications
- One (1) 8 ½" X 11" black and white PDF of the 50% Opinion of Probable Cost
- One (1) 8 ½" X 11" black and white PDF of the 50% Cost Analysis
- One (1) 8 ½" X 11" black and white PDF of 50% CD's Review Meeting Minutes
- One (1) 11" X 17" black and white PDF of 50% updated Project Schedule
- One (1) 8 ½" X 11" black and white pdf of the 50% update Excel documents LEED certification (if Additive Alternate is approved)
- One (1) 24" x 36" black and white PDF set of 90% CD's
- One (1) 8 ½" X 11" black and white PDF set of 90% Technical Specifications
- One (1) 8 ½" X 11" black and white PDF of the 90% Cost Analysis
- One (1) 8 ½" X 11" black and white PDF of 90% CD's Review Meeting Minutes
- One (1) 11" X 17" black and white PDF of 90% updated Project Schedule
- One (1) 8 ½" X 11" black and white pdf of the 90% updated Excel document for LEED certification (if Additive Alternate is approved)

TASK 7.0 – FINAL CONTRACT DOCUMENTS

7.1 100% Construction Drawings – Based on the approved final 90% CD's, BA shall prepare 100% construction drawings including architectural plans and details, civil engineering plans and details, structural plans and details, mechanical, electrical and plumbing plans and details, aquatic engineering plans and details, tree disposition plans and details, landscape plans and details and irrigation plans and details. Drawings shall communicate the design intent and construction materials. The construction drawings shall be provided as 24" X 36" black and white PDF's.

7.2 100% CD's LEED Tracking and Reporting (if Additive Alternate is approved) - BA shall prepare an updated excel document correlating LEED strategies, LEED design phase documentation, required actions and ongoing tracking of compliance with the established standard criteria.

7.3 100% Technical Specifications – BA shall prepare full-length MasterSpec format technical specification of applicable Division 00 through Division 48 sections for the proposed improvements. This shall be provided to the City as 8 ½" X 11" black and white PDF's.

7.4 100% Construction Drawings Review Meeting & Preparation of Meeting Minutes – BA shall participate in one (1) review meeting with the City to discuss their comments on the 100% CD's. BA shall prepare and distribute meeting minutes

7.5 Signed and Sealed CD's for Building Department Review Process – BA shall provide the City with signed and sealed prints (24" X 36") of final 100% construction drawings for Building Department Review.

7.6 City of Deerfield Beach Building Department Permitting, Drawing Revisions & Comment Responses – BA shall address building department comments including attending one (1) meeting, drawing revisions and written responses to comments.

7.7 Final CD's and Technical Specifications Issued for Construction – BA shall provide the City with signed and sealed plans of the final 100% construction drawings and specifications.

Deliverables for Task 7.0 Final Contract Documents – As a result of this task, BA shall deliver the following to the City:

- One (1) 8 ½" X 11" black and white PDF's of RFI Responses
- Four (4) 24" X 36" black and white signed and sealed sets of 100% Construction Drawings
- One (1) 24" x 36" black and white PDF set of 100% CD's
- One (1) 8 ½" X 11" black and white PDF set of 100% Technical Specifications



- One (1) 8 ½" X 11" black and white PDF file of the schedule of values based on 100% construction drawings
- One (1) 8 ½" X 11" black and white PDF of 100% CD's Review Meeting Minutes

TASK 8.0 – BIDDING AND AWARD

- 8.1** The BA Team shall provide all documentation required / requested for the bidding of the project to the City. The documentation will assist the City to procure a contractor for the construction of the Sullivan Facility.

TASK 9.0 – CONSTRUCTION ADMINISTRATION SERVICES

- 9.1 Submittal Review** – BA shall review and comment on shop drawings, samples, and other data and reports, which the selected Contractor is required to submit for review. BA shall return review submittals to Contractor within fourteen (14) business days after receipt. This review shall only be for conformance with the design intent of the project and compliance with the information provided on the contract documents. Such review shall not extend to methods, means, techniques, construction sequence(s), procedures, or to safety precautions and related programs. It is assumed that the shop drawings shall be handled through digital means, such as e-mail or contractor managed/initiated third party construction management web site (such as Submittal Exchange or Procore).
- 9.2 Responses to RFI's** – BA shall respond to and provide clarifications and interpretations of the contract documents as needed and requested by the contractor or City. BA shall return RFI's to Contractor or City within ten (10) business days after receipt. It is assumed that RFI's shall be handled through digital means such as e-mail or contractor managed/initiated third party construction management web site (such as Submittal Exchange or Procore).
- 9.3 Pay Application Review** – BA shall review and comment on up to fourteen (14) pay applications provided by the contractor.
- 9.4 Site Visits/Field Reports and Construction Coordination Meetings (28 Total)** – For the duration of the assumed fourteen (14) month construction period, BA shall perform site visits and/or attend site construction meetings (1) once each month during the period of construction. During these site visits or meetings, BA shall become familiar with the progress and quality of the contractor's work and determine if said work is generally proceeding in accordance with the contract documents and be present to discuss issues or topics on site. Site visits shall be summarized by a detailed field report that outlines observations, activities and any work determined to be in non-conformance with the contract documents. BA shall not be responsible for scheduling or coordinating meetings with the Contractor or for producing minutes afterward. The number of construction visits/onsite meetings by discipline during the anticipated 14-month construction period is as follows:

• Project Management/ Architecture	14
• Landscape Architecture	1
• Civil Engineering	3
• Electrical Engineering	2
• Structural Engineering	2
• LEED Certification (if Additive Alternate is approved)	4

All site meetings noted above are included in the 14 site visits for the project during construction. Should the construction period extend beyond 14 months, at no fault of BA or our sub-consultants, BA shall negotiate additional services for continued CA Services for the extended construction period.

- 9.5 Substantial Completion Walkthrough & Punch-List Preparation** – BA shall visit the site one (1) time with the City to conduct a substantial completion walkthrough to determine if the completed work by the contractor is in general accordance with contract documents and shall provide a comprehensive punch list of outstanding issues that need to be completed/corrected. This service shall be completed in addition to the Site Visits and Meetings Task.
- 9.1 Final Completion and Walkthrough** – BA shall visit the site one (1) time with the City to conduct/complete a final Completion walkthrough to determine if the completed work by the Contractor is in general accordance with



contract documents and that all punch-list items have been resolved. BA shall provide a final completion notice to the City once the project is deemed to be in full accordance with the contract documents. This service shall be completed in addition to the Site Visits and Meetings Task. Additional walkthroughs required due to the Contractor's inability to complete all punch list items the first time shall be provided as an additional service for an agreed-to fee.

Deliverables for Task 9.0 Construction Administration Services – As a result of this task, BA shall deliver the following to the City:

- One (1) 8 ½" X 11" black and white PDF copy of each reviewed submittal
- One (1) 8 ½" X 11" Black and white PDF Field Report for each site visit
- One (1) 8 ½" X 11" black and white PDF response to RFI's
- Fourteen (14) 8 ½" X 11" black and white PDF of Reviewed Pay Applications
- One (1) 8 ½" X 11" black and white PDF of Substantial Completion Punch List
- One (1) 8 ½" X 11" black and white PDF of Final Completion Notice.

PART III - COMPENSATION

Tasks 1.0 through 9.0 – Basic Services and Specialty Consultant Services – The BA shall invoice the City a lump sum (LS) fee for Tasks 1.0 through 9.0 along with the specialty consultant fees as follows:

TASK	1.0	SURVEY AND MAPPING	\$8,500.00	LS
TASK	2.0	PROJECT INITIATION	\$5,744.50	LS
TASK	3.0	SCHEMATIC DESIGN	\$47,604.00	LS
TASK	4.0	SUBSURFACE EXPLORATION & REPORTING	\$7,270.00	LS
TASK	5.0	DESIGN DEVELOPMENT	\$ 43,565.50	LS
TASK	6.0	CONSTRUCTION DOCUMENTS	\$ 80,177.00	LS
TASK	7.0	FINAL 100% CONTRACT DOCUMENTS	Inc. Task 6.0	LS
TASK	8.0	BIDDING & PROCUREMENT	\$ 7,008.50	LS
TASK	9.0	CONSTRUCTION ADMINISTRATION SERVICES (14 MONTHS)	\$ 56,622.00	LS

SUB TOTAL

\$256,491.50

SPECIALIZED CONSULTANTS

WAYFINDING (DGA)	\$7,900.00	LS
COST ESTIMATE (THE BOSCH GROUP)	\$11,720.00	LS

GRAND TOTAL

\$276,112.00

ADDITIVE ALTERNATE

LEED CONSULTING (SPINNAKER)		
LEED CONSULTING	\$8,169.92	LS
FUNDAMENTAL COMMISSIONING	\$10,092.39	LS
OPTIONAL BELOW:		
ENERGY MODEL	\$5,500.00	LS

SUB TOTAL

\$23,762.00

GRAND TOTAL

\$299,873.81



PART IV - SERVICES NOT INCLUDED

The following services are not included in this Scope and shall be provided by BA as an additional service if requested:

1. Special structural inspections
2. Revit or BIM services (beyond the buildings)
3. 3D renderings, sketch up models or videos
4. Any permitting Fees
5. 100% Opinion of Probable Cost Estimates
6. Material testing (concrete cylinders shall be by the contractor)
7. Updated rendered site plans after the Schematic Design plans are provided to the City
8. The following design of any specialty engineered items shall be the responsibility of the contractor and/or their subs/vendors which are delegated and typically provided by the manufacturer's specialty engineer, which include, but is not limited to: concrete tilt wall panels, heavy timber framing and connections, wood trusses; light gauge steel trusses; steel joists and girders, windows, doors and their attachments; light gauge framing, precast concrete members; aluminum framed items, fabric structures, etc.
9. Structural design of sheathing, shoring, scaffolding, formwork, temporary bracing, and other means and methods related design which is the responsibility of the contractor.
10. Traffic Studies or traffic signal design
11. Fees associated with LEED credit appeals
12. Costs for LEED plaque
13. Blower Door tests
14. LEED registration fees
15. LEED certification fees
16. Additional Meetings to the meetings described above
17. Land-use changes, rezoning or special use permits
18. Expert testimony
19. Evaluation of the qualifications of bidders or persons providing proposals
20. Aerials
21. Any permitting associated with wetland impacts, protected species, or hazardous materials
22. Any testing by BA on environmental requirements
23. Dewatering plan or an engineering control and maintenance plan by BA or E Sciences
24. On-site observation during construction
25. MOT plans (to be provided by contractor)





City of Deerfield Beach

150 NE 2nd Ave
Deerfield Beach, FL
33441
954-480-4200

Face Sheet

File Number: I.D. 2020-513

Agenda Date: 8/11/2020

Status: General Items

In Control: Community Redevelopment
Agency (CRA)

Title

Presentation regarding the proposed CRA Fiscal Year 2021 Budget.

Recommended Action

CRA Board to provide staff with direction regarding the proposed Fiscal Year 2021 Budget

Current Activity

The estimated CRA Tax Increment Revenue (TIR) for FY 2020-2021 is \$4,272,215 which is a \$239,977 gain over FY 2019-2020 and the eighth straight year that the tax base expanded in the CRA District. When combined with current unencumbered TIR of approximately \$2,977,305 the total available funding is \$7,249,520 for FY2021.

CRA fixed costs include agency administration and operations (\$490,363) and debt service (\$1,094,181). Agency overhead includes staff salaries, operating expenses, payment to the City for support services, and insurance. Debt service will continue to be an annual expense for the life of the CRA.

After overhead and debt service are deducted from available funds, \$6,001,194 remains available for programs and projects. The proposed CRA FY 2021 Budget is attached to this item. It includes columns for the past two years' budgets as a point of reference.

CRA staffing needs vary from year to year based on the nature of the projects being managed. Staffing this year includes the payment of 100% of the CRA Project Manager and Administrative Coordinator salaries; as well as 50% of the Director of Economic Development Position. A portion of certain staff salaries who are anticipated to work on CRA projects include the City Manager (10%) and the Assistant City Clerk (25%). Positions that work on a part-time basis for the CRA are required to maintain timesheets documenting their contributions to CRA work.

Activities that the Board has indicated a desire to fund on an ongoing basis include Community Policing (\$55,000), Special Events (\$175,000), and the Commercial Façade Loan Program (\$100,000). A line item is again included to fund public art projects and a CRA match for public art installations at the Kirk Cottrell Pavilion and other locations within the CRA District, as desired by the Board.

Funds are budgeted in FY 2021 for costs associated with Business Marketing, Independent Financial Audit and Main Beach Parking Lot Railing Design. Permitting and construction costs associated with

ADA Sidewalk/Bus Shelter Upgrades and S-Curve Utilities Undergrounding and Lighting capital projects are also included in the FY 2021 Budget.

The adopted 2020-2024 Capital Improvements Plan (CIP) and the proposed 2021-2025 CIP are attached to this item. Project scopes have been finalized for ADA Sidewalk and Bus Shelter Upgrades and S-Curve Utilities and Undergrounding. At the Board's direction, staff will move these projects into design and implementation (permitting and construction). As these projects move into construction, staff will continue to work with the Board on the full design for the Sullivan Park Facility - Phase II of the Sullivan Park Expansion Project.

The remaining projects on the CIP will be updated and re-prioritized based on CRA Board input to assist in future annual budget planning and overall project implementation. New projects, if desired by the Board, should be included or more specifically defined for inclusion in the updated CIP. Property acquisition is included in the CIP as well. The Board will be asked to approve the updated 2021-2025 CIP at the August 25th meeting along with the final CRA Budget.

Other projects may still be included in the budget or re-prioritized in the CIP at the Board's direction.

Board direction is requested to finalize the FY 2021 CRA Budget. State statute requires the budget be adopted in August. Therefore, a final budget will be placed on the August 25, 2019 meeting agenda for approval.

Recommendation

The CRA Board is asked to provide staff with input on the budget to finalize spending priorities for Fiscal Year 2021.

Deerfield Beach Community Redevelopment Agency
PROPOSED Budget - Detailed Information
October 1, 2020 - September 30, 2021

ACCT	ACCOUNT DESCRIPTION	FY 2021
10 01	Regular Salary	\$ 270,068
	Tax Increment Revenue to pay for the following portion of staff salaries (Director of Economic Development 50%, CRA Project Manager 100%, CRA Administrative Coordinator 100%, City Manager 10%, Assistant City Clerk 25%)	
10 06	Automobile Allowance	\$ 6,000
	CRA's portion of the cost of one and a half (1.5) vehicles for use by CRA staff	
10 12	Sick Leave Conversion Pay	\$ 4,000
	Once a year, in December, every full-time employee who has used less than six days of sick leave during the preceding year may choose to be paid for the unused portion of those six days. The payment is calculated using the employee's base hourly rate; therefore not including any additional pay factors	
10 25	Clothing Allowance	\$ 250
11 01	FICA	\$ 20,957
	The 7.65% FICA rate is composed of two rates; a 6.2% social security tax that is applied to the first \$106,800 that an employee earns and a 1.45% Medicare tax that is applied to all earnings	
12 04	ICMA Pension	\$ 21,605
	Estimated by city pension contribution for those city employees who are participants in the ICMA defined contribution plan; the city contribution, as a percentage of salary, is 8%	
32 30	Community Policing	\$ 55,000
	Cost of BSO Deputy Detail to provide additional security in the CRA	
32 16	Landscaping Services	\$ 70,000
	Small landscaping projects within the CRA and including Hillsboro Square entrances	
32 99	Other Contractual Services	\$ 217,000
	Contractual services provided by the CRA Attorney for legal services (\$48,000), Main Beach Parking Lot Railing design services (\$30,000), Business Marketing (\$50,000), Annual Report (\$5,000), ADA Compliance Services (\$12,000) and other professional services as needed	
34-03	Cellular Phone Services	\$ 2,500
	Staff cell phone service	
35 04	Office Supplies	\$ 1,500
	Office supplies as necessary for operations	
35 09	Professional Publications	\$ -
	Funding for development and management newspapers, trade magazines and books.	
35 13	Minor Tools, Equip, Hardware	\$ 2,500
35 24	Materials and Maintenance	\$ 20,000
35 74	Special Events	\$ 175,000
	Funding for 4th of July Celebration (\$85,000), December Holiday Celebration (Event \$20,000 and Lighting \$55,000), annual showmobile management (\$7,500), and other events to be determined by the CRA Board	
35 95	Art in Public Places	\$ 50,000
	Public art project at Kirk Cotrell Pavilion and other projects as determined by the CRA Board	
36 09	Copier Lease	\$ 5,000
39 01	Travel and Training	\$ 4,000
	Mileage reimbursement for CRA Administrative Coordinator (\$4,000), attendance at seminars, workshops and regional meetings	
39 02	Printing	\$ 1,500
	Printing of brochures, hand-outs and annual report	
39 21	Advertising	\$ 2,500
	Advertising in newspapers, industry publications and exhibits	
39 27	General Admin Charge	\$ 131,645
	Payment to the general fund for the services that are provided to support the CRA Fund	

39 35	Dues and Memberships	\$ 700
	Annual professional association memberships and Special District Reporting	
39 59	Commercial Façade Improvement Loan	\$ 354,000
	Funds to partner on façade improvements to storefronts in the CRA District and past year awards	
82-32	Incentives - Aid to Private Entities	\$ -
	Public private partnerships to be determined by the CRA Board	
60 43	Office Machinery & Equipment	\$ 1,900
	Laptop replacement for CRA Staff	
63 04	Infrastructure and Capital Improvements	\$ 2,688,686
	Bus Shelter Relocation and Utility Undergrounding (\$947,000), Sullivan Park Facility construction and other capital projects as determined by the CRA Board	
63 06	Beach Enhancements	\$ -
63 07	Real Estate Acquisition	\$ -
63 08	Main Beach Parking Area Improvements	\$ 250,000
	Main Beach Parking Lot Railing Treatment (\$250,000)	
63 11	Lighting	\$ 1,750,000
	S-Curve Utilities Undergrounding and Lighting (\$1,750,000)	
90 01	Transfer to General Fund	\$ 1,094,181
	Interfund transfer for debt service payments on Florida Municipal Loan Council Covenant Bonds	
90 03	Transfer to Insurance Services	\$ 49,028
	Interfund transfer for allocable portion of employee benefits funded through insurance services trust fund	
CRA Proposed Budget		\$ 7,249,520
Projected Tax Increment Revenue 2021 (TIR)		\$ 4,272,215
Total Carryover		\$ 2,977,305
Total Available TIR Funds		\$ 7,249,520

City of Deerfield Beach CRA Five-Year Capital Improvements Plan (CIP) FY 2021-2025 (PROPOSED)

SIDEWALK/STREETSCAPING IMPROVEMENTS

	<u>Total Cost</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025</u>	<u>5 Year Total</u>
ADA Sidewalks/Bus Shelter		\$ 947,000	\$ -	\$ -	\$ -	\$ -	
SIDEWALK/STREETSCAPING TOTAL	\$ 947,000	\$ 947,000	\$ -	\$ -	\$ -	\$ -	\$ 947,000

PARKING IMPROVEMENTS

		<u>FY2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>	<u>5 Year Total</u>
Purchase of Island Entryway / NE 1st St Properties	\$ 2,000,000			\$ 2,000,000	\$ -	\$ -	\$ 2,000,000
Island Entryway Improvements	\$ 1,000,000				\$ 1,000,000		\$ 1,000,000
Main Beach Parking Lot	\$ 3,000,000					\$ 3,000,000	\$ 3,000,000
PARKING TOTAL	\$ 6,000,000	\$ -	\$ -	\$ 2,000,000	\$ 1,000,000	\$ 3,000,000	\$ 6,000,000

PARK IMPROVEMENTS

		<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>	<u>5 Year Total</u>
Sullivan Park Facility			\$ 3,000,000	\$ 500,000			\$ 3,500,000
			\$ -				
PARK TOTAL	\$ 3,500,000	\$ -	\$ 3,000,000	\$ 500,000			\$ 3,500,000

LIGHTING IMPROVEMENTS

		<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>	<u>5 Year Total</u>
S-Curve Utilities & Undergrounding	\$ 1,750,000	\$ 1,750,000					\$ 1,750,000
LIGHTING TOTAL	\$ 1,750,000	\$ 1,750,000	\$ -	\$ -			\$ 1,750,000
OVERALL TOTALS	\$ 12,197,000	\$ 2,697,000	\$ 3,000,000	\$ 2,500,000	\$ 1,000,000	\$ 3,000,000	\$ 12,197,000



City of Deerfield Beach

150 NE 2nd Ave
Deerfield Beach, FL
33441
954-480-4200

Face Sheet

File Number: I.D. 2020-515

Agenda Date: 8/11/2020

Status: General Items

In Control: Community Redevelopment
Agency (CRA)

Title

Community Policing Report for May, June and July 2020

Recommended Action

Informational purposes only

Deerfield Beach C R A detail

Date: **May/2020** Report completed by **Sgt. Doriot CCN 6521**

Deputies worked the CRA for a total of **18** days, which came to **159** hours of detail coverage for the month of **May/2020**. Deputies concentrated their focus on the Deerfield Beach Pier, Sullivan Park, the Cove Businesses, Publix parking lot, beach businesses, construction areas, and the residential areas in the CRA boundary.

Research has shown that with extra deputies on patrol deters crime, when deputies engage the public in dialogue. The extra patrol reduces crime and disturbance incidents compared to areas that do not have the extra patrol. Foot patrols also have a positive impact on the public confidence as well as reducing crime. The foot patrol presence also demonstrates to the public that the department focusing on crime prevention and improving public confidence.

CATEGORY	TOTAL
Fights / Disturbance	1
Business Checks	434
Citizen contacts	451
F.I. Cards	4
Back ups	17
P/C forms	
Event Reports	
Moving Citations	
Non Moving Citations	
NTA's:	
Arrests:	
Trespass	2
Foot Patrols	65
Parking Citations	

Deerfield Beach CRA detail1

Date: 05/01/2020 -05/02/2020

Supervisor: Sgt. Washington

Deputy: **Colin Hoppes, CCN 18631**

Times worked: 2030-0230

[illegible]

Deerfield Beach CRA detail

Date: 05-02-2020

Supervisor: Sgt. Hernandez

Deputy: Sgt. Ian Doriot CCN 6521

Times worked: 10a-6p

[illegible]

Deerfield Beach CRA detail

Date: 05/02/2020- 05/03/2020

Supervisor: Sgt. Washington

Deputy: D. Munoz 19092

Times worked: 2000HRS- 0200HRS

TIME	LOCATION	INCIDENT & CASE NUMBER
2016hrs	The Cove Plaza	Area Check 10-2005-000254
2133hrs	Deerfield Pier	Area Check -000269
2306hrs	Sullivan Park	Area Check -000290
0105hrs	Deerfield Pier	Area Check -000317
0119hrs	Hillsboro Square	Area Check -000320
0146hrs	The Cove Plaza	Area Check -000326
0200hrs	10-7	



Deerfield Beach CRA Guidelines:

Your primary role on the Deerfield Beach CRA Detail is to patrol the CRA Area to deter crime. Absent the need to respond for another deputy's safety or other exigent circumstances, deputies assigned to the CRA detail will not leave the CRA area. The CRA area mapping is attached and is to be adhered to.

THIS IS A 6 HOUR DETAIL TO BE WORKED FROM 2000-0400HRS (8PM-4AM).

NO THERMAL PAPER TO BE TURNED IN.

Documentation:

- **THE SERGEANT ON DUTY MUST SIGN YOUR DETAIL SLIP AT THE COMPLETION.**
- *Do not* use 10 codes or any signals on the daily reports (the dailies are read by the civilian city employees, commissioners and the Mayor).
- Any emergency "hot" calls outside of the designated area, you are allowed to response to. However, you **MUST** return back to the area **ASAP**.
- **YOU ARE NOT ALLOWED TO RESPOND TO ANY CALLS OUTSIDE OF THE AREA UNLESS THE ABOVE BULLET OR DIRECTED BY THE OIC AT THE TIME.**
- Fill out the statistical section on the reverse and take credit for what you do; citizen contacts, backups, business check and foot patrols, etc....
- **DO NOT USE ADDRESSES IN THE LOCATION NARRATIVE. USE PHRASES AS SUCH AS "DEERFIELD BEACH PIER" OR "SULLIVAN PARK". NO NUMERICALS PLEASE.**
- There must be a minimum of two Park, Walk, and Talks (PWT) done during the detail. The PWT's must be documented via dispatch and have a case number pulled. Make sure to write "PWT" in the notes prior to closing the call.
- Print out a hard copy of the daily on double sided paper from the office printer (not the car printer)
- All detail slips need to be signed by the on duty supervisor.
- The daily report is to be printed (preferably printed on one page) and left in Sgt. Doriot's mailbox at the Deerfield Beach District Office.
- This page **MUST** be signed and returned attached to the daily report.
- **ITEMS TO BE TURNED INTO SGT. DORIOT: ALL COPIES OF THE SIGNED DETAIL SLIP, THIS PAGE SIGNED, AND COMPLETED DAILY REPORT.**

ATTACHED IS THE AREA MAP AND A DAILY REPORT TO USE. YOU ARE ONLY TO USE THE TEMPLATE AS AN OUTLINE. THIS MUST BE PRINTED, FILLED OUT, AND SIGNED. ATTACH THIS TO YOUR DAILY REPORT!

Deputy Name/CCN:

D. Muñoz 19092

Deputy Signature: _____

CATEGORY	TOTAL
Fights / Disorderly Conduct	N/A
Parking citations	N/A
Business Checks	3
Citizen contacts	N/A
F.I. Cards	N/A
Back ups	N/A
A.O.A.	N/A
P/C forms	N/A
Event Reports	N/A
Moving Citations	N/A
Non Moving Citations	N/A
NTA's:	N/A
Arrests:	N/A
Trespass	N/A
Foot Patrol	N/A

Deerfield Beach CRA detail

Date:05/03/2020

Supervisor: Sgt. Patten

Deputy: **K. Spehr**, 18694

Times worked: **10:00AM – 6:00PM**

TIME	LOCATION	INCIDENT & CASE NUMBER
10:20AM	Sullivan Park	Park Walk & Talk/ Contact 10-2005-000349
11:35PM	The Cove	Business checks/ Park Walk & Talk 10-2005-000354
12:09PM	The Pier	Pier Check/ Beach/ Park Walk & Talk 10-2005-000355
12:30PM	Restaurant/ Business checks N Ocean Way	Business/ Restaurant Checks
1:30PM	Beach Parking	Area Checks
2:00PM	SE 19 th Ave Park	Area Checks
2:15PM	Publix plaza	Business checks
3:15PM	Sullivan Park	Park Check/ Park Walk & Talk
3:58PM	North A1A Business's	Business checks/ Park Walk & Talk
4:00PM	SE 19 th Ave Park	Area Check
4:46PM	Backup in zone 1	10-2005-000395
6:00PM	10-7	

CATEGORY		TOTAL
Fights / Disorderly Conduct		
Parking citations		
Business Checks		20
Citizen contacts		15
F.I. Cards		
Back ups		1
A.O.A.		
P/C forms		
Event Reports		
Moving Citations		
Non Moving Citations		
NTA's:		
Arrests:		
Trespass		
Foot Patrol		5

Deerfield Beach C R A detail

Date: 05/03/2020- 05/04/2020

Supervisor: Sgt. St. Sauveur

Detail Invoice # 1683024

Deputy O. Quiroga Times worked 1900HRS – 0100HRS

[illegible]

CATEGORY	TOTAL
Fights / Disorderly Conduct	
Parking citations	
Business Checks	45
Citizen contacts	0
F.I. Cards	
Back ups	
A.O.A.	
P/C forms	
Event Reports	
Moving Citations	
Non Moving Citations	
NTA's:	
Arrests:	
Trespass	
Other – Explain	
Times are approximate	

Deerfield Beach CRA detail1

Date: 05/07/2020

Supervisor:

Deputy: **Manuel Fernandez/17777**

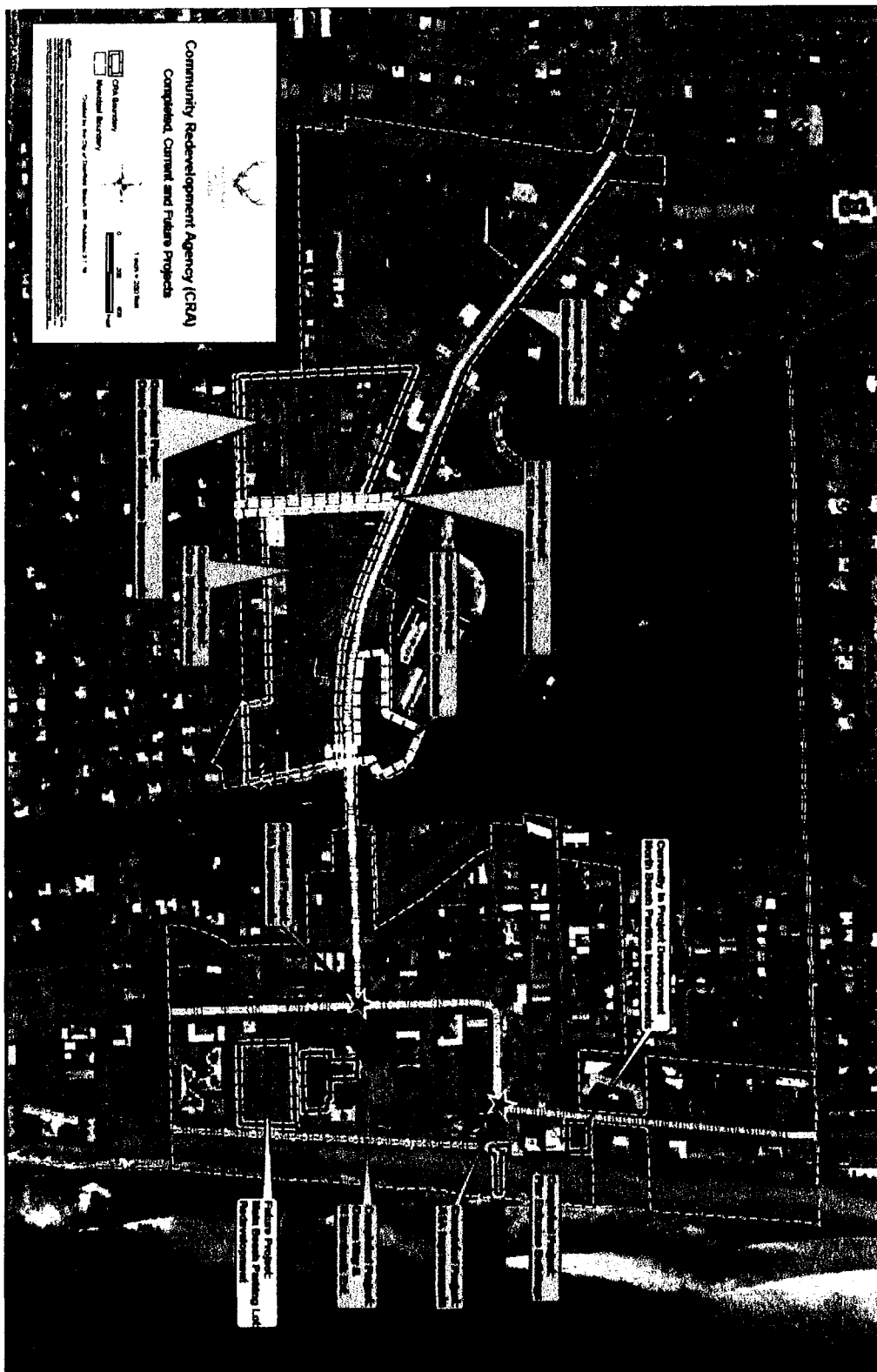
Times worked: 2000 - 0400

[illegible]

Times worked: 2030-0230

[illegible]

CATEGORY	TOTAL
Fights / Disorderly Conduct	
Parking citations	
Business Checks	6
Citizen contacts	8
F.I. Cards	2
Back ups	1
A.O.A.	
P/C forms	
Event Reports	
Moving Citations	
Non Moving Citations	
NTA's:	
Arrests:	
Trespass	
Foot Patrol	6



Deerfield Beach CRA detail

Date: 05/09/2020

Supervisor: Sgt. Doriot

Deputy: **K. Spehr**, 18694

Times worked: **10:00AM – 4:00PM**

TIME	LOCATION	INCIDENT & CASE NUMBER
10:00AM	Publix Plaza	Area/ Business checks
10:35AM	Sullivan Park	PWT/ Area Check
11:00AM	The Cove Plaza	Area/ Business checks
11:30AM	Pier/ Beach	PWT/ Area Checks
12:30PM	SE 19 th Ave park	Area Check
12:39PM	2 zone	Back up 2 zone/ 10-2005-001362
12:50PM	SE 2 nd St Park	Area Check
1:15PM	Sullivan Park	Area Check
1:45PM	NE 21 st Ave	Area/ Business Checks
2:30PM	Publix plaza	Business checks
2:45PM	Sullivan Park	Area check
3:15PM	A1A Business's	Business checks
4:00PM	10-7	



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Documentation:

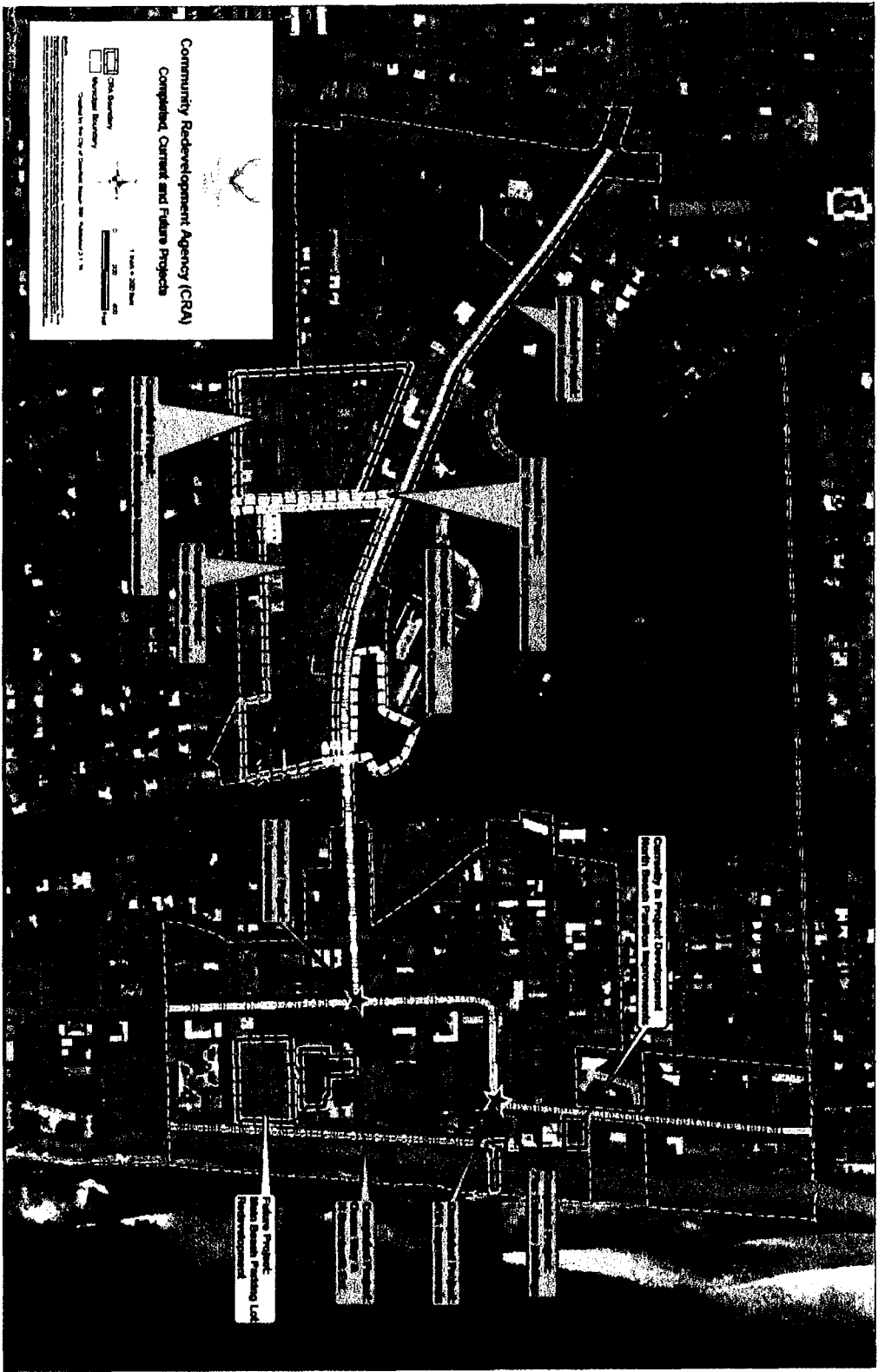
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Deputy Name/CCN: _____ Deputy Signature: _____

CATEGORY	TOTAL
Fights / Disorderly Conduct	
Parking citations	
Business Checks	40
Citizen contacts	30
F.I. Cards	
Back ups	
A.O.A.	
P/C forms	
Event Reports	
Moving Citations	
Non Moving Citations	
NTA's:	
Arrests:	
Trespass	
Foot Patrol	2

CRA ZONE MAP:



Deerfield Beach CRA detail

Date: May, 9th 2020

Supervisor: Sgt. Washington

Deputy: **Thompson CCN: 19149**

Times worked: **2000hrs- 0200hrs**

TIME	LOCATION	INCIDENT & CASE NUMBER
2001hrs-2100hrs	Deerfield Beach Pier	Park, Walk & Talk.
2141hrs	7-11	Park, Walk & Talk; Business check.
2301hrs	Kilwin's	Back-up on call.
2235hrs	Deerfield Beach Pier	Suspicious vehicle; Citizen contact.
2301hrs	Embassy Suit	Park, Walk & Talk; Business check.
0003hrs-0033hrs	The Cove	Area check.
0033hrs-0100hrs	Sullivan Park	Park, Walk & Talk; Area check. Citizen contact (FI card).
0100hrs-0200hrs	The Cove	Area check.
0200hrs	10-7	



Deerfield Beach CRA Guidelines:

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Deputy Name/CCN: K. Thompson

Deputy Signature: Kannick

Deerfield Beach CRA detail

Date: 05/10/20

Supervisor: Sgt. Novello

Deputy: **Lt. Adam Hofstein CCN 7220**

Times worked: **1000-1400**

TIME	LOCATION	INCIDENT & CASE NUMBER
1000	CRA	On-duty (Inclement weather day)
1010-1028	463 NE 21 Ave.	Backup Beach patrol unit red a disturbance at a residence within the CRA
1030-1035	CRA beach area S-curve businesses and restaurants	Patrol/business checks
1035-1041	CRA Beach Area Boardwalk/beach/S Ocean Way	Area check-patrol/pier/main beach lot area/CRA boardwalk areas/businesses/hotels
1043-1100	CRA Cove plaza-marina	Patrol-area check/all businesses/monitor foot traffic in/out of businesses and COVID protocols
1105-1135	CRA Publix Plaza	Area check/patrol of businesses / monitored foot traffic in/out of businesses and social distancing protocols

1145-1155	CRA Beach area	Traffic stop Warning issued
1200-	CRA Beach area	Kirk Cottrell Pavilion Construction area check Businesses / residences
1237-1344	CRA Beach area 641 SE 20 Ave	Theft of television from Hanu Inn 10-2005-001527
1350-1400	CRA Hillsboro corridor – businesses Sullivan Park	Patrol / area check of all businesses & park
1400	CRA	Out of service

CATEGORY	TOTAL
Fights / Disorderly Conduct	0
Parking citations	0
Business Checks	22
Citizen contacts	16
F.I. Cards	0
Back ups	1
A.O.A.	0
P/C forms	0
Event Reports	1
Moving Citations	0
Non Moving Citations	0

NTA's:	0
Arrests:	0
Trespass	0
Foot Patrol	8

Deerfield Beach C R A detail

Date: 05/10/2020- 05/11/2020

Supervisor: Sgt. St. Sauveur

Detail Invoice # 1647435

Deputy O. Quiroga Times worked 1900HRS – 0100HRS

[illegible]

CATEGORY	TOTAL
Fights / Disorderly Conduct	
Parking citations	
Business Checks	40
Citizen contacts	0
F.I. Cards	
Back ups	
A.O.A.	
P/C forms	
Event Reports	
Moving Citations	
Non Moving Citations	
NTA's:	
Arrests:	
Trespass	
Other – Explain	
Times are approximate	

Deerfield Beach CRA detail

Permit # 61545/Invoice # 2044112

Date: 05/14 - 05/15 2020

Supervisor: N/A

Deputy: **Lt. Adam Hofstein CCN 7220**

Times worked: **1930-0130**

TIME	LOCATION	INCIDENT & CASE NUMBER
1930	CRA	On-duty Gale conditions/strong winds/downpours
1930-2000	CRA Beach Area Pier Boardwalk south	Foot patrol on beach around pier due to complaint of wind surfers in violation of beach closure. None found operating off of Deerfield Beach. Patrol along boardwalk Several pedestrians cautioned about lingering beyond barricades, bicycles on boardwalk, and dogs on boardwalk.
2000-2045	CRA beach area S-curve businesses and restaurants	Patrol/business checks
2045-2130	CRA Beach Area	Area check/pier/main beach lot area/CRA boardwalk areas
2130-2200	CRA Beach Area	Patrol Beach/Boardwalk north/south/pier/KC pavilion/realigned roadway barriers offset due to blustery conditions

2200-2215	Sullivan Park	Patrol/area check
2215-2245	Cove plaza/marina/Publix plaza/US 1	Area check/patrol of Hills business corridor/Cove Marina/Publix
2308-2320	1200 E Hills CRA corridor	Traffic stop Warning issued
2345-0010	CRA Beach area	Area check/patrol/boardwalk north and south/s-curve businesses
0015-0100	CRA Beach area	Foot patrol – from pier to SE 10 th St. & back 10-2005-002210
0110-0130	CRA Beach/Hillsboro corridor Sullivan Park Cove plaza / marina	Patrol/area check - Hills CRA-biz corridor Off-duty

CATEGORY	TOTAL
Fights / Disorderly Conduct	0
Parking citations	0
Business Checks	23
Citizen contacts	19
F.I. Cards	0
Back ups	1
A.O.A.	0

P/C forms	0
Event Reports	0
Moving Citations	0
Non Moving Citations	0
NTA's:	0
Arrests:	0
Trespass	0
Foot Patrol	8

Deerfield Beach CRA detail1

Date: 05/15 -05/16/2020

Supervisor: Sgt. Washington

Deputy: **Colin Hoppes, CCN 18631**

Times worked: **2100-0300**

[illegible]

Deerfield Beach CRA detail

Date: 05/16/2020

Supervisor: Sgt. Guaglione

Deputy: K. Spehr, 18694

Times worked: **10:00AM – 6:00PM**

TIME	LOCATION	INCIDENT & CASE NUMBER
10:00AM	Sullivan Park	PWT/ Area Check
10:55AM	Publix plaza	Area Check
11:15AM	Cove Plaza	Area check/ Business checks
11:30AM	Beach/Boardwalk	Area Check
1:18PM	Deerfield Island Park	Kids entering closed park 10-2005-001318
1:37PM	Ramp across from Deer Island Park PWT	Boat ramp checks of any Trespass signs being moved 10-2005-002427
1:50PM	Sullivan Park	PWT/ Area Check
2:10PM	The Cove Plaza	Area Check/ Business checks
2:35PM	Back up zone 2	Alarm back up
3:10PM	Beach/ Boardwalk	Area Checks
3:50PM	SE 19 th Ave park	Area check
4:15PM	SE 2 nd St park	Area Check
5:00PM	Sullivan Park	Park Check/ Area Check
6:00PM	10-7	

CATEGORY		TOTAL
Fights / Disorderly Conduct		
Parking citations		
Business Checks		2
Citizen contacts		15
F.I. Cards		
Back ups		2
A.O.A.		
P/C forms		
Event Reports		
Moving Citations		
Non Moving Citations		
NTA's:		
Arrests:		
Trespass		
Foot Patrol		2

Deerfield Beach CRA detail

Permit # 61545/Invoice # 2044113

Date: 05/17/2020

Supervisor: N/A

Deputy: **Lt. Adam Hofstein CCN 7220**

Times worked: **1000-1400**

TIME	LOCATION	INCIDENT & CASE NUMBER
1000	CRA	On-duty Heavy foot and vehicular traffic throughout CRA areas
1000-1015	CRA Hills business corridor	Area check/patrol
1015-1030	CRA beach area Pier/boardwalk/beach	Patrol along boardwalk/beach Numerous pedestrians cautioned about lingering beyond barricades, bicycles on boardwalk, and dogs on boardwalk. Patrol/business checks; multiple standing vehicles moved to maintain traffic flow.
1035-1105	Sullivan Park	Area check/foot patrol Busy day at park with numerous boaters, kayakers and pedestrians
1120-1154	CRA Beach Area	Patrol Beach/Boardwalk north/south/pier/KC pavilion

1154-1246	CRA Beach Area N Ocean Drive/S-Turn	Patrol/area check Businesses
1250-1330	CRA Beach Area	Area check/patrol of boardwalk /beach
1330-1400	1200 E Hills CRA corridor Sullivan Park Publix plaza Cove plaza/marina	Area Check/Patrol/traffic monitoring
1400	CRA	Out of service

CATEGORY	TOTAL
Fights / Disorderly Conduct	0
Parking citations	0
Business Checks	15
Citizen contacts	42
F.I. Cards	0
Back ups	0
A.O.A.	0
P/C forms	0
Event Reports	0
Moving Citations	0
Non Moving Citations	0
NTA's:	0

Arrests:	0
Trespass	0
Foot Patrol	4

Deerfield Beach C R A detail

Date: 05/17/2020- 05/17/2020

Supervisor: Sgt. Measel

Detail Invoice # 2046326

Deputy O. Quiroga Times worked 1500HRS – 1900HRS

[illegible]

CATEGORY	TOTAL
Fights / Disorderly Conduct	
Parking citations	
Business Checks	20
Citizen contacts	0
F.I. Cards	
Back ups	
A.O.A.	
P/C forms	
Event Reports	
Moving Citations	
Non Moving Citations	
NTA's:	
Arrests:	
Trespass	
Other – Explain	
Times are approximate	

Deerfield Beach C R A detail

Date: 05/17/2020- 05/18/2020

Supervisor: Sgt. Measel

Detail Invoice # 2046327

Deputy O. Quiroga Times worked 1900HRS – 0000HRS

[illegible]

CATEGORY	TOTAL
Fights / Disorderly Conduct	
Parking citations	
Business Checks	25
Citizen contacts	0
F.I. Cards	
Back ups	
A.O.A.	
P/C forms	
Event Reports	
Moving Citations	
Non Moving Citations	
NTA's:	
Arrests:	
Trespass	
Other – Explain	
Times are approximate	

Deerfield Beach CRA detail

Permit # 61545/Invoice # 2044114

Date: 05/21- 05/22 2020

Supervisor: N/A

Deputy: **Lt. Adam Hofstein CCN 7220**

Times worked: **1900-0100**

TIME	LOCATION	INCIDENT & CASE NUMBER
1900-1950	CRA Sullivan Park Cove Marina	On-duty Foot patrol Park/docks/Stairs/bridge/under-bridge pathway/Cove Marina Bikes on bridge sidewalk enforcement – (1) violation observed - warning/education to local resident
2000-2045	CRA Beach Area Pier Boardwalk south	Foot patrol Pier/ boardwalk Several pedestrians cautioned about lingering beyond barricades, bicycles on boardwalk, and dogs on boardwalk.
2045-2130	CRA beach area S-curve businesses and restaurants	Foot patrol /business checks
2130-2200	CRA Beach Area	Area check/pier/main beach lot area/CRA boardwalk areas
2200-2230	CRA E Hills corridor	Publix plaza/Hills businesses/Cove Marina-plaza
2234-2326	CRA 400 N Ocean Dr.	Case# 10-2005-003333 Responded as back-up for beach patrol unit – two subjects on beach having an altercation and subject trespassing on private property.
2333-2344	CRA Sullivan Park	Foot Patrol/area check

2345-2350	CRA Cove plaza/marina/Publix plaza	Area check/patrol of Hills business corridor/Cove Marina/Publix
2355-0100	CRA Beach area	Area check/patrol/ North beach/KCP/pier/boardwalk north and south
CATEGORY		TOTAL
Fights / Disorderly Conduct		1
Parking citations		0
Business Checks		19
Citizen contacts		38
F.I. Cards		1
Back ups		1
A.O.A.		0
P/C forms		0
Event Reports		0
Moving Citations		0
Non Moving Citations		0
NTA's:		0
Arrests:		0
Trespass		1
Foot Patrol		5

Deerfield Beach CRA detail1

Date: 05/22/2020 -05/23/2020

Supervisor: Sgt. Washington

Deputy: **Colin Hoppes, CCN 18631**

Times worked: 2100-0300

[illegible]

Deerfield Beach CRA detail

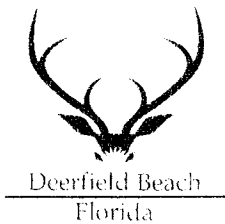
Date: 05/23/2020

Supervisor: Sgt. *Guaglione*

Deputy: K. SPEHR, 18694

Times worked: **10:00AM – 6:00PM**

TIME	LOCATION	INCIDENT & CASE NUMBER
10:10AM	Publix Plaza	Area check/ Business checks
10:30AM	The Cove Plaza	Area/ Business checks
11:00AM	Cove Neighborhood	Area check
11:30AM	Sullivan Park	PWT/ Area check
11:55AM	Beach Pier	PWT/ Beach check
12:30PM	Beach Boardwalk	Beach/ Area check
12:45PM	SE 2 nd St park	Area check
1:30PM	Bru's Room	Business checks
2:30PM	Cove Plaza	Area check
2:55PM	Sullivan park	Area check
3:00PM	Car vs Pedestrian	Back up Deputy
4:00PM	Flannigan's /Albertos	Area check
4:50PM	Two George's at the Cove	Area check/ Business Check
5:15PM	The Cove Plaza	Business checks



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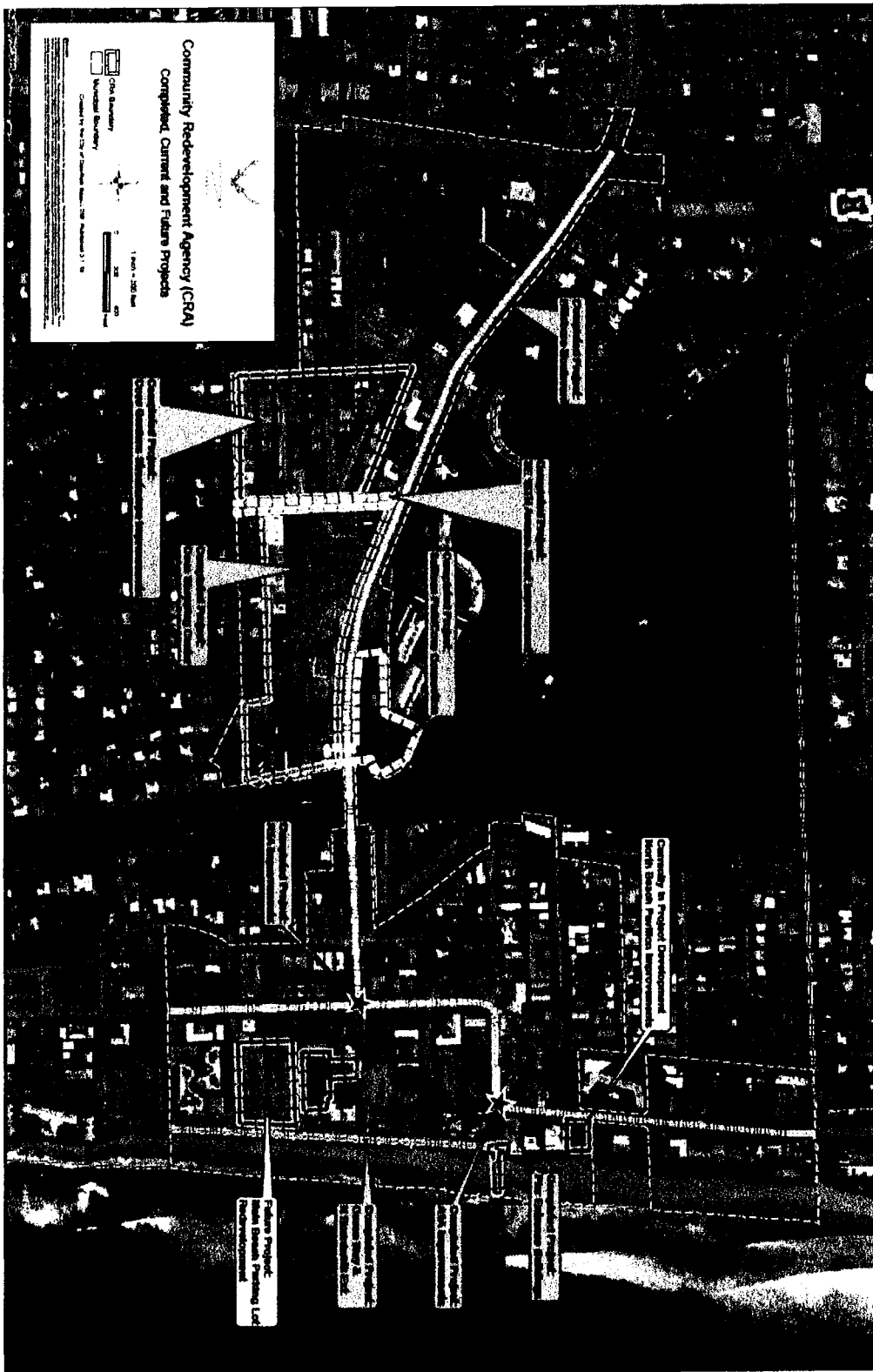
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Deputy Name/CCN: _____ Deputy Signature: _____

CATEGORY	TOTAL
Fights / Disorderly Conduct	
Parking citations	
Business Checks	55
Citizen contacts	60
F.I. Cards	
Back ups	
A.O.A.	
P/C forms	
Event Reports	
Moving Citations	
Non Moving Citations	
NTA's:	
Arrests:	
Trespass	
Foot Patrol	3

CRA ZONE MAP:



Deerfield Beach CRA detail

Permit # 61545/Invoice # 2044116

COPY

Date: 05/24/2020

Supervisor: N/A

Deputy: **Lt. Adam Hofstein CCN 7220**

Times worked: **1030-1830**

TIME	LOCATION	INCIDENT & CASE NUMBER
1030 1040-1055	CRA Hillsboro corridor Sullivan Park	On-duty Area check/patrol of businesses and park
1100-1120	CRA Publix plaza Cove Marina/plaza	Area check/patrol Check of businesses and Phase I reopening protocols
1130-1245	CRA beach area S-curve businesses Pier/boardwalk/beach	Inclement weather Patrol along boardwalk/beach/businesses/pier/KC pavillion Contact with citizen on beach having an issue with 13 YO daughter. Answered questions about her situation and options.
1245-1315	CRA Sullivan	Area check/patrol/monitoring of Park

Y900

1353-1455	Penthouse N 103 NW 19 th Ave	10-2005-03781 Disturbance/trespassing – non-resident found to be using shower by pool area. Subject located/ trespass warning and FI card completed. Met with complainant to discuss issues occurring on the premises.
1455-1545	CRA Beach Area	Patrol Beach/Boardwalk north/south/pier/KC pavilion Traffic stop regarding improperly secured children – warning/education
1545-1630	CRA Beach Area	Very inclement weather Patrol of businesses and beach area
1630-1800	1200 E Hills CRA corridor Sullivan Park Publix plaza Cove plaza/marina	Area Check/Patrol Heavy rains
1800-1830	CRA Beach Area S-curve businesses	Monitoring of businesses and vehicular traffic Out of Service
CATEGORY		TOTAL
Fights / Disorderly Conduct		0
Parking citations		0

Business Checks	22
Citizen contacts	46
F.I. Cards	1
Back ups	1
A.O.A.	0
P/C forms	0
Event Reports	0
Moving Citations	0
Non Moving Citations	0
NTA's:	0
Arrests:	0
Trespass	0
Foot Patrol	1

Deerfield Beach CRA detail

05/24/20 - 05/25/2020

Date: ??? ?????

Supervisor: Sgt. ?????

Sgt. St. Sauer.

Deputy: Your Name, CCN ????
J. Guzman 18795

Times worked: ?????

1400 - 0100

TIME	LOCATION	INCIDENT & CASE NUMBER
1952	Cove	10-2005-003812 / trespass.
2002	Cove Plaza	10-2005-3814 / Alarm
2105	Hillburo Park	10-2005-003820 / missing Person.
2108	Pier	10-2005-003822 / PWT
2237	Hills 3 Ocean	10-2005-003832 / traffic stop
2333	Pier	10-2005-003835 / PWT
2345	Kawha	10-2005-003848 / PWT



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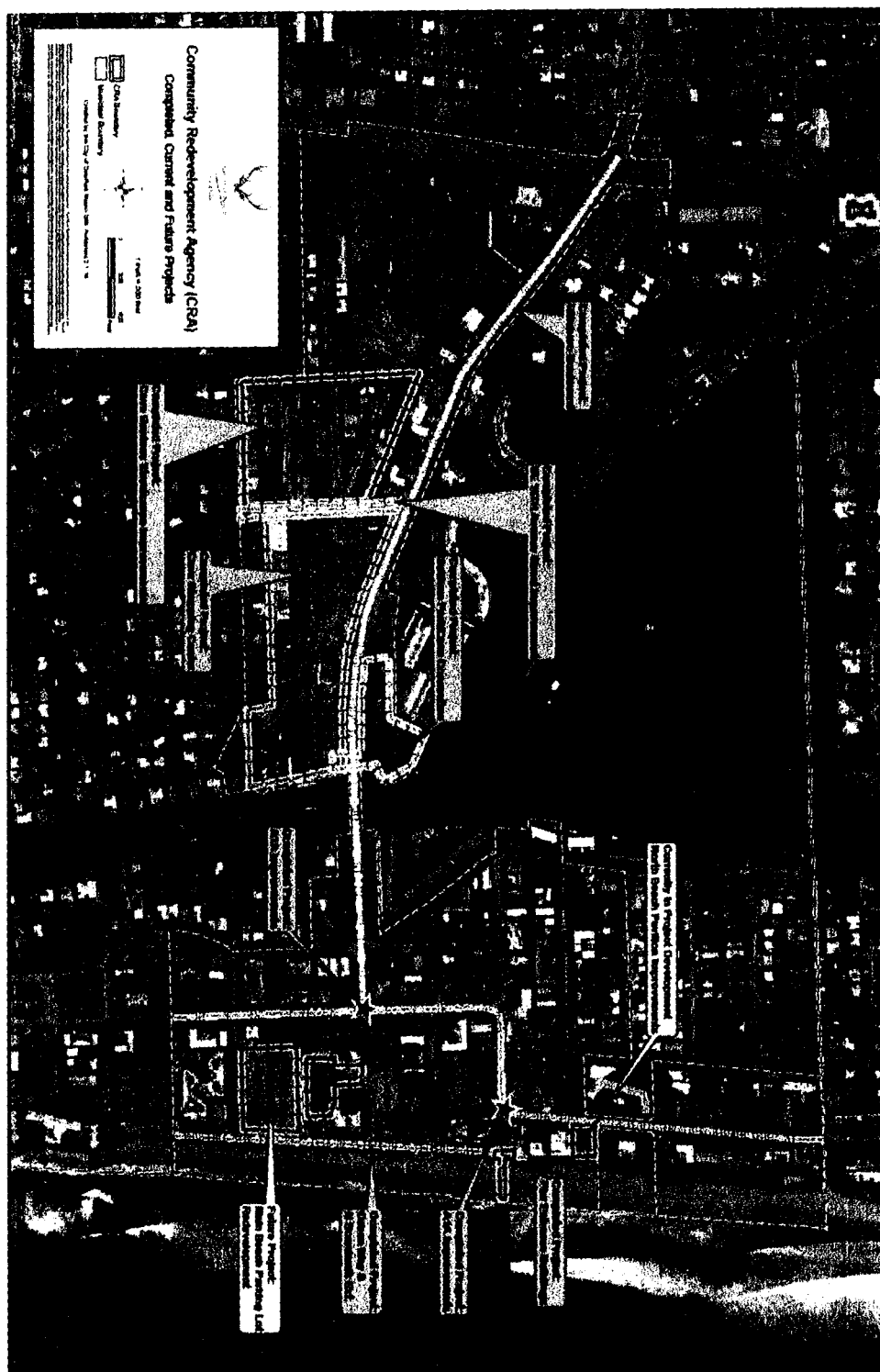
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Deputy Name/CCN: 18795

Deputy Signature: [Signature]

CATEGORY	TOTAL
Fights / Disorderly Conduct	
Parking citations	
Business Checks	1
Citizen contacts	
F.I. Cards	
Back ups	3
A.O.A.	
P/C forms	
Event Reports	
Moving Citations	
Non Moving Citations	
NTA's:	
Arrests:	
Trespass	1
Foot Patrol	2

CRA ZONE MAP:



Deerfield Beach CRA detail1

Date: 05/29/2020 -05/30/2020

Supervisor: Sgt. Washington

Deputy: **Colin Hoppes, CCN 18631**

Times worked: 2030-0230

[illegible]

Deerfield Beach CRA detail

Date: 5/30/20

Supervisor: Sgt. Hernandez

Deputy: **C. Favitta 17020**

Times worked: 08:00 to 16:00hrs

TIME	LOCATION	INCIDENT & CASE NUMBER
08:00a	Cove shopping plaza	Area check of plaza and businesses
08:30a	Beach/ Cove area	Assisted in police chase/ apprehension on the Hillsboro Inlet Bridge for 2 murder suspects. Both suspects taken into custody case#10-2005-004696
09:00a	Hillsboro Bridge	Assisted with vehicle/ pedestrian traffic control on the bridge reference above case.
09:30a	Beach- A1A	Patrol of the beach area and businesses
10:00a	Hillsboro Bridge	Responded again for vehicle/ pedestrian traffic control on the bridge reference above case.
12:30p	Dispatch call on th beach	Case 10-2005-004717 standby for a welfare check at
1:30p	Cove Shopping Plaza	PWT case #10-2005-004726
2:00p	Cove neighborhood	Patrol of the neighborhood
3:00p	Fishing Pier	PWT case# 10-2005-004742
4:00p	End of shift	



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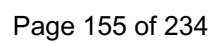
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Deputy Name/CCN: _____ Deputy Signature: _____

CATEGORY	TOTAL
Fights / Disorderly Conduct	
Parking citations	
Business Checks	10
Citizen contacts	50
F.I. Cards	
Back ups	2
A.O.A.	1
P/C forms	
Event Reports	
Moving Citations	
Non Moving Citations	
NTA's:	
Arrests:	
Trespass	
Foot Patrol	2



Deerfield Beach C R A detail

Date: 0530/2020- 05/31/2020

Supervisor: Sgt. Washington

Detail Invoice # 2046053

Deputy K. Thompson CCN: 19149 Times worked 1800HRS – 0000HRS

[illegible]

CATEGORY	TOTAL
Fights / Disorderly Conduct	
Parking citations	
Business Checks	15
Citizen contacts	28
F.I. Cards	
Back ups	3
A.O.A.	
P/C forms	
Event Reports	
Moving Citations	
Non Moving Citations	
NTA's:	
Arrests:	
Trespass	
Other – Explain	
Times are approximate	

Deerfield Beach C R A detail

Date: **June/2020** Report completed by **Sgt. Doriot CCN 6521**

Deputies worked the CRA for a total of **18** days, which came to **146** hours of detail coverage for the month of **June/2020**. Deputies concentrated their focus on the Deerfield Beach Pier, Sullivan Park, the Cove Businesses, Publix parking lot, beach businesses, construction areas, and the residential areas in the CRA boundary.

Research has shown that with extra deputies on patrol deters crime, when deputies engage the public in dialogue. The extra patrol reduces crime and disturbance incidents compared to areas that do not have the extra patrol. Foot patrols also have a positive impact on the public confidence as well as reducing crime. The foot patrol presence also demonstrates to the public that the department focusing on crime prevention and improving public confidence.

CATEGORY	TOTAL
Fights / Disturbance	1
Business Checks	280
Citizen contacts	457
F.I. Cards	6
Back ups	9
P/C forms	1
Event Reports	1
Moving Citations	3
Non Moving Citations	
NTA's:	
Arrests:	1
Trespass	11
Foot Patrols	48
Parking Citations	

Deerfield Beach CRA detail

Date: 06/18/2020

Supervisor: _____

Deputy: **Manuel Fernandez/17777**

Times worked: 2100 - 0400

[illegible]

Deerfield Beach CRA detail1

Date: JUNE 28, 2020

Supervisor: Sgt. DORRIS

Deputy: Your Name, CCN #8131
WILLIAMS

Times worked: 9am-5pm

TIME	LOCATION	INCIDENT & CASE NUMBER
0900	COVE PLAZA	* PWT* 10-2006-004608 FOOT PATROL OF THE PLAZA... MET WITH SEVERAL BUSINESS OWNERS.... INTERACTING WITH CITIZENS IN PLAZA (10 TOTAL CITIZENS) BUSINESS CHECKS CONDUCTED.
1030	SULLIVAN PARK	FOOT PATROL IN THE PARK... RESTROOM CHECKS CONDUCTED... ASSIST CITIZENS WITH QUESTIONS OF PARKING AND FISHING. (7 TOTAL)
1125	THE PIER	SECURITY CHECK OF THE PIER AREA... FOOT PATROL ON THE PIER... INTERACTED WITH CITIZENS FISHING (11 TOTAL CITIZEN CONTACTS)
1230	BEACH PARKING	VEHICLE PATROL OF THE BEACH PARKING LOTS.
1300	SULLIVAN PARK	* PWT* 10-2006-004627 FOOT PATROL IN THE PARK... MONITORING CITIZENS IN THE PARK. ASSIST CITIZENS WITH QUESTIONS RE: PARK etc (6 TOTAL CITIZEN CONTACTS)
1400	COVE PLAZA	VEHICLE PATROL OF THE PLAZA... BUSINESS / AREA CHECK CONDUCTED. *PWT* 10-2006-4637
1505	"THE BRIDGE" 1600 EAST HILLSBORO BLVD	STOPPING AND EDUCATING BICYCLE RIDERS TO WASH THEIR BICYCLES ACROSS THE BRIDGE. (CONTACT WITH 6 BICYCLE RIDERS)
1550	THE PIER	PATROL OF THE PIER / SURROUNDING AREAS.
1615	BEACH PARKING	PATROL OF THE PARKING LOTS.
1630	COVE PLAZA	BUSINESS / AREA CHECK... FOOT PATROL IN THE PLAZA... VEHICLE PATROL OF PARKING AREAS.
1700		END OF SHIFT

Deerfield Beach CRA detail1

Date: 06/27/20 – 06/28/20

Supervisor: Sgt. Hagler

Deputy: **C.Pompa** Times worked: 20:00 - 02:00[illegible]

Deerfield Beach CRA detail1

Date: JUNE 27, 2020

Supervisor: Sgt. DOHOTO

Deputy: **Your Name**, CCN #8131
WILLIAMS, J.

Times worked: 11am - 7pm

TIME	LOCATION	INCIDENT & CASE NUMBER
1100	SULLIVAN PARK	VEHICLE PATROL OF PARKING LOT... FOOT PATROL OF THE PARK. MONITORING CITIZENS IN PARK
1145	COVE PLAZA	BUSINESS / AREA CHECKS CONDUCTED.
1230	THE PIER	* PWT * FOOT PATROL ON THE PIER. INTERACTING WITH CITIZENS FISHING.
1305	BEACH PARKING	PATROL OF PARKING LOT... ASSISTING A CITIZEN WITH A PARKING COMPLAINT... PARKING 10222 did respond to ASSIST.
1400	COVE PLAZA	BUSINESS / AREA CHECKS CONDUCTED. * PWT * 10-2006-004469 FOOT PATROL IN THE PLAZA.
1510	SULLIVAN PARK	* PWT * FOOT PATROL IN THE PARK... MONITORING CITIZENS... RESTROOM CHECKS CONDUCTED 10-2006-004479
1600	BEACH PARKING	VEHICLE PATROL OF CITY PARKING LOTS. ASSIST CITIZEN WITH QUESTIONS RE: PARKING CITATION IN MAIN BEACH PARKING LOT. SECURITY CHECK.
1630	THE PIER	SECURITY CHECK OF PIER.
1700	"THE BRIDGE"	STOPPING AND EDUCATING BICYCLE RIDERS TO WALK THEIR BICYCLES ACROSS THE BRIDGE. * 10-2006-004500 TOTAL OF 8 BIKERS.
1740	COVE PLAZA	FOOT PATROL IN THE PLAZA..... BUSINESS CHECK / AREA CHECK CONDUCTED, VEHICLE PATROL OF THE PLAZA AND PARKING LOTS.
1830	SULLIVAN PARK	FOOT PATROL OF THE PARK... SECURITY CHECK OF THE CRA BUILDING.
1900		END OF SHIFT

Deerfield Beach CRA detail1

Date: 06/26/2020 -06/27/2020

Supervisor: Sgt. Washington

Deputy: **Colin Hoppes, CCN 18631**

Times worked: 2030-0230

[illegible]

Deerfield Beach C R A detail

Date: 06/21/2020- 06/22/2020

Supervisor: Sgt. St. Sauveur

Detail Invoice # 2046331

Deputy O. Quiroga Times worked 1900HRS – 0100HRS

[illegible]

CATEGORY	TOTAL
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Fights / Disorderly Conduct	
Parking citations	
Business Checks	45
Citizen contacts	0
F.I. Cards	
Back ups	
A.O.A.	
P/C forms	
Event Reports	
Moving Citations	
Non Moving Citations	
NTA's:	
Arrests:	
Trespass	
Other – Explain	
Times are approximate	

Deerfield Beach CRA detail1

Date: JUNE 20, 2020

Supervisor: Sgt. DORJOT

Deputy: Your Name, CCN 8131
WILLIAMS

Times worked: 10am - 8pm
INVOICE # 2018411

TIME	LOCATION	INCIDENT & CASE NUMBER
1000-1030	SULLIVAN PARK	VEHICLE PATROL OF PARKING LOT... FOOT PATROL IN THE PARK... RESTROOM CHECK CONDUCTED.
1035-1115	THE COVE PLAZA	AREA CHECKS / BUSINESS CHECKS
1115-1200	"BRIDGE" / Hills SE 19th AVE	* PWT - 10-2006-003343 Educating Bicycle Riders coming over BRIDGE... Reminder to walk (5)
1205-1230	THE PIER	* PWT - FOOT PATROL AT THE PIER
1235-1330	SULLIVAN PARK	* PWT - 10-2006-003356 FOOT PATROL IN THE PARK... EDUCATING CITIZENS (2) RE: NO FISHING ZONE ASSIST Elderly couple RE: HANDICAPPED PARKING
1333-1430	THE COVE PLAZA	VEHICLE PATROL OF THE PARKING LOT... BUSINESS CHECKS CONDUCTED... ASSIST CITIZENS @ QUESTIONS.
1434-1630	THE PIER	911 HANG UP CALL... 10-2006-003370 CHECK OF THE AREA ALL WAS OKAY... FOOT PATROL ON THE PIER... CITIZEN CONTACT WITH (4) YOUTH FISHING.
1630-1645	BEACH PARKING	PATROL OF PARKING LOTS CONDUCTED.
1650-1715	SULLIVAN PARK	* PWT - FOOTPATROL IN THE PARK... RESTROOM CHECK CONDUCTED... MONITORING CITIZENS IN THE PARK... CRA BUILDING CHECK CONDUCTED.
1720-1800	"BRIDGE" / Hills RIVERVIEW	EDUCATING BICYCLE RIDERS TO WALK THEIR BIKES ACROSS THE BRIDGE... (4) TOTAL
1802-1850	THE COVE PLAZA	AREA CHECKS / BUSINESS CHECKS FOOT PATROL IN THE PLAZA & PARKING LOTS.
1900-1935	BEACH PARKING	PATROL OF THE BEACH PARKING LOT... ASSIST A CITIZEN WITH QUESTIONS ON PAYING WHILE IN LOT.
1945-2000	THE COVE PLAZA	PATROL OF THE PLAZA - PARKING LOTS CHECK AREA CHECK / BUSINESS CHECKS

Deerfield Beach CRA detail1

Date: 06/20 -06/21/2020

Supervisor: Sgt. Washington

Deputy: **Colin Hoppes, CCN 18631**

Times worked: 2030-0230

[illegible]

Deerfield Beach CRA detail1

Date: 06/19/2020 -06/20/2020

Supervisor: Sgt. Washington

Deputy: **Colin Hoppes, CCN 18631**

Times worked: **2100-00300**

[illegible]

Deerfield Beach C R A detail

Date: 06/14/2020- 06/15/2020

Supervisor: Sgt. St. Sauveur

Detail Invoice # 2046330

Deputy O. Quiroga Times worked 1900HRS – 0100HRS

[illegible]

CATEGORY	TOTAL
Fights / Disorderly Conduct	
Parking citations	
Business Checks	45
Citizen contacts	0
F.I. Cards	
Back ups	
A.O.A.	
P/C forms	
Event Reports	
Moving Citations	
Non Moving Citations	
NTA's:	
Arrests:	
Trespass	
Other – Explain	
Times are approximate	

Deerfield Beach CRA detail

Permit # 61545/Invoice # 2044120

Date: 06/14 2020

Supervisor: N/A

Deputy: **Lt. Adam Hofstein CCN 7220**

Times worked: **1030-1830**

TIME	LOCATION	INCIDENT & CASE NUMBER
1045-1140	CRA Hillsboro corridor Pier Boardwalk	Business checks along Hills and S-curve Vehicle and foot patrol at pier and along boardwalk. Several bicyclists and dog handlers directed/educated ref no bikes or pets on boardwalk
1140-1150	1900 E Hills	Traffic stop – warning/education about merging at SE 20 th and bridge
1155-1231	Sullivan Park/bridge-Cove Marina walkway	Foot patrol
1245-1315	Pier/boardwalk	Foot patrol
1326-1335	1912 NE 7 th St	Responded to a stranger sitting on someone's property. Made contact with older gentlemen resting from the heat. He relocated to park at end of street and provided water by an area resident.
1340-1410	Boardwalk	Patrol of area/monitoring-interaction with large beach crowds
1410-1445	KCP and pier	Foot patrol of area/monitoring-interaction with large beach crowds
1450-1639	Pier south	Foot patrol of area/monitoring-interaction with large beach crowds

1645-1730	North/south boardwalk/pier/s-curve businesses	Area check/patrol of parking lots and businesses
1733-1740	100 N Ocean 600 S Ocean	911 calls/hang-ups x2 Area checked
1750-1800	East side/under Hills bridge	Responded to report of persons possibly spraying graffiti under bridge - Nothing located
1800-1830	CRA Boardwalk south/pier	Patrol Off-duty

CATEGORY	TOTAL
Fights / Disorderly Conduct	0
Parking citations	0
Business Checks	23
Citizen contacts	100+
F.I. Cards	1
Back ups	0
A.O.A.	0
P/C forms	0
Event Reports	0
Moving Citations	0
Non Moving Citations	0
NTA's:	0
Arrests:	0

Trespass	0
Foot Patrol	6

Deerfield Beach CRA detail1

Date: 06/13/2020-06/14/2020

Supervisor: Sgt.

Washington

Deputy: **Rosley Desir CCN 19128**

Times worked: **21:00-**

03:00am

TIME	LOCATION	INCIDENT & CASE NUMBER
2100	Sullivan Park	PWT
2200	Parking Garage	Patrol
2230	Deerfield Pier	PWT
2330	Hillsborough & Federal	Stranded Vehicle (Traffic)
1230	100 Block S Ocean Dr	13V- (Suspects inside the vehicle were told they cannot be parked at the beach after hours)
0100	The Cove Shopping Center	Patrol
0200	Sullivan Park	Foot Patrol
0250	Sullivan Park	Foot Patrol
0300	End of Detail	10-7

CATEGORY		TOTAL
Fights / Disorderly Conduct		
Parking citations		
Business Checks		
Citizen contacts		
F.I. Cards		
Back ups		
A.O.A.		
P/C forms		
Event Reports		
Moving Citations		
Non Moving Citations		
NTA's:		
Arrests:		
Trespass		
Other – Explain foot patrol		4

Deerfield Beach CRA detail

Date: 06/13/2020

Supervisor: Sgt. Doriot

Deputy: **K. Spehr 18694**

Times worked: **10:00AM – 5:00PM**

TIME	LOCATION	INCIDENT & CASE NUMBER
10:00AM	Sullivan Park	PWT
11:00AM	Broadwalk/ Beach	Area Check
11:30AM	SE 19 th Ave park	Park/ Area Check
11:45AM	Cove Plaza	Business checks
12:30PM	Publix plaza	Area/ business checks
2:00PM	Flanigan's/Whales Rib	Business checks
2:26PM	Sullivan Park	Area/ Parking lot check
2:30PM	Back up Deputy	10-2002-002149
3:20PM	Cove plaza	Area check
3:55PM	Beach pier	Area check/ Parking lot check
4:15PM	SE 19 th Ave Park	Park/ Area check
4:30PM	Sullivan Park	Area check/ Park check
5:00PM	10-7	

CATEGORY		TOTAL
Fights / Disorderly Conduct		
Parking citations		
Business Checks		28
Citizen contacts		25
F.I. Cards		
Back ups		2
A.O.A.		
P/C forms		
Event Reports		
Moving Citations		
Non Moving Citations		
NTA's:		
Arrests:		
Trespass		
Foot Patrol		2

Deerfield Beach CRA detail1

Date: 06/12 -06/13/2020

Supervisor: Sgt. Washington

Deputy: **Colin Hoppes, CCN 18631**

Times worked: 2030-0230

[illegible]

Deerfield Beach CRA detail

Permit # 61545/Invoice # 2044119

Date: 06/07 2020

Supervisor: N/A

Deputy: **Lt. Adam Hofstein CCN 7220**

Times worked: **1030-1830**

TIME	LOCATION	INCIDENT & CASE NUMBER
1030-1130	CRA Pier Boardwalk South	On-duty Business checks along S-curve Large beach crowds Vehicle and foot patrol at pier and along boardwalk. Several bicyclists and dog handlers directed/educated ref no bikes or pets on boardwalk
1140-1205	200 W Hills	Disturbance at Dunkin Donuts No other units available and I was closest... responded (outside of CRA) due to possible threat posed to public/customers by subject on scene.
1205-1210	Hills @ Fed Hwy	Traffic stop-warning/education
1215-1300	Sullivan Park/bridge-Cove Marina walkway	Foot patrol
1300-1330	CRA Cove Marina-plaza/Publix plaza	Area check/patrol of parking lots and businesses
1330-1350	925 S Ocean Dr/SE 20 th Ave	Back up for other units ref trespasser
1400-1438	CRA Boardwalk/s-curve/pier	Patrol
1438-1449	CRA	911 call/hang-up

	512 NE 20 th Ave	Area checked
1500-1600	CRA 200 SE 21 st Way thru 500 N A1A	Foot patrol
1600-1630	CRA Beach area	Patrol throughout businesses/S-curve/KCP Large crowds/heavy traffic
1635-1645	1629 NE 19 th Ave	911 call/hang-up
1700-1705	100 S Ocean Drive	Possible traffic crash/self-resolved
1710-1830	CRA Beach Area Wyndham Boardwalk S-Curve	Patrol/Area check of businesses Foot Patrol at Wyndham/Pier/Boardwalk Stood by with to assist Parking Enforcement with some possibly unruly motorcyclists

CATEGORY	TOTAL
Fights / Disorderly Conduct	0
Parking citations	0
Business Checks	48
Citizen contacts	100+
F.I. Cards	1
Back ups	2
A.O.A.	0
P/C forms	0
Event Reports	0
Moving Citations	0

Non Moving Citations	0
NTA's:	0
Arrests:	0
Trespass	0
Foot Patrol	7

Deerfield Beach CRA detail

Date: 06/07/2020

Supervisor: Sgt. St. Sauver

Deputy: **J. Sosa Jr CCN 19097**

Times worked:1900-0100

TIME	LOCATION	INCIDENT & CASE NUMBER
1900	Deerfield Pier	Park walk and talk Case 10-2006-001195
2000	Sullivan Park	Park walk and talk Case 10-2006-001200
2200	The Cove Plaza	Area check/ Homeless contact Case 10-2006-001225
2230	Sullivan Park	Area check/ Park walk and talk case 10-2006-001231
2300	Deerfield Pier Parking	Area check case 10-2006-001238
2345	The cove plaza	Area check case 10-2006-001245
0005	The cove plaza	Homeless contact case 10-2006-001253
0032	Sullivan park	Area check case 10-2006-001258

CATEGORY		TOTAL
Fights / Disorderly Conduct		0
Parking citations		0
Business Checks		3
Citizen contacts		2
F.I. Cards		2
Back ups		
A.O.A.		0
P/C forms		0
Event Reports		0
Moving Citations		0
Non Moving Citations		0
NTA's:		0
Arrests:		0
Trespass		0
Foot Patrol		4

Deerfield Beach CRA detail1

Date: 06/06/2020 -06/07/2020

Supervisor: Sgt. Washington

Deputy: **Colin Hoppes, CCN 18631**

Times worked: 2030-00230

[illegible]

Deerfield Beach CRA detail

Date: 06/06/2020

Supervisor: Sgt.

Hernandez

Deputy: **K. SPEHR**, 18694

Times worked: **10:00AM – 6:00PM**

TIME	LOCATION	INCIDENT & CASE NUMBER
10:00AM	Beach	Back up Deputy 10-2006-000950
11:22AM	Broad walk/ Beach	Area Check/ PWT
12:00PM	SE 19 th Ave Park	Area Check
12:15PM	SE 2 nd ST Park	Area Check
12:30PM	Sullivan Park	Area Check
12:45PM	The Cove Plaza	Area/ business checks
1:15PM	Publix plaza	Area check/ business checks
1:45PM	Cove neighborhood	Area checks
2:15PM	Back up Deputy	Back up 10-2006-000988
3:25PM	SE 19 th Ave park	Area check/ PWT
4:12PM	Beach/Pier	Area Checks/ Parking lots
6:00PM	10-7	

CATEGORY	TOTAL
Fights / Disorderly Conduct	
Parking citations	
Business Checks	20
Citizen contacts	15
F.I. Cards	
Back ups	2
A.O.A.	
P/C forms	
Event Reports	
Moving Citations	
Non Moving Citations	
NTA's:	
Arrests:	
Trespass	
Foot Patrol	2

Deerfield Beach CRA detail1

Date: 06/05/2020 -06/06/2020

Supervisor: Sgt. Washington

Deputy: **Colin Hoppes, CCN 18631**

Times worked: 2045-0245

[illegible]

Deerfield Beach CRA detail

Permit # 61545/Invoice # 2044118

Date: 05/31 2020

Supervisor: N/A

Deputy: **Lt. Adam Hofstein CCN 7220**

Times worked: **1000-1800**

TIME	LOCATION	INCIDENT & CASE NUMBER
1000-1015	CRA Sullivan Park Cove Marina	On-duty Foot patrol Park/docks/Stairs/bridge/under-bridge pathway/Cove Marina Bikes on bridge sidewalk enforcement – warning/education
1020-1130	CRA Pier Boardwalk	10-2005-004885 Foot Patrol Large beach crowds
1130-1230	CRA Beach Area Pier Boardwalk North	Patrol of KC Pavilion/north boardwalk area/S-Curve businesses
1230-1345	CRA beach area Pier/Boardwalk	Patrol of boardwalk-large beach crowds/education and awareness campaign regarding beach reopening and COVID protocols
1346-1800	1000 S Ocean Dr.	Traffic violations/Fail-to-Yield to Police/Aggravated Battery on LEO/Fleeing and Eluding 10-2005-004904 Observed vehicle being operated recklessly on A1A (N/B). Vehicle failed to stop and fled area. Vehicle was re- acquired at 200 SE 19 Ave and intentionally rammed a marked BSO unit.

		Vehicle was pursued into Boca Raton and subsequently crashed at Spanish River and Dixie Hwy. W/F driver taken into custody for multiple for above indicated violations (at top). Suspect vehicle was totaled in crash and towed from scene. No other parties were injured nor did anyone require medical treatment.
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CATEGORY	TOTAL
Fights / Disorderly Conduct	0
Parking citations	0
Business Checks	10
Citizen contacts	100+
F.I. Cards	1
Back ups	0
A.O.A.	0
P/C forms	1
Event Reports	1
Moving Citations	3
Non Moving Citations	0
NTA's:	0
Arrests:	1
Trespass	0
Foot Patrol	2

Deerfield Beach CRA detail

Permit # 61545/Invoice # 2044117

Date: 05/28- 05/29 2020

Supervisor: N/A

Deputy: **Lt. Adam Hofstein CCN 7220**

Times worked: **1900-0100**

TIME	LOCATION	INCIDENT & CASE NUMBER
1930-2010	CRA Sullivan Park Cove Marina	On-duty Foot patrol Park/docks/Stairs/bridge/under-bridge pathway/Cove Marina Bikes on bridge sidewalk enforcement – (5) violations observed - warning/education to local residents
2010-2109	CRA bridge	On-viewed a minor traffic crash on the bridge Assisted motorist and responding deputy
2000-2045	CRA Beach Area Pier Boardwalk North/south	Cleared beach for closing at sunset
2045-2130	CRA beach area S-curve businesses and restaurants	Foot patrol /business checks
2131-2141	CRA Beach Area Boardwalk	Band of approximately one dozen juvenile bicyclists causing a disturbance on the S-curve Spoke with them and they went on their way in a peaceful manner 10-2005-004441

2145-2224	CRA Beach Boardwalk South	Foot patrol
2224-2230	CRA 100 S Ocean Way	Backed up deputy for a suspicious person appeared to be in duress – everything ok
2230-2330	CRA	Area check-patrol of boardwalk/main beach lot/businesses
2330-2350	CRA E Hills corridor	Publix plaza/Hills businesses/Cove Marina-plaza
2355-1225	CRA Sullivan Park	Foot Patrol/area check
1224-0034	CRA Hillsboro Beach	Traffic enforcement
0034-0049	CRA	Traffic stop – during which the target vehicle ran out of gas Verbal warning and they were able to start vehicle and make it to nearby gas station
0050-0100	CRA Beach area	Area check/patrol/ North beach/KCP/pier/boardwalk north and south Off duty

CATEGORY	TOTAL
Fights / Disorderly Conduct	0
Parking citations	0
Business Checks	23
Citizen contacts	55

Deerfield Beach C R A detail

Date: July/2020 Report completed by Sgt. Doriot CCN 6521

Deputies worked the CRA for a total of **13** shifts, which came to 84 hours of detail coverage for the month of **July/2020**. Deputies concentrated their focus on the Deerfield Beach Pier, Sullivan Park, the Cove Businesses, Publix parking lot, beach businesses, construction areas, and the residential areas in the CRA boundary.

Research has shown that with extra deputies on patrol deters crime, when deputies engage the public in dialogue. The extra patrol reduces crime and disturbance incidents compared to areas that do not have the extra patrol. Foot patrols also have a positive impact on the public confidence as well as reducing crime. The foot patrol presence also demonstrates to the public that the department focusing on crime prevention and improving public confidence.

CATEGORY	TOTAL
Fights / Disturbance	
Business Checks	103
Citizen contacts	171
F.I. Cards	
Back ups	10
P/C forms	
Event Reports	
Moving Citations	
Non Moving Citations	
NTA's:	
Arrests:	
Trespass	
Foot Patrols	48
Parking Citations	2

Deerfield Beach CRA detail

Date: 07/04/2020

Supervisor: Sgt. Washington

Deputy: J. Sosa Jr, CCN 19097

Times worked: **2000-0200**

[illegible]

CATEGORY	TOTAL
Fights / Disorderly Conduct	0
Parking citations	0
Business Checks	2
Citizen contacts	0
F.I. Cards	0
Back ups	0
A.O.A.	0
P/C forms	0
Event Reports	0
Moving Citations	0
Non Moving Citations	0
NTA's:	0
Arrests:	0
Trespass	0
Foot Patrol	5

Deerfield Beach CRA detail

Date: July 4, 2020

Supervisor: Sgt. DORiot

Deputy: Williams. CCN #8131

Times worked: 10am - 6pm

TIME	LOCATION	INCIDENT & CASE NUMBER
1000	THE COVE PLAZA	BUSINESS / AREA CHECK OF THE PLAZA.
		ASSIST CITIZENS (2) WITH QUESTIONS.
1050	SULLIVAN PARK	10-2007-000534 * PWT* FOOT
		PATROL IN PARK... INTERACTED WITH (6) CITIZENS.
1145	THE PIER	SECURITY CHECK OF PIER AREA
1210	BEACH PARKING	VEHICLE PATROL OF BEACH PARKING LOTS. Did
		ASSIST (1) CITIZEN WITH A PARKING CONCERN.
1230	THE COVE PLAZA	10-2007-000546 * PWT* FOOT PATROL
		BUSINESS CHECKS CONDUCTED.
1335	SULLIVAN PARK	FOOT PATROL IN PARK.... RESTROOM CHECKS
		CONDUCTED. ASSIST (4) CITIZENS RE: PARKING
		AND FISHING QUESTIONS. ASSIST (1) CITIZEN WITH
		HIS DISABLED VEHICLE.
1500	BEACH PARKING	FOOT PATROL CONDUCTED IN PARKING AREAS.
1530	THE PIER	10-2007-000550 * PWT* FOOT PATROL
		AT THE PIER.... SPOKE WITH STAFF... SHE
		ADVISED THAT ALL WAS OKAY.

Deerfield Beach CRA detail

Date: July 4, 2020

Supervisor: Sgt. DOHIO

Deputy: Williams, J. CCN #8131

Times worked: 10 am - 6 pm

TIME	LOCATION	INCIDENT & CASE NUMBER
1600	THE COVE PLAZA	BUSINESS / AREA CHECK CONDUCTED... FOOT
		PATROL IN THE PLAZA AREA.
1700	SULLIVAN PARK	VEHICLE PATROL OF THE PARKING LOT
		MONITORING CITIZENS IN THE PARK.
1735	BEACH PARKING	SECURITY CHECK OF CITY PARKING AREAS
		CONDUCTED.
1800		END OF SHIFT.

CATEGORY	TOTAL
Fights / Disorderly Conduct	
Parking citations	
Business Checks	3
Citizen contacts	14
F.I. Cards	
Back ups	
A.O.A.	
P/C forms	
Event Reports	
Moving Citations	
Non Moving Citations	
NTA's:	
Arrests:	
Trespass	
Foot Patrol	6

Deerfield Beach CRA detail

Date: July 5, 2020

Supervisor: Sgt. DORIO

Deputy: Williams, J. CCN #8131

Times worked: 10am - 6pm

TIME	LOCATION	INCIDENT & CASE NUMBER
1000	Sullivan Park	10-2007-000689 * PWT* FOOT PATROL IN THE PARK.... MONITORING CITIZENS IN PARK.
1105	THE COVE PLAZA	BUSINESS / AREA CHECK CONDUCTED. VEHICLE PATROL OF PLAZA PARKING LOTS.
1200	THE BRIDGE	10-2007-000698 * PWT* EDUCATING THE BICYCLE RIDERS TO WASH THEIR BICYCLES ACROSS THE BRIDGE.... (7 TOTAL BICYCLE RIDERS).
1230	BEACH PARKING	10-2007-000701 * PWT* PARKING GARAGE FOOT PATROL CONDUCTED.... MAIN BEACH PARKING LOT VEHICLE PATROL... NORTH ARE PARKING LOT.
1400	Sullivan Park	SECURITY CHECK OF PARK.... RESTROOM CHECKS CONDUCTED.... (13) CITIZEN CONTACTS IN PARK.... FOOT PATROL IN THE PARK... MONITORING CITIZENS
1500	THE COVE PLAZA	10-2007-000719 * PWT* FOOT PATROL IN THE PLAZA.... BUSINESS / AREA CHECKS CONDUCTED.
1605	THE PIER	SECURITY CHECK OF THE PIER AND SURROUNDING AREAS.... RESTROOM CHECKS CONDUCTED. FOOT

Deerfield Beach CRA detail

Date: July 5, 2020

Supervisor: Sgt. DORIO

Deputy: Williams, J. CCN # 8131

Times worked: 10am - 6pm

TIME	LOCATION	INCIDENT & CASE NUMBER
	THE PIER	PATROL conducted.... Spoke with pier staff
		stated all was okay.... Monitoring citizens
		as they are fishing. ID-2007-000733 PINT*
1700	BEACH PARKING	Security check of all beach parking lots
1745	THE COVE PLAZA	Patrol of area Business checks conducted
		(6) CITIZEN CONTACTS.... Monitoring citizens
		in the plaza area.
1800		End Of Shift.

Deerfield Beach CRA detail

Date: 07/11/2020

Supervisor: Sgt. Doriot

Deputy: **Spehr, CCN 18694**

Times worked: **10:00AM – 6:00PM**

TIME	LOCATION	INCIDENT & CASE NUMBER
10:00AM	Sullivan Park	PWT 10-2007-001569
11:00AM	Beach Broadwalk	Broadwalk check
11:30AM	Main Beach Parking lot	Area check
12:15PM	SE 19 th Ave Park	Area Check
1:15PM	Publix Plaza	Civil call 10-2007-001584
1:30PM	Cove Neighborhood	Area Check
2:00PM	Publix Plaza	Business/ Area checks
2:30PM	Sullivan Park	Area Check
2:50PM	The Pier	PWT 10-2007-001604
3:15PM	Beach Broadwalk	Broadwalk Check
3:45PM	Beach Parking lots. & Broadwalk	Area checks

CATEGORY	TOTAL
Fights / Disorderly Conduct	
Parking citations	
Business Checks	30
Citizen contacts	35
F.I. Cards	
Back ups	
A.O.A.	
P/C forms	
Event Reports	
Moving Citations	
Non Moving Citations	
NTA's:	
Arrests:	
Trespass	
Foot Patrol	2

Deerfield Beach CRA detail1

Date: 07/10/2020 -07/11/2020

Supervisor: Sgt. Haigler

Deputy: Colin Hoppes, CCN 18631

Times worked: 2100-0300

[illegible]

Deerfield Beach CRA detail1

Date: JULY 12, 2020

Supervisor: Sgt. DORIO

Deputy: Your Name, CCN#8131
WILLIAM

Times worked: 10 am - 6 pm

TIME	LOCATION	INCIDENT & CASE NUMBER
1000	SULLIVAN PARK	* PWT* 10-2007-001734 FOOT PATROL IN THE PARK... CITIZEN CONTACTS (8) INDIVIDUALS FISHING AND PADDLE BOARD ACTIVITY.
1110	THE COVE PLAZA	VEHICLE PATROL OF THE PARKING LOTS... BUSINESS / AREA CHECK CONDUCTED. ASSIST ELDERLY COUPLE WITH QUESTIONS... (2 TOTAL)
1200	THE PIER	FOOT PATROL OF PIER AREA... BUSINESS CHECK AT ADJACENT RESTAURANTS... MET WITH CITY EMPLOYEES... ADVISED ALL WAS OKAY.
1215	BACK-UP "TRAFFIC"	BACK UP ON TRAFFIC STOP 2000 EAST HILLSBORO BLVD WITH IOBI (DEPUTY BROWNELL).
1230	BEACH PARKING	VEHICLE PATROL / SECURITY CHECK OF PARKING LOTS * PWT* 10-2007-001741 FOOT
1350	SULLIVAN PARK	PATROL IN MAIN BEACH PARKING LOT. FOOT PATROL IN THE PARKING GARAGE (5 FLOORS) FOOT PATROL IN THE PARKING RESTROOM CHECKS CONDUCTED. INTERACT WITH FAMILY FISHING (6 TOTAL)... QUESTIONS ABOUT SWIMMING OFF THE BOAT RAMP... EXPLAINED THE DANGERS AND DIRECTED THEM TO THE "BEACH".
1445	THE COVE PLAZA	* PWT* 10-2007-001749 FOOT PATROL IN THE PLAZA... EXCITED 4 YR OLD WANTED TO LOOK AT THE POLICE CAR - I GAVE HIM A JR. DEPUTY STICKER. INTERACTED WITH CITIZENS (4 TOTAL)
1530	BEACH PARKING "BACK UP"	VEHICLE PATROL OF PARKING LOTS... DID A BACK UP WITH DEPUTY BROWNELL... VICTIM'S SIDE WINDOW WAS SMASHED... D/L AND BANK CARD TAKEN
1615	THE PIER	SECURITY CHECK OF THE AREA... BUSINESS CHECKS
1700	SULLIVAN PARK	FOOT PATROL IN THE PARK... VEHICLE PATROL OF THE PARKING LOTS.
1730	THE COVE PLAZA	BUSINESS CHECKS / AREA CHECK CONDUCTED
1800		END OF SHIFT

CATEGORY	TOTAL
Fights / Disorderly Conduct	
Parking citations	
Business Checks	4
Citizen contacts	20
F.I. Cards	
Back ups	2
A.O.A.	
P/C forms	
Event Reports	
Moving Citations	
Non Moving Citations	
NTA's:	
Arrests:	
Trespass	
Foot Patrol	7

Deerfield Beach CRA detail1

Date: 07/11 -07/12/2020

Supervisor: Sgt. Haigler

Deputy: Colin Hoppes, CCN 18631

Times worked: 2130-0330

[illegible]

[illegible]

Deerfield Beach CRA detail

Date: 07/12/2020

Supervisor: Sgt. Measel

Deputy: **D.Russell; 19678**

Times worked: **7:00pm-1:00am**

Detail Invoice #2015579

TIME	LOCATION	INCIDENT & CASE NUMBER
1921hrs	Sullivan Park	Park, Walk and Talk
2027hrs	Deerfield Pier	Park, Walk and Talk
2114hrs	The cove plaza	Area Check; Park, Walk and Talk
2227hrs	Sullivan Park	Area Check
2337hrs	Deerfield Pier	Area Check
0022hrs	The cove plaza	Area Check
0100hrs	-----	-----

CATEGORY	TOTAL
Fights / Disorderly Conduct	
Parking citations	
Business Checks	
Citizen contacts	
F.I. Cards	
Back ups	1
A.O.A.	
P/C forms	
Event Reports	
Moving Citations	
Non Moving Citations	
NTA's:	
Arrests:	
Trespass	
Foot Patrol	5

Deerfield Beach CRA detail1

Date: 07/17/2020 -07/18/2020

Supervisor: Sgt. Haigler

Deputy: **Colin Hoppes, CCN 18631**

Times worked: 2100-0300

[illegible]

Deerfield Beach CRA detail1

Date: 07/18/2020 -07/19/2020

Supervisor: Sgt. Haigler

Deputy: **Colin Hoppes, CCN 18631**

Times worked: 2130-0330

[illegible]

Deerfield Beach CRA detail

Date: 07/18/2020

Supervisor: Sgt. Doriot

Deputy: **K. Spehr 18694**

Times worked: **10:00AM – 6:00PM**

TIME	LOCATION	INCIDENT & CASE NUMBER
10:25AM	Beach pier	PWT
11:00AM	Broadwalk/ Beach	Area Check
11:30AM	Cove Plaza	Parking lot/ Area Check
12:00AM	Sullivan Park	Parking lot/ Park Check
12:15PM	Publix plaza	Area/ business checks
1:00PM	Cove Neighborhood	Area Check
2:00PM	Deerfield Island businesses	Area/ Parking checks
2:30PM	SE 19 th Ave Park	Area check/ PWT
3:00PM	LA Fitness	Back up Deputy to a call
4:08PM	Back up call	Back up Deputy to a call
5:15PM	Cove neighborhood	Area checks
6:00PM	10-7	

CATEGORY		TOTAL
Fights / Disorderly Conduct		
Parking citations		
Business Checks		40
Citizen contacts		35
F.I. Cards		
Back ups		2
A.O.A.		
P/C forms		
Event Reports		
Moving Citations		
Non Moving Citations		
NTA's:		
Arrests:		
Trespass		
Foot Patrol		2

Deerfield Beach CRA detail1

Date: JULY 19, 2020

Supervisor: Sgt. DOHRT

Deputy: **Your Name**, CCN **8131**
WILLIAMS

Times worked: 10 am - 6 pm

[illegible]

CATEGORY	TOTAL
Fights / Disorderly Conduct	
Parking citations	
Business Checks	4
Citizen contacts	8
F.I. Cards	
Back ups	
A.O.A.	
P/C forms	
Event Reports	
Moving Citations	
Non Moving Citations	
NTA's:	
Arrests:	
Trespass	
Foot Patrol	5

Deerfield Beach CRA detail

Date: 07/19/2020

Supervisor: Sgt. Measel

Deputy: **J. Sosa Jr, CCN 19097**

Times worked: 2000-0200

TIME	LOCATION	INCIDENT & CASE NUMBER
2145	Sullivan Park	Area check/ PWT #10-2007-002902
2200	The Cove Shopping	Area check/PWT #10-2007-002905
2320	Sullivan Park	Area check/PWT #10-2007-002915
0100	The Cove Shopping	Area Check #10-2007-002922
0120	Deerfield Pier	Area Check#10-2007-002926

CATEGORY	TOTAL
Fights / Disorderly Conduct	0
Parking citations	0
Business Checks	2
Citizen contacts	0
F.I. Cards	0
Back ups	1
A.O.A.	0
P/C forms	0
Event Reports	0
Moving Citations	0
Non Moving Citations	0
NTA's:	0
Arrests:	0
Trespass	0
Foot Patrol	0



City of Deerfield Beach

150 NE 2nd Ave
Deerfield Beach, FL
33441
954-480-4200

Face Sheet

File Number: I.D. 2020-516

Agenda Date: 8/11/2020

Status: Administration Comments

In Control: Community Redevelopment
Agency (CRA)

Title

Change Order Report for June and July 2020

Recommended Action

Informational purposes only

Current Activity

In an effort to maintain transparency, the CRA Director presents change orders to the CRA Board of Directors

**Deerfield Beach
Community Redevelopment Agency
Monthly Change Order Report**

6/30/2020

As per CRA Resolution 2011-011

Change Orders

Date	Project	Expenditure Description	Amount
6/8/2020	Kirk Cottrell Pavilion	CO #14-Demo buried concrete stairs and wall	\$4,285.58
6/12/2020	Kirk Cottrell Pavilion	CO #13-Coronavirus delays	60 Days
6/19/2020	A1A Crosswalk Improvements SE 2nd & NE 7th Sts.	CO #3-Additional sidewalk replacement	\$500.00

**Deerfield Beach
Community Redevelopment Agency
Monthly Change Order Report**

7/31/2020

As per CRA Resolution 2011-011

Change Orders

Date	Project	Expenditure Description	Amount
7/22/2020	Kirk Cottrell Pavilion	CO#18- Plumbing and fixture upgrades at the Kirk Cottrell Pavilion	\$13,329.60