



MEMORANDUM

DATE: April 26, 2016

TO: Robert Baldwin, City Manager

FROM: Marc LaFerrier, AICP, Director of Community Development
Brad Kaine, Director of Public Services *OK*

SUBJECT: **Carnahan, Proctor, and Cross, Inc. Cost Recovery Services for Dania Pointe – Site Plan Review Meetings Participation**

The Dania Pointe project permits and approvals are currently in review and process. This large scale project has numerous permits and approvals that are being reviewed concurrently with new regulations and multi-agency approvals. The myriad of applications and approvals are being expedited through the processes. Staff has been diligent and responsive with additional effort to produce timely and complete reviews/approvals. These permits and reviews include all of the regulations and standards required for development approvals i.e.: land use, zoning, building, environmental, engineering, geological, utilities and multi-agency coordination. In order to ensure that the Dania Pointe applications are reviewed and approved correctly and efficiently, additional engineering staff has been needed.

The Public Services and Community Development Departments have utilized an engineering firm that was approved by the City in October 2015. The firm providing the professional engineering services needed for the City is Carnahan, Proctor and Cross, Inc. Given the significant workload and the time frame needed to complete the reviews according to Dania Pointe schedule, Carnahan, Proctor, and Cross, Inc. has been fully integrated in the City's processes and staff. However, after additional legal review it was determined that the City's contract with Carnahan, Proctor, and Cross, Inc. was not processed under the correct procedural guidelines needed for the scope of services performed. Therefore, the former contracts will be voided and it is now requested that new, corrected contracts be executed and payments of pending invoices be ratified. The cost of providing the services will be paid to the City by the Dania Pointe developer in accordance with Cost-Recovery procedures as required by the City Code, Chapter 28, Article 658-10.

The proposed resolutions and scope of services are services consistent with the required review of the plans, documents and permits needed for Dania Pointe. These services include site plan civil review, site plan traffic review, plat and survey review, design development guideline civil review, design development guideline traffic review and meetings with the City and other agencies. The attached resolution and contract relates to the review of the Site Plan Review Meetings Participation.

RECOMMENDATION
Approve Resolution