

**HOMELAND DEFENSE/  
NEIGHBORHOOD IMPROVEMENT  
BOND OVERSIGHT BOARD  
AGENDA**

**1/22/03 - 6:00 P.M.  
CITY OF MIAMI, 10<sup>TH</sup> Floor  
Miami Riverside Center  
Main Conference Room  
MIAMI, FLORIDA 33130**

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- I. APPROVAL OF THE MINUTES OF THE MEETING OF DECEMBER 10, 2002.
  
- II. **NEW BUSINESS:**
  - A. JANET PALACINO ADDRESSES THE BOARD.
  
  - B. AUDIT COMMITTEE REPORT.
    - Consultant Services for FEC Corridor Regulating Plan.
    - FEC Corridor Improvements.
    - Land Acquisition located at 243 NE 61 St., 244 NE 62 St., 253 NE 61 St., 265-71 NE 59 Terr. in connection with Little Haiti Park.
    - Margaret Pace Park.
    - Athalie Range Mini Park #1 (Domino Park)
  
  - C. SCHEDULE FUTURE BOARD MEETINGS. (Dates and locations)
  
- III. **CHAIRPERSON'S OPEN AGENDA.**
  - A. BOARD ANNUAL REPORT.
  
- IV. **ADDITIONAL ITEMS.**

**HOMELAND DEFENSE/  
NEIGHBORHOOD IMPROVEMENT  
BOND OVERSIGHT BOARD  
MINUTES**

**12/10/02 - 6:00 P.M.  
The Doubletree Grand Hotel  
Grand Ballroom  
1717 N. Bayshore Dr.  
MIAMI, FLORIDA**

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The meeting was called to order at 6:26 p.m., with the following members present:

Sonny Armbrister  
Luis Cabrera (entered at 6:40 p.m.)  
Ringo Cayard (entered at 6:27 p.m.)  
Mariano Cruz  
Robert Flanders (Chairperson)  
Julie Grimes  
David E. Marko  
Gary Reshefsky (entered at 6:32 p.m.)  
Jami Reyes  
Manolo Reyes  
Louis de Rosa  
Larry M. Spring

Absent: Rolando Aedo  
Marvin Dunn  
Milagros Loyal

**I. APPROVAL OF THE MINUTES OF THE MEETING OF NOVEMBER 12, 2002.**

HD/NIB MOTION 02-33

A MOTION TO APPROVE THE MINUTES OF THE NOVEMBER 12, 2002 MEETING OF THE HOMELAND DEFENSE/NEIGHBORHOOD IMPROVEMENT BOND OVERSIGHT BOARD.

MOVED: L. de ROSA  
SECONDED: M. CRUZ  
ABSENT: R. AEDO; L. CABRERA; R. CAYARD;  
M. DUNN; M. LOYAL; G. RESHEFSKY

Note for the Record: Motion passed by unanimous vote of all Board Members present.

**II. OLD BUSINESS:**

**A. DISCUSS THE POSSIBILITY OF VIDEO TAPING FUTURE BOARD MEETINGS FOR AIRING ON THE CITY'S TV STATION.**

\* Report by Board Member Jami Reyes. Board Member Reyes met with the City's Communications Department to discuss the possibility of video taping board meetings on a quarterly basis. The previous consensus of the Board was that the Board is not yet ready to air meetings. When the decision to begin airing the board meetings is reached, Ms. Reyes should be involved with the editing process. Chairman Flanders agreed with the idea of video taping some of the board meetings to give the public an idea of the Board's accomplishments and to gain support from the public. He also suggested that video taping of the meetings should commence in March 2003. Board Member Cruz suggested that meetings to be video taped should be held at City Hall. Chairman Flanders suggested that Board Member Reyes should confer with CIP Director Janet Palacino before making a decision to begin airing of board meetings, to determine whether enough substantive projects are available to report on.

### III. NEW BUSINESS:

#### A. PRESENTATION ON BOND SALE PROCEDURE BY ROBERT NACHLINGER.

\* Assistant City Manager Nachlinger reported to the Board that after a six-year hiatus from the bond market -- since the inception of the City's financial emergency in late 1996 -- the City, in approximately March 2002 re-entered the bond market. Assistant City Manager Nachlinger provided the Board Members with one of the official statements for the general obligation bond issue that the Board is dealing with, and reviewed the process for issuance of bonds. Prior to re-entering the bond market, the City went out for an RFP to employ financial advisors for the City. Three firms were employed. The firms are serving in a rotation on all of the City's bond issues and also advising the City on other financial matters. The City also employed a team of underwriters to sell the bonds that the City would be issuing. A blue ribbon selection committee evaluated several proposals and selected six firms to represent the City in the sale of bonds. Prior to getting a bond issue passed, the City Attorney's Office employed both a bond counsel firm and a disclosure counsel firm for the City. After all consultants were employed, the City began working on the bond issue. Among the documents provided to the Board Members were reports from the rating agencies who reviewed the City's credit. The City's bonds are insured, rated AAA.

\* Chairman Flanders addressed the incident between the City and Solomon Brothers. The City suffered a two hundred sixty thousand dollar loss due to this incident. Upon speaking with Linda Haskins, of the Mayor's Office, she explained to Chairman Flanders that the legal cost in pursuing Solomon Brothers was almost a wash. Assistant City Manager Nachlinger informed the Board that it would have cost approximately four to five hundred thousand dollars to pursue an action against Smith Barney. In order to avoid such incidents in the future, the City will be including in its bond

purchase agreements provisions under which an underwriter may/may not withdraw from a transaction.

\* Assistant City Manager Nachlinger informed the Board of the amount of bonds that were sold, explaining that some of the bonds were issued at a premium. The net proceeds that were actually put in the bank after satisfying closing costs, et cetera, was approximately one hundred fifty-five million dollars.

\* Board Member Manolo Reyes inquired as to what interest rate the bonds were sold at, to which Assistant City Manager Nachlinger replied that the overall total interest cost, including all fees, et cetera, was “four-ninety-seven.”

\* Assistant City Manager Nachlinger explained that the bonds were rated AAA because of the bond insurance but the City’s underlying credit rating is BAA.

\* Board Member Cayard inquired as to whether there were any changes in the twenty-eight million plus surplus dollars or unallocated dollars. CIP Director Palacino reported that no changes had occurred, the funds are still unallocated and it is a subject that each City Commissioner will have to address, and the funds will probably be addressed as projects for which dollars are needed are identified. Board Member Cayard also inquired as to whether the unallocated funds mentioned are accruing interest on a daily basis. Assistant City Manager Nachlinger explained to the Board that at present, interest income on the bonds is being held in the capital improvements fund, which ultimately will be available for the City Commission and this Board to review and to allocate. The present interest rate is at about three percent, which translates into approximately four and a half million dollars per year. Board Member Cayard inquired as to how funds are disbursed, to which CIP Director Palacino replied that some guidelines are already in place, and additional guidelines are being established within the CIP Department. She reviewed the existing general guidelines with the Board.

\* Assistant City Manager Nachlinger explained that when the City pursues a construction contract, a performance bond is required in the contract, so if the contractor fails to complete work or abandons work, the City would then approach the bonding company to complete the job. This is being done to avoid future Smith Barney type incidents. He also explained to the Board that the transaction which Smith Barney withdrew from had nothing to do with this Board. It was a refunding transaction of some existing debt and did not have any effect at all on the funds for the Homeland Defense/Neighborhood Improvement bond.

\* Chairman Flanders reminded the Board that every dollar of the two hundred and fifty million dollar bond issue, as well as the interest accrued is over-subscribed to the point of two to one. CIP Director Palacino will be providing the Board with a progress report on every dollar expended on every CIP project.

\* Board Member Cruz related to the Board that approximately a year ago, there was something in the newspapers about the City finding forty-eight million dollars of bond funds that had not been used, and many people did not understand that Finance Ms. Haskins appropriated the funds to the general budget. The monies were allocated, but were not used or implemented. He voiced a concern as to whether there would be any chance of that process repeating itself.

\* Chairman Flanders replied that the Board is not just dealing with two hundred and fifty-million dollars, but will actually be dealing with approximately half a billion dollars, and the monies Board Member Cruz referred to have been added to the pot. In the past, the City took some Federal monies, used them for projects which they weren't intended for and appropriated them to the general fund to pay salaries. The Federal Government required that the City re-route those monies back into capital improvement projects, and the City has complied.

\* Board Member Spring inquired as to whether the Board would also receive reports on how funds are invested while

waiting to be spent, i.e. investment strategy, short- and long-term.

\* Finance Director Scott Simpson reported to the Board on the very conservative, fundamental investment policies related to debt management, investment and financial integrity adopted by the City, and to the extent that the Board would want these reports, they are included in a monthly report published by the Finance Department for all financial matters and can be provided to the Board.

#### B. AUDIT COMMITTEE REPORT.

\* Report by Board Member Gary Reshefsky. The Audit Committee decided to schedule another meeting to discuss issues related to Margaret Pace Park and other park projects that may or may not be run by the CRA (Community Redevelopment Agency).

\* Board Member Julie Grimes requested an accounting on the Pace Park Project and that will be discussed at the next Audit Committee meeting. All interested parties, including The CRA were welcomed to attend the next scheduled Audit Committee meeting

\* The Audit Committee met with Ed Blanco, Projects Supervisor of the Parks & Recreation Department to discuss endorsement of three projects which the Committee reviewed, and a packet regarding same was sent to each Board Member. The projects under consideration are as follows:

\* (1) Roberto Clemente Park Water Sports Playground Project.

The Roberto Clemente Park was allocated one point one million dollars in the bond.

\* Board Member Reshefsky reported that this project would require fifty thousand dollars from the bond and would be matched by fifty thousand dollars from the Miami-Dade County Safe Neighborhood Parks Bond Program, representing a 50/50 match for a one hundred thousand dollar project which is expected to be built very soon on a State contract.

\* Mr. Blanco addressed the Board and further explained that the Roberto Clemente Park Project would require a fifty thousand dollar allocation from the Safe Neighborhood Parks Bond and a one hundred thousand dollar allocation from the Homeland Defense/Neighborhood Improvement Bond Program, for a total of one hundred and fifty thousand dollars. Mr. Blanco described the project as a water sports playground, as opposed to a park. He explained the difference between a park and a water sports playground. A park would include many more amenities than a water sports playground, which basically entails water slides. The water sports playground is to be located within the existing park.

\* Board Member Reshefsky indicated that the Audit Committee unanimously voted to recommend approval of this project, and that the project should be ADA (Americans with Disabilities Act) compliant. The Committee was informed by the Parks Department that the project would be ADA compliant. Board Member Marko voiced a concern that the project should be accessible to both visually impaired and mobility impaired individuals.

\* Mr. Blanco informed the Board that he was unsure as to what degree this project would be ADA accessible.



\* Board Member Manolo Reyes inquired as to the cost of maintaining the project, and whether or not the Parks Department had incorporated maintenance cost for this project into its budget.

\* Mr. Blanco answered that, yes, maintenance cost had been incorporated into the Parks budget, and it will cost approximately five thousand dollars the first year to operate the project. The funds to operate the water sports playground will come from the Parks operation budget of the general fund.

\* Board Member Reshefsky reported to the Board that the Audit Committee requested of the Parks Department that for any future projects submitted for consideration by this Board, an estimate of what it would cost to operate, maintain and have security for said project should be provided.

\* Chairman Flanders reiterated that there are bond funds earmarked for Roberto Clemente Park and this project would use about one tenth of the funds, the project has a matching grant, and if the Board approves the project, the recommendation would be forwarded to the City Commission with the proviso that a line item appear in the Parks Department budget next year to ensure that it is provided for, because at present, no such line item exists. It is the hope of the Audit Committee that every project the Board approves will go to the City Commission with a line item provision. The Parks Department has agreed to keep a running tab on every project that has been approved regarding the cost of maintenance and programming.

\* (2) Moore Park Playground Equipment Project.

One point one million dollars of bond funds are earmarked for Moore Park. This park is in desperate need of playground equipment. The Parks Department desires to

expend one hundred twenty thousand dollars of bond funds to procure playground equipment for Moore Park.

\* Board Member Armbrister inquired as to resurfacing the track at Moore Park as well as procuring playground equipment.

\* Mr. Blanco indicated that the Parks Department will approach the Board concerning the resurfacing of the track at Moore Park once bids for the project have been received.

\* Board Member Grimes raised a concern as to whether the Parks Department would be coming forward with a prioritized list of projects to be presented to the Board and whether, as to some of the projects to be considered, the Board would be taking retroactive action.

\* Board Member Reshefsky informed the Board that per Mr. Blanco, the water sports playground project emanated from Commissioner Winton's Office.

\* (3) Bryan Park Tennis Court Project

Twenty-one thousand, three hundred fifty-eight dollars of bond funds have been earmarked for Bryan Park, of which sixty-eight thousand dollars would be required to convert a basketball court to a tennis court. Tennis is becoming very popular in the neighborhood of Bryan Park, and Commissioner Regalado is in support of this initiative.

\* The Audit Committee recommended that Board endorsement of this project be conditioned upon a report from the Parks Department as to why it is pursuing this project. Board Member Reshefsky received a satisfactory explanation from Parks Director Albert Ruder as to why this project is being pursued.

\* The Audit Committee recommended Board approval of all three projects submitted by the Parks Department, as outlined above.

HD/NIB MOTION 02-34

A MOTION TO ADOPT THE SUGGESTION OF THE AUDIT COMMITTEE THAT THE HOMELAND DEFENSE/NEIGHBORHOOD IMPROVEMENT BOND OVERSIGHT BOARD RECOMMEND TO THE CITY COMMISSION APPROVAL OF ALLOCATION OF FUNDS FOR PROJECTS SUBMITTED TO THE BOARD BY THE PARKS DEPARTMENT, INCLUDING THE ROBERTO CLEMENTE PARK WATER SPORTS PLAYGROUND PROJECT, THE MOORE PARK PLAYGROUND EQUIPMENT PROJECT AND THE BRYAN PARK TENNIS COURT PROJECT; FURTHER, THAT FUNDING FOR MAINTENANCE OF EACH PROJECT BE IDENTIFIED AND SET ASIDE BY THE CITY COMMISSION.

MOVED: M. REYES  
SECONDED: L. de ROSA  
ABSENT: R. AEDO; M. DUNN; M. LOYAL

Note for the Record: The motion was passed by unanimous vote of all Board Members present.

HD/NIB MOTION 02-35

A MOTION REQUIRING AS STANDARD PROCEDURE THAT ALL FUTURE REQUESTS FOR ENDORSEMENT, APPROVAL, OR RECOMMENDATION OF FUNDING OF CIP PROJECTS BY THE HOMELAND DEFENSE/NEIGHBORHOOD IMPROVEMENT BOND OVERSIGHT BOARD BE ACCOMPANIED BY AN ESTIMATED BUDGET LINE ITEM FOR OPERATION AND MAINTENANCE OF SAME.

MOVED: G. RESHEFSKY

SECONDED: M. REYES  
ABSENT: R. AEDO; M. DUNN; M. LOYAL

Note for the Record: The motion was passed by unanimous vote of all Board Members present.

\* A discussion was had concerning whether the Board should establish as standard operating procedure the requirement that if an approved project is valued at one hundred fifty thousand dollars or less, the project should be completed within a six-month period and if an approved project is valued at one hundred fifty thousand dollars or more, the project should be completed within a one-year time period. CIP Director Palacino suggested that project design should be addressed separately when considering completion time for projects. Board Member Reshefsky suggested that time limitations should be established for equipment purchases. CIP Director Palacino indicated that establishing time limits would depend on the specific project being considered at any given point in time. However, on a project-by-project basis, the CIP Department will develop schedules that include planning, design, bidding, construction, permitting, et cetera, and the Department will be providing quarterly reports to the Board on all projects.

\* Discussion on the concept of the Parks Advisory Committee was deferred.

C. SCHEDULE FUTURE BOARD MEETINGS. (Dates and locations)

HD/NIB MOTION 02-37

MOTION TO HOLD THE NEXT MEETING OF THE HOMELAND DEFENSE/NEIGHBORHOOD IMPROVEMENT BOND OVERSIGHT BOARD AT THE MIAMI RIVERSIDE CENTER (MRC), 10<sup>TH</sup> FLOOR MAIN CONFERENCE ROOM ON THURSDAY, JANUARY 16, 2003, COMMENCING AT 6 P.M. OR ON THE ALTERNATIVE DATE OF WEDNESDAY, JANUARY 22, 2003, AT THE AFOREMENTIONED TIME AND PLACE.

MOVED: J. GRIMES  
SECONDED: L. SPRING  
ABSENT: R. AEDO; M. DUNN; M. LOYAL

Note for the Record: The motion was passed by unanimous vote of all Board Members present

IV. CHAIRPERSON'S OPEN AGENDA.

Item deferred

V. ADDITIONAL ITEMS.

Board Member Cruz raised concerns about the One Miami Project greenway issue which is to be discussed at the December 12, 2002 City Commission meeting. He inquired as to whether the funding for the project was coming from the bond issue or from the general fund.

CIP Director Palacino informed the Board that the developer of the One Miami Project requested that the City provide four million dollars-plus to improve City property in conjunction with this development. Dollars have been identified from the Homeland Defense Bond -- gateway funds in the amount of eight hundred thousand dollars; greenway funds in the amount of four hundred

thousand dollars; downtown infrastructure funds in the amount of two point nine million dollars.

\* Diane Johnson, Development Coordinator, Department of Real Estate & Economic Development reviewed the design phase of the One Miami Project and explained that this particular project is critical to the further development of downtown Miami. Any funding received from the bond issue will be supplanted by whatever grants the Department is able to receive for the project. The developer of the project is contributing funds for development of the greenway and will be maintaining it, as well.

\* Chairman Flanders inquired as to whether any grant monies were presently available for the project, whether monies were already allocated, what the budget impact on various departments would be as regards the cost of operating and maintaining the project, and what the anticipated completion date of the project is.

\* Ms. Johnson informed the Board that the related group would assume all costs for the operation and maintenance of the river walk and all public areas to the water's edge. As to matching grants, there are none presently in hand. The Department anticipates it will be two years before construction actually starts, which would allow for time to apply for and receive grant monies.

\* Jason Walker, Senior Staff Assistant of the Office of Commissioner Winton informed the Board by way of background that when the Commission approved the One Miami Project, representatives of the project requested that the Commission consider funding of the project.

\* Brett Bibeau, Assistant Director of the Miami River Commission (MRC) informed the Board that the MRC has been requested by the City Commission, through Resolution 00-320 to provide the City Commission with an advisory recommendation on any river-related project or river-related agenda item that the City Commission is to hear. Mr. Bibeau read into the record the MRC's advisory recommendation of approval of the One Miami Project, subject to strict adherence to the river walk design provisions, and that funding sources other than the Homeland Security and

Neighborhood Improvement Bond issue greenway and gateway line items be used for development of the greenway.

HD/NIB MOTION 02-36

MOTION TO RECOMMEND CITY COMMISSION APPROVAL OF THE ALLOCATION OF FUNDS FOR THE DEVELOPMENT OF THE ONE MIAMI PROJECT RIVER WALK.

MOVED: M. CRUZ  
SECONDED: L. de ROSA  
ABSTAINED: D. MARKO  
ABSENT: R. AEDO; M. DUNN; M. LOYAL;  
G. RESHEFSKY

Note for the Record: The motion was passed by unanimous vote of all Board Members present.

HD/NIB MOTION 02-38

MOTION TO ADJOURN TODAY'S MEETING.

MOVED: J. GRIMES  
SECONDED: J. REYES  
ABSENT: R. AEDO; M. DUNN; M. LOYAL;  
G. RESHEFSKY

Note for the Record: The motion was passed by unanimous vote of all Board Members present.

update to SOB



DEPARTMENT OF CAPITAL IMPROVEMENTS  
PROJECT OVERVIEW FORM

1. DATE: 1/22/03  
NAME OF PROJECT: FEC Corridor Initiatives  
INITIATING DEPARTMENT/DIVISION: Planning & Zoning / Economic Development  
INITIATING CONTACT PERSON/CONTACT NUMBER: Carmen Sanchez, Alejandra Argudin, Sarah Ingle  
C.I.P. DEPARTMENT CONTACT: \_\_\_\_\_  
RESOLUTION NUMBER: R-03-159 CIP/PROJECT NUMBER: 341157  
ADDITIONAL PROJECT NUMBER: \_\_\_\_\_  
(IF APPLICABLE)

2. BUDGETARY INFORMATION: Are funds budgeted?  YES  NO If yes,  
TOTAL DOLLAR AMOUNT: \$625,000.00 (\$125,000.00 was allocated by commission for the preparation of a regulating plan)  
SOURCE OF FUNDS: \$ Design District / FEC Corridor Initiatives  
ACCOUNT CODE(S): \_\_\_\_\_  
CIP # 341157

If grant funded, is there a City match requirement?  YES  NO  
AMOUNT: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_  
Are matching funds Budgeted?  YES  NO Account Code(s): \_\_\_\_\_  
Estimated Operations and Maintenance Budget \_\_\_\_\_

3. SCOPE OF PROJECT:  
Individuals / Departments who provided input: Carmen Sanchez, Alejandra Argudin, Sarah Ingle

DESCRIPTION OF PROJECT: Consultant Services for FEC Corridor regulating Plan, Financing, Marketing, and Transportation plans

Approved by Audit Committee?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_  
Approved by Bond Oversight Board?  YES  NO  N/A DATE APPROVED: 1/22/03  
Approved by Commission?  YES  NO  N/A DATE APPROVED: 2/13/03  
Revisions to Original Scope?  YES  NO (If YES see Item 5 below)  
Time Approval  6 months  12 months Date for next Oversight Board Update: 7.22.03

4. CONCEPTUAL COST ESTIMATE BREAKDOWN  
Has a conceptual cost estimate been developed based upon the initial established scope?  YES  NO If yes,  
DESIGN COST: \_\_\_\_\_  
CONSTRUCTION COST: \_\_\_\_\_  
Is conceptual estimate within project budget?  YES  NO  
If not, have additional funds been identified?  YES  NO  
Source(s) of additional funds: \_\_\_\_\_

Approved by Commission?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_  
Approved by Bond Oversight Board?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_

5. REVISIONS TO ORIGINAL SCOPE  
Individuals / Departments who provided input: \_\_\_\_\_

Justifications for change: \_\_\_\_\_

Description of change: \_\_\_\_\_

Fiscal Impact  YES  NO HOW MUCH? \_\_\_\_\_  
Have additional funds been identified?  YES  NO  
Source(s) of additional funds: \_\_\_\_\_

Time impact \_\_\_\_\_  
Approved by Commission?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_  
Approved by Bond Oversight Board?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_

6. COMMENTS:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

APPROVAL: Robert O. Furd DATE: 1/24/03  
BOND OVERSIGHT BOARD



RESOLUTIONS CONT'D

DEPARTMENT OF PLANNING

17. **RESOLUTION - (J-03-035) - (AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT)**

**AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT, IN SUBSTANTIALLY THE ATTACHED FORM, WITH THE FIRM OF DUANY, PLATER-ZYBERK AND COMPANY, SELECTED FROM THE APPROVED LIST OF TOWN PLANNING AND URBAN DESIGN FIRMS, TO PREPARE A REGULATING PLAN FOR THE FLORIDA EAST COAST CORRIDOR ("FEC CORRIDOR"); ALLOCATING FUNDS IN AN AMOUNT NOT TO EXCEED \$250,000 (\$125,000 FROM THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM INCOME AND \$125,000 FROM HOMELAND DEFENSE/NEIGHBORHOOD IMPROVEMENT BONDS FOR DESIGN DISTRICT/FEC CORRIDOR IMPROVEMENTS.)**

R-03-159  
MOVED: GONZÁLEZ  
SECONDED: SANCHEZ  
ABSENT: REGALADO, TEBBLE

MIAMI SPORTS AND EXHIBITION AUTHORITY

18. **RESOLUTION - (J-02-822) - (APPROVING THE MIAMI SPORTS AND EXHIBITION AUTHORITY'S PROPOSED OPERATING BUDGET)**

**APPROVING THE MIAMI SPORTS AND EXHIBITION AUTHORITY PROPOSED OPERATING BUDGET FOR FISCAL YEAR 2002-2003, ATTACHED AND INCORPORATED. (This item was deferred from the meetings of September 11, October 10, October 29, and November 19, continued from the meeting of December 12, 2002, January 9, and January 23, 2003)**

DEFERRED TO:  
2/27/03

The Honorable Mayor and Members  
Of the City Commission

Consultant Services for  
FEC Corridor Regulating Plan

City Manager/Chief Executive Officer

Resolution 02-19

**RECOMMENDATION**

It is respectfully recommended that the City Commission adopt the attached resolution authorizing the City Manager to enter into a Professional Services Agreement, in a form acceptable to the City Attorney, with the firm of Duany, Plater-Zyberk and Company, selected from the City's approved list of town planning and urban design firms, in an amount not to exceed \$250,000.00, to prepare a regulating plan for the FEC Corridor. Funds for this initiative have been identified from the following sources:

Community Development Block Grant Program Income Allocated through resolution 02-1120, adopted October 10, 2002	\$125,000.00
Limited General Obligation Bond Series 2002A Design District/FEC Corridor Improvements	<u>\$125,000.00</u>
Total amount	\$250,000.00

**BACKGROUND**

On June 13, 2002, the City Commission adopted the FEC Corridor Strategic Redevelopment Plan as a guiding tool for the future development and preservation of the Florida East Coast Railway (FEC) Corridor and directed the administration to commence major implementation initiatives.

Among these initiatives was the preparation of a regulating plan for the Corridor. This plan will establish development regulations for the Corridor and is the first of a series of initiatives recommended by the Strategic Redevelopment Plan.

**FISCAL IMPACT**

This item will not directly impact the City's budget as CDBG Program Income and CIP funds have been allocated for this activity.

DB/AGS/ADW/SWI

J-03-  
1/9/03

RESOLUTION NO. R-03-159

A RESOLUTION OF THE MIAMI CITY COMMISSION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT, IN A FORM ACCEPTABLE TO THE CITY ATTORNEY, WITH THE FIRM OF DUANY, PLATER-ZYBERK AND COMPANY, SELECTED FROM THE CITY'S APPROVED LIST OF TOWN PLANNING AND URBAN DESIGN FIRMS, IN AN AMOUNT NOT TO EXCEED \$250,000.00, TO PREPARE A REGULATING PLAN FOR THE FEC CORRIDOR; FUNDING IN THE AMOUNT OF \$125,000 IS AVAILABLE FROM COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM INCOME, ALLOCATED IN RESOLUTION 02-1129, ADOPTED OCTOBER 10, 2002, AND IN THE AMOUNT OF \$125,000 FROM HOMELAND DEFENSE/NEIGHBORHOOD IMPROVEMENT BONDS FOR DESIGN DISTRICT/FEC CORRIDOR IMPROVEMENTS, ALLOCATED BY THE CITY COMMISSION ON JANUARY 9, 2003.

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WHEREAS, the City of Miami (City) is desirous of fostering the revitalization of the Florida East Coast Railway Corridor (FEC Corridor); and

WHEREAS, the FEC Corridor Strategic Redevelopment Plan, adopted by the Miami City Commission on June 13, 2002, recommends preparation of a regulating plan for the FEC Corridor; and

WHEREAS, it has been determined that the firm of Duany, Plater-Zyberk and Company can prepare a regulating plan for the FEC Corridor and is on the City's approved list of town planning and urban design firms; and

WHEREAS, funding in the amount of \$250,000 is available for this effort, including \$125,000 from Community Development Block

Grant Program Income, allocated in resolution 02-1120, adopted October 10, 2002, and \$125,000 from Homeland Defense/Neighborhood Improvement Bonds for Design District/FEC Corridor Improvements, allocated by the City Commission on January 9, 2003;

BE IT RESOLVED BY THE COMMISSION OF THE CITY OF MIAMI, FLORIDA:

Section 1. The recitals and findings contained in the Preamble to this Resolution are hereby adopted by reference thereto and incorporated herein as if fully set forth in this Section.

Section 2. The City Manager is authorized<sup>1</sup> to enter into a professional services agreement, in a form acceptable to the City Attorney, with the firm of Duany, Plater-Zyberk and Company, selected from the City's approved list of town planning and urban design firms, in an amount not to exceed \$250,000.00, to prepare a regulating plan for the FEC Corridor; funding in the amount of \$125,000 is available from Community Development Block Grant Program Income, allocated in resolution 02-1120, adopted October 10, 2002, and in the amount of \$125,000 from Homeland Defense/Neighborhood Improvement Bonds for Design

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<sup>1</sup> The herein authorization is further subject to compliance with all requirements that may be imposed by the City Attorney, including but not limited to those prescribed by applicable provisions of the City Charter and Code.

District/FEC Corridor Improvements, allocated by the City Commission on January 9, 2003.

Section 3. This resolution shall become effective immediately upon its adoption and signature of the Mayor<sup>2</sup>.

PASSED AND ADOPTED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2003.

\_\_\_\_\_  
MANUEL A. DIAZ, MAYOR

ATTEST:

\_\_\_\_\_  
PRISCILLA A. THOMPSON, CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:

\_\_\_\_\_  
ALEJANDRO VILARELLO  
CITY ATTORNEY

<sup>2</sup> If the Mayor does not sign this Resolution, it shall become effective at the end of ten calendar days from the date it was passed and adopted. If the Mayor vetoes this Resolution, it shall become effective immediately upon override of the veto by the City Commission.

**INTER-OFFICE MEMORANDUM**

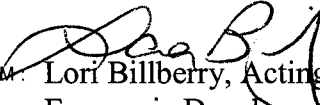
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TO: Chair and Members of the Audit Committee  
Homeland Defense Neighborhood Improvement Bond  
Oversight Board

DATE: January 15, 2003

FILE:

SUBJECT: Authorization for Use of HDNIB funds

FROM:  Lori Billberry, Acting Director  
Economic Development

REFERENCES:

ENCLOSURES: Supporting Documentation

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**RECOMMENDATION**

It is respectfully recommended that the, Homeland Defense Neighborhood Improvement Bond Audit Sub-Committee approve the use of Homeland Defense Neighborhood Improvement Bond funds for projects in the FEC Corridor, ("Corridor").

**BACKGROUND**

On February 10, 2000, the Miami City Commission adopted a resolution, indicating its desire to foster the revitalization of the Corridor, and directed the City Manager to enter into an agreement with Florida International University-Metropolitan Center to conduct a study of the Corridor and to provide recommendation and implementation strategies.

On June 13, 2002, the City Commission adopted the FEC Railway Corridor Strategic Plan, ("Plan"), and a series of resolutions that identified major implementation initiatives, further directing the City Manager to pursue funding opportunities for all elements of the Plan. The Honorable Johnny Winton, Commissioner for District 2, proposed the allocation of \$ 3M from the district's \$10M share of the Bond, to be used for Corridor improvements.

Recommended improvements include streetscape, pocket parks and neighborhood gateways. In addition, the Plan suggested the development of certain initiatives to guide transportation, economic development, planning and zoning, and historic preservation / conservation in the Corridor. Thus, approval is being sought for the use of \$3,000,000.00 from the Homeland Defense Neighborhood Improvement Bond funds for the implementation of initiatives in the Corridor.

  
LB/KAC/CS

Cc: Ana Gelabert-Sanchez, Director, Planning & Zoning

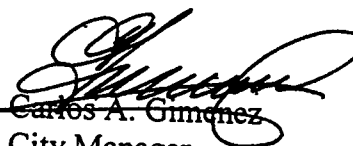
CITY OF MIAMI, FLORIDA  
INTER-OFFICE MEMORANDUM

5A

TO: The Honorable Mayor and  
Members of the City Commission

DATE: MAY 31 2002 FILE:

SUBJECT: FEC Railway Corridor  
Strategic Plan

FROM:   
Carlos A. Gimenez  
City Manager

REFERENCES:

ENCLOSURES:

**RECOMMENDATION**

Following the presentation of the FEC Railway Corridor Strategic Redevelopment Plan ("FEC Corridor Plan"), it is respectfully recommended that the City Commission consider adoption of the attached series of companion Resolutions that: 1) adopts the FEC Corridor Plan as a guiding tool for the future development and preservation of the Corridor; 2) directs the administration to commence major implementation initiatives of the FEC Corridor Plan including Transportation, Streetscape and Open Space, Economic Development, Housing, Planning and Zoning, Historic Preservation and Neighborhood Conservation; and 3) directs the administration to begin identifying and allocating funding for said implementation initiatives.

**BACKGROUND**

**Resolution - Adoption of Plan**

In February 2000, a planning process was initiated, guided by the FEC Corridor Task Force comprised of community stakeholders, and assisted by the City of Miami Departments of Real Estate and Economic Development and Planning and Zoning. In September 2000, the findings and recommendation of the FEC Corridor Task Force were presented that led to a series of neighborhood meetings being held in February 2001 to gather additional input from the stakeholders. In October 2002, the City contracted the FIU Metropolitan Center to prepare the FEC Corridor Strategic Redevelopment Plan, attached hereto. The FEC Corridor Plan was presented to the Planning Advisory Board on May 29<sup>th</sup>, 2002. Adoption of the FEC Corridor Plan is recommended to serve as a guiding tool for the future development and preservation of the Corridor.

The FEC Corridor Plan identifies major implementation initiatives, as summarized below for each of the major initiatives, as specified in the attached companion Resolutions:

Resolution – Transportation

- Direct preparation of a comprehensive transportation master plan for the FEC Corridor, including an analysis of needed transportation improvements for all modes including highways and streets, mass transit, taxi and jitney, and pedestrian, and presenting recommendations together with priorities, preliminary cost estimates, sources of funding, and proposed scheduling, and allocating \$100,000 in support of this initiative.
- Request that the Metropolitan Planning Organization incorporate the proposed trolley system into the 2025 Plan, prepare an Environmental Impact Statement to determine project feasibility, and identify funding sources and scheduling.
- Request that Florida Department of Transportation include the proposed Biscayne Boulevard improvements into its Five Year Plan.
- Request Miami-Dade County to expedite design and reconstruction of N.E. 2<sup>nd</sup> Avenue between N.W. 36<sup>th</sup> Street and the northern city limit.

Resolution – Streetscape and Open Space

- The Planning and Zoning Department shall incorporate proposed pocket parks, including the Little River and N.E. 25<sup>th</sup> Street pocket parks, streetscape improvements, and greenway corridor into a city-wide parks and open space master plan.
- The proposed pocket park at the end of N.E. 25<sup>th</sup> Street shall be incorporated into the Homeland Defense Neighborhood Improvement Bond Program for its design and construction as a model pocket park.
- Proposed gateway improvements at Roberto Clemente Park and at 29<sup>th</sup> Street on N.E. 2<sup>nd</sup> Avenue shall be incorporated into the Homeland Defense Neighborhood Improvement Bond Program for their design and construction



- Proposed beautification/streetscape improvements of the following streets, to include drainage, paving, lighting and landscaping improvements, shall be incorporated into the Homeland Defense Neighborhood Improvement Bond Program for their design and construction:
  - N.E. 14<sup>th</sup> Street from N.E. 2<sup>nd</sup> Avenue to the railroad tracks
  - N.E. 25<sup>th</sup> Street from the railroad tracks to Biscayne Bay
  - N.E. 29<sup>th</sup> Street from Biscayne Boulevard to N.W. 5<sup>th</sup> Avenue
  - North Miami Avenue from N. 29<sup>th</sup> Street to N. 36<sup>th</sup> Street (west side only)
  - N.E. 34<sup>th</sup> Street from N.E. 2<sup>nd</sup> Avenue to the Buena Vista Yard

Funding from the Homeland Defense Neighborhood Improvement Bond Program for implementation of said Streetscape and Open Space improvements has been allocated from bond program funds previously identified in Commission District 2, "Quality of Life" category. Matching project funds shall be sought from State and County grant sources and through other funding mechanisms.

#### Resolution – Economic Development

- Prepare a U.S. Department of Commerce, Economic Development Administration, Capital Facilities grant application for the proposed Wynwood Manufacturing District.
- Seek state approval to expand the Enterprise Zone boundary.
- Develop a financing plan with appropriate mechanisms including such things as tax increment financing and special assessment districts to fund capital improvements in the Corridor, and allocating an amount not to exceed \$150,000 for the cost of creating a financing plan.
- Re-establish the Commercial Revitalization Program developed by the Community Development Department, specifically targeted toward the N.E. 79<sup>th</sup> Street and N.E. 2<sup>nd</sup> Avenue corridors. Further, allocating an annual amount of \$100,000 from the City, to be matched dollar-for-dollar by the County with possible additional funds from the Empowerment Trust.

- Create a marketing plan for the FEC Corridor, and allocating an amount not to exceed \$250,000 for the cost of creating a marketing plan.
- Initiate preparation of a Target Industry Analysis of the furniture, media, plastics, and fabricated metals sectors, and allocating an amount not to exceed \$100,000 for the cost of this analysis.

Resolution – Housing

- Develop a system for managing and disposing of vacant, tax delinquent City and/or County land.
- Apply for a U.S. HUD Demonstration Project grant to establish a Model Block Demonstration Program between N.E. 2<sup>nd</sup> Avenue, the FEC railroad tracks, N.E. 54<sup>th</sup> Street and N.E. 59<sup>th</sup> Street. The program shall include targeted code enforcement, special policing actions, infrastructure improvements, and home ownership assistance using U.S. HUD, County surtax and Local Initiative Support Corp. (LISC) funds.
- Establish a pilot project placing housing specialists in the Little Haiti, Wynwood, and Upper Eastside NET offices on a rotating basis to provide information to the public regarding existing housing assistance programs, particularly for home ownership.
- Develop a strategy and subsequent program to encourage home ownership, and identify a dedicated source of funding that would include the existing scattered site program for home ownership and possible funding from U.S. HUD and the U.S. Department of Commerce, Economic Development Administration, under the leadership of LISC.

Resolution – Planning and Zoning

- Prepare a regulating plan to serve as the foundation for the future development of the FEC Corridor, incorporating proposed special district and neighborhood conservation district regulations, as well as design guidelines and housing prototypes, to the extent determined appropriate through further analysis; giving primary priority to the Buena Vista Rail Yard; secondary priority to the remaining proposed special districts, conservation districts, and Model Block area; and tertiary priority to the remainder of the FEC Corridor study area; and allocating \$125,000 for commencing this initiative.

Resolution – Historic Preservation and Neighborhood Conservation

- Initiate a survey of historic resources within the FEC Corridor, combined with appropriate follow-up action, to identify and establish historic and/or neighborhood conservation districts; giving preliminary priority to the proposed neighborhood conservation districts, and allocating \$50,000 for commencing this initiative.

Resolution – Funding

The last Resolution presented as a companion item relates to Funding to support the major implementation initiatives recommended in the FEC Corridor Plan. The Resolution directs the City Manager to pursue funding opportunities for all elements of the FEC Corridor Plan from Federal, State, County and local sources and to further identify and allocate funding in the total amount of \$875,000, for the following:

- Transportation Initiatives:
    - Preparation of Comprehensive Transportation Master Plan \$100,000
  - Economic Development Initiatives:
    - Development of Financing Plan \$150,000
    - Re-establishment of Commercial Revitalization Program (N.E. 79<sup>th</sup> Street and N.E. 2<sup>nd</sup> Avenue Corridors) \$100,000
    - Creation of Marketing Plan \$250,000
    - Preparation of Target Industry Analysis \$100,000
  - Planning and Zoning Initiatives:
    - Preparation of Regulating Plan \$125,000
  - Historic Preservation and Conservation Initiatives:
    - Initiation of Historic Resources Survey \$ 50,000
- \$ 875,000

FISCAL IMPACT

Adoption of the Resolution to adopt the FEC Railway Corridor Strategic Redevelopment Plan as a guiding tool for the Corridor will have no direct impact on the City Budget.

Adoption of the companion Resolutions to commence major implementation initiatives will have a direct impact on the City Budget, as specified in the Funding Resolution. Funding in the total amount of \$875,000 to support the implementation of the plan is to be identified and allocated for the purposes and tasks associated with the major initiatives.

*AW*  
CAG/DB/AW  
*AW*

CITY OF MIAMI, FLORIDA  
INTER-OFFICE MEMORANDUM

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Carlos A. Gimenez  
City Manager

December 9, 2002

FEC Funding for the FEC  
Corridor Strategic Plan

 Johnny L. Winton  
Commissioner

Per your suggestion during City Commission Meeting of November 19, 2002, I am requesting that the balance of funds (\$500,000) to support the implementation of the FEC Railway Corridor Strategic Redevelopment Plan be expended from my \$3 M appropriated for FEC Corridor Improvements from the Homeland Defense Neighborhood Improvement Bond Program.

These CIP funds will be replaced during the 2003 budget process out of any account (s) deemed appropriated by the Manager.

I am simply committing to writing that which was agreed to at the Commission Meeting of November 19, 2002. A copy of the subject transcript is attached.

Thank you.

JLW:mtm

CITY OF MIAMI, FLORIDA  
INTER-OFFICE MEMORANDUM

---

Carlos A. Gimenez  
City Manager

December 9, 2002

FEC Funding for the FEC  
Corridor Strategic Plan

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These CIP funds will be replaced during the 2003 budget process out of any account (s) deemed appropriated by the Manager.

I am simply committing to writing that which was agreed to at the Commission Meeting of November 19, 2002. A copy of the subject transcript is attached.

Thank you.

JLW:mtm

## FEC Corridor Strategic Initiatives

<b>Regulating Plan</b>			
Department	Planning & Zoning		
Funding Source	HDNIB	\$125,000	
	CDBG	\$125,000	
	Total	\$250,000	
Estimated Date of Commencement			March, 2003
Estimated Time of Duration			September, 2003
<b>Historic Preservation</b>			
Department	Planning & Zoning		
Funding Source	CDBG	\$50,000	
Estimated Date of Commencement			March, 2003
Estimated Date of Completion			September, 2003
<b>Targeted Industry Analysis / Study</b>			
Department	Economic Development		
Funding Source	CDBG	\$59,500	
Estimated Date of Commencement			January, 2003
Estimated Date of Completion			June, 2003
<b>Commercial Revitalization Program</b>			
Department	Economic Development		
Funding Source	CDBG	\$100,000	
Estimated Date of Commencement			July, 2003
Estimated Date of Completion			ongoing
<b>Transportation Analysis / Study</b>			
Department	City Manager's Office		
Funding Source	HDNIB	\$100,000	
Estimated Date of Commencement			June, 2003
Estimated Date of Completion			December, 2003
<b>Marketing Plan</b>			
Department	Economic Development		
Funding Source	HDNIB	\$250,000	
Estimated Date of Commencement			December, 2003
Estimated Date of Completion			June, 2004
<b>Financing Plan</b>			
Department	Economic Development		
Funding Source	HDNIB	\$150,000	
Estimated Date of Commencement			December, 2003
Estimated Date of Completion			June, 2004
<b>Streetscape and Open Spaces</b>			
Department	CIP		
Funding Source	HDNIB	\$3,000,000	
Estimated Date of Commencement			May, 2004
Estimated Date of Completion			December, 2005

# **DRAFT SCOPE OF SERVICES**

## **FEC Corridor Transportation Study**

NOTE: References to the "FEC Corridor Plan" are linked to the "FEC Corridor Strategic Redevelopment Plan" prepared for the City of Miami by Zyscovich Inc. and the Florida International University Metropolitan Center in May, 2002. The City of Miami will make available this study report and supporting material, as needed, for the Consultant's use.

The Consultant shall prepare a report that addresses work tasks 1 through 7, outlined below:

### **1. The Regional Setting**

Regional transportation systems are those with a service area approximately 500 miles radius around the site. Discuss each of these regional transportation systems describing (1) its significant characteristics, (2) how it operates, (3) what role it plays in the local transportation picture, and (4) what major changes can be expected, if any, and how they might affect the study area. Use quantities (volumes, tons, carloads, flights, passengers) as reasonably available and appropriate to the discussion.

- Interstate highways.
- Other Expressways and high-capacity highways.
- Railroads.
- Major airports.
- Seaports.

### **2. The Local Setting**

Local transportation systems are those with a service area approximately 25-50 miles radius around the site. Discuss each of these local systems describing (1) its significant characteristics, (2) how it operates, (3) what role it plays in the local transportation picture, and (4) what major changes can be expected, if any, and how they might affect the study area. Use quantities (volumes, tons, carloads, flights, passengers) as reasonably available and appropriate to the discussion.

- Expressways and major arterials.
- Railroad.
- Airport and Seaport.
- Metrobus system.
- Metrorail/People Mover.
- Other transit systems and services (jitney, taxicab, STS).



### **3. Existing Transportation Systems Opportunities and Constraints**

- Identify and discuss the key features of the transportation systems-- regional and local—that **positively** affect the site.
- Identify and discuss the key features of the transportation systems-- regional and local—that **negatively** affect the site. Include in this discussion identification and discussion of specific problems such as congested intersections and links, inadequate access, discontinuous street grid, inadequate transit service, and the like.
- Discuss needed transportation system improvements to support the future land use and development plan for the site

### **4. Goals and Objectives for Transportation Plan**

- Outline and discuss transportation goals and objectives to overcome transportation constraints and capitalize on opportunities consistent with the goals and objectives of the FEC Corridor Plan. Include in this discussion the manner by which various modes of transportation can support the developmental goals and objectives of the FEC Corridor Plan.

### **5. Analysis of System Deficiencies**

- Perform link and intersection analyses on selected major surface roadways to identify and quantify traffic movement problems.
- Analyze passenger transit performance on a route-by-route basis to identify service deficiencies.
- Identify and analyze pedestrian facility deficiencies.

### **6. Analysis of Needed Improvements**

Discuss needed improvements for the various elements of the transportation systems, preparing a list of projects together with generalized cost estimates and potential sources of funding:

- Expressways and major arterials.
- Railroad including regional, commuter and local passenger rail services.
- Airport and Seaport.
- Metrobus system.
- Metrorail/People Mover.
- Other transit systems and services (e.g. jitney, taxicab, STS).

## **7. The Recommended Transportation Plan**

Prepare a report showing the recommended changes and additions to the existing transportation systems:

- Major highways and streets.
- Public transportation including bus system and regional, commuter and local rail passenger services.
- Other transportation facilities and services, including pedestrian.

Discuss needed improvements by category, relating the recommendations to the identification of opportunities and constraints, and transportation goals and objectives, above. Explain in some detail how each improvement will benefit the site, and how it is instrumental to implementation of the land use and development plan. Include in the discussion the approximate timing of each improvement, and its overall priority in the list of improvements. Cost estimates of the improvements should be included where available and appropriate based on unit costs and general magnitude.

50 copies of the final report, and 250 copies of the Executive Summary shall be delivered. Electronic files used for the reports shall become and remain the property of the City of Miami.

## **Marketing Consultant RFQ for the FEC Corridor Initiative**

### **Scope of Services**

The scope of services for Marketing Consultant Services consists of the following elements:

- Develop a positioning plan for given project (City and Project Consultants will be available to assist)
- Identify the target markets
- Perform an analysis of the competitive advantages of the project area from a marketing perspective
- Analyze the opportunities for redevelopment in the area
- Create a strategic plan for achieving the desired development "vision"
- Create an implementation plan and budget for realizing the vision
- Implement and maintain an ongoing marketing and advertising campaign to achieve goals
- Create marketing materials for all aspects of the campaign
- Develop strategies and tools for effective coordination with other regional campaigns and initiatives
- Design of any and all marketing materials not limited to but also including: brochures, pamphlets, CD-ROM's, logos and banners
- Printing/Reproduction of any and all marketing materials not limited to but also including: brochures, pamphlets, CD-ROM labels, logos and banners
- Mailing of any and all marketing materials to targeted markets- i.e. mail house
- Creation of a CD-ROM to be used as a marketing tool to exhibit and provide information on the project area
- Web Site creation

### **Qualifications for Respondents**

- The firm's experience and credentials that demonstrate its ability to perform the required scope of work
- Length of time your company has provided these types of services
- For each task listed in the Scope of Services, please provide a short description of your firm or team's approach and methodology to completing the task
- Advertising philosophy and practices
- Define which, if any, proposed services will be outsourced
- List the members of your team on the form provided
- Media and trade references

- Samples of current work product
- List of five (5) current clients and duration of each account
- Three (3) references from former clients

### **Evaluation and Selection**

Marketing Consultant Firms are requested to submit qualifications that will be evaluated based on the following:

#### *Relevant Experience*

- a) Specific experience of firm or team (indicate which member) in the development of a marketing plan of similar scope.
- b) Specific experience of firm in creating a strategic plan of similar scope and complexity.
- c) Specific experience of individuals employed by the firm who will lead or be assigned to perform the work proposed.

#### *Capability of Firm*

- a) Professional credentials and qualifications of firm.
- b) Overall resources of firm to accomplish the work, including available personnel, equipment, present workload.
- c) Good past performance as shown by at least three (3) former clients listed as references.

## **FINANCING PLAN FOR THE FEC CORRIDOR BUSINESS DISTRICT SCOPE OF WORK**

### **PROCESS/DELIVERABLES:**

Research process will be comprised of the following steps:

- Initial meetings (in person) with the client to discuss FEC Strategic Redevelopment Plan.
- Client to provide parameters for study, focusing on needs assessment for the corridor.
- Cost analysis of infrastructure improvement.
- Analyze quantitative research findings and produce financing strategies for infrastructure and other improvements.
- Analyze alternative finance mechanisms.
- Review City of Miami ordinances and code affecting potential funding initiatives / sources.
- Assess impact of development on the Buena Vista property.
- Present findings to the client in-person.

The final report/presentation will include recommendations on the following:

- Identify alternative finance mechanisms and sources available to the City.
- Development of specific boundaries for finance districts.
- Develop implementation plan for strategies.

### **Qualifications for Respondents**

- The firm's experience and credentials that demonstrate its ability to perform the required scope of work
- Length of time your company has provided these types of services
- For each task listed in the Scope of Services, please provide a short description of your firm or team's approach and methodology to completing the task
- Philosophy and practices
- Define which, if any, proposed services will be outsourced
- List the members of your team on the form provided
- Trade references
- Samples of current work product
- List of five (5) current clients and duration of each account
- Three (3) references from former clients

### **Evaluation and Selection**

Consultant Firms are requested to submit qualifications that will be evaluated based on the following:

*Relevant Experience*

- a) Specific experience of firm or team (indicate which member) in the development of a financing plan of similar scope.
- b) Specific experience of firm in creating a strategic plan of similar scope and complexity.
- c) Specific experience of individuals employed by the firm who will lead or be assigned to perform the work proposed.

*Capability of Firm -*

- a) Professional credentials and qualifications of firm.
- b) Overall resources of firm to accomplish the work, including available personnel, equipment, present workload.
- c) Good past performance as shown by at least three (3) former clients listed as references.

B. AUDIT COMMITTEE REPORT.

\* Report by Board Member Gary Reshefsky

- Consultant Services for FEC Corridor Regulating Plan.
- FEC Corridor Improvements.

The Department of Economic Development desires to go forward with a regulating plan that will assist in identifying what will be built in the FEC Zone. The Department intends to address the City Commission regarding this issue at the pending February 13, 2003 Commission meeting.

\* Carmen Sanchez informed the Board that the Department of Economic Development would actually be addressing the City Commission on Thursday, January 23, 2003 regarding the FEC Corridor. The Department submitted a spreadsheet with regards to various initiatives to be discussed before the City Commission. Even though improvement projects made along the Corridor may not be capital improvement projects, they would lead to capital improvements and quality of life improvements in the FEC Corridor. The regulating plan is basically a guide as to what development occurs in the Corridor, including public rights-of-way, setbacks and public streets. A transportation analysis study will be conducted of the Corridor, as well as a financing plan and a marketing plan. The Department is asking for \$625,000 of Bond funds to be used on the regulating plan.

\* CIP Director Palacino informed the Board that the funds requested would come from \$3,000,000 of Design District FEC Corridor improvements included in the Bond appropriations.

HD/NIB MOTION 03-6

A MOTION RECOMMENDING APPROVAL OF THE REQUEST BY THE DEPARTMENT OF ECONOMIC DEVELOPMENT REGARDING FEC CORRIDOR IMPROVEMENTS/CONSULTANT SERVICES FOR FEC CORRIDOR REGULATING PLAN.

MOVED: M. REYES  
SECONDED: L. SPRING  
ABSENT: M. DUNN; J. GRIMES; M. LOYAL; J. REYES

Note for the Record: Motion passed by unanimous vote of all Members present.

#### 4. FEC CORRIDOR INITIATIVES

A \$625,000 appropriation for this project was recommended for approval in January 2003 and was approved by the City Commission in February 2003. A series of studies are being done for this area. A streetscape and open space plan, a transportation plan, a marketing analysis, a financial study and a housing study are underway for this project. When the streetscape and open space plan is completed, construction on certain improvements including streetscapes and pocket parks will move forward. This should take place around December 2003. An update will be provided to the Board in January 2004.

#### 5. MARGARET PACE PARK

This project was presented for Board consideration in January 2003. At that time, a motion was made recommending an audit of the spending on this project. A motion was also made recommending to the City Commission that the Parks Ranger Program be re-established and that Margaret Pace Park be identified as a pilot program for same. A motion was also made to establish an official palette of colors to be used for Parks Projects, whether they be new projects or repairs. The Audit Subcommittee was informed that the Parks Dept. has established a paint palette program. The CRA (Community Redevelopment Agency) has allocated \$30,000 (per year for a period of three years) for staff at the park. The Parks Dept. has identified three full-time employees to have on hand at the park from 7 a.m. to 10 p.m. Hopefully, an enforcement officer will be employed at the park.

CIP Director Cano informed the Board that the City's Employee Relations Dept. will



## FEC Corridor Strategic Initiatives

### Regulating Plan

Department	Planning & Zoning		
Funding Source	HDNIB	\$125,000	
	CDBG	\$125,000	
	Total	\$250,000	
Estimated Date of Commencement			March, 2003
Estimated Date of Completion			September 30, 2003

Status: 7/15/2003 Draft currently under review.  
5/16/2003 Design workshop has taken place. Draft Regulating Plan in production. Draft expected 6/30/03  
2/24/2003 Consultant has been selected from pre-approved list. Commission approved via reso 02-13-03. Planning is negotiating contract. Design workshop scheduled for March 20th through 26th.

### Historic Preservation

Department	Planning & Zoning		
Funding Source	CDBG	\$50,000	
Estimated Date of Commencement			May, 2003
Estimated Date of Completion			July 30, 2003

Status: 7/15/2003 Reconnaissance survey complete. Identification of eligible resources underway.  
Report of findings anticipated before end of July  
5/16/2003 Contract has been executed. Reconnaissance survey underway. Expected completion date 6/15/03  
2/24/2003 Consultant has been selected and Manager has approved. Contract being developed by Planning and Law.

### Targeted Industry Analysis / Study

Department	Economic Development		
Funding Source	CDBG	\$59,500	
Estimated Date of Commencement			January, 2003
Estimated Date of Completion			August 2003

Status: 7/15/2003 Survey is 90% complete.  
5/16/2003 Contract has been executed. Survey is 80% complete. Expected completion date 6/03.  
2/24/2003 Consultant has commenced work and has inventoried all Plastics firms, (county-wide), Media and related (City -wide), Manufacturing firms FEC Corridor, Classified all firms by SIC/NAICS, performed pilot surveys, mailed out plastics survey, begun analyzing U.S. Economic Census for each industry for Shift Share and location analyses.

**Commercial Revitalization Program**

Department	Economic Development	
Funding Source	CDBG	100,000
Estimated Date of Commencement		July, 2003
Estimated Date of Completion		ongoing

Status: 7/15/2003 Community Development will recommend CDBG funds for program at the 7/24 Commission meeting.  
5/16/2003 Continued negotiating with Miami Dade County's Office of Community and Economic Development regarding matching funds.

2/24/2003 Preliminary discussion with Miami Dade County's Office of Community and Economic Development to develop pilot program for Entertainment District within FEC Corridor. County will match 4 to 1 raising pot to \$500, 000. (must be approved by County Comm.)

**Streetscape and Open Spaces**

Department	CIP / Planning & Zoning	
Funding Source	HDNIB	\$3,000,000
Estimated Date of Commencement		May, 2004
Estimated Date of Completion		Dec-05

Status: 7/15/2003 Draft currently under review.  
5/16/2003 The FEC Corridor Charrette has been completed. The Planning Department is reviewing the work conducted by DPZ.

2/24/2003 Planning has completed the General Street Design Standards for the design of streets in the City of Miami, this document will be applied to the design of streets in the FEC study area.

The Planning department has contracted DPZ to produce a master plan and regulating plan for the FEC that will look at the streetscape and open spaces in the area comprehensively, the design workshop will begin March 20 through the 26th.

**Financing Plan**

Department	Economic Development		
Funding Source	HDNIB	150,000	
Estimated Date of Commencement			November, 2003
Estimated Date of Completion			May, 2004

Status: 7/15/2003 Scope of work for RFQ have been developed. Purchasing is to release RFQ by the end of July

**Marketing Plan**

Department	Economic Development		
Funding Source	HDNIB	250,000	
Estimated Date of Commencement			November, 2003
Estimated Date of Completion			May, 2004

Status: 7/15/2003 Scope of work for RFQ have been developed. Purchasing is to release RFQ by the end of July

**Transportation Analysis / Study**

Department	City Manager's Office		
Funding Source	HDNIB	100,000	
Estimated Date of Commencement			June, 2003
Estimated Date of Completion			November, 2003

Status: 7/15/2003 Scope of work for RFQ have been developed. Purchasing is to release RFQ by the end of July

5/16/2003 Scopes of Services is being reviewed by departments. RFQ to be released late May  
(The existing study on the Bay link project, due for completion in June, briefly held up the TA Scope)

2/24/2003 The Transportation Analysis, Marketing Plan and Financing Plan fall under an RFQ process previously discussed.  
Procurement has received individual scopes of work as well as a list of qualified professionals  
RFQ is scheduled for release first week of March.

## FEC Corridor Strategic Initiatives

### Regulating Plan <sup>DPZ</sup>

Department	Planning & Zoning	
Funding Source	HDNIB	\$125,000
	CDBG	\$125,000
	Total	\$250,000

Estimated Date of Commencement	March, 2003
Estimated Date of Completion	<u>September 30, 2003</u>

Status: 7/15/2003 Draft currently under review.  
5/16/2003 Design workshop has taken place. Draft Regulating Plan in production. Draft expected 6/30/03  
2/24/2003 Consultant has been selected from pre-approved list. Commission approved via reso 02-13-03. Planning is negotiating contract. Design workshop scheduled for March 20th through 26th.

### Historic Preservation

Department	Planning & Zoning	
Funding Source	CDBG	\$50,000
Estimated Date of Commencement	May, 2003	
Estimated Date of Completion	July 30, 2003	

Status: 7/15/2003 Reconnaissance survey complete. Identification of eligible resources underway.  
Report of findings anticipated before end of July  
5/16/2003 Contract has been executed. Reconnaissance survey underway. Expected completion date 6/15/03  
2/24/2003 Consultant has been selected and Manager has approved. Contract being developed by Planning and Law.

### Targeted Industry Analysis / Study

Department	Economic Development	
Funding Source	CDBG	\$59,500
Estimated Date of Commencement	January, 2003	
Estimated Date of Completion	August 2003	

Status: 7/15/2003 Survey is 90% complete.  
5/16/2003 Contract has been executed. Survey is 80% complete. Expected completion date 6/03.  
2/24/2003 Consultant has commenced work and has inventoried all Plastics firms, (county-wide), Media and related (City -wide), Manufacturing firms FEC Corridor, Classified all firms by SIC/NAICS, performed pilot surveys, mailed out plastics survey, begun analyzing U.S. Economic Census for each industry for Shift Share and location analyses.

### **Commercial Revitalization Program**

Department	Economic Development		
Funding Source	CDBG	100,000	
Estimated Date of Commencement			July, 2003
Estimated Date of Completion			ongoing

Status: 7/15/2003 Community Development will recommend CDBG funds for program at the 7/24 Commission meeting.  
5/16/2003 Continued negotiating with Miami Dade County's Office of Community and Economic Development regarding matching funds.

2/24/2003 Preliminary discussion with Miami Dade County's Office of Community and Economic Development to develop pilot program for Entertainment District within FEC Corridor. County will match 4 to 1 raising pot to \$500, 000. (must be approved by County Comm.)

### **Streetscape and Open Spaces**

Department	CIP / Planning & Zoning		
Funding Source	HDNIB	\$3,000,000	
Estimated Date of Commencement			May, 2004
Estimated Date of Completion			Dec-05

Status: 7/15/2003 Draft currently under review.  
5/16/2003 The FEC Corridor Charrette has been completed. The Planning Department is reviewing the work conducted by DPZ.

2/24/2003 Planning has completed the General Street Design Standards for the design of streets in the City of Miami, this document will be applied to the design of streets in the FEC study area.

The Planning department has contracted DPZ to produce a master plan and regulating plan for the FEC that will look at the streetscape and open spaces in the area comprehensively, the design workshop will begin March 20 through the 26th.

**Financing Plan**

Department	Economic Development		
Funding Source	HDNIB	150,000	
Estimated Date of Commencement			November, 2003
Estimated Date of Completion			May, 2004

Status: 7/15/2003 Scope of work for RFQ have been developed. Purchasing is to release RFQ by the end of July

**Marketing Plan**

Department	Economic Development		
Funding Source	HDNIB	250,000	
Estimated Date of Commencement			November, 2003
Estimated Date of Completion			May, 2004

Status: 7/15/2003 Scope of work for RFQ have been developed. Purchasing is to release RFQ by the end of July

**Transportation Analysis / Study**

Department	City Manager's Office		
Funding Source	HDNIB	100,000	
Estimated Date of Commencement			June, 2003
Estimated Date of Completion			November, 2003

Status: 7/15/2003 Scope of work for RFQ have been developed. Purchasing is to release RFQ by the end of July

5/16/2003 Scopes of Services is being reviewed by departments. RFQ to be released late May  
(The existing study on the Bay link project, due for completion in June, briefly held up the TA Scope)

2/24/2003 The Transportation Analysis, Marketing Plan and Financing Plan fall under an RFQ process previously discussed.  
Procurement has received individual scopes of work as well as a list of qualified professionals  
RFQ is scheduled for release first week of March.



**DEPARTMENT OF CAPITAL IMPROVEMENTS**  
PROJECT OVERVIEW FORM

1. DATE: 1/22/03

NAME OF PROJECT: Land Acq. 243 & 253 NE 61 Street & 244 NE 62 Street

INITIATING DEPARTMENT/DIVISION: Economic Dev.

INITIATING CONTACT PERSON/CONTACT NUMBER: Madeline Valdes / Dirk Duval

C.I.P. DEPARTMENT CONTACT: \_\_\_\_\_

RESOLUTION NUMBER: J-03-031 CIP/PROJECT NUMBER: 331412

ADDITIONAL PROJECT NUMBER: \_\_\_\_\_

(IF APPLICABLE)

2. BUDGETARY INFORMATION: Are funds budgeted?  YES  NO If yes,

TOTAL DOLLAR AMOUNT: \$105,000.00 allocated for land acquisition

SOURCE OF FUNDS: \$ Little Haiti Park Land Acquisition & Development

CCOUNT CODE(S): \_\_\_\_\_

CIP # 331412

If grant funded, is there a City match requirement?  YES  NO

AMOUNT: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_

Are matching funds Budgeted?  YES  NO Account Code(s): \_\_\_\_\_

Estimated Operations and Maintenance Budget \_\_\_\_\_

**3. SCOPE OF PROJECT:**

Individuals / Departments who provided input: Dirk Duval / Madeline Valdes

DESCRIPTION OF PROJECT: \_\_\_\_\_

Approved by Audit Committee?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_

Approved by Bond Oversight Board?  YES  NO  N/A DATE APPROVED: 1/22/03

Approved by Commission?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_

Revisions to Original Scope?  YES  NO (If YES see Item 5 below)

Time Approval  6 months  12 months Date for next Oversight Board Update: \_\_\_\_\_

**4. CONCEPTUAL COST ESTIMATE BREAKDOWN**

Has a conceptual cost estimate been developed based upon the initial established scope?  YES  NO If yes,

DESIGN COST: \_\_\_\_\_

CONSTRUCTION COST: \_\_\_\_\_

Is conceptual estimate within project budget?  YES  NO

If not, have additional funds been identified?  YES  NO

Source(s) of additional funds: \_\_\_\_\_

Approved by Commission?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_

Approved by Bond Oversight Board?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_

**5. REVISIONS TO ORIGINAL SCOPE**

Individuals / Departments who provided input: \_\_\_\_\_

Justifications for change: \_\_\_\_\_

Description of change: \_\_\_\_\_

Fiscal Impact  YES  NO HOW MUCH? \_\_\_\_\_

Have additional funds been identified?  YES  NO

Source(s) of additional funds: \_\_\_\_\_

Time impact \_\_\_\_\_

Approved by Commission?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_

Approved by Bond Oversight Board?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_

**6. COMMENTS:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

APPROVAL: Robert A. Flander DATE: May 8, 2003

BOND OVERSIGHT BOARD

Enclosures: Back-Up Materials  YES  NO

**PUBLIC HEARING ITEMS CONT'D**

5. **RESOLUTION** - (J-03-118) - (AUTHORIZING THE CITY MANAGER TO ACCEPT THE CONVEYANCE)

**AUTHORIZING THE CITY MANAGER TO ACCEPT THE CONVEYANCE OF APPROXIMATELY 4,769.10 SQUARE FEET OF COUNTY-OWNED PROPERTY, LOCATED AT 362 NORTHWEST 11<sup>TH</sup> STREET, MIAMI, FLORIDA, AS MORE PARTICULARLY DESCRIBED IN "EXHIBIT A," ATTACHED AND INCORPORATED, TO THE CITY BY COUNTY DEED, FOR THE EXPANSION AND ENHANCEMENT ATHALIE RANGE PARK, CURRENTLY MANAGED BY THE CITY; FURTHER AUTHORIZING THE CITY MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS, IN A FORM ACCEPTABLE TO THE CITY ATTORNEY, TO ACCEPT CONVEYANCE OF THE PROPERTY.**

R-03-156  
MOVED: GONZÁLEZ  
SECONDED: SANCHEZ  
ABSENT: TEELE,REGALADO

6. **RESOLUTION** - (J-03-031) - (AUTHORIZING THE CITY MANAGER TO EXERCISE THE OPTION TO PURCHASE PROPERTIES)

**AUTHORIZING THE CITY MANAGER TO EXERCISE THE OPTION TO PURCHASE THE PROPERTIES LOCATED AT 243 NORTHEAST 61<sup>ST</sup> STREET, 253 NORTHEAST 61<sup>ST</sup> STREET, AND 244 NORTHEAST 62<sup>ND</sup> STREET, MIAMI, FLORIDA, ("PROPERTIES") AS LEGALLY DESCRIBED IN THE OPTION AGREEMENT BETWEEN THE CITY OF MIAMI AND EXANTUS GEORGE, ATTACHED AND INCORPORATED, IN THE AMOUNT OF \$96,000, AND TO CONSUMMATE SAID TRANSACTION IN ACCORDANCE WITH THE TERMS OF THE OPTION AGREEMENT; FURTHER ALLOCATING FUNDS IN THE AMOUNT OF \$105,000 FROM THE \$255 MILLION HOMELAND DEFENSE/NEIGHBORHOOD IMPROVEMENT BONDS TO COVER THE COST OF SAID ACQUISITION, INCLUDING, BUT NOT LIMITED TO THE COST FOR THE SURVEY, APPRAISAL, ENVIRONMENTAL REPORT AND TITLE INSURANCE.**

DEFERRED



INTER-OFFICE MEMORANDUM

The Honorable Mayor and  
Members of the City Commission

DATE

FILE

Option to Purchase Real Property  
Located at 243 NE 61<sup>st</sup> St, 244 NE  
62<sup>nd</sup> St, 253 NE 61<sup>st</sup> St in  
Connection with Little Haiti Park

Carlos A. Gimenez  
City Manager

REFERENCE

ENCLOSURES

Resolution and Option to Purchase  
Real Property Agreement

RECOMMENDATION:

It is respectfully recommended that the City Commission adopt the attached Resolution authorizing the City Manager to exercise the option to purchase the Property located at 243 Northeast 61<sup>st</sup> Street, 253 Northeast 61<sup>st</sup> Street, and 244 Northeast 62<sup>nd</sup> Street (the Properties), Miami, Florida, as legally described in the Option Agreement between the City of Miami and Exantus George (Seller) attached hereto and made a part hereof, in connection with the development of Little Haiti Park, with a purchase price of \$96,000, and to consummate said transaction in accordance with the terms of said Option Agreement. This Resolution further allocates funds in the amount of \$105,000 from the \$255 Million Homeland Defense/Neighborhood Improvement Bond to cover the cost of said acquisition inclusive of cost of survey, appraisal, environmental report and title insurance associated with said acquisition.

BACKGROUND:

On September 25, 2001 the City of Miami Commission adopted Resolution 01-1029 directing the City Manager to take all steps necessary to initiate and implement the development of a first class park in the Little Haiti area (the Park Project). The boundaries for the Park Project as established by the City Commission are to be from Northeast 59<sup>th</sup> Street to Northeast 67<sup>th</sup> Street between Northeast 2<sup>nd</sup> Avenue and the Railroad Tracks.

On April 11, 2002 the City of Miami Commission adopted Resolution 02-395 directing the City Manager to expedite the land acquisition for the Park Project approved in the \$255 Million Homeland Defense/Neighborhood Improvement Bond Issue. The above referenced properties are within the park boundaries and are necessary as part of the land assembly required for the Little Haiti Park Project.

An independent appraisal was procured establishing Ninety-Six Thousand (\$96,000.00) dollars as the fair market value for the Properties. The City Manager executed an Option Agreement to purchase the Properties for Ninety Six thousand (\$96,000.00) with an option payment of \$100.00.

The City Commission is the only party authorized to exercise the option, which option must be exercised by February 28, 2003.

FINANCIAL IMPACT

There is no impact to the City's General Fund. Total acquisition cost of \$105,000 will be provided through the Homeland Defense/Neighborhood Improvement Bond.

J-00-  
12/10/02

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY MIAMI COMMISSION, WITH ATTACHMENT(S), AUTHORIZING THE CITY MANAGER TO EXERCISE THE OPTION TO PURCHASE THE PROPERTY LOCATED AT 243 NORTHEAST 61<sup>ST</sup> STREET, 253 NORTHEAST 61<sup>ST</sup> STREET, AND 244 NORTHEAST 62<sup>ND</sup> STREET (THE "PROPERTIES"), MIAMI, FLORIDA, AS LEGALLY DESCRIBED IN THE OPTION AGREEMENT BETWEEN THE CITY OF MIAMI AND EXANTUS GEORGE ATTACHED HERETO AND MADE A PART HEREOF, IN CONNECTION WITH THE DEVELOPMENT OF LITTLE HAITI PARK, WITH A PURCHASE PRICE OF \$96,000 AND TO CONSUMMATE SAID TRANSACTION IN ACCORDANCE WITH THE TERMS OF SAID OPTION AGREEMENT; FURTHER ALLOCATING FUNDS IN THE AMOUNT OF \$105,000 FROM THE \$255 MILLION HOMELAND DEFENSE/NEIGHBORHOOD IMPROVEMENT BOND TO COVER THE COST OF SAID ACQUISITION INCLUSIVE OF COST OF SURVEY, APPRAISAL, ENVIRONMENTAL REPORT AND TITLE INSURANCE ASSOCIATED WITH SAID ACQUISITION.

WHEREAS, on September 25, 2001 the City of Miami Commission adopted Resolution 01-1029 directing the City Manager to take all steps necessary to initiate and implement the development of a first-class park in the Little Haiti area (the Park Project); and

WHEREAS, the boundaries for the Park Project as established by the City Commission are to be from Northeast 59<sup>th</sup> Street to Northeast 67<sup>th</sup> Street between Northeast 2<sup>nd</sup> Avenue and the Railroad Tracks; and

WHEREAS, on April 11, 2002 the City of Miami Commission adopted Resolution 02-395 directing the City Manager to expedite the land acquisition for the Park Project approved in the \$255 Million Homeland Defense/Neighborhood Improvement Bond Issue; and

WHEREAS, the above referenced properties are within the park boundaries and are necessary as part of the land assembly required for the Little Haiti Park Project; and

WHEREAS, an independent appraisal was procured, establishing Ninety Six Thousand (\$96,000.00) dollars as the fair market value for the Properties; and

WHEREAS, the City Manager executed an Option Agreement to purchase the Properties for Ninety Six thousand (\$96,000.00) with an option payment of \$100.00; and

WHEREAS, the City Commission is the only party authorized to exercise the option, which option must be exercised by February 28, 2003.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE CITY OF MIAMI, FLORIDA;

Section 1. The recitals and findings contained in the Preamble to this Resolution are hereby adopted by reference thereto and incorporated herein as if fully set forth in this Section.

Section 2. The City Manager is hereby authorized to exercise the option to purchase the property located at 243 Northeast 61<sup>st</sup> Street, 253 Northeast 61<sup>st</sup> Street, and 244 Northeast 62<sup>nd</sup> Street (The Properties), Miami, Florida, as legally described in the Option Agreement between the City of Miami and Exantus George, attached hereto and made a part hereof, in connection with the development of Little Haiti Park, with a purchase price of \$96,000 and to consummate said transaction in accordance with the terms of said Option Agreement; further allocating funds in the amount of \$105,000 from the \$255 Million Homeland Defense/Neighborhood Improvement bond to cover the cost of said acquisition inclusive of cost of survey, appraisal, environmental report and title insurance associated with said acquisition.

Section 3. This Resolution shall become effective immediately upon its adoption and signature of the Mayor.<sup>1/</sup>

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PASSED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2003

\_\_\_\_\_  
Manuel A. Diaz, Mayor

ATTEST:

\_\_\_\_\_  
Priscilla A. Thompson  
City Clerk

APPROVED AS TO FORM AND CORRECTNESS:

\_\_\_\_\_  
Alejandro Vilarello  
City Attorney

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<sup>1/</sup> If the Mayor does not sign this Resolution, it shall become effective at the end of ten calendar days from the date it was passed and adopted. If the Mayor vetoes this Resolution, it shall become effective immediately upon override of the veto by the City Commission.

**DEPARTMENT OF CAPITAL IMPROVEMENTS**  
PROJECT OVERVIEW FORM

1. DATE: 1/22/03  
NAME OF PROJECT: Land Acq. 265 - 71 NE 59 Terrace  
INITIATING DEPARTMENT/DIVISION: Economic Development  
INITIATING CONTACT PERSON/CONTACT NUMBER: Madeline Valdes / Dirk Duval  
C.I.P. DEPARTMENT CONTACT: \_\_\_\_\_  
RESOLUTION NUMBER: \_\_\_\_\_ CIP/PROJECT NUMBER: 331412  
ADDITIONAL PROJECT NUMBER: \_\_\_\_\_  
(IF APPLICABLE)

2. BUDGETARY INFORMATION: Are funds budgeted?  YES  NO If yes,  
TOTAL DOLLAR AMOUNT: \$195,000.00 allocated for land acquisition

SOURCE OF FUNDS: \$ Little Haiti Park Land Acquisition ACCOUNT CODE(S): \_\_\_\_\_  
CIP # 331412

If grant funded, is there a City match requirement?  YES  NO  
AMOUNT: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_  
Are matching funds Budgeted?  YES  NO Account Code(s): \_\_\_\_\_  
Estimated Operations and Maintenance Budget \_\_\_\_\_

3. SCOPE OF PROJECT:  
Individuals / Departments who provided input: Dirk Duval/ Madeline Valdes

DESCRIPTION OF PROJECT: \_\_\_\_\_

Approved by Audit Committee?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_  
Approved by Bond Oversight Board?  YES  NO  N/A DATE APPROVED: 1/22/03  
Approved by Commission?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_  
Revisions to Original Scope?  YES  NO (If YES see Item 5 below)  
Time Approval  6 months  12 months Date for next Oversight Board Update: \_\_\_\_\_

4. CONCEPTUAL COST ESTIMATE BREAKDOWN  
Has a conceptual cost estimate been developed based upon the initial established scope?  YES  NO If yes,  
DESIGN COST: \_\_\_\_\_  
CONSTRUCTION COST: \_\_\_\_\_  
Is conceptual estimate within project budget?  YES  NO  
If not, have additional funds been identified?  YES  NO  
Source(s) of additional funds: \_\_\_\_\_

Approved by Commission?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_  
Approved by Bond Oversight Board?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_

5. REVISIONS TO ORIGINAL SCOPE  
Individuals / Departments who provided input: \_\_\_\_\_

Justifications for change: \_\_\_\_\_  
Description of change: \_\_\_\_\_

Fiscal Impact  YES  NO HOW MUCH? \_\_\_\_\_  
Have additional funds been identified?  YES  NO  
Source(s) of additional funds: \_\_\_\_\_

Time impact \_\_\_\_\_  
Approved by Commission?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_  
Approved by Bond Oversight Board?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_

6. COMMENTS:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

APPROVAL: Robert O. Flender DATE: May 8, 2003  
BOND OVERSIGHT BOARD

INTER-OFFICE MEMORANDUM

TO : The Honorable Mayor and  
Members of the City Commission

DATE :

FILE :

SUBJECT :

Option to Purchase Real Property  
Located at 265-71 NE 59<sup>th</sup> Terrace  
LHP # 58 in Connection with Little  
Haiti Park

FROM :

Carlos A. Gimenez  
City Manager

REFERENCES :

ENCLOSURES: Resolution and Option to Purchase  
Real Property Agreement

RECOMMENDATION:

It is respectfully recommended that the City Commission adopt the attached Resolution authorizing the City Manager to exercise the option to purchase the Property located at 265-71 Northeast 59<sup>th</sup> Terrace (the Property), Miami, Florida, as legally described in the Option Agreement between the City of Miami and Jerry Allen Mashburn and Karen Mashburn (Seller) attached hereto and made a part hereof, in connection with the development of Little Haiti Park, with a purchase price of \$160,000, and to consummate said transaction in accordance with the terms of said Option Agreement. This Resolution further allocates funds in the amount of \$195,000 from the \$255 Million Homeland Defense/Neighborhood Improvement Bond to cover the cost of said acquisition inclusive of cost of survey, appraisal, environmental report, title insurance, and demolition associated with said acquisition.

BACKGROUND:

On September 25, 2001 the City of Miami Commission adopted Resolution 01-1029 directing the City Manager to take all steps necessary to initiate and implement the development of a first class park in the Little Haiti area (the Park Project). The boundaries for the Park Project as established by the City Commission are to be from Northeast 59<sup>th</sup> Street to Northeast 67<sup>th</sup> Street between Northeast 2<sup>nd</sup> Avenue and the Railroad Tracks.

On April 11, 2002 the City of Miami Commission adopted Resolution 02-395 directing the City Manager to expedite the land acquisition for the Park Project approved in the \$255 Million Homeland Defense/Neighborhood Improvement Bond Issue. The above referenced property is within the park boundaries and is necessary as part of the land assembly required for the Little Haiti Park Project.

An independent appraisal was procured establishing One Hundred and Sixty Thousand (\$160,000.00) dollars as the fair market value for the Property. The City Manager executed an Option Agreement to purchase the Property for One Hundred and Sixty Thousand (\$160,000.00) with an option payment of \$100.00.

The City Commission is the only party authorized to exercise the option, which option must be exercised by March 31, 2003.

FINANCIAL IMPACT

There is no impact to the City's General Fund. Total acquisition cost of \$195,000 will be provided through the Homeland Defense/Neighborhood Improvement Bond.

J-00-  
01/03/03

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY MIAMI COMMISSION, WITH ATTACHMENT(S), AUTHORIZING THE CITY MANAGER TO EXERCISE THE OPTION TO PURCHASE THE PROPERTY LOCATED AT 265-71 NORTHEAST 59<sup>TH</sup> TERRACE (THE "PROPERTY"), MIAMI, FLORIDA, AS LEGALLY DESCRIBED IN THE OPTION AGREEMENT BETWEEN THE CITY OF MIAMI AND JERRY ALLEN MASHBURN AND KAREN MASHBURN ATTACHED HERETO AND MADE A PART HEREOF, IN CONNECTION WITH THE DEVELOPMENT OF LITTLE HAITI PARK, WITH A PURCHASE PRICE OF \$160,000 AND TO CONSUMMATE SAID TRANSACTION IN ACCORDANCE WITH THE TERMS OF SAID OPTION AGREEMENT; FURTHER ALLOCATING FUNDS IN THE AMOUNT OF \$195,000 FROM THE \$255 MILLION HOMELAND DEFENSE/NEIGHBORHOOD IMPROVEMENT BOND TO COVER THE COST OF SAID ACQUISITION INCLUSIVE OF COST OF SURVEY, APPRAISAL, ENVIRONMENTAL REPORT, TITLE INSURANCE, AND DEMOLITION ASSOCIATED WITH SAID ACQUISITION.

WHEREAS, on September 25, 2001 the City of Miami Commission adopted Resolution 01-1029 directing the City Manager to take all steps necessary to initiate and implement the development of a first-class park in the Little Haiti area (the Park Project); and

WHEREAS, the boundaries for the Park Project as established by the City Commission are to be from Northeast 59<sup>th</sup> Street to Northeast 67<sup>th</sup> Street between Northeast 2<sup>nd</sup> Avenue and the Railroad Tracks; and



WHEREAS, on April 11, 2002 the City of Miami Commission adopted Resolution 02-395 directing the City Manager to expedite the land acquisition for the Park Project approved in the \$255 Million Homeland Defense/Neighborhood Improvement Bond Issue; and

WHEREAS, the above referenced property is within the park boundaries and is necessary as part of the land assembly required for the Little Haiti Park Project; and

WHEREAS, an independent appraisal was procured, establishing One Hundred and Sixty Thousand (\$160,000.00) dollars as the fair market value for the Property; and

WHEREAS, the City Manager executed an Option Agreement to purchase the Property for One Hundred and Sixty Thousand (\$160,000.00) with an option payment of \$100.00; and

WHEREAS, the City Commission is the only party authorized to exercise the option, which option must be exercised by March 31, 2003.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE CITY OF MIAMI, FLORIDA;

Section 1. The recitals and findings contained in the Preamble to this Resolution are hereby adopted by reference thereto and incorporated herein as if fully set forth in this Section.

Section 2. The City Manager is hereby authorized to exercise the option to purchase the property located at 265-71 Northeast 59<sup>th</sup> Terrace (The Property), Miami, Florida, as legally described in the Option Agreement between the City of Miami and Jerry Allen Mashburn and Karen Mashburn, attached hereto and made a part hereof, in connection with the development of Little Haiti Park, with a purchase price of \$160,000 and to consummate said transaction in accordance with the terms of said Option Agreement; further allocating funds in the amount of \$195,000 from the \$255 Million Homeland Defense/Neighborhood Improvement bond to cover the cost of said acquisition inclusive of cost of survey, appraisal, environmental report, title insurance, and demolition associated with said acquisition.

Section 3. This Resolution shall become effective immediately upon its adoption and signature of the Mayor.<sup>1/</sup>

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PASSED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2003.

\_\_\_\_\_  
Manuel A. Diaz, Mayor

ATTEST:

\_\_\_\_\_  
Priscilla A. Thompson  
City Clerk

APPROVED AS TO FORM AND CORRECTNESS:

\_\_\_\_\_  
Alejandro Vilarello  
City Attorney

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<sup>1/</sup> If the Mayor does not sign this Resolution, it shall become effective at the end of ten calendar days from the date it was passed and adopted. If the Mayor vetoes this Resolution, it shall become effective immediately upon override of the veto by the City Commission.

<p>ITEMS 21-26</p> <p><b>5/8/03</b></p> <p><b>Clerk Report</b></p>	<p>A MOTION RELATED TO THE ACQUISITION OF LAND FOR PROPOSED <b>LITTLE HAITI PARK</b>, DIRECTING THE CITY MANAGER <b>NOT</b> TO ACQUIRE ANY PROPERTY THAT WAS LISTED IN THE PROPERTY RECORDS AS HOMESTEAD EXEMPTED SINCE JANUARY 9, 2001; FURTHER DIRECTING THE MANAGER TO DETERMINE AN APPROPRIATE ADDITIONAL EXEMPTION FOR BUSINESSES WHICH HISTORICALLY EMPLOY A CERTAIN NUMBER OF INDIVIDUALS.</p>	<p>MOTION 03-469</p> <p>MOVED: TEELE</p> <p>SECONDED: GONZALEZ</p> <p>UNANIMOUS</p>
<p>NON AGENDA</p>	<p>A MOTION DIRECTING THE CITY MANAGER TO MEET WITH MIAMI-DADE COUNTY OFFICIALS AS IT RELATES TO THE REDEVELOPMENT OF <b>CARIBBEAN MARKET PLACE</b> AND COME BACK TO THE COMMISSION WITHIN 30 DAYS WITH A COMPREHENSIVE PLAN, SPECIFICALLY ADDRESSING THE ISSUE OF <b>LACK OF PARKING</b>; FURTHER INSTRUCTING THE CITY MANAGER TO COME BACK WITH A TIME LINE FOR SAID REDEVELOPMENT CONSISTENT WITH THE COUNTY'S REQUEST AND THE COMMUNITY'S REQUEST FOR A <b>BLACK BOX THEATER CULTURE COMPONENT</b>; SPECIFICALLY INCLUDING THE COMPONENT FOR THE NET OFFICES AS AN OPTION.</p>	<p>MOTION 03-475</p> <p>MOVED: TEELE</p> <p>SECONDED: SANCHEZ</p> <p>ABSENT: REGALADO</p>

<p>ITEM 21</p>	<p>A MOTION DIRECTING THE CITY MANAGER AND THE CITY ATTORNEY, IN CONJUNCTION WITH THE <b>BOND OVERSIGHT BOARD</b>, TO COME BACK WITH A RESOLUTION WITHIN 30 DAYS TO PROVIDE FOR AN INFORMATION PROGRAM AND CAMPAIGN TO DEAL WITH THE LACK OF INFORMATION AS IT RELATES TO THE PROPOSED LITTLE HAITI PARK; FURTHER REQUESTING THAT SAID INFORMATION CAMPAIGN NOT BE PART OF A COMMISSION OFFICE OR MAYOR'S OFFICE BUT PART OF THE MANAGER'S OFFICE AND BOND OVERSIGHT COMMITTEE; FURTHER INSTRUCTING THE CITY ATTORNEY TO BE SENSITIVE IN HOW THE INFORMATION IS COMMUNICATED TO THE PUBLIC IN THE LITTLE HAITI AREA.</p>
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**DEPARTMENT OF CAPITAL IMPROVEMENTS**  
PROJECT OVERVIEW FORM

1. DATE: 1/22/03

NAME OF PROJECT: Margaret Pace Park

INITIATING DEPARTMENT/DIVISION: Community Redevelopment Agency (CRA) & Parks

INITIATING CONTACT PERSON/CONTACT NUMBER: CRA, Parks

C.I.P. DEPARTMENT CONTACT:

RESOLUTION NUMBER: R-02-92 CIP/PROJECT NUMBER: 333104

ADDITIONAL PROJECT NUMBER: \_\_\_\_\_

(IF APPLICABLE)

2. BUDGETARY INFORMATION: Are funds budgeted?  YES  NO If yes,

TOTAL DOLLAR AMOUNT: \$4,000,000.00 (\$3,336,500.00 appropriated)

SOURCE OF FUNDS: FIND Grant \$196,100.00, Safe Neighborhood Parks Bond \$300,000.00, Impact Fees allocated in CIP 340,400.00, HDNI Bonds 2,500,000.00 ACCOUNT CODE(S): \_\_\_\_\_

CIP # 333104

If grant funded, is there a City match requirement?  YES  NO

AMOUNT: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_

Are matching funds Budgeted?  YES  NO Account Code(s): \_\_\_\_\_

Estimated Operations and Maintenance Budget \_\_\_\_\_

3. SCOPE OF PROJECT:

Individuals / Departments who provided input: CRA - Anette Lewis - FRANK ROILASON

DESCRIPTION OF PROJECT: Margaret Pace Park Improvements

Approved by Audit Committee?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_

Approved by Bond Oversight Board?  YES  NO  N/A DATE APPROVED: 1/22/03

Approved by Commission?  YES  NO  N/A DATE APPROVED: 7-25-02

Revisions to Original Scope?  YES  NO (If YES see Item 5 below)

Time Approval  6 months  12 months Date for next Oversight Board Update: 7/22/03 - update on

4. CONCEPTUAL COST ESTIMATE BREAKDOWN

Has a conceptual cost estimate been developed based upon the initial established scope?  YES  NO If yes, *comments and unspent \$*

DESIGN COST: \_\_\_\_\_

CONSTRUCTION COST: \_\_\_\_\_

Is conceptual estimate within project budget?  YES  NO

If not, have additional funds been identified?  YES  NO

Source(s) of additional funds: \_\_\_\_\_

Approved by Commission?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_

Approved by Bond Oversight Board?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_

5. REVISIONS TO ORIGINAL SCOPE

Individuals / Departments who provided input: \_\_\_\_\_

Justifications for change: \_\_\_\_\_

Description of change: \_\_\_\_\_

Fiscal Impact  YES  NO HOW MUCH? \_\_\_\_\_

Have additional funds been identified?  YES  NO

Source(s) of additional funds: \_\_\_\_\_

Time impact \_\_\_\_\_

Approved by Commission?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_

Approved by Bond Oversight Board?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_

6. COMMENTS: 1) A motion was made to recommend an Audit Review of Margaret Pace Park. 2) A motion recommending the City Commission that the Parks Ranger Program be reestablished and Margaret Pace Park be identified as a Pilot Program. 3) A motion to establish an official palette of colors to be used for the development of Parks Projects which have been funded by the Homeland Defense monies.

APPROVAL: [Signature]  
BOND OVERSIGHT BOARD

DATE: MAY 8, 2003

Enclosures: Back-Up Materials  YES  NO

**CIP PROJECT: 333104  
Pace Park Improvements**

**Homeland Defense/Neighborhood Improvement Bond**

**Appropriations**

Funding Sources:

FIND Grant	196,100.00
Safe Neighborhood Park Bonds (SNPB)	300,000.00
Impact Fees allocated in CIP 331371	340,400.00

~~Homeland Defense/Neighborhood Improvement Bond~~ ~~2,846,585.28~~

**Total: \$ 3,336,500.00**

**Expenditures**

<u>Vendor/Description</u>	<u>Allocation</u>	<u>Contract Amount</u>	<u>Payments to Date*</u>	<u>Contract Balance</u>	<u>Running Balance</u>	<u>Comments</u>
Danville Findorff, Inc. Phase 1A	489,914.72	489,914.72	489,914.72	-	2,846,585.28	
Danville Findorff, Inc. Phase 1B	1,822,104.86	1,822,104.86	1,102,255.95	719,848.91	1,744,329.33	
Bermello Ajamil & Partners, Inc.	266,910.00	266,910.00	24,783.67	242,126.33	1,719,545.66	
H. J. Ross Associates, Inc.	172,200.00	172,200.00	98,472.00	73,728.00	1,621,073.66	
Image 2000	517.50	517.50	517.50	-	1,620,556.16	
					1,620,556.16	
<b>Totals:</b>	<b>2,751,647.08</b>	<b>2,751,647.08</b>	<b>1,715,943.84</b>	<b>1,035,703.24</b>		
<b>Balance of Appropriations:</b>	<b>\$ 584,852.92</b>	<b>\$ 584,852.92</b>	<b>\$ 1,620,556.16</b>	<b>\$ 2,300,796.76</b>		

Payments to Date reflect only payments posted in CIP 333104 as of 11-29-02.  
Additional postings are pending transfer from CRA's account to this CIP account.  
Expenditures of \$496,100 are non-bond funded.

**Margaret Pace Park  
Recapitulation of Expenditures  
as of January 10, 2003**

**PROJECT FUNDING SOURCES**

Florida Inland Navigation	196,086.00
Safe Neighborhood -1997 & 1998	297,300.00
Parks Impact Fees	341,400.00
<del>Bond Issue 1st draw</del>	<del>2,500,000.00</del>
Bond Issue 2nd draw *	<u>1,500,000.00</u>
	<u>4,834,786.00</u>

*Bermello, Ajamil & Partners estimate of project costs dated December 2001*

Estimated cost total 3,962,360.45

Breakdown:

Total Construction soft costs	602,657.02
Phase 1A Contract (actual)	489,914.72
Phase 1B Contract (actual)	1,822,104.88
Phase 2 estimated	859,000.00
Total construction costs - all Phases	3,171,019.60
Administrative & Contingency (5%)	188,683.83
	3,962,360.45

**Margaret Pace Park  
Recapitulation of Expenditures  
as of January 10, 2003**

**ACTUAL EXPENDITURES TO DATE:**

	<u>Work Orders Issued</u>	<u>Invoices Paid to date</u>	<u>Work Order/ Unexpended Bal.</u>
Bermillo, Ajamil & Partners	324,492.00	249,472.42	75,019.58
Danville Findorff - Phase 1A, 1B Alternates A & B	2,915,870.17	2,605,569.99	310,300.18
J.J. Ross & Associates	<u>223,860.00</u>	<u>161,023.00</u>	<u>62,837.00</u>
	3,464,222.17	3,016,065.41	448,156.76
Anticipated expenditures			
Riprap & fencing	208,000.00	-	208,000.00
Phase 2 (less tennis pavillions & bathrooms)	<u>514,000.00</u>	-	<u>514,000.00</u>
	722,000.00	-	722,000.00
Total anticipated costs	<u><u>4,186,222.17</u></u>	<u><u>3,016,065.41</u></u>	<u><u>1,170,156.76</u></u>
Total anticipated costs excess/(deficit) available	<u><u>648,563.83</u></u>		

**Notes:**

Alternate A & B = Tennis Pavillions & Bathrooms thus reducing Phase 2 estimate by \$345,000

***Pending reimbursements to the CRA***

Source	Amount
Homeland Defense	900,804.69
Parks Impact fees	142,485.93



**Margaret Pace Park  
Planning Design Expenses**

Bermello, Ajamil & Partners

	<u>Amount</u>	
<u>Work Orders issued to B &amp; A</u>	<u>Issued</u>	<u>Paid</u>
Margaret Pace Park Conceptual Plan	18,000.00	18,989.30
Margaret Pace Park Permitting	15,000.00	15,610.71
Margaret Pace Park Design Development	40,500.00	40,914.96
Margaret Pace Park 3-D Phasing	3,800.00	3,777.59
Margaret Pace Park Construction Document	144,560.00	125,021.86
Margaret Pace Park plans modification (Alternates A & Relocation of lights on cricket field	43,750.00	22,273.65
Quadrant revisions	1,300.00	1,300.00
Class II permit	10,450.00	-
Post design services	2,500.00	2,500.00
Post design services-bathrooms	13,175.00	2,685.00
Art Thrones	30,157.00	15,099.35
	1,300.00	1,300.00
	324,492.00	249,472.42

<u>Description</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Check number</u>
CRA 3-D Phasing for Margaret Pace Park	April 1, 2000 thru April 30, 2000	1,942.71	28190
CRA 3-D Phasing for Margaret Pace Park	May 1, 2000 thru May 31, 2000	1,834.88	281920
Professional Services	February 1, 2000 thru June 30, 2000	97,049.03	283590
Professional Services	May 1, 2000 thru June 30, 2000	552.60	283590
Professional Services	April 1, 2001 thru April 30, 2001	198.10	298963
Professional Services	February 1, 2001 thru February 28, 2001	10,140.85	296624
Professional Services	October 1, 2000 thru January 31, 2001	16,542.36	296624
Professional Services (?Reimbursables)	March 1, 2001 thru March 31, 2001	150.00	296215
Professional Services (?Reimbursables)	June 1, 2001 thru June 30, 2001	19.40	302234
Professional Services	May 1, 2001 thru May 31, 2001	14,056.00	302234
Professional Services (?Reimbursables)	August 1, 1999 thru August 30, 1999	38.71	259411
Margaret Pace Park Environmental Permitting	July 1, 1999 thru July 31, 1999	2,110.71	259411
Margaret Pace Park Environmental Permitting	August 1, 1999 thru August 30, 1999	2,250.00	259411
Margaret Pace Park Environmental Permitting	April 1, 1999 thru April 30, 1999	11,250.00	259411
Design Development Phase of Margaret Pace Park	June 1, 1999 thru June 30, 1999	12,157.09	259411
Design Development Phase of Margaret Pace Park	August 1, 1999 thru August 30, 1999	6,230.92	259411
Design Development Phase of Margaret Pace Park	July 1, 1999 thru July 31, 1999	22,523.95	259411
Design Development Phase of Margaret Pace Park	April 1, 1999 thru April 30, 1999	4,057.09	257044
Professional Services	December 1, 2000 thru December 31,2000	7,749.04	334902
Professional Services (Reimbursables)	December 1, 2000 thru December 31,2000	33.00	334902
Professional Services	January 1, 2001 thru January 31,2001	5,187.68	334902
Professional Services (reimbursables)	January 1, 2001 thru January 31,2001	63.95	334902
Professional Svcs. (additional svcs.)	March 1, 2002 thru March 31, 2002	1,300.00	334902
Professional Svcs.	April 1, 2002 thru April 30, 2002	10,450.00	334902
Professional Svcs.	July 1, 2002 thru July 31, 2002	1,300.00	342799
Professional Svcs.	July 1, 2002 thru July 31, 2002	2,500.00	342799
Professional Svcs.	October 1, 2000 thru November 30, 2001	2,635.00	343513
Professional Svcs.	Restroom Construction	15,099.35	343513
		249,422.42	
Balance per Work Order		75,069.58	
Paid from Parks Grants -331	FIND & SNPBF	24,783.67	
To be reimbursed to CRA from Impact Fees	\$341,400 appropriated in CIP	203,104.40	

## Margaret Pace Park Construction Expenses

### Danville Findorff- contractor

#### Phase IA

<u>Contractor:</u>	<u>Danville Findorff</u>	<u>CK #</u>	<u>Account Number</u>
Contract price:	\$ 489,914.72		
Draw # 1	29,070.00	305887	689004.550011.6.340
Draw # 2	121,203.48	308138	689001.550108.6.860
Draw # 3 (Pending reimb. Impact fees/gants)	173,340.00	310314	686001.590320.6.860
Draw # 4 (pending reimb. Impact fees/grant)	74,069.95	313652	686001.590320.6.860
Draw # 5	43,239.82	323166	689001.550108.6.860
Draw # 6 - Final	48,991.47	200405	686001.590320.6.860
	<u>489,914.72</u>		
Balance per contract	<u>\$ -</u>		

#### Phase IB

Contractor:	Danville Findorff
Contract price:	\$ 1,822,104.86
Awarding of Alternate B	\$ 357,887.09
Expediting Phase I B	\$ 90,000.00
Change Order # 1 (sod upgrade/permits etc)	<u>\$ 155,963.50</u>
Amended Contract Amount	\$ 2,425,955.45

Total of Phase IA & IB \$ 2,915,870.17

Draw # 1	94,455.00	323166	689001.550108.6.860
Draw # 2	154,340.07	325911	689001.550108.6.860
Draw # 3	297,993.94	200405	686001.590320.6.860
Draw # 4	296,457.96	200408	686001.590320.6.860
Draw # 5 (8/7/02)	458,490.67	200413	686001.590320.6.860
Draw # 6	336,037.00	334455	686001-590320.6.860
Draw # 7	176,338.17	338122	395200.589307.9.952
Draw # 8	178,194.53	340264	333104.589307.6650.86072
Draw # 8	123,347.93	341749	333104.589307.6650.86072
	<u>2,115,655.27</u>		

Balance per contract (including retainage)	<u>310,300.18</u>
Retainage	242,595.55
Maximum draw prior to release of retainage	67,704.64

Phase IA & IB paid to date 2,605,569.99

**Margaret Pace Park  
Construction Management Expenses**

H J Ross and Associates

Work Orders issued to H.J. Ross

	<u>Issued</u>	<u>Paid</u>	<u>Balance</u>
Owners Representative for Park Improvements	137,760.00	137,760.00	-
Additional Work Order- construction exceeding xx mos.	34,440.00	23,263.00	11,177.00
Additional Work Order- construction exceeding xx mos.	51,660.00	-	
	223,860.00	161,023.00	11,177.00

68880

		Account Number	Check Number
Services thru October 31, 2001	7,000.00	686001.590320.6.860	313722
Services thru January 31, 2002	10,500.00	* 689001.550108.6.860	321651
Services thru February 28, 2002	17,500.00	* 689001.550108.6.860	321651
Services thru March 31, 2002	13,776.00	689001.550108.6.860	323823
Services thru April 30, 2002	20,664.00	* 689001.550108.6.860	335130
Services thru May 31, 2002	13,776.00	* 689001.550108.6.860	335130
Services thru June 30 2002	20,664.00	333104.589307.6.860	335130
Services thru July 31, 2002	20,664.00	333104.589307.6.860	335130
Services thru August 30, 2002	5,510.40	686001.590320.6.860	338279
Services thru September 30, 2002	8,265.00	686001.590320.6.860	341806
Services thru October 31, 2002	22,704.00	333104.589307.6.860	341007
Total	161,023.40		

Balance per Work Orders (Per Contract) 62,836.60

*Request from City Administration for:*

Riprap 1,200 linear ft. X \$100/linear ft.	120,000.00
Fence:	
Option 'A' Picket fence -front & sides - 2,200 x \$40/linear ft	88,000.00
Option 'B' Picket fence front 1,500 linear ft. x \$40/linear ft	60,000.00
Chain link side -700 linear ft. x \$25/linear ft.	17,500.00
	77,500.00

Summary of request:

Riprap + Option "A" fencing	208,000.00
Riprap + Option "B" fencing	197,500.00

ITEM 2

A RESOLUTION OF BOARD OF DIRECTORS OF THE OMNI COMMUNITY REDEVELOPMENT AGENCY (CRA) amending the Inter-local agreement between the City of Miami and Omni Community Redevelopment Agency by adding \$2,500,000 from the Homeland Defense/Neighborhood Improvement General Obligation Bond Issue and \$340,136 from the Downtown Park Impact Fees as available funding sources for the Margaret Pace Park project.

OMNI/CRA RESOLUTION 02-69

MOVED: SANCHEZ

SECONDED: WINTON

ABSENT: REGALADO

Passed 08/27/02

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NON AGENDA

A RESOLUTION OF THE MIAMI CITY COMMISSION, WITH ATTACHMENT(S), AMENDING THE INTER-LOCAL AGREEMENT BETWEEN THE CITY OF MIAMI AND THE OMNI COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF MIAMI BY ADDING \$2,500,000 FROM THE HOMELAND DEFENSE/NEIGHBORHOOD IMPROVEMENT GENERAL OBLIGATION BOND ISSUE AND \$340,136 FROM THE DOWNTOWN PARK IMPACT FEES AS AVAILABLE FUNDING SOURCES FOR THE MARGARET PACE PARK PROJECT.

RESOLUTION 02-921

MOVED: TEELE

SECONDED: WINTON

ABSENT: GONZÁLEZ

Passed july 25, 02

**Consolidated Punch List**  
Surety Company

Signatures					Punch List Items	Comments
Parks	PW	HJ Ross	B&A	Surety		
		EA			<b>Civil Engineering:</b> 1- Contractor shall provide surveyed as-builts of the site, particular, the ramps. 4-Finish all concrete pavement joints. (By basketball courts) 8- Correct vehicle ramps that do not comply with plans.	This item was deleted along w/ other conc. work.
		CKD	EN			
		EA				
		EA			<b>Landscape Architecture:</b> 2- Old seawall along Bayshore has not been patched and painted and joined with new walls. <i>Wall around dumpster needs patching and painting.</i> 3- Staking on all trees is not per plans, trees should have web type staking. 4- Grading around Mechanical Building not set properly prior to sodding. 6- Mulch all plant beds along Bayshore Dr, in plazas and along shoreline. 8- Power wash all sidewalks. 9- Finish sod and landscape around bathroom. 10- South and North Plaza yellow color concrete is inconsistent and may need finish treatment for consistency. 12- Nets and posts not attached on Tennis Court 16- Remove all bracing from existing vegetation that was transplanted in Phase 1 so that the trees are not grided. 18- Wood bracing for some Sabal palmettos is missing and must be replaced. Revised - do not add bracing. 19- Vines and weeds growing in trees/palms need to be removed. 22-Water pressure not acceptable in drinking fountains. 25-Groundcover must be installed in front of all plazas fronting on the beach. 26-Temporary power panels must be removed. 27-Northwest corner of the park between the sidewalk and the shoreline needs to be finished with Ipomea pes-caprae. 28- Remove stump and extra soil in NW corner of park by sidewalk. 29-Transformer in North end of Cricket Field needs to be fenced with Aluminum Fence in same material as Dumpster fence. 30-The Bermuda Sod needs to be treated for weeds immediately. 32-NW end of site needs to be graded and finished. 33-1 Mahogany and 1 Jamaican Dogwood are dead and need to be replaced. 36-Remove all graffiti: 10 tables throughout the park 20 "granite" benches 6 trash can lids Light pole just south of the children's playground East exterior wall of the restroom building North side of the tennis courts.	Per B.F. item was changed as req. by E.N. for more material.
		EA	EN			
		EA				
		EA			23- Temporary power panels must be removed. 24- Temporary power panels must be removed. 26-Temporary power panels must be removed. 27-Northwest corner of the park between the sidewalk and the shoreline needs to be finished with Ipomea pes-caprae. 28- Remove stump and extra soil in NW corner of park by sidewalk. 29-Transformer in North end of Cricket Field needs to be fenced with Aluminum Fence in same material as Dumpster fence. 30-The Bermuda Sod needs to be treated for weeds immediately. 32-NW end of site needs to be graded and finished. 33-1 Mahogany and 1 Jamaican Dogwood are dead and need to be replaced. 36-Remove all graffiti: 10 tables throughout the park 20 "granite" benches 6 trash can lids Light pole just south of the children's playground East exterior wall of the restroom building North side of the tennis courts.	Sod was not installed in order to cover area. 90% completed. Will be completed by Tuesday, June 24.
		CKD	EN			
		CKD	EN			
		EA			37- Remedial repair work was not completed on all seating walls and signage wall. <i>Signage wall needs painting.</i> 38- Nets not installed in Soccer goals. 39-Nets not installed in Volleyball fields. 40-Fencing around Dumpster Enclosure was not installed. 41-Location of Cricket pitch was not defined and proper installation could not be verified. 44- Repair crack in light pole slab at SE corner of Tennis Court shelter column. 49-Electrical boxes protruding above ground should be corrected. 52-Correct projecting grounding rod on sidewalk between Building 1 and main transformer.	Raul-Parks & Rec. will complete this. Contractor supplied paint.
		EA	EN			
		EA	EN			
		EA			37- Remedial repair work was not completed on all seating walls and signage wall. <i>Signage wall needs painting.</i> 38- Nets not installed in Soccer goals. 39-Nets not installed in Volleyball fields. 40-Fencing around Dumpster Enclosure was not installed. 41-Location of Cricket pitch was not defined and proper installation could not be verified. 44- Repair crack in light pole slab at SE corner of Tennis Court shelter column. 49-Electrical boxes protruding above ground should be corrected. 52-Correct projecting grounding rod on sidewalk between Building 1 and main transformer.	Per B.F. item was deleted as req. by E.N.
		CKD	EN			
		CKD	EN			
		EA			<b>Architecture:</b>  <b>Mechanical Building</b> 3- Louvers at flood holes should be removed, only insect screen is to be provided. <i>OK as is Louvers are not fixed.</i>  <b>Pergola</b> 1-On several columns junction box covers are missing.  <b>Tennis Pavilion</b> 1- Top of column to ground and smooth finished.	
		EA				
		EA				
		EA			<b>Architecture:</b>  <b>Mechanical Building</b> 3- Louvers at flood holes should be removed, only insect screen is to be provided. <i>OK as is Louvers are not fixed.</i>  <b>Pergola</b> 1-On several columns junction box covers are missing.  <b>Tennis Pavilion</b> 1- Top of column to ground and smooth finished.	
		CKD	BG			
		CKD	BG			

**Consolidated Punch List**  
Surety Company

Signatures					Punch List Items	Comments
Parks	PW	HJ Ross	B&A	Surety		
					<b>Restroom Building</b>	
		CKD	BG		1. Steel top bearing plate for columns requires remedial painting	
		CKD	BG		2. Exterior window and roll up door reveals require painting.	
		CKD	BG		3. Light sconces, at time of inspection, were missing from either side of roll up door.	
		CKD	BG		4. Painting required on ramp curb where guard rail posts have been installed.	
		CKD	BG		6. Painting required on interior window reveals of the Office.	
		CKD	BG		7. Paint "touch up" required on interior walls of the Office.	
		CKD	BG		8. Paint "touch up" required on doors to Office and Storage Room.	
		CKD	BG		10. Top of wing walls in breezeway require smoother stucco work and painting.	
		CKD	BG		11. Painting required on wall around drinking fountain.	
		CKD	BG		12. Bottom panel of left drinking fountain is hanging.	
			BG		13. Door hardware is missing on service door to plumbing corridor.	
		CKD	BG		14. Sensor on left lavatory of Men's Restroom is not functioning.	
		CKD	BG		15. Anchorage screw underneath middle lavatory of Men's restroom is missing.	
		CKD	BG		18. Water squirts through floor drain when H.C water closet is flushed.(Men's Restroom)	
		CKD	BG		19. Paint "touch up " required through out Women's Restroom.	
		CKD	BG		20. Cover plate missing for junction box in Women's Restroom.	
					<b>Electrical Observations</b>	
					<b>Building No. 1 (Electrical Room)</b>	
			JP		1. Add label to main breaker. Engraved red plastic with white letters (2"H x 3"L x 1/6" thick) nameplate.	
			JP		2. Panel M and B: typed panel directories pending.	
			JP		3. Clean panel interiors.	
			JP		4. Seal wall around service entrance conduit.	
			JP		5. Add nameplate to each lighting contractor indicating curcuit number.	
					<b>Building No. 2 (Restrooms)</b>	
			JP		1. Wire missing solenoid valve (Men).	
			JP		2. Install motion sensor.	
			JP		3. Install key operated light switches.	
			JP		4. Install battery operated emergency light.	
			JP		5. Four fixtures type "E" not installed.	
			JP		6. Repair malfunction light fixture in access ramp.	
					<b>Site Lighting Observations</b>	
					<b>Cricket field</b>	
			JP		1. Replace broken cover plates on receptacle outlet mounted on light poles.	
			JP		2. Provide "WP" blank plates to cover not used receptacle outlets. Provide tamper proof screws.	
			JP		3. Energize receptacles mounted on light poles as shown on drawing ES-1.1.	
			JP		4. Pull box, add missing bolt and repair broken conduit.	
					<b>Soccer field</b>	
			JP		1. Energize receptacles mounted on light poles as shown on drawing ES-1.1.	
			JP		2. Replace broken cover plates on receptacle outlets mounted in light poles.	
			JP		3. Provide lockable cover for receptacle outlets mounted in light poles.	
			JP		4. Provide "WP" blank plates to cover not used receptacle outlets. Provide tamper proof screws.	
					<b>Tennis Pavilion</b>	
			JP		1. Pavilion light fixtures not properly oriented. Lighting fixture manufacturer representative shall supervise procedure as stated on note 1, drawing E-1.1.	
					<b>Panel "C"</b>	

**Consolidated Punch List**  
Surety Company

Signatures					Punch List Items	Comments
Parks	PW	HJ Ross	B&A	Surety		
		EA			1. Security enclosure to protect installation as indicated on detail "E" drawing E-3.0 was not installed. Contractor shall provide and install a security enclosure that must be approved by engineer/architect prior to installation.	
					<b>Plumbing Observations</b>	
					<b>Building No. 2 (Restrooms)</b>	
			JP		1. Relocate lavatories solenoid valves to plumbing shaft for vandalism protection. <i>Not required Park Department providing supervision during day time and building is closed at night time.</i>	
			JP		2. Seal all floor openings around plumbing pipes.	
			JP		3. Drinking fountain - low water pressure.	
					<b>Items Added on March 20, 2003</b>	
		EA			2. Skateboard damage. This damage was done to most of the short retainage walls and the pored concrete benches.	Raul-Parks & Rec. will complete this. Contractor supplied paint.
		EA			3. Repair of concrete wall by dumpster.	
					4. Standing water on grass near the north throne	
		EA			5. Replace / repair sections of concrete with scratchings near basketball courts.	This item was deleted along w/ other conc. work.
		EA			6. Replace / repair sections of concrete near south park entrance.	This item was deleted along w/ other conc. work.
		EA			7. Replace / repair soccerfield grass.	This was coordinated w/ Parks and Rec.
			JP		8. Replace light bulb as indicated.	
					<b>Items Added on June 4, 2003</b>	
					1. Replace dead Sabal palmetto bay front walk on south east sector of site- Warranty Item	
					2. Remove existing dead tree landward of bay front walk on northwest sector of site.	



**DEPARTMENT OF CAPITAL IMPROVEMENTS**  
PROJECT OVERVIEW FORM

1. DATE: January 22, 2003  
NAME OF PROJECT: Cuban Memorial Linear Park  
INITIATING DEPARTMENT/DIVISION: Planning & Zoning  
INITIATING CONTACT PERSON/CONTACT NUMBER: Enrique Nunez / 305.416.1419  
C.I.P. DEPARTMENT CONTACT: Sandra Vega / 305.416.1243  
RESOLUTION NUMBER: R-03-84 CIP/PROJECT NUMBER: 311713  
ADDITIONAL PROJECT NUMBER: \_\_\_\_\_  
(IF APPLICABLE)

2. BUDGETARY INFORMATION: Are funds budgeted?  YES  NO If yes,  
TOTAL DOLLAR AMOUNT: \$2,000,000.00 (\$205,500.00 approved by commission for design usage)

SOURCE OF FUNDS: \$ District 3 Neighborhood Quality of Life ACCOUNT CODE(S): \_\_\_\_\_  
CIP # 311713

If grant funded, is there a City match requirement?  YES  NO  
AMOUNT: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_  
Are matching funds Budgeted?  YES  NO Account Code(s): \_\_\_\_\_  
Estimated Operations and Maintenance Budget \_\_\_\_\_

3. SCOPE OF PROJECT:  
Individuals / Departments who provided input: Sandra Vega / Janet Palacino

DESCRIPTION OF PROJECT: Designing and constructing streetscape improvements; including curb & gutter, storm drainage, intersection enhancements and asphalt resurfacing as required. Falcon & Bueno for professional services in a total amount not to exceed \$205,500

Approved by Audit Committee?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_  
Approved by Bond Oversight Board?  YES  NO  N/A DATE APPROVED: 1/22/03  
Approved by Commission?  YES  NO  N/A DATE APPROVED: 1/23/03  
Revisions to Original Scope?  YES  NO (If YES see Item 5 below)  
Time Approval  6 months  12 months Date for next Oversight Board Update: 7/22/03

4. CONCEPTUAL COST ESTIMATE BREAKDOWN  
Has a conceptual cost estimate been developed based upon the initial established scope?  YES  NO If yes,  
DESIGN COST: \$205,500.00  
CONSTRUCTION COST: \_\_\_\_\_  
Is conceptual estimate within project budget?  YES  NO  
If not, have additional funds been identified?  YES  NO  
Source(s) of additional funds: \_\_\_\_\_

Approved by Commission?  YES  NO  N/A DATE APPROVED: 1/23/03  
Approved by Bond Oversight Board?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_

5. REVISIONS TO ORIGINAL SCOPE  
Individuals / Departments who provided input: \_\_\_\_\_

Justifications for change: \_\_\_\_\_  
Description of change: \_\_\_\_\_

Fiscal Impact  YES  NO HOW MUCH? \_\_\_\_\_  
Have additional funds been identified?  YES  NO  
Source(s) of additional funds: \_\_\_\_\_

Time impact \_\_\_\_\_  
Approved by Commission?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_  
Approved by Bond Oversight Board?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_

6. COMMENTS: Subject to timeframes requiring that the CIP Dept. provide a status report every six months on each individual project.

APPROVAL: Robert C. Flender DATE: May 27 2003  
BOND OVERSIGHT BOARD



**CONSENT AGENDA CONT'D**

**CA-5. RESOLUTION - (J-03-) - (AUTHORIZING THE CITY MANAGER TO NEGOTIATE A PROFESSIONAL SERVICES AGREEMENT)**

**AUTHORIZING THE CITY MANAGER TO NEGOTIATE A PROFESSIONAL SERVICES AGREEMENT, IN SUBSTANTIALLY THE ATTACHED FORM, WITH KIMLEY-HORN AND ASSOCIATES, INC., SELECTED FROM THE LIST OF PRE-APPROVED ARCHITECTURAL FIRMS, FOR THE GRAND AVENUE STREETScape PROJECT, TO PROVIDE CONSULTING SERVICES FOR DESIGN DEVELOPMENT, CONSTRUCTION DOCUMENTS, BIDDING AND CONSTRUCTION ADMINISTRATION; FURTHER AUTHORIZING THE CITY MANAGER TO NEGOTIATE A PROFESSIONAL SERVICES AGREEMENT, IN A FORM ACCEPTABLE TO THE CITY ATTORNEY, IN AN AMOUNT NOT TO EXCEED \$140,000, FOR SERVICES AND RELATED EXPENSES; ALLOCATING FUNDS FROM CAPITAL IMPROVEMENT PROJECT ENTITLED "GRAND AVENUE IMPROVEMENTS," PROJECT NO. 341208.**

R-03-83  
(MODIFIED)  
MOVED: SANCHEZ  
SECONDED:  
GONZÁLEZ  
UNANIMOUS

**CA-6. RESOLUTION - (J-03-) - (AUTHORIZING THE CITY MANAGER TO NEGOTIATE A PROFESSIONAL SERVICES AGREEMENT)**

**AUTHORIZING THE CITY MANAGER TO NEGOTIATE A PROFESSIONAL SERVICES AGREEMENT, IN SUBSTANTIALLY THE ATTACHED FORM, WITH FALCON & BUENO, SELECTED FROM THE LIST OF PRE-APPROVED ARCHITECTURAL FIRMS, FOR THE CUBAN MEMORIAL LINEAR PARK PROJECT, TO PROVIDE CONSULTING SERVICES FOR DESIGN DEVELOPMENT, CONSTRUCTION DOCUMENTS, BIDDING AND CONSTRUCTION ADMINISTRATION; IN AN AMOUNT NOT TO EXCEED \$205,500, FOR SERVICES AND INCURRED EXPENSES; ALLOCATING FUNDS FROM "DISTRICT 3 NEIGHBORHOOD QUALITY OF LIFE," CAPITAL IMPROVEMENT PROGRAM, PROJECT NO. 311713.**

R-03-84  
(MODIFIED)  
MOVED: SANCHEZ  
SECONDED: GONZÁLEZ  
UNANIMOUS

CITY OF MIAMI, FLORIDA  
INTER-OFFICE MEMORANDUM

Bond & protect  
Com. Sanchez  
Quality of life

TO: The Honorable Mayor & Members  
of the City Commission

DATE:

FILE:

FROM: Carlos A. Gimenez, City Manager

SUBJECT: Resolution Authorizing  
Execution of Professional  
Services Agreement for  
Consulting Services for  
Cuban Memorial Linear  
Park

REFERENCES:

ENCLOSURES:

Jan 23, 2003

• Planning involved w/ phase I Reso: 03-84  
• CIP - Sandria Vega

Reso#

**RECOMMENDATION**

It is respectfully recommended that the City Commission adopt the attached Resolution authorizing the City Manager to negotiate and execute, in a form acceptable to the City Attorney, a Professional Services Agreement with Falcon & Bueno, in a total amount not to exceed \$205,500.00 for all consultants, services and related expenses that will assist in the preparation of design development phase, construction document phase, bidding and negotiation phase, and construction administration phase for Cuban Memorial Linear Park.

**BACKGROUND**

The project consists of designing and constructing streetscape improvements as a mall, prado or rambla along the center median including the adjacent sidewalks with decorative pavement, decorative lighting, seating areas (street furniture), gathering / plaza spaces, signage and landscaping. The street improvements will include curb & gutter, storm drainage, intersection enhancements and asphalt resurfacing as required. Funds have been identified from CIP Account #311713 entitled "District 3 Neighborhood Quality of Life."

The proposed project area is located at S.W. 13<sup>th</sup> Avenue from S.W. 5<sup>th</sup> Street to Coral Way.

**FISCAL IMPACT**

None

CAG:JEP:JRA:JBO:SV:bd

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE MIAMI CITY COMMISSION AUTHORIZING THE CITY MANAGER TO ACCEPT PROPOSALS FROM FALCON & BUENO, PROFESSIONAL CONSULTANTS ON THE PRE-APPROVED LIST OF THE DEPARTMENT OF CAPITAL IMPROVEMENTS TO ACQUIRE SUCH SERVICES AS MAY BE REQUIRED TO ASSIST IN THE PREPARATION OF A PROPOSAL TO PROVIDE PROFESSIONAL SERVICES FOR THE PROJECT CUBAN MEMORIAL LINEAR PARK, INCLUDING THE PHASES OF DESIGN DEVELOPMENT, CONSTRUCTION DOCUMENTS, BIDDING AND CONSTRUCTION ADMINISTRATION IN A TOTAL AMOUNT NOT TO EXCEED \$205,500.00 FOR ALL CONSULTANTS, SERVICES AND RELATED EXPENSES; ALLOCATING FUNDS FROM CAPITAL IMPROVEMENT PROJECT NO. 311713 ENTITLED "DISTRICT 3 NEIGHBORHOOD QUALITY OF LIFE;" AS APPROPRIATED UNDER CAPITAL IMPROVEMENT ORDINANCE 12280 AS AMENDED FURTHER AUTHORIZING THE CITY MANAGER TO EXECUTE AGREEMENTS WITH CONSULTANTS, IN A FORM ACCEPTABLE TO THE CITY ATTORNEY, FOR THE REQUIRED SERVICES.

WHEREAS, the Administration has determined that it requires the professional assistance of an architectural firm to assist in the preparation of final construction drawings for the project Cuban Memorial Linear Park; and

WHEREAS, it is necessary for the City Manager to negotiate and execute Professional Services Agreements with Falcon & Bueno Architecture, landscape architecture consultants from the pre-approved list of consultants from the Department of Capital Improvements; and

WHEREAS, funds for professional consultants and these additional professional services and related expenses in a total amount not to exceed \$205,500.00 are available from Capital Improvement Project ("CIP") No. #311713, "District 3 Neighborhood Quality of Life;"

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE CITY OF MIAMI, FLORIDA:

Section 1. The recitals and findings contained in the Preamble to this Resolution are adopted by reference and incorporated as if fully set forth in this Section.

Section 2. The City Manager is authorized to accept proposals from Falcon & Bueno, professional consultants on the pre-approved list of the Department of Capital Improvements to acquire such services as may be required to assist in the preparation of final construction drawings to be prepared for the Homeland Defense/Neighborhood Enhancement Project, Cuban Memorial Linear Park, in a total amount not to exceed \$205,500.00 for all consultants, services and related expenses, with funds allocated from Capital Improvement Project No. 311713 "District 3 Neighborhood Quality of Life."

Section 3. The City Manager is further authorized<sup>1</sup> to execute agreements with consultants, in a form acceptable to the City Attorney, for the required services.

Section 4. This Resolution shall become effective immediately upon its adoption and signature of the Mayor.<sup>2</sup>

PASSED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2003.

\_\_\_\_\_  
MANUEL A. DIAZ, MAYOR

ATTEST:

\_\_\_\_\_  
PRISCILLA A. THOMPSON,  
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:

\_\_\_\_\_  
ALEJANDRO VILARELLO,  
CITY ATTORNEY

<sup>1</sup> The herein authorization is further subject to compliance with all requirements that may be imposed by the City Attorney, including but not limited to those prescribed by applicable City Charter and Code provisions.

<sup>2</sup> If the Mayor does not sign this Resolution, it shall become effective at the end of ten calendar days from the date it was passed and adopted. If the Mayor vetoes this Resolution, it shall become effective immediately upon override of the veto by the City Commission.



### Budgetary Impact Analysis

1. Department of CAPITAL IMPROVEMENTS Division \_\_\_\_\_
2. Agenda Item # (if available) \_\_\_\_\_
3. Title and brief description of legislation or attach ordinance/resolution:  
PROFESSIONAL SERVICES AGREEMENT FOR CONSULTING SERVICES FOR CUBAN MEMORIAL LINCOLN PARK
4. Is this item related to revenue? NO:  YES \_\_\_\_\_ (If yes, skip to item #7.)
5. Are there sufficient funds in Line Item?  
YES: \_\_\_\_\_ Index Code \_\_\_\_\_ Minor Obj. Code \_\_\_\_\_ Amount \_\_\_\_\_  
NO:  Complete the following questions:
6. Source of funds: Amount budgeted in the Line Item \$ 50,000  
Balance in Line Item \$ 50,000  
Amount needed in the Line Item \$ 205,000

Sufficient funds will be transferred from the following line items:

ACTION	ACCOUNT NUMBER	ACCOUNT NAME	TOTAL
	Index/Minor Object/Project No.		
From	999307   860   311713	Constr In Progress	\$ 155,000
From			\$
From			\$
To	999307   270   311713	Prof. Svcs Other	\$ 155,000

7. Any additional comments?

\_\_\_\_\_

8. Approved by: James E. Palacino  
Department Director/Designee

**C.I.P. APPROVAL:**  
*[Signature]*  
Date 12/31/02

Date 12-30-02

FOR DEPARTMENT OF MANAGEMENT AND BUDGET USE ONLY		
Verified by: _____ Department of Management and Budget Director/Designee	Verified by: _____ Budget Analyst	Transfer done by: _____ Budget Analyst
Date _____	Date _____	Date _____



**DEPARTMENT OF CAPITAL IMPROVEMENTS**  
PROJECT OVERVIEW FORM

1. DATE: 1/22/03  
NAME OF PROJECT: Caribbean Marketplace Development & Black Box Theatre Development  
INITIATING DEPARTMENT/DIVISION: CIP  
INITIATING CONTACT PERSON/CONTACT NUMBER: Andre Bryan 305.416.1211  
C.I.P. DEPARTMENT CONTACT: \_\_\_\_\_  
RESOLUTION NUMBER: R-03-89 CIP/PROJECT NUMBER: 331412  
ADDITIONAL PROJECT NUMBER: \_\_\_\_\_  
(IF APPLICABLE)

2. BUDGETARY INFORMATION: Are funds budgeted?  YES  NO If yes,  
TOTAL DOLLAR AMOUNT: approve \$300,000.00 today for design phase- see comment section  
SOURCE OF FUNDS: \$ Little Haiti Park Land Acquisition & Development  
ACCOUNT CODE(S): \_\_\_\_\_  
CIP # 331412

If grant funded, is there a City match requirement?  YES  NO  
AMOUNT: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_  
Are matching funds Budgeted?  YES  NO Account Code(s): \_\_\_\_\_  
Estimated Operations and Maintenance Budget \_\_\_\_\_

3. SCOPE OF PROJECT:  
Individuals / Departments who provided input: Andre Bryan / Janet Palacino  
DESCRIPTION OF PROJECT: For the development of the cultural component of the Caribbean Marketplace and for a master plan of the Black Box Theatre. Zsychovich, Inc. for professional services not to exceed \$300,000.

Approved by Audit Committee?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_  
Approved by Bond Oversight Board?  YES  NO  N/A DATE APPROVED: 1/22/03  
Approved by Commission?  YES  NO  N/A DATE APPROVED: 1/23/03  
Revisions to Original Scope?  YES  NO (If YES see Item 5 below)  
Time Approval  6 months  12 months Date for next Oversight Board Update: 7/22/03

4. CONCEPTUAL COST ESTIMATE BREAKDOWN  
Has a conceptual cost estimate been developed based upon the initial established scope?  YES  NO If yes,  
DESIGN COST: \_\_\_\_\_  
CONSTRUCTION COST: \_\_\_\_\_  
Is conceptual estimate within project budget?  YES  NO  
If not, have additional funds been identified?  YES  NO  
Source(s) of additional funds: \_\_\_\_\_

Approved by Commission?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_  
Approved by Bond Oversight Board?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_

5. REVISIONS TO ORIGINAL SCOPE  
Individuals / Departments who provided input: \_\_\_\_\_  
Justifications for change: \_\_\_\_\_  
Description of change: \_\_\_\_\_

Fiscal Impact  YES  NO HOW MUCH? \_\_\_\_\_  
Have additional funds been identified?  YES  NO  
Source(s) of additional funds: \_\_\_\_\_

Time impact \_\_\_\_\_  
Approved by Commission?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_  
Approved by Bond Oversight Board?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_

6. COMMENTS: Resolution number: R-03-89 The \$300,000.00 approved by Commission is for both this project and the Master Plan for the Black Box Theatre. These Funds are for design development, bidding, and construction development. Subject to time frames; further requiring that the CIP Dept. provide a status report every six months on each individual project.  
APPROVAL: [Signature] DATE: May 8, 2003  
BOND OVERSIGHT BOARD

INTER-OFFICE MEMORANDUM

TO: Honorable Mayor and Members  
of the City Commission

DATE:

FILE:

SUBJECT: Caribbean Marketplace and Black Box  
Theater in District 5

FROM:

Carlos A. Gimenez  
City Manager

REFERENCES:

ENCLOSURES:

RECOMMENDATION

It is respectfully recommended that the City Commission adopt the attached Resolution authorizing the City Manager to negotiate and execute a Professional Services Agreement with Zyscovich, Inc, for professional services not to exceed \$300,000 for projects related to the Caribbean Marketplace and Black Box Theater.

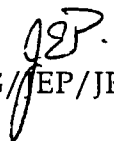
BACKGROUND

Resolution 05-551, passed on May 9<sup>th</sup>, 2002, authorized the allocation of \$1.5 million for the development of the culture component at (or adjacent to) the Caribbean Marketplace, and \$1.5 million for a Black Box Theater in District 5.

The Department of Capital Improvements has analyzed the need to enter into an agreement with an architectural firm for the development of the cultural component at (or adjacent to) the Caribbean Marketplace, and for a master plan of the Black Box Theater. Zyscovich, Inc. was selected from the Department of Capital Improvements list of pre-approved consultants. Negotiation for the cost of professional services, which includes design development, bidding and construction documents and construction administration, is necessary to ensure the City receives an equitable proposal. Funds allocated for Zyscovich, Inc. professional services shall not to exceed \$300,000.

FISCAL IMPACT

None

  
CAG/JEP/JRA/AB



J-  
12/27/02

RESOLUTION No. \_\_\_\_\_

A RESOLUTION OF THE MIAMI CITY COMMISSION AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO NEGOTIATE WITH ZYSCOVICH, INC., AN ARCHITECTURAL FIRM ON THE DEPARTMENT OF CAPITAL IMPROVEMENTS PRE-APPROVED LIST OF PROFESSIONAL CONSULTANTS, FOR PROFESSIONAL SERVICES, WHICH INCLUDES DESIGN DEVELOPMENT, BIDDING AND CONSTRUCTION DOCUMENTS, AND CONSTRUCTION ADMINISTRATION FOR THE CULTURE COMPONENT AT (OR ADJACENT TO) THE CARIBBEAN MARKETPLACE AND FOR A MASTER PLAN OF THE BLACK BOX THEATER IN DISTRICT 5, IN A TOTAL AMOUNT NOT TO EXCEED \$300,000 FOR ALL CONSULTANT FEES AND RELATED EXPENSES: ALLOCATING FUNDS FROM THE LITTLE HAITI PARK LAND ACQUISITION AND DEVELOPMENT, CAPITAL IMPROVEMENT PROJECT NO. 331412; AS APPROPRIATED UNDER CIP ORDINANCE 12280 AS AMENDED, FURTHER AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT ACCEPTABLE TO THE CITY ATTORNEY, FOR THE REQUIRED SERVICES.

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WHEREAS, pursuant to Resolution 02-551, funds were allocated from the Little Haiti Park Land Acquisition and Development in the amounts of \$1.5 million for the culture component of the Caribbean Marketplace, and \$1.5 million for a Black Box Theater in District 5; and

WHEREAS, the Administration has determined that professional services from an architectural firm is needed to provide design development, bidding and construction documents, and construction administration services to develop the culture component of the Caribbean Marketplace and for a master plan of the Black Box Theater; and

WHEREAS, it is necessary for the City Manager to negotiate and execute a Professional Services Agreement with Zyscovich, Inc., an architectural firm from the Department of Capital Improvements list of pre-approved consultants; and

WHEREAS, funds for professional services and related expenses in a total amount not to exceed \$300,000 are available from Capital Improvement Project ("CIP") No. 331412; and

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE CITY OF MIAMI, FLORIDA:

Section 1. The recitals and findings contained in the Preamble to this Resolution are hereby adopted by reference hereto and incorporated herein as if fully set forth in this Section.

Section 2. The City Manager (or his designee) is hereby authorized<sup>1/</sup> to enter into negotiations with Zyscovich, Inc., an architectural firm on the Department of Capital Improvements list of pre-approved professional consultants, for design development, bidding and construction documents and construction administration services for the development of the culture component of the Caribbean Marketplace and a master plan of the Black Box Theater, in a total amount not to exceed \$300,000 for

<sup>1/</sup> The herein authorization is further subject to compliance with all requirements that may be imposed by the City Attorney, including but not limited to those prescribed by applicable City Charter and Code provisions.

all consultant fees and related expenses, with funds allocated from Little Haiti Park Land Acquisition and Development, Capital Improvement Project No. 331412.

Section 3. The City Manager is further authorized<sup>1/</sup> to execute a Professional Services Agreement with Zyscovich, Inc. in a form acceptable to the City Attorney for the required services.

Section 4. This resolution shall become effective immediately upon its adoption and signature of the Mayor.<sup>2/</sup>

PASSED AND ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2003.

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MANUEL A. DIAZ, MAYOR

ATTEST:

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PRISCILLA A. THOMPSON  
CITY CLERK

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<sup>1/</sup> The herein authorization is further subject to compliance with all requirements that may be imposed by the City Attorney, including but not limited to those prescribed by applicable City Charter and Code provisions.

<sup>2/</sup> If the Mayor does not sign this Resolution, it shall become effective at the end of ten calendar days from the date it was passed and adopted. If the Mayor vetoes this Resolution, it shall become effective immediately upon override of the veto by the City Commission.

APPROVED AS TO FORM AND CORRECTNESS:

---

ALEX VILARELLO  
CITY ATTORNEY



**Budgetary Impact Analysis**

1. Department of CAPITAL IMPROVEMENTS Division \_\_\_\_\_

2. Agenda Item # (if available) \_\_\_\_\_

3. Title and brief description of legislation or attach ordinance/resolution:  
**CARIBBEAN MARKETPLACE AND BLACK BOX THEATER**

4. Is this item related to revenue? NO: X YES \_\_\_\_\_ (If yes, skip to item #7.)

5. Are there sufficient funds in Line Item? CIP 331412  
YES: X Index Code 999307 Minor Obj. Code 270 Amount \$300,000.00

NO: \_\_\_\_\_ Complete the following questions:

6. Source of funds: Amount budgeted in the Line Item \$ \_\_\_\_\_  
Balance in Line Item \$ \_\_\_\_\_  
Amount needed in the Line Item \$ \_\_\_\_\_

Sufficient funds will be transferred from the following line items:

ACTION	ACCOUNT NUMBER	ACCOUNT NAME	TOTAL
	Index/Minor Object/Project No.		
From			\$
From			\$
From			\$
To			\$

7. Any additional comments?  
\_\_\_\_\_  
\_\_\_\_\_

8. Approved by: Janet E. Talacino  
Department Director/Designee  
C.I.P. APPROVAL: [Signature] 1/3/03  
Signature Date 1-2-03  
Date

FOR DEPARTMENT OF MANAGEMENT AND BUDGET USE ONLY		
Verified by: <u>[Signature]</u> Department of Management and Budget Director/Designee Date <u>1-3-2003</u>	Verified by: Budget Analyst Date _____	Transfer done by: Budget Analyst Date _____

CONSENT AGENDA CONT'D

CA-11. RESOLUTION - (J-03-) - (AUTHORIZING THE CITY  
MANAGER TO NEGOTIATE A PROFESSIONAL  
SERVICES AGREEMENT)

AUTHORIZING THE CITY MANAGER TO NEGOTIATE A  
PROFESSIONAL SERVICES AGREEMENT, IN  
SUBSTANTIALLY THE ATTACHED FORM, WITH  
ZYSCOVICH, INC., AS SELECTED FROM THE LIST OF  
PRE-APPROVED ARCHITECTURAL FIRMS, TO PROVIDE  
DESIGN DEVELOPMENT, BIDDING AND  
CONSTRUCTION DOCUMENTS, AND CONSTRUCTION  
ADMINISTRATION SERVICES, FOR THE CULTURE  
COMPONENT AT (OR ADJACENT TO) THE CARIBBEAN  
MARKETPLACE AND A MASTER PLAN FOR THE  
BLACK BOX THEATER IN DISTRICT 5, IN A TOTAL  
AMOUNT NOT TO EXCEED \$300,000, FOR FEES AND  
INCURRED EXPENSES; ALLOCATING FUNDS FROM  
CAPITAL IMPROVEMENT PROGRAM PROJECT  
NO. 331412.

R-03-89  
MOVED: SANCHEZ  
SECONDED: GONZÁLEZ  
UNANIMOUS



DEPARTMENT OF CAPITAL IMPROVEMENTS  
PROJECT OVERVIEW FORM

1. DATE: 1/22/03  
NAME OF PROJECT: Grand Avenue Improvements – Prof. Services for Grand Avenue Streetscape  
INITIATING DEPARTMENT/DIVISION: CIP  
INITIATING CONTACT PERSON/CONTACT NUMBER: Cesar Gonzalez / 305.416.1219  
C.I.P. DEPARTMENT CONTACT: \_\_\_\_\_  
RESOLUTION NUMBER: R-03-83 CIP/PROJECT NUMBER: 341208  
ADDITIONAL PROJECT NUMBER: \_\_\_\_\_  
(IF APPLICABLE)

2. BUDGETARY INFORMATION: Are funds budgeted?  YES  NO If yes,  
TOTAL DOLLAR AMOUNT: \$3,000,000.00 (\$140,000.00 approved today at commission for consulting services  
for design development, construction documents, bidding and construction administration)  
SOURCE OF FUNDS: \$ Grand Avenue Improvements ACCOUNT CODE(S): \_\_\_\_\_  
CIP # 341208  
If grant funded, is there a City match requirement?  YES  NO  
AMOUNT: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_  
Are matching funds Budgeted?  YES  NO Account Code(s): \_\_\_\_\_  
Estimated Operations and Maintenance Budget \_\_\_\_\_

3. SCOPE OF PROJECT:  
Individuals / Departments who provided input: Cesar Gonzalez / Janet Palacino

DESCRIPTION OF PROJECT: Designing and constructing streetscape improvements which include curbs, gutters, storm drainage, intersection enhancements, etc. Kimley- Horn & Associates, Inc. for professional services in an amount not to exceed \$140,000.00.

Approved by Audit Committee?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_  
Approved by Bond Oversight Board?  YES  NO  N/A DATE APPROVED: 1/22/03  
Approved by Commission?  YES  NO  N/A DATE APPROVED: 1/23/03  
Revisions to Original Scope?  YES  NO (If YES see Item 5 below)  
Time Approval  6 months  12 months Date for next Oversight Board Update: 7/22/03

4. CONCEPTUAL COST ESTIMATE BREAKDOWN  
Has a conceptual cost estimate been developed based upon the initial established scope?  YES  NO If yes,  
DESIGN COST: \$140,000.00  
CONSTRUCTION COST: \_\_\_\_\_  
Is conceptual estimate within project budget?  YES  NO  
If not, have additional funds been identified?  YES  NO  
Source(s) of additional funds: \_\_\_\_\_

Approved by Commission?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_  
Approved by Bond Oversight Board?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_

5. REVISIONS TO ORIGINAL SCOPE  
Individuals / Departments who provided input: \_\_\_\_\_

Justifications for change: \_\_\_\_\_  
Description of change: \_\_\_\_\_

Fiscal Impact  YES  NO HOW MUCH? \_\_\_\_\_  
Have additional funds been identified?  YES  NO  
Source(s) of additional funds: \_\_\_\_\_

Time impact \_\_\_\_\_  
Approved by Commission?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_  
Approved by Bond Oversight Board?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_

6. COMMENTS: Subject to time frames requiring that the CIP Dept. provide a status report every six months on each project.

APPROVAL: *Robert C. Flenda* DATE: *May 8, 2003*  
BOND OVERSIGHT BOARD

CONSENT AGENDA CONT'D

CA-5. RESOLUTION - (J-03-) - (AUTHORIZING THE CITY  
MANAGER TO NEGOTIATE A PROFESSIONAL  
SERVICES AGREEMENT)

AUTHORIZING THE CITY MANAGER TO NEGOTIATE A  
PROFESSIONAL SERVICES AGREEMENT, IN  
SUBSTANTIALLY THE ATTACHED FORM, WITH KIMLEY-  
HORN AND ASSOCIATES, INC., SELECTED FROM THE  
LIST OF PRE-APPROVED ARCHITECTURAL FIRMS, FOR  
THE GRAND AVENUE STREETScape PROJECT, TO  
PROVIDE CONSULTING SERVICES FOR DESIGN  
DEVELOPMENT, CONSTRUCTION DOCUMENTS,  
BIDDING AND CONSTRUCTION ADMINISTRATION;  
FURTHER AUTHORIZING THE CITY MANAGER TO  
NEGOTIATE A PROFESSIONAL SERVICES AGREEMENT,  
IN A FORM ACCEPTABLE TO THE CITY ATTORNEY, IN  
AN AMOUNT NOT TO EXCEED \$140,000, FOR SERVICES  
AND RELATED EXPENSES; ALLOCATING FUNDS FROM  
CAPITAL IMPROVEMENT PROJECT ENTITLED "GRAND  
AVENUE IMPROVEMENTS," PROJECT NO. 341208.

R-03-83  
(MODIFIED)  
MOVED: SANCHEZ  
SECONDED:  
GONZÁLEZ  
UNANIMOUS

CA-6. RESOLUTION - (J-03-) - (AUTHORIZING THE CITY  
MANAGER TO NEGOTIATE A PROFESSIONAL  
SERVICES AGREEMENT)

AUTHORIZING THE CITY MANAGER TO NEGOTIATE A  
PROFESSIONAL SERVICES AGREEMENT, IN  
SUBSTANTIALLY THE ATTACHED FORM, WITH FALCON  
& BUENO, SELECTED FROM THE LIST OF  
PRE-APPROVED ARCHITECTURAL FIRMS, FOR THE  
CUBAN MEMORIAL LINEAR PARK PROJECT, TO  
PROVIDE CONSULTING SERVICES FOR DESIGN  
DEVELOPMENT, CONSTRUCTION DOCUMENTS,  
BIDDING AND CONSTRUCTION ADMINISTRATION; IN AN  
AMOUNT NOT TO EXCEED \$205,500, FOR SERVICES  
AND INCURRED EXPENSES; ALLOCATING FUNDS FROM  
"DISTRICT 3 NEIGHBORHOOD QUALITY OF LIFE,"  
CAPITAL IMPROVEMENT PROGRAM, PROJECT  
NO. 311713.

R-03-84  
(MODIFIED)  
MOVED: SANCHEZ  
SECONDED: GONZÁLEZ  
UNANIMOUS



**INTER-OFFICE MEMORANDUM**

The Honorable Mayor & Members  
of the City Commission

DATE :

FILE :

SUBJECT :

Resolution Authorizing  
Execution of Professional  
Services Agreement for  
Consulting Services for  
Grand Avenue Streetscape

FROM :

Carlos A. Gimenez, City Manager

REFERENCES :

ENCLOSURES :

**RECOMMENDATION**

It is respectfully recommended that the City Commission adopt the attached Resolution authorizing the City Manager to negotiate and execute, in a form acceptable to the City Attorney, a Professional Services Agreement with Kimley-Horn and Associates, Inc., in a total amount not to exceed \$140,000.00 for all consultants, services and related expenses that will assist in the preparation of design development phase, construction document phase, bidding and negotiation phase, and construction administration phase for Grand Avenue Streetscape.

**BACKGROUND**

The project consists of designing and constructing streetscape improvements such as a mall, Prado or Rambla along the center median including the adjacent sidewalks with decorative pavement, decorative lighting, seating areas (street furniture), gathering / plaza spaces, signage and landscaping. The street improvements will include curbs & gutters, storm drainage, intersection enhancements and asphalt resurfacing, all as required. Funds have been identified from CIP Account #341208 entitled "Grand Avenue Improvements."

The proposed project area is located along Grand Avenue from S.W. 32<sup>nd</sup> Avenue to S.W. 37<sup>th</sup> Avenue.

**FISCAL IMPACT**

None

CAG:JEP:JRA:JBO:SV:bd

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE MIAMI CITY COMMISSION AUTHORIZING THE CITY MANAGER TO ACCEPT PROPOSALS FROM KIMLEY-HORN AND ASSOCIATES, INC., PROFESSIONAL CONSULTANTS ON THE PRE-APPROVED LIST OF THE DEPARTMENT OF CAPITAL IMPROVEMENTS TO ACQUIRE SUCH SERVICES AS MAY BE REQUIRED TO ASSIST IN THE PREPARATION OF A PROPOSAL TO PROVIDE PROFESSIONAL SERVICES FOR THE PROJECT GRAND AVENUE STREETScape, INCLUDING THE PHASES OF DESIGN DEVELOPMENT, CONSTRUCTION DOCUMENTS, BIDDING AND CONSTRUCTION ADMINISTRATION IN A TOTAL AMOUNT NOT TO EXCEED \$140,000.00 FOR ALL CONSULTANTS, SERVICES AND RELATED EXPENSES; ALLOCATING FUNDS FROM CAPITAL IMPROVEMENT PROJECT NO. 341208 ENTITLED "GRAND AVENUE IMPROVEMENTS" FURTHER AUTHORIZING THE CITY MANAGER TO EXECUTE AGREEMENTS WITH CONSULTANTS, IN A FORM ACCEPTABLE TO THE CITY ATTORNEY, FOR THE REQUIRED SERVICES.

WHEREAS, the Administration has determined that it requires the professional assistance of an architectural firm to assist in the preparation of final construction drawings for the project Grand Avenue Streetscape; and

WHEREAS, it is necessary for the City Manager to negotiate and execute Professional Services Agreements with KIMLEY-HORN AND ASSOCIATES, INC. consultants from the pre-approved list of consultants from the Department of Capital Improvements; and

WHEREAS, funds for professional consultants and these additional professional services and related expenses in a total amount not to exceed \$140,000.00 are available from Capital Improvement Project ("CIP") No. #341208, "Grand Avenue Improvements,"

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE CITY OF MIAMI, FLORIDA:

Section 1. The recitals and findings contained in the Preamble to this Resolution are adopted by reference and incorporated as if fully set forth in this Section.

Section 2. The City Manager is authorized to accept proposals from KIMLEY-HORN AND ASSOCIATES, INC., professional consultants on the pre-approved list of the Department of Capital Improvements to acquire such services as may be required to assist in the preparation of final construction drawings to be prepared for the Grand Avenue Streetscape, in a total amount not to exceed \$140,000.00 for all consultants, services and related expenses, with funds allocated from Capital Improvement Project No. 341208 "Grand Avenue Improvements."

Section 3. The City Manager is further authorized<sup>1</sup> to execute agreements with consultants, in a form acceptable to the City Attorney, for the required services.

Section 4. This Resolution shall become effective immediately upon its adoption and signature of the Mayor.<sup>2</sup>

PASSED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2003.

\_\_\_\_\_  
MANUEL A. DIAZ, MAYOR

ATTEST:

\_\_\_\_\_  
PRISCILLA A. THOMPSON,  
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:

\_\_\_\_\_  
ALEJANDRO VILARELLO,  
CITY ATTORNEY

<sup>1</sup> The herein authorization is further subject to compliance with all requirements that may be imposed by the City Attorney, including but not limited to those prescribed by applicable City Charter and Code provisions.

<sup>2</sup> If the Mayor does not sign this Resolution, it shall become effective at the end of ten calendar days from the date it was passed and adopted. If the Mayor vetoes this Resolution, it shall become effective immediately upon override of the veto by the City Commission.



### Budgetary Impact Analysis

1. Department of CAPITAL IMPROVEMENTS Division \_\_\_\_\_

2. Agenda Item # (if available) \_\_\_\_\_

3. Title and brief description of legislation or attach ordinance/resolution:  
PROFESSIONAL SERVICES AGREEMENT FOR CONSULTING SERVICES FOR GRAND AVENUE STREETSCAPE

4. Is this item related to revenue? NO:  YES \_\_\_\_\_ (If yes, skip to item #7.)

5. Are there sufficient funds in Line Item?

YES: \_\_\_\_\_ Index Code \_\_\_\_\_ Minor Obj. Code \_\_\_\_\_ Amount \_\_\_\_\_

NO:  Complete the following questions:

6. Source of funds: Amount budgeted in the Line Item \$ 50,000

Balance in Line Item \$ 50,000

Amount needed in the Line Item \$ 140,000

Sufficient funds will be transferred from the following line items:

ACTION	ACCOUNT NUMBER	ACCOUNT NAME	TOTAL
	Index/Minor Object/Project No.		
From	999307/860/341208	Constr In Progress	\$90,000
From			\$
From			\$
To	999307/270/341208	Prof. Svc - Other	\$90,000

7. Any additional comments? \_\_\_\_\_

C.I.P. APPROVAL:

Signature \_\_\_\_\_ Date 12/31/02

8. Approved by: Gary E. Tolacino  
 Department Director/Designee

Date 12-30-02

#### FOR DEPARTMENT OF MANAGEMENT AND BUDGET USE ONLY

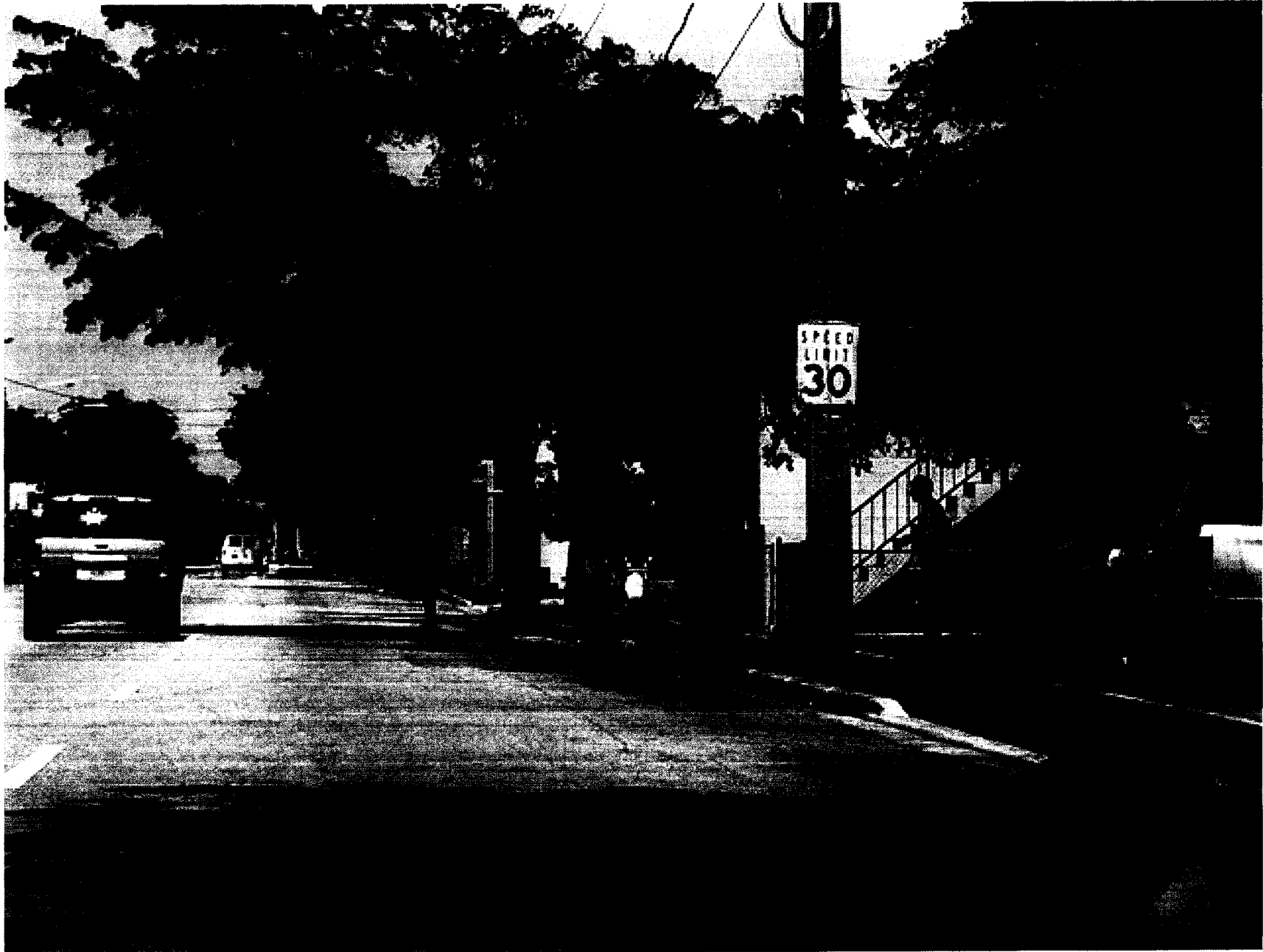
Verified by: _____ Department of Management and Budget Director/Designee Date _____	Verified by: _____ Budget Analyst Date _____	Transfer done by: _____ Budget Analyst Date _____
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**Grand Avenue Streetscape Project (Existing Conditions)  
Along Grand Avenue between S.W. 37 Avenue & Matilda Street**



**Grand Avenue Streetscape Project (Existing Conditions)  
Along Grand Avenue between S.W. 37 Avenue & Matilda Street**



**Grand Avenue Streetscape Project (Existing Conditions)  
Along Grand Avenue between S.W. 37 Avenue & Matilda Street**





**Grand Avenue Streetscape Project (Existing Conditions)  
Along Grand Avenue between S.W. 37 Avenue & Matilda Street**



**Grand Avenue Streetscape Project (Existing Conditions)  
Along Grand Avenue between S.W. 37 Avenue & Matilda Street**



DEPARTMENT OF CAPITAL IMPROVEMENTS  
PROJECT OVERVIEW FORM

1. DATE: 1/22/03  
NAME OF PROJECT: Brentwood Village  
INITIATING DEPARTMENT/DIVISION: CIP  
INITIATING CONTACT PERSON/CONTACT NUMBER: \_\_\_\_\_  
C.I.P. DEPARTMENT CONTACT: Cesar R. Gonzalez / 305.416.1219  
RESOLUTION NUMBER: R-03-88 CIP/PROJECT NUMBER: 311715  
ADDITIONAL PROJECT NUMBER: \_\_\_\_\_  
(IF APPLICABLE)

2. BUDGETARY INFORMATION: Are funds budgeted?  YES  NO If yes,  
TOTAL DOLLAR AMOUNT: \$1,000,000.00 (\$200,000.00 has been approved today for design  
phase)  
SOURCE OF FUNDS: \$ District 5 Neighborhood Quality of Life Improvements  
ACCOUNT CODE(S): \_\_\_\_\_  
CIP # 311715  
If grant funded, is there a City match requirement?  YES  NO  
AMOUNT: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_  
Are matching funds Budgeted?  YES  NO Account Code(s): \_\_\_\_\_  
Estimated Operations and Maintenance Budget \_\_\_\_\_

3. SCOPE OF PROJECT:  
Individuals / Departments who provided input: Cesar Gonzalez/ Janet Palacino  
DESCRIPTION OF PROJECT: Designing and constructing street scape improvements. HJ Ross, professional  
consultants for services not to exceed \$200,000 for the projects related to the Brentwood Village Project.

Approved by Audit Committee?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_  
Approved by Bond Oversight Board?  YES  NO  N/A DATE APPROVED: 1/22/03  
Approved by Commission?  YES  NO  N/A DATE APPROVED: 1/23/03  
Revisions to Original Scope?  YES  NO (If YES see Item 5 below)  
Time Approval  6 months  12 months Date for next Oversight Board Update: 7/22/03

4. CONCEPTUAL COST ESTIMATE BREAKDOWN  
Has a conceptual cost estimate been developed based upon the initial established scope?  YES  NO If yes,  
DESIGN COST: \_\_\_\_\_  
CONSTRUCTION COST: \_\_\_\_\_  
Is conceptual estimate within project budget?  YES  NO  
If not, have additional funds been identified?  YES  NO  
Source(s) of additional funds: \_\_\_\_\_

Approved by Commission?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_  
Approved by Bond Oversight Board?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_

5. REVISIONS TO ORIGINAL SCOPE  
Individuals / Departments who provided input: \_\_\_\_\_  
Justifications for change: \_\_\_\_\_  
Description of change: \_\_\_\_\_

Fiscal Impact  YES  NO HOW MUCH? \_\_\_\_\_  
Have additional funds been identified?  YES  NO  
Source(s) of additional funds: \_\_\_\_\_

Time impact \_\_\_\_\_  
Approved by Commission?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_  
Approved by Bond Oversight Board?  YES  NO  N/A DATE APPROVED: \_\_\_\_\_

6. COMMENTS: Subject to timeframes, further requiring that the CIP department provide a status  
report every six months on each individual project.  
APPROVAL: Robert A. Ford DATE: Nov 8, 2003  
BOND OVERSIGHT BOARD

INTER-OFFICE MEMORANDUM

TO : The Honorable Mayor & Members  
of the City Commission

DATE :

FILE :

FROM : Carlos A. Gimenez, City Manager

SUBJECT : Resolution Authorizing  
Execution of Professional  
Services Agreement for  
Consulting Services for  
Brentwood Village

REFERENCES :

ENCLOSURES:

**RECOMMENDATION**

It is respectfully recommended that the City Commission adopt the attached Resolution authorizing the City Manager to negotiate and execute, in a form acceptable to the City Attorney, a Professional Services Agreement with H.J. Ross, professional consultants, for professional services not to exceed ~~\$200,000.00~~ for projects related to the Brentwood Village project.

**BACKGROUND**

The Department of Capital Improvements has analyzed the need to enter into an agreement with a general engineering firm for the development of the Brentwood Village project. The project consists of designing and constructing streetscape improvements which will include curbs & gutters, storm drainage, intersection enhancements and asphalt resurfacing, all as required. H.J. Ross was selected from the Department of Capital Improvements list of pre-approved consultants. Negotiation for the cost of professional services, which includes design development, bidding and construction documents and construction administration, is necessary to ensure that the City receives an equitable proposal. Funds have been identified from CIP Account #311715 entitled "Brentwood Village Neighborhood Quality of Life".

The proposed project area is located from N.E. 2<sup>nd</sup> Avenue to N.E. 3<sup>rd</sup> Court and from N.E. 51<sup>st</sup> Street to N.E. 54<sup>th</sup> Street.

**FISCAL IMPACT**

None

*JLG per SP*  
CAG:JEP:JRA:CRG:bd



J-03-048  
1/15/03

*GO AB  
was*

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE MIAMI CITY COMMISSION AUTHORIZING THE CITY MANAGER TO NEGOTIATE A PROFESSIONAL SERVICES AGREEMENT, IN SUBSTANTIALLY THE ATTACHED FORM, WITH H.J. ROSS, PROFESSIONAL CONSULTANTS ON THE PRE-APPROVED LIST OF THE DEPARTMENT OF CAPITAL IMPROVEMENTS TO ACQUIRE SUCH SERVICES AS MAY BE REQUIRED TO ASSIST IN THE PREPARATION OF A PROPOSAL TO PROVIDE PROFESSIONAL SERVICES FOR THE PROJECT BRENTWOOD VILLAGE, INCLUDING THE PHASES OF DESIGN DEVELOPMENT, CONSTRUCTION DOCUMENTS, BIDDING AND CONSTRUCTION ADMINISTRATION IN A TOTAL AMOUNT NOT TO EXCEED \$200,000.00 FOR ALL CONSULTANTS, SERVICES AND RELATED EXPENSES; ALLOCATING FUNDS FROM CAPITAL IMPROVEMENT PROJECT NO. 311715 ENTITLED "DISTRICT 5 NEIGHBORHOOD QUALITY OF LIFE" FURTHER AUTHORIZING THE CITY MANAGER TO EXECUTE AGREEMENTS WITH CONSULTANTS, IN SUBSTANTIALLY THE ATTACHED FORM, FOR SAID SERVICES.

BE IT RESOLVED BY THE COMMISSION OF THE CITY OF MIAMI,  
FLORIDA:

Section 1. The City Manager is authorized to negotiate a Professional Services Agreement, in substantially the attached form, with H.J. Ross, professional consultants on the

pre-approved list of the Department of Capital Improvements to acquire such services as may be required to assist in the preparation of final construction drawings to be prepared for the Homeland Defense/Neighborhood Enhancement Project, Brentwood Village, in a total amount not to exceed \$200,000.00 for all consultants, services and related expenses, with funds allocated from Capital Improvement Project No. 311715 "District 5 Neighborhood Quality of Life."

Section 3. The City Manager is further authorized<sup>1/</sup> to execute agreements with consultants, in substantially the attached form, for said services.

Section 4. This Resolution shall become effective immediately upon its adoption and signature of the Mayor.<sup>2/</sup>

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<sup>1/</sup> The herein authorization is further subject to compliance with all requirements that may be imposed by the City Attorney, including but not limited to those prescribed by applicable City Charter and Code provisions.

<sup>2/</sup> If the Mayor does not sign this Resolution, it shall become effective at the end of ten calendar days from the date it was passed and adopted. If the Mayor vetoes this Resolution, it shall become effective immediately upon override of the veto by the City Commission.

PASSED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2003.

\_\_\_\_\_  
MANUEL A. DIAZ, MAYOR

ATTEST:

\_\_\_\_\_  
PRISCILLA A. THOMPSON  
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:

\_\_\_\_\_  
ALEJANDRO VILARELLO  
CITY ATTORNEY

W6830:tr:AS



### Budgetary Impact Analysis

1. Department of CAPITAL IMPROVEMENTS Division \_\_\_\_\_
2. Agenda Item # (if available) \_\_\_\_\_
3. Title and brief description of legislation or attach ordinance/resolution:  
PROFESSIONAL SERVICES AGREEMENT FOR CONSULTING SERVICES FOR BRENTWOOD VILLAGE
4. Is this item related to revenue? NO:  YES \_\_\_\_\_ (If yes, skip to item #7.)
5. Are there sufficient funds in Line Item?  
YES: \_\_\_\_\_ Index Code \_\_\_\_\_ Minor Obj. Code \_\_\_\_\_ Amount \_\_\_\_\_  
NO:  Complete the following questions:
  6. Source of funds:  
Amount budgeted in the Line Item \$ -0-  
Balance in Line Item \$ -0-  
Amount needed in the Line Item \$ 200,000

Sufficient funds will be transferred from the following line items:

ACTION	ACCOUNT NUMBER	ACCOUNT NAME	TOTAL
	Index/Minor Object/Project No.		
From	<u>999307/860/311715</u>	<u>Constr In Progress</u>	<u>\$ 200,000</u>
From			\$
From			\$
To	<u>999307/270/311715</u>	<u>Prof Svcs - Other</u>	<u>\$ 200,000</u>

7. Any additional comments?  
Account exist in SCI Min obj # 270

8. Approved by:  
[Signature]  
Department Director/Designee  

C.I.P. APPROVAL:	
<u>[Signature]</u> Signature	<u>12/31/02</u> Date

  
12.30.02  
Date

FOR DEPARTMENT OF MANAGEMENT AND BUDGET USE ONLY		
Verified by: <u>[Signature]</u>	Verified by:	Transfer done by:
Department of Management and Budget Director/Designee	Budget Analyst	Budget Analyst
Date _____	Date _____	Date _____



CONSENT AGENDA CONT'D

CA-10. RESOLUTION - (J-03-) - (AUTHORIZING THE CITY  
MANAGER TO NEGOTIATE A PROFESSIONAL  
SERVICES AGREEMENT)

**AUTHORIZING THE CITY MANAGER TO NEGOTIATE A  
PROFESSIONAL SERVICES AGREEMENT, IN  
SUBSTANTIALLY THE ATTACHED FORM, WITH H.J.  
ROSS, PROFESSIONAL CONSULTANTS ON THE  
PRE-APPROVED LIST OF THE DEPARTMENT OF  
CAPITAL IMPROVEMENTS TO ACQUIRE SUCH  
SERVICES AS MAY BE REQUIRED TO ASSIST IN THE  
PREPARATION OF A PROPOSAL TO PROVIDE  
PROFESSIONAL SERVICES FOR THE PROJECT  
BRENTWOOD VILLAGE, INCLUDING THE PHASES OF  
DESIGN DEVELOPMENT, CONSTRUCTION  
DOCUMENTS, BIDDING AND CONSTRUCTION  
ADMINISTRATION IN A TOTAL AMOUNT NOT TO  
EXCEED \$200,000 FOR ALL CONSULTANTS, SERVICES  
AND RELATED EXPENSES; ALLOCATING FUNDS FROM  
CAPITAL IMPROVEMENT PROJECT NO. 311715  
ENTITLED "DISTRICT 5 NEIGHBORHOOD QUALITY OF  
LIFE" FURTHER AUTHORIZING THE CITY MANAGER TO  
EXECUTE AGREEMENTS WITH CONSULTANTS, IN  
SUBSTANTIALLY THE ATTACHED FORM, FOR SAID  
SERVICES.**

R-03-88  
(MODIFIED)  
MOVED: SANCHEZ  
SECONDED: GONZÁLEZ  
UNANIMOUS