

**FRUITLAND PARK CITY COMMISSION WORKSHOP MINUTES**  
**MAY 28, 2009**

MEETING STATISTICS. A regular meeting of the Fruitland Park City Commission was conducted in the Commission Chambers of City Hall, 506 West Berckman Street, Fruitland Park, Florida on Thursday, May 28, 2009 beginning at 6:05 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE. Commissioner Martin delivered the invocation followed by the Pledge of Allegiance.

ROLL CALL. Mayor Bell asked City Clerk Diane Gibson Smith to call the roll.

ELECTED OFFICIALS PRESENT. Commissioner Albert O. Goldberg, Commissioner John L. Gunter, Jr., Commissioner Darrel E. Martin, Vice Mayor Sharon Kelly, Mayor Christopher J. Bell

MUNICIPAL OFFICIALS/OTHERS PRESENT. City Manager (CM) Ralph O. Bowers, Public Safety Director (PSD) J. M. Isom, Sr., Public Works Director (PWD) John Bostic III, and City Clerk (CC) Diane Gibson Smith.

01. NEGOTIATIONS ON THE ARCHITECTURAL SERVICES.

CA Gerken introduced the process to be used for the negotiation process. He noted the hope was to have proposed contracts in place before these negotiations. Many issues, such as budgeting and timelines, still need to be addressed and answered but contracts should be ready for the next City Commission meeting.

a.) Public Safety Complex – George Powell, of Powell Design Group, Inc., stated the original AIA contract he submitted is being phased out and replaced by the one he submitted second. He noted a couple of issues in comparing his proposed contract with the contract we used for City Hall:

- a. arbitration – always strike from contracts so no problem;
- b. modification regarding reimbursable expenses – will come up with a list and put into the contract (usually 1.5 or 1.2%);
- c. usually have once a month, or as often as necessary, meetings but if require once a week, will need to roll into the final contract number;
- d. pricing broken down by phase in City Hall process – normally do this but invoice by percentage complete;
- e. prevailing party clause is always put into the contract;
- f. Usually receive an initial payment of 7% of total up front.

CM Bowers stated we have received favorable information on receiving grant funding for a fire station. We need to have (at the minimum) basic plans in order to get the grant application in place. If we do not get grant funding, the project may need to be put on hold. Currently we have no long-term plan in place for financing. Staff may want to encumber community redevelopment funds to get bonds for the Police Station.

Mayor Bell stated there may be two time tables which is why he questioned the phasing.

Commissioner Gunter questioned the site. He noted the city owns another site that is flatter. Mayor Bell suggested holding a workshop to determine the best location. CA Gerken suggested involving Powell Design Group in assessing the sites.

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Mr. Powell distributed a handout showing the various pricing scenarios and reviewed the various scenarios.

Vice Mayor Kelly questioned the accuracy of the prices used in the estimates. Mr. Powell noted this is the best guess estimate for the project.

Commissioner Goldberg questioned if the cost would go down if the building was one story instead of two. Mr. Powell stated the cost may be reduced by approximately \$100,000.

Mayor Bell noted this would be about \$5 million for a 26,000 sq ft building.

Mayor Bell suggested bringing Powell Design Group on board to do a site recommendation.

Vice Mayor Kelly moved and Commissioner Goldberg seconded to enlist Powell Design Group, Inc. to do a quick site plan assessment. The results of the assessment will be reviewed at the next Commission meeting on June 11, 2009.

Mayor Bell recommended continuing contract negotiations on June 11, 2009. All the Commissioners agreed.

b.) Community Center – James Senatore stated the expected cost for the Community Center is approximately \$100 - \$110/sq ft plus site work.

Mayor Bell questioned the square foot of the Wildwood Community Center. Charlie Rector stated the building is 15,000 – 20,000 square feet.

CM Bowers stated the city is looking for a phased effort. The building will be built as a semi-hardened building so it can be used as a shelter. This will require showers, kitchen, and generating facility. Grant funding will probably be available for a shelter. We are looking for enough detail to apply for grant funding. Mr. Senatore stated it is typical to phase buildings for grants.

Mr. Senatore noted his company does offer design build services. Vice Mayor Kelly questioned if this would be a viable option. CA Gerken noted the project was not advertised as a design build, but that could be considered.

Mayor Bell questioned what would be required to get the project designed for grant purposes. Mr. Senatore stated he is willing to spend some time on a billable basis to determine the needs analysis. That amount could then go against the percentage for the remainder of the contract later on.

Mr. Senatore stated the 10% fee includes architectural, civil, and MEP. The MEP person is leed certified. Mr. Goldberg questioned if the 10% would include the leed certification. Mr. Senatore stated no. The city would not receive any tax breaks for a leed certified building. The purpose of being leed certified is to make the building energy efficient and suspendable.

Mayor Bell stated the funds spent in the planning side for the grant will be credited back against the final contract. Mr. Senatore stated yes. He noted \$1.50 per square foot could be charged.

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Vice Mayor Kelly noted grant applications usually don't allow any more than \$25,000 for the design phase.

Mr. Senatore stated he is agreeable to \$25,000 to design the building for grant support services. This will require a \$3,000 deposit and then a monthly draw.

CA Gerken noted limiting the contract to simply grant support services may be best. The Commission stated the entire contract should be in place. CA Gerken noted the grant services could be an addendum.

Charlie Rector stated the Commission would be able to stop after the initial phase and then "re-up" after that point once the grant is received. CA Gerken noted this would be similar to a Notice to Proceed. The contract will be an AIA document with an addendum.

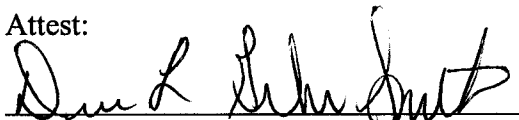
Mr. Senatore noted the building could be completed and then have additional items added on later on. Or, the flooring could be left off until later as a cost savings.

ADJOURNMENT. Commissioner Goldberg moved to adjourn the workshop. The workshop adjourned at 8:10 p.m.



Christopher J. Bell, Mayor

Attest:



Diane L. Gibson Smith, CMC, City Clerk