



# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Agenda

### Community Redevelopment Agency

*The City of Pensacola Community Redevelopment Agency was created by the City Council and is a dependent special district in accordance with the Florida State Statutes Chapter 189 (Resolution No. 55-80 adopted on September 25, 1980; and amended Resolution No. 22-10 adopted on August 19, 2010.)*

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Monday, September 20, 2021

3:30 PM

Hagler-Mason Conference Room, 2nd Floor

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**SPECIAL MEETING** Immediately following City Council Agenda Conference starting at 3:30 p.m.

Members of the public may attend the meeting in person. City Council encourages those not fully vaccinated to wear face coverings that cover their nose and mouth.

Members of the public may also attend and participate via live stream or phone. Live meeting video: [cityofpensacola.com/428/Live-Meeting-Video](http://cityofpensacola.com/428/Live-Meeting-Video). Public input form here: [www.cityofpensacola.com/CRAInput](http://www.cityofpensacola.com/CRAInput) .

#### CALL MEETING TO ORDER

Members: Delarian Wiggins, Chairperson, Teniade Broughton, Vice Chairperson, Jennifer Brahier, Ann Hill, Casey Jones, Jared Moore, Sherri Myers

#### BOARD MEMBER DISCLOSURE

Board Members disclose ownership or control of interest directly or indirectly of property in the Community Redevelopment Area

#### ACTION ITEMS

1. [21-00799](#) AMENDMENT OF CONTRACT WITH SCAPE LANDSCAPE ARCHITECTURE, DPC FOR DESIGN ASSISTANCE SERVICES FOR THE HASHTAG AND BRUCE BEACH WATERFRONT CONNECTOR PROJECTS

**Recommendation:** That the Community Redevelopment Agency (CRA) amend the contract with SCAPE Landscape Architecture DPC for design assistance services for the Hashtag and Bruce Beach waterfront connector projects. Further, that the CRA authorize the Chairperson to take all actions necessary to negotiate and execute the necessary contract amendment.

**Attachments:** [SCAPE Contract Amendment No. 2](#)

2. [2021 -04 CRA](#) RESOLUTION NO. 2021-04 CRA - AUTHORIZING THE CRA TO APPLY FOR AND ACCEPT AN FDOT BEAUTIFICATION GRANT FOR GARDEN STREET LANDSCAPE IMPROVEMENTS - WEST OF A STREET

**Recommendation:** That the Community Redevelopment Agency (CRA) adopt Resolution No. 2021-04 CRA.

A RESOLUTION OF THE CITY OF PENSACOLA COMMUNITY REDEVELOPMENT AGENCY AUTHORIZING THE COMMUNITY REDEVELOPMENT AGENCY TO APPLY FOR AND ACCEPT A FDOT BEAUTIFICATION GRANT AND ENTER INTO A BEAUTIFICATION GRANT AGREEMENT AND A LANDSCAPE CONSTRUCTION AND MAINTENANCE MEMORANDUM OF AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION

**Attachments:** [Resolution No. 2021-04 CRA](#)

## DISCUSSION ITEMS

## ADJOURNMENT

*The City of Pensacola adheres to the Americans with Disabilities Act and will make reasonable accommodations for access to City services, programs and activities. Please call 436-5640 (or TDD 435-1666) for further information. Request must be made at least 48 hours in advance of the event in order to allow the City time to provide the requested services.*

*If any person decides to appeal any decision made with respect to any matter considered at such meeting, he will need a record of the proceedings, and that for such purpose he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.*



## Memorandum

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**File #:** 21-00799

Community Redevelopment Agency

9/20/2021

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### **ACTION ITEM**

**SPONSOR:** Delarian Wiggins, Chairperson

### **SUBJECT:**

AMENDMENT OF CONTRACT WITH SCAPE LANDSCAPE ARCHITECTURE, DPC FOR DESIGN ASSISTANCE SERVICES FOR THE HASHTAG AND BRUCE BEACH WATERFRONT CONNECTOR PROJECTS

### **RECOMMENDATION:**

That the Community Redevelopment Agency (CRA) amend the contract with SCAPE Landscape Architecture DPC for design assistance services for the Hashtag and Bruce Beach waterfront connector projects. Further, that the CRA authorize the Chairperson to take all actions necessary to negotiate and execute the necessary contract amendment.

### **SUMMARY:**

Goals of the 2019 Pensacola Waterfront Framework and Catalytic Projects Master Plan include creating a more connected public realm and expanded waterfront access, highlighting and celebrating local ecology, promoting equity and inclusion in public space, and preserving cultural heritage.

The CRA previously approved a contract with SCAPE Landscape Architecture to assist with design consistency and community engagement services for the Hashtag and Bruce Beach waterfront connector projects. An amendment to the contract with SCAPE is recommended to extend their participation on the project to provide consistency review through 90% design completion rather than 60% design completion. The amendment also extends their involvement through an additional public engagement meeting.

### **PRIOR ACTION:**

October 5, 2020 - The CRA approved a contract for design services with SCAPE Landscape Architecture DPC in an amount not to exceed \$75,000.

July 12, 2021 - The CRA approved an amendment to the contract with SCAPE expanding the scope of services and increasing the contract amount by \$75,000 for a total contract amount not to exceed \$150,000.

### **FUNDING:**

Budget: Not to exceed \$188,000

Actual: Not to exceed \$188,000

**FINANCIAL IMPACT:**

Approval of this amendment to the contract will add an additional \$38,000 with the total contract amount not to exceed of \$188,000. These funds will come from the Bruce Beach capital project budget.

**LEGAL REVIEW ONLY BY CITY ATTORNEY:** Choose an item.

[Click here to enter a date.](#)

**STAFF CONTACT:**

Kerrith Fiddler, Deputy City Administrator - Community Development  
M. Helen Gibson, AICP, CRA Administrator  
Victoria D'Angelo, Assistant CRA Administrator

**ATTACHMENTS:**

- 1) SCAPE Contract Amendment No.2

**PRESENTATION:** No

**CONTRACT BETWEEN CITY OF PENSACOLA COMMUNITY REDEVELOPMENT  
AGENCY AND SCAPE LANDSCAPE ARCHITECTURE DPC**

**AMENDMENT NO. 2**

THIS AMENDMENT NO. 2 TO THE Contract Between City of Pensacola Community Redevelopment Agency and SCAPE Landscape Architecture DPC ("Amendment No. 2") made and entered into this \_\_\_\_\_ day of July, 2021, by and between the City of Pensacola Community Redevelopment Agency, hereinafter referred to as "CRA" and SCAPE Landscape Architecture DPC, hereinafter referred to as "Contractor"

WITNESSETH:

WHEREAS, the CRA and the Contractor entered into the Contract Between City of Pensacola Community Redevelopment Agency and SCAPE Landscape Architecture DPC dated November 17, 2020 ("Original Contract") to provide Consistency Review Services for the Hashtag and Bruce Beach Waterfront Connectivity Projects ("Original Services"); and

WHEREAS, the parties now desire to amend the Original Contract to provide for Additional Services as defined below;

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, it is agreed that the Original Contract shall be hereby amended as follows:

1. The term of the Original Contract shall be extended to December 31, 2022.
2. The Contractor shall perform all work and additional services described in and in accordance with the Proposal for Additional Services ("Additional Services"), attached hereto as Exhibit A. Those Additional Services shall be performed in accordance with Section 2 of the Original Contract.
3. Payment for the Additional Services will be in accordance with the fee schedule and payment terms described in Exhibit A. All other provisions of Section 4 of the Original Contract shall apply.
4. The Contractor shall commence and complete all Additional Services in accordance with the schedule contained in Exhibit A.
5. In compliance with the provisions of F.S. 448.095, the parties to this Amendment No. 2 and any subcontractors engaged in the performance of this contract hereby certify that they have registered with and shall use the E-Verify system of the United States Department of Homeland Security to verify the work authorization status of all newly hired employees, within the meaning of the statute.

6. All other terms and conditions of the Original Contract not amended hereby shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment No. 2 to the Contract Between City of Pensacola Community Redevelopment Agency and SCAPE Landscape Architecture DPC on the date first above written.

**CONTRACTOR**

**CRA**

SCAPE Landscape Architecture DPC  
(Contractor's Name)

\_\_\_\_\_  
Chairperson, Delarian Wiggins

By \_\_\_\_\_  
President

\_\_\_\_\_  
City Clerk, Ericka L. Burnett

\_\_\_\_\_  
(Printed President's Name)

\_\_\_\_\_  
Approved As To Substance:

Attest \_\_\_\_\_  
Corporate Secretary

\_\_\_\_\_  
CRA Administrator

\_\_\_\_\_  
Legal in form and valid as drawn:

(CORPORATE SEAL)

\_\_\_\_\_  
City Attorney

**SCAPE LANDSCAPE ARCHITECTURE DPC**

**277 BROADWAY NINTH FLOOR NEW YORK NY 10007**

**T 212 462 2628 SCAPESTUDIO.COM**

**PROPOSAL FOR ADDITIONAL SERVICES**

**Design Consistency Review Services for The Hashtag and Bruce Beach  
Connectivity Project**

~~September 9, 2021~~

September 13, 2021

**Helen Gibson**

Community Development Agency of the City of Pensacola  
222 W Main St.  
Pensacola, FL 32502

As outlined in our meeting with Helen Gibson on 08/11/2021, SCAPE is pleased to submit the following request for additional services. This document outlines our additional scope and fee to develop the following services:

1. HASHTAG CONNECTOR

- Design consistency review services for 90% design (phase 1) – 3 weeks

2. BRUCE BEACH

- Schedule extension for 30% design phase (entire site) – 3 weeks
- Schedule extension for 60% design phase (phase 1 only) – 9 weeks
- Design consistency review services for 90% design phase (phase 1) – 8 weeks
- Design consistency review services for 60% design phase (phase 2) – 10 weeks

- Design consistency review services for 90% design phase (phase 2)  
– 8 weeks
- One (1) additional community engagement event with members of the public to be scheduled in coordination with the CRA and the design team – 3 weeks

SCAPE assumes our work will commence on 9/7/2021 and will run a consecutive 36 weeks, concluding on 5/13/2022. Proposed phases of the work and corresponding schedule are outlined above. This schedule is based on the attached design schedule provided by HDR.

Based on the conversations with CRA, SCAPE proposed the scope of services and fee outlined in the following pages.



## **SCOPE OF SERVICES**

### **1. HASHTAG CONNECTOR**

#### **DESIGN CONSISTENCY REVIEW SERVICES FOR 90% DESIGN PHASE– PHASE 1 (3 weeks)**

- Participate in coordination calls with design consultants and the CRA team. Assume one (1) conference call bi-weekly.
- Review plans and documentation prepared by design consultants and provide written comments. Assume one (1) round of reviews and comments for this phase.
- Prepare design sketches to assist in the communication and illustration of SCAPE design vision and intent to the design consultants and CRA team. Assume up to one (1) design sketches for this phase.

### **2. BRUCE BEACH**

#### **SCHEDULE EXTENSION FOR 30% DESIGN PHASE – WHOLE SITE (3 weeks)**

The original phase schedule included in SCAPE's approved scope of work revised on 10/21/2020 ended on 3/15/2021. This task accounts for the schedule extension to end on 9/24/2021.

No new deliverables are included. SCAPE will participate in bi-weekly coordination conference calls with design consultants and the CRA team.

#### **SCHEDULE EXTENTION FOR 60% DESIGN PHASE – PHASE 1 (9 weeks)**

The original phase schedule included in SCAPE's approved scope of work revised on 10/21/2020 ended on 5/15/2021. This task accounts for the schedule extension to end on 11/19/2021.

No new deliverables are included. SCAPE will participate in bi-weekly coordination conference calls with design consultants and the CRA team.

## **DESIGN CONSISTENCY REVIEW SERVICES FOR 90% DESIGN PHASE – PHASE 1 (8 weeks)**

- Participate in coordination calls with design consultants and the CRA team. Assume one (1) conference call bi-weekly.
- Review plans and documentation prepared by design consultants and provide written comments. Assume up to two (2) rounds of reviews and comments for this phase.
- Prepare design sketches to assist in the communication and illustration of SCAPE design vision and intent to the design consultants and CRA team. Assume up to one (1) design sketches for this phase.
- Provide the CRA with process recommendations for next steps in the implementation of the project

## **DESIGN CONSISTENCY REVIEW SERVICES FOR 60% DESIGN PHASE – PHASE 2 (8 weeks)**

- Participate in coordination calls with design consultants and the CRA team. Assume one (1) conference call bi-weekly.
- Review plans and documentation prepared by design consultants and provide written comments. Assume up to three (3) rounds of reviews and comments for this phase.
- Prepare design sketches to assist in the communication and illustration of SCAPE design vision and intent to the design consultants and CRA team. Assume up to one (1) design sketches for this phase.
- Provide the CRA with process recommendations for next steps in the design and implementation of the project

### **DESIGN CONSISTENCY REVIEW SERVICES FOR 90% DESIGN PHASE – PHASE 2 (8 weeks)**

- Participate in coordination calls with design consultants and the CRA team. Assume one (1) conference call bi-weekly.
- Review plans and documentation prepared by design consultants and provide written comments. Assume up to two (2) rounds of reviews and comments for this phase.
- Prepare design sketches to assist in the communication and illustration of SCAPE design vision and intent to the design consultants and CRA team. Assume up to one (1) design sketches for this phase.
- Provide the CRA with process recommendations for next steps in the implementation of the project

### **ADDITIONAL COMMUNITY ENGAGEMENT – 3 weeks**

- Facilitate one (1) additional meeting with members of the public to be scheduled in coordination with the CRA and the design team.
- Assist in compilation of materials developed by the design consultants for public communication.
- Support the CRA in communicating design, planning, and economic principles of the project.

**FEES FOR PROFESSIONAL SERVICES**
**1. HASHTAG CONNECTOR**

Project Phase	Duration	Fee	Payment Term
Design consistency review services for 90% design (phase 1)	3 weeks	\$8,000	Fixed Fee
<b>TOTAL FEE FOR PROFESSIONAL SERVICES</b>		<b>\$8,000</b>	

**2. BRUCE BEACH**

Project Phase	Duration	Fee	Payment Term
Schedule extension for 30% design phase	3 weeks	\$ 2,000	Fixed Fee
Schedule extension for 60% design phase	9 weeks	\$ 4,000	Fixed Fee
Design consistency review services for 90% design phase (phase 1)	8 weeks	\$ 8,000	Fixed Fee
Design consistency review services for 60% design phase (phase 2)	10 weeks	\$ 10,000	Fixed Fee
Design consistency review services for 90% design phase (phase 2)	8 weeks	\$8,000	Fixed Fee
Additional community engagement	3 weeks	\$ 6,000	Fixed Fee
<b>TOTAL FEE FOR PROFESSIONAL SERVICES</b>		<b>38,000</b>	

<b><u>GRAND TOTAL FOR BOTH PROJECTS</u></b>		<b>46,000</b>	
Reimbursables (estimate)		\$750	T/M

***PAYMENT TERMS:***

**Fixed Fee:** Fixed fee phases shall be invoiced monthly based on the percentage of work completed within the billing period.

**Reimbursable Expenses (estimate):** Project expenses include travel expenses for one in-person public meeting. SCAPE shall not be responsible for multiple printing & distribution of multiple sets of presentation materials and reports. All large-scale printing such as drawing sets shall be done by others. SCAPE will add a 10% mark-up on all reimbursable project expenses.

***HOURLY BILLING RATES***

Services outlined under the Scope of Services are based on our hourly billing rates. Any Additional Services shall be provided on an hourly basis computed with the same rates, as follows:

Founder	\$300/Hour
Principal	\$250/Hour
Director	\$200/Hour
Senior Associate	\$180/Hour
Associate	\$140/Hour
Senior Designer	\$120/Hour
Designer	\$100/Hour

Rates are valid for the current calendar year and may be increased subsequently without written notice. Services outlined under the Scope of Services shall be provided per the Fees and Terms in the Agreement for Professional Services.

**SIGNATURE PAGE**

SCAPE requires a signed proposal, a Notice-to-Proceed to start work. Upon acceptance of this proposal, this scope for additional services will be under the already existing terms and agreement between SCAPE and the Client team.

*Landscape Architect*

SCAPE / LANDSCAPE ARCHITECTURE DPC



By: Alexis Landes  
Title: Managing Principal  
Date: 9/13/2021

Client

**Helen Gibson** / Community  
Redevelopment Agency of the City of  
Pensacola

By: \_\_\_\_\_  
Title \_\_\_\_\_  
Date: \_\_\_\_\_

BRUCE BEACH DESIGN SCHEDULE - Phase 1 & Phase 2 (partial) HDR

2021																											2022												
AUG			SEPT			OCT			NOV			DEC			JAN			FEB			MAR			APR															
26-30	2-6	9-13	16-20	23-27	30-03	6-10	13-17	20-24	27-1	4-8	11-15	18-22	25-29	1-5	8-12	15-19	22-26	29-3	6-10	13-17	20-24	27-31	3-7	10-14	17-21	24-28	31-4	7-11	14-18	21-25	28-04	07-11	14-18	21-25	28-1	4-8			
30% (whole-site) Set																																							
City/SCAPE review																																							
60% Phase 1 CD's																																							
City/SCAPE review																																							
Environmental Permitting																																							
90% Phase 1 CD's																																							
City Review																																							
City Permitting																																							
Bid CD's Phase 1																																							
City Review/Coordination																																							
60% Phase 2 CD's																																							
City/SCAPE review																																							
...																																							



Memorandum

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**File #:** 2021 -04 CRA

Community Redevelopment Agency

9/20/2021

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**ACTION ITEM**

**SPONSOR:** Delarian Wiggins, Chairperson

**SUBJECT:**

**RESOLUTION NO. 2021-04 CRA - AUTHORIZING THE CRA TO APPLY FOR AND ACCEPT AN FDOT BEAUTIFICATION GRANT FOR GARDEN STREET LANDSCAPE IMPROVEMENTS - WEST OF A STREET**

**RECOMMENDATION:**

That the Community Redevelopment Agency (CRA) adopt Resolution No. 2021-04 CRA.

A RESOLUTION OF THE CITY OF PENSACOLA COMMUNITY REDEVELOPMENT AGENCY AUTHORIZING THE COMMUNITY REDEVELOPMENT AGENCY TO APPLY FOR AND ACCEPT A FDOT BEAUTIFICATION GRANT AND ENTER INTO A BEAUTIFICATION GRANT AGREEMENT AND A LANDSCAPE CONSTRUCTION AND MAINTENANCE MEMORANDUM OF AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION

**SUMMARY:**

The FDOT Beautification Grant offers funding in the amount of up to \$100,000 for landscape improvements to state transportation facilities, such as Garden Street, with a suggested fifty-percent (50%) local match. To apply for the opportunity, the CRA and City Council must adopt resolutions authorizing the CRA to apply for and accept the grant and to maintain the improvements. If awarded, the improvements would be maintained under an interlocal agreement between the City and CRA.

In 2018, the CRA previously applied for and was awarded a State of Florida Beautification Grant from FDOT to make and maintain landscape improvements in the median of W Garden from Alcaniz Street to A Street. Design for that project has recently been completed, and it is anticipated that bidding for construction will ensue in the Fall.

Staff has prepared an additional application to FDOT for grant funds to beautify and continue the enhancement of Garden Street westward. Improvement will be targeted for A Street to C Street, with actual boundaries determined based on cost. Should the application be submitted and funds awarded, the CRA will further improve the W. Garden Street corridor and add beautification to the westside of the Pensacola inner city.

A resolution of the CRA and City Council must accompany the application. The application



submission deadline is October 1, 2021. Due to the time-sensitive nature of the application process, the CRA and City Council resolutions must be adopted in September to submit a grant application successfully.

**PRIOR ACTION:**

September 10, 2018 - CRA adopted a resolution authorizing staff to apply for and accept an FDOT Beautification Grant for W. Garden Street from Alcaniz to A Streets.

**FUNDING:**

N/A

**FINANCIAL IMPACT:**

Once final approval of the grant has been made by FDOT and the actual amount of funding to be awarded is known, a supplemental budget resolution request will be brought forth.

**LEGAL REVIEW ONLY BY CITY ATTORNEY:** Choose an item.

[Click here to enter a date.](#)

**STAFF CONTACT:**

Kerrith Fiddler, Deputy City Administrator - Community Development  
M. Helen Gibson, AICP, CRA Administrator  
Victoria D'Angelo, Assistant CRA Administrator

**ATTACHMENTS:**

- 1) Resolution 2021-04 CRA

**PRESENTATION:** No

## RESOLUTION 2021-04 CRA

### A RESOLUTION OF THE CITY OF PENSACOLA COMMUNITY REDEVELOPMENT AGENCY AUTHORIZING THE COMMUNITY REDEVELOPMENT AGENCY TO APPLY FOR AND ACCEPT A FDOT BEAUTIFICATION GRANT AND ENTER INTO A BEAUTIFICATION GRANT AGREEMENT AND A LANDSCAPE CONSTRUCTION AND MAINTENANCE MEMORANDUM OF AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION

**WHEREAS**, the Florida Department of Transportation offers a competitive grant program, known as the “FDOT Beautification Grant Program,” for the beautification of state transportation facilities through landscape improvements; and

**WHEREAS**, the City of Pensacola Community Redevelopment Agency has an interest in constructing landscape improvements within the Garden Street corridor to support revitalization in accordance with the City’s adopted Westside Community Redevelopment Area Plan; and

**WHEREAS**, in order that these improvements may be constructed to the fullest extent, the City of Pensacola Community Redevelopment Agency authorizes the City of Pensacola Community Redevelopment Agency to apply for and accept a Beautification Grant and enter into a Beautification Grant Agreement and a Landscape Construction and Maintenance Memorandum of Agreement between the City of Pensacola, the City of Pensacola Community Redevelopment Agency and the Florida Department of Transportation;

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF PENSACOLA, FLORIDA THAT:**

Section 1. The City of Pensacola Community Redevelopment Agency hereby authorizes the City of Pensacola Community Redevelopment Agency to apply for a Beautification Grant from the Florida Department of Transportation and if awarded, to accept the grant, and enter into a Beautification Grant Agreement and a Landscape Construction and Maintenance Memorandum of Agreement between the City of Pensacola, the City of Pensacola Community Redevelopment Agency and the Florida Department of Transportation.

Section 2. The City of Pensacola Community Redevelopment Agency hereby authorizes the Community Redevelopment Agency Chairperson to take all actions necessary to effectuate the provisions of this Resolution.

Section 3. The City Clerk of the City of Pensacola is hereby directed to send copies of this Resolution to the City of Pensacola Community Redevelopment Agency to attach to its application package for submission to the Florida Department of Transportation and all other persons as directed by the City of Pensacola Community Redevelopment Agency.

Section 4. This Resolution shall take effect immediately upon its adoption by the Community Redevelopment Agency of the City of Pensacola, Florida.

**Adopted:** \_\_\_\_\_  
(Date)

**Approved:** \_\_\_\_\_  
CRA Chairperson

**ATTEST:** \_\_\_\_\_  
City Clerk