CITY OF OVIEDO
BUDGET TRANSFER/AMENDMENT DETAIL FORM

For Accounting use:

Fiscal Year: FY 14-15 **Accounting Approval:**
Period: **Entered By:**
Transaction Date: **Group Number:**

Department/Division Adjustment - Fire Station Project 13-001

Dept. Authorization

Account Number	Fund / Account Description	Increase	Decrease
FY 2014-2015			
108-0000-389.90-00	Other Sources/Fund Balance	$ 224,667	
108-2200-522.63-99	Improve other than Bldg	$ 224,667	
345-2200-522.63-99	Improve other than Bldg	$ 705,000	
345-0000-381.10-50	Interfund Transfers/General Fac Imprvmt	$ 705,000	
330-0000-381.54-00	Interfund Transfers/Water/Wastewater	$ 705,000	
330-9000-581.91-xx	Transfer/Fire Rescue Construction	$ 705,000	
401-0000-389.90-00	Other Sources/Fund Balance	$ 705,000	
401-9000-581.91-xx	Interfund Transfers/General Fac	$ 705,000	
330-0000-334.49-10	Other Transportation/FDOT	$ 78,000	
330-9000-581.91-5xx	Transfer/Fire Rescue Construction	$ 78,000	
345-0000-381.10-50	Interfund Transfers/General Fac Imprvmt	$ 78,000	
345-2200-522.63-99	Improve other than Bldg	$ 78,000	
Count	**TOTAL**		

Ref BA 2014-112

Notes / Comments

Approved By: Check Appropriate Box		City Council: Exceeds $35,000	Informational Note Only: Programs/Capital not budgeted must be presented to Council	Resolution #2910-14
		City Manager: Less than $35,000		Approval Date: 10/20/14
		Mgt Srvc Director: Internal		BA # - 2015-010
ok DW 10/21/14		Signature:	[Date Signed:	

Robert R Hayes 10/30/14

AGENDA
MEMORANDUM

TO:	Honorable Mayor and City Council Members
FROM:	Bryan Cobb, City Manager
DATE:	**October 20, 2014**
SUBJECT:	**Resolution No. 2909-14,** Bid Award for Construction of New Fire Station and **Resolution No. 2910-14,** Budget Amendment for the Fire Station

Introduction: This is a request for City Council to award Bid No. 14-06 in the amount of $3,241,300 to APM Construction Corp. for construction of a new Fire Station, and approve a Budget Amendment.

Discussion: On July 15, 2013, City Council adopted Resolution No. 2680-13, approving a Scope of Services and authorizing an agreement with Starmer Design Group (SDG) for design of a new fire station to be constructed on the site of the City's decommissioned water plant, adjacent to Boston Hill Park. Since that time, staff has worked diligently with SDG on the design phase of the project and preparation of bid documents for construction of the project. The new fire station will consolidate Fire Station 44 and Fire Station 46 into a "Super Station" design which will incorporate operational savings and potential reuse of the existing Public Safety building for other purposes. This capital project is the direct result of the FDOT land-right-of way acquisition of Fire Station 44 for the SR 426 – CR 419 road expansion project.

On July 17, 2014, the City advertised construction bids in the Orlando Sentinel. Seven (7) bids were received, opened and reviewed on August 27, 2014. All bids were determined to be responsive. A copy of the bid opening minutes are attached (Attachment 1). The lowest bid was from APM Construction Corp in the amount of $3,180,300 (base bid) and the highest base bid was $3,573,013 from Freidrich Watkins.

SDG reviewed each bid and performed the required diligence on behalf of the City. Based on this, SDG recommends awarding the bid to the low bidder, APM Construction Corp. A copy of the award recommendation letter is included as Attachment 2. It is important to note that the bids came in significantly higher than anticipated. The Engineer's estimate was $843,472 less than the lowest base bid. The reason for the increased cost is also explained in SDG's award recommendation letter.

The award recommendation includes the base bid and bid alternates 4 and 6 as follows:

- *$3,180,300* *Base Bid*
- *$55,000* *Bid Alternate 4 - Construct Parking Lot Option A*
- *$6,000* *Bid Alternate 6 - Demolition Work on existing chemical storage building*

$3,241,300 Total Construction Cost

Resolution No. 2910-14 authorizes the Budget Amendment detailing the various fund sources necessary to fund the construction, see Exhibit 1 to Resolution No. 2910-14.

Reconciliation of Project Cost's to Funding Sources:

Project Cost:	
Design – Starmer Design Group	$162,926
Survey, Permits with SJRWMD, W&S Impact Fees Purchase of Dirt, Permit App w/State of FL, and Tamp Electric Company establishing a gas line	53,149
Fire Station Bid 14-06	3,241,300
Contingency	8,892
Total Cost to Design/Construct – Fire Station	$3,465,967

Project Funding Sources:	
Proceeds from sale of old Fire Station (FDOT)	$1,611,050
2013 Drawdown Facility	847,250
FDOT Architectural Review Reimbursement	78,000
Fire Impact Fee's	224,667
Utility Loan to General Government	705,000
Total Funding Sources	$3,465,967

Budget Impact: The FY 14-15 Budget will reflect a carry forward of the FDOT funds appropriated for the construction of the new fire station. FDOT paid the City $1,611,050 for the right-of-way acquisition of Fire Station 44 based on appraisal value. On August 18, 2014, staff presented a budget amendment to adjust the Fire Rescue Construction fund as part of the Revenue Note Series 2013 Drawdown Facility. The amendment reflected $847,250 being designated for the new fire station. FDOT has agreed to reimburse the City $78,000 for Architectural Services which will be added to the project budget. Due to the expansion and growth of the City, Fire Impact Fee's will be used to fund a portion of the construction cost. Therefore, the use of the Fire Impact Fee Fund Balance in the amount of $224,667 will need to be approved by the City Council as reflected in Exhibit 1 of Resolution No. 2910-14. The Water & Sewer Utility Fund will be loaning the Fire Rescue Construction fund $705,000. Resolution No. 2908-14 addresses the process by which the funds will be repaid, as well as the request to use fund balance for the loan. There is a small contingency of $8,592 which basically represents the residual funds available once all the fund sources and fund cost have been considered.

The budget amendment in Exhibit 1 of Resolution No. 2910-14 represents the adjustments needed to recognize the funds to be carried forward from FY 2013-14 to FY 2014-15. $1,989,050 was budgeted in FY 2013-14 as FDOT funds for the new fire station, which exceeded the funds received from FDOT by $378,000. Therefore, 1,611,050 will be carried forward from FY 2013-14 to FY 2014-15 to reflect the actual appropriation received from FDOT as well as the $847,250 Revenue Note Series 2013 Drawdown Facility. The Budget Amendment also includes the use of Fire Impact Fees and recognizes the Utility Loan to the General Government – Fire Rescue Construction Fund. The Water & Sewer Utility Fund has sufficient funds in its fund balance to loan the $705,000 to the Fire Station Project

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Strategic Impact: Be one of the safest communities in the region.

Recommendation: It is recommended that City Council adopt Resolution No. 2909-14 and Resolution No. 2910-14.

Attachments:
1. Bid Opening Minutes
2. Starmer Design Group Award Recommendation

Prepared by: Susan Sheikh, Contracts Manager
Reviewed by: Lars White, Fire Chief
Bobby Wyatt, Public Works Director
Robin Hayes, Management Services Director

RESOLUTION NO. 2909-14

A RESOLUTION OF THE CITY OF OVIEDO, FLORIDA, AWARDING BID NO. 14-06 FOR CONSTRUCTION OF THE OVIEDO FIRE STATION PROJECT NO. 13-001 TO APM CONSTRUCTION CORP IN THE AMOUNT OF $3,241,300, INCLUDING BID ALTERNATES 4 AND 6; AUTHORIZING THE MAYOR TO EXECUTE A CONSTRUCTION CONTRACT; AND PROVIDING FOR CONFLICTS; PROVIDING FOR SAVINGS, PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, construction of a new Fire Station facility is necessary to relocate and combine two existing Fire Stations; and

WHEREAS, on July 27, 2014, the City advertised for Bids in the *Orlando Sentinel* and seven (7) bids were received, opened, and reviewed on August 27, 2014; and

WHEREAS, APM Construction Corp's bid in the amount of $3,241,300 which includes Bid Alternates 4 and 6 is the lowest bid received for construction of the project; and

WHEREAS, APM Construction Corp is found to be capable, experienced and best able to provide the construction services at the lowest cost to the City of Oviedo.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF OVIEDO, FLORIDA, AS FOLLOWS:

SECTION 1. Approval of Bid Award. The City Council hereby awards Bid No. 14-06 for construction of the new Fire Station to APM Construction Corp. in the total amount of $3,241,300 which includes Bid Alternates 4 and 6 as provided in the attached Exhibit "A".

SECTION 2. Authorization Execute Construction Contract. The Mayor is hereby authorized to execute a Construction Contract with APM Construction Corp in the total amount of $3,241,300.

SECTION 3. Authorizing Contract Administration. The City Council authorizes the City Manager or his designee to administer the contract and expend the full amount of the project budget, including contingency as applicable.

SECTION 4. Conflicts. All Resolutions or parts of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 5. Savings. The prior actions of the City of Oviedo relating to the adoption of the annual budget and related budgetary actions and activities which otherwise fund projects, and its actions relating to financings and purchasing contracts, hereby ratified and affirmed.

SECTION 6. Severability. If any Section or portion of a Section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Resolution.

SECTION 7. Effective Date. This Resolution shall become effective immediately upon its passage and adoption.

PASSED AND ADOPTED this 20th day of October, A.D., 2014.

_____
DOMINIC PERSAMPIERE
MAYOR of the City of Oviedo, Florida

ATTEST:

_____
BARBARA J. BARBOUR
CITY CLERK

RESOLUTION NO. 2910-14

A RESOLUTION OF THE CITY OF OVIEDO, FLORIDA, APPROVING THE CARRY FORWARD OF FUNDS FROM FY2013-14 TO FY 2014-15; APPROVING A BUDGET AMENDMENT AS SET FORTH IN EXHIBIT 1; AND PROVIDING FOR A SAVINGS PROVISION, CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE.

WHEREAS, City financial policies require Council approval of budget amendments for all interfund transfers regardless of the amount; increases or decreases in appropriated fund balance; and for any increase in the total approved appropriation level of a fund; and,

WHEREAS, to the extent that proposed expenditures exceed the approved appropriation level, the City Council must provide formal budget authority that recognizes the unanticipated revenues of the Fire Rescue Construction Fund, Water & Sewer Utility Fund, and the Fire Impact Fee Fund.

WHEREAS, the City Manager requests that the City Council amend the annual budget for FY 14-15 relative to unanticipated revenues and expenses received or incurred during FY 14-15; to approve certain interfund transfers not included in or changed from the adopted FY 14-15 budget; and to establish formal budget authority for items approved by the City Council during FY 14-15; and,

WHEREAS, Florida Statutes allow for budget amendments to be posted on city web sites within five (5) days following the approval of the budget amendment; and

WHEREAS, on October 20, 2014, City Council approved an appropriation of $3,241,300 for the construction of a Fire Station; and

WHEREAS, the adopted FY 2013-14 budget allocated $2,458,300 for the construction of said Fire Station; and

WHEREAS, said FY 2013-14 allocation must be carried forward and incorporated into the FY 2014-15 budget; and

WHEREAS, a Budget Amendment is necessary to incorporate said FY 2013-14 allocation into the FY 2014-15 budget; and

WHEREAS, a Budget Amendment is necessary to recognize the use of fund balance within the Fire Impact Fee Fund for the construction of the Fire Station; and

WHEREAS, a Budget Amendment is necessary to recognize the use of fund balance within the Water & Sewer Utility Fund processed as a loan to the Fire Rescue Construction Fund for the construction of the Fire Station; and

WHEREAS, a Budget Amendment is necessary to recognize the proceeds from FDOT for the reimbursement of Architectural review in designing the future Fire Station; and

WHEREAS, a Budget Amendment is necessary to recognize and approve the carry forward of funds originally budgeted in FY 2013-14 to FY 2014-15; funds carried forward reflect the projected construction cost for the Fire Station and the anticipated Revenue Note Series 2013 Drawdown Facility funds.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF OVIEDO, FLORIDA, AS FOLLOWS:

SECTION 1. Findings. The foregoing recitals (whereas clauses) are incorporated herein by reference and adopted as legislative and administrative findings in support of the matters set forth in this Resolution and made a part hereof.

SECTION 2. Approval of Carry Forward Funds. The City Council hereby authorizes the carry forward of $2,458,300 from the FY 2013-14 to the FY2014-15 budget as provided in the Budget Amendment Exhibit 1.

SECTION 3. Approval of Budget Amendment. The City Council hereby approves the attached Budget Amendment depicted as Exhibit 1.

SECTION 4. Savings. The prior actions of the City of Oviedo relating to the adoption of City tax rates and related budgetary actions and activities are hereby ratified and affirmed.

SECTION 5. Conflicts. All Resolutions or parts of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 6. Severability. If any Section or portion of a Section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Resolution.

SECTION 7. Effective Date. This Resolution shall become effective immediately upon its passage and adoption.

PASSED AND ADOPTED this 20th day of October, A.D., 2014.

DOMINIC PERSAMPIERE
MAYOR of the City of Oviedo, Florida

ATTEST:

BARBARA J. BARBOUR
CITY CLERK