

# **NORTH SPRINGS IMPROVEMENT DISTRICT**



**BOARD OF SUPERVISORS MEETING  
MARCH 06, 2024**

# ***North Springs Improvement District***

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9700 NW 52 Street Coral Springs, FL 33076  
Phone (954) 752-0400 Fax (954) 755-7317

February 28, 2023

Board of Supervisors  
North Springs Improvement District

Dear Board of Supervisors:

A meeting of the Board of Supervisors of North Springs Improvement District will be held on Wednesday, March 06, 2024, at 3:00 P.M. at 9700 NW 52<sup>nd</sup> Street, Coral Springs, Florida. Following is the advance agenda:

1. Roll Call
2. Approval of the February 07, 2024 Meeting Minutes
3. Audience Comments on Non-Agenda Items and Supervisor's Request(s)
4. Staff Reports
  - A. Manager
    - I. Memorandum of Understanding with the City of Parkland Regarding Building Permits
  - B. Attorney
  - C. Engineer
    - I. Rescind Award of Contract for North Springs Preserve Storage Maintenance Facilities to EG General Contractor, Inc. and Award to the Next Lowest Responsible Bidder, Delcons, Inc.
    - II. Consideration of Task Order No. 0224-1, Booster Pump Station Expansion
5. Approval of Financials and Check Registers
6. Adjournment

# **SECOND ORDER OF BUSINESS**

Approval of February 07, 2024 Meeting Minutes

**MINUTES OF MEETING  
NORTH SPRINGS IMPROVEMENT DISTRICT**

The regular meeting of the Board of Supervisors of the North Springs Improvement District was held Wednesday, **February 7, 2024** at 3:00 p.m. in the district office, 9700 N.W. 52<sup>nd</sup> Street, Coral Springs, Florida.

Present and constituting a quorum were:

Grace Solomon	Secretary
Anthony Avello	Assistant Secretary

Also present were:

Katherine Castro	Executive Assistant
Brenda Richard	District Clerk
Jane Early	District Engineer
Chloe Anzalone	NSID
Donna Holiday	GMS-South Florida, LLC via Zoom
Detective Martin	Coral Springs Police Department

*The following is a summary of the discussions and actions taken at the February 7, 2024 regular Board of Supervisor's meeting of the North Springs Improvement District.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Castro called the meeting to order at 5:00 p.m. and called the roll.

**SECOND ORDER OF BUSINESS**

**Approval of the Minutes of the January 3, 2024 Meeting**

On MOTION by Ms. Solomon seconded by Mr. Avello with all in favor the minutes of the January 3, 2024 meeting were approved as presented.
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**THIRD ORDER OF BUSINESS**

**Audience Comments on Non-Agenda Items  
and Supervisor’s Requests**

Mr. Avello stated I attended a meeting with the City of Parkland and district staff regarding permitting issues and there is now a framework to move forward and get that resolved.

**FOURTH ORDER OF BUSINESS**

**Staff Reports**

**A. Manager**

There being none, the next item followed.

**B. Attorney**

There being none, the next item followed.

**C. Engineer**

There being none, the next item followed.

**FIFTH ORDER OF BUSINESS**

**Approval of Financials and Check Register**

On MOTION by Mr. Avello seconded by Ms. Solomon with all in favor the check register was approved.

**SIXTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Avello seconded by Ms. Solomon with all in favor the meeting adjourned at 3:02 p.m.

\_\_\_\_\_  
Grace Solomon  
Secretary

\_\_\_\_\_  
Vince Moretti  
President

# **FOURTH ORDER OF BUSINESS**

## **STAFF REPORTS - A. MANAGER**

- I. Memorandum of Understanding with City of Parkland



# North Springs Improvement District

9700 NW 52 ST

Coral Springs, FL 33076

Phone: (954) 752-0400 • Fax (954) 755-7317

**To:** Nancy Morando, Parkland City Manager  
**From:** Rod Colon, District Manager  
**CC:** Richard Sarafan, Esq., NSID Counsel (via email | [rjsarafan@venable.com](mailto:rjsarafan@venable.com))  
Anthony C. Soroka, Esq., Parkland City Attorney (via email | [asoroka@wsh-law.com](mailto:asoroka@wsh-law.com))  
**Date:** 3/6/2024  
**Re:** Memorandum of Understanding re: NSID Building Permits

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On January 30, 2024, City of Parkland staff met with staff of NSID (North Springs Improvement District). Those in attendance were myself, Anthony Avello, Jane Early, Katherine Castro, Richard Sarafan (District Counsel), Nancy Morando (City Manager), Simeon Brier, Sowande Johnson, William Tracy and Anthony Soroka (City Attorney). The purpose of the meeting was to come to an agreement on the processes for handling NSID projects located on NSID property within the City of Parkland.

Legal counsel for NSID and legal counsel for the City presented their respective positions regarding whether, since NSID is a State Agency, the use of its property is or is not subject to local government control and specifically whether the City is authorized or required to enforce the provisions of Florida Statutes regarding issuance of a City Building Permit for NSID projects. NSID contends that it is not subject to such municipal control and the City contends otherwise. A general consensus was reached that the legal issue was not capable of being definitively resolved without the expenditure of much time, effort and resources and that it would be preferable for both NSID and the City to reach an amicable agreement as to processes to be utilized to protect the legitimate interests of each party, while each party reserved its position and rights with regard to the unresolved legal issue.

After much discussion and subject to further consultation with members of each party's governing board (which has now occurred), an understanding was reached that going forward the parties would adhere to the following processes regarding NSID structural projects within the City:

1. NSID will apply for site plan/zoning approval at the City, to the extent otherwise required by the nature of the project, and the City agrees to reasonably prioritize such NSID applications to avoid undue delays. NSID will also prioritize projects in relation to the City's projects that require NSID approval. Both the City and NSID agree to waive fees in accordance with these projects unless such fees are required by another regulatory authority.

2. NSID will utilize a private provider for all inspection and plan review services for which private providers are authorized under statute and, in connection thereof, NSID will provide the City a private provider package in compliance with the statute. After the zoning approval and

upon receipt and review of a proper private provider package, the City will issue, administratively, a Building Permit provided that the private provider package includes everything to meet state law.

3. Upon receipt of the appropriate final certifications and documentation from the private provider, and final confirmation of a successful fire code inspection, the City's Building Official will issue either a Certificate of Completion or Certificate of Occupancy.

4. Since, pursuant to these procedures, the City will be doing no inspections and no plan reviews (except for fire code review by the Fire Department that have associated fees) the City will administratively waive any fees in connection with issuance of the Building Permit, Certificate of Occupancy or Certificate of Completion.

5. The parties agreed to continue to maintain good lines of open communication between them with regard to upcoming projects that may impact each other's interests and concerns.

6. NSID will provide the City with any outstanding approved drawings and inspection reports and final certifications from the private provider for ongoing as well as past district projects within the City. City has provided a list of projects in a separate email dated March 5, 2024.



# FOURTH ORDER OF BUSINESS

## STAFF REPORTS - C. ENGINEER

- I. Rescind Award of Contract for North Springs Preserve Storage Maintenance Facilities to EG General Contractor, Inc. and Award to Delcons, Inc.



# FOURTH ORDER OF BUSINESS

## STAFF REPORTS - C. ENGINEER

- II. Consideration of Task Order No. 0224-1, Booster Pump  
Station Expansion

## **TASK ORDER NO. 0224-1**

This Task Order (the "Task Order") is issued pursuant to the Agreement for Professional Services between VLC ONE, INC. (CONTRACTOR) and the NORTH SPRINGS IMPROVEMENT DISTRICT (NSID) (OWNER), dated May 6, 2021 (the "Agreement"), which is incorporated herein by this reference.

The purpose of this Task Order is as follows:

### **ARTICLE 1. SCOPE OF SERVICES**

NSID needs to expand their Booster Pump Station Pump and Chemical Building as well as adding a canopy to the fuel tank, painting existing generator and fuel tank and other improvements. The design drawings and calculations for the building expansion were prepared under Task Order 0301-1.

VLC ONE, INC. agrees to furnish NSID the following specific services:

Based on the design from Task Order 0301-1, VLC ONE, INC. will provide construction services for the demolition of parts of the existing sidewalk and construction of a two-story addition on the NW side of the Booster Pump Building with associated structural, mechanical and electrical components. No plumbing is needed for the new addition. In addition VLC One, Inc will construct a canopy over the fuel tank and do the following upgrades to the site.

#### **CONSTRUCTION SERVICES:**

1. Remove and dispose of portions of the existing sidewalk on the north and west side of the Booster Pump Station building and sawcut existing asphalt as needed for the new addition.
2. Construct a two-story addition on NW side of the Booster Pump Station building as per approved design drawings and calculations.
3. Provide and install all structural (i.e., stairs, landings, roofing, etc.), fenestration (windows and interior and exterior doors), mechanical (i.e., HVAC equipment), electrical (i.e., switches, lights, outlets, panel, etc.) and finishes (i.e., floor covering per NSID choice, painting, etc.).
4. Install new flooring and cabinets in the existing lab. (NSID to approve layout, color and material)
5. Pressure clean and paint the entire existing Booster Pump Station to match paint type and color of new addition. Paint interior of Booster Pump Station building.
6. Pressure Clean and Paint existing Storage Building behind the Booster Pump and Chemical Building at the Booster Station
7. Paint existing Generator and the existing 10,000 gallon fuel tank at Booster Station with Sherwin William Paint : Protective & Marine Coatings Hi-Solids Polyurethane Gloss B66 W 311- (NSID to approve paint prior to applying) (NSID TO PRESSURE CLEAN THE TANK AND GENERATOR PRIOR TO PAINTING)
8. Install new sidewalk around the new addition side.

9. Test and balance new HVAC system.
10. Install new roll up door on existing Booster Station building.
11. Provide and install aluminum canopy over the existing 10,000 gallon fuel tank including expanding the concrete slab on both ends of the existing tank to provide easier access to the fuel tank.
12. Provide and install new aluminum canopy along rear asphalt for portable generators- size to be designed based on the number of generators NSID has.
13. Design and install new 12' wide paved access drive to existing lift station behind Booster Station Building. (8" base rock and 2" thick asphalt) (NSID to approve location)
14. Apply for site plan and zoning approval to the City of Parkland and then provide the 3<sup>rd</sup> party inspection package to the City of Parkland once they issue a permit.
15. Provide required Performance and Payment Bonds as well as insurance per NSID and the state of Florida requirements.

**ENGINEERING SERVICES DURING CONSTRUCTION:**

16. Contact PSI for ALL inspections required throughout ALL construction so that PSI will provide a certification letter to submit to the City of Parkland.
17. Ensure all aspects of the approved drawings and third-party inspection are followed to ensure PSI will certify the project.

## ARTICLE 2. COMPENSATION

Compensation by NSID to VLC ONE, INC. will be as follows:

VLC ONE, INC. will perform the above-mentioned services for a lump sum fee as defined below:

### Construction and Engineering Services:

1. Mobilization.....	\$ <u>25,000.00</u>
2. Demolition and disposal.....	\$ <u>20,000.00</u>
3. Bonding.....	\$ <u>19,500.00</u>
4. Equipment and Materials.....	\$ <u>355,000.00</u>
5. Labor.....	\$ <u>190,500.00</u>
6. Test and Balance.....	\$ <u>5,000.00</u>
7. Engineering and Construction Oversight.....	\$ <u>35,000.00</u>
<b>TOTAL FEE:</b>	<b>\$<u>650,000.00</u></b>

For the Construction Services, VLC ONE, INC. will submit progressive payments in AIA G702/G703 format.

**PAYMENTS:** OWNER shall make progress payments on account of the Contract Price on the basis of Contractor's Application for Payment on or about 20<sup>th</sup> day of each month during performance of the Work. All such payments will be measured by the schedule of values established and accepted by the ENGINEER (NSID Engineer).

1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as ENGINEER may determine or OWNER may withhold.
  - a. 95% of Work completed (with the balance being retained)
  - b. 95% of cost of materials and equipment not incorporated in the Work (with the balance being retained)
2. Final Payment
  - a. Upon final completion and acceptance of the Work, OWNER shall pay the remainder of the Contract Price as recommended by ENGINEER.

### SCHEDULE:

VLC ONE, INC. will perform the above-mentioned services as follows:

<b>Substantial Completion</b>	<b>180 Days</b>
<b><u>TOTAL PROJECT COMPLETION</u></b>	<b><u>210 Days</u></b>

**DELIVERABLES:**

VLC ONE, INC. will submit shop drawings as they become available from the manufacturers.

**OTHER PROVISIONS**

The following provisions shall apply to this Task Order:

As per Section 6.3.1 of the Agreement, Liquidated Damages in the amount of \$ 100.00 per day shall be assessed against VLC ONE, INC., based upon each day beyond Final Completion. The Liquidated Damages are intended to address any damages incurred by the NSID due to such delay and are not intended to be a penalty.

This Task Order will become a part of the referenced Agreement when executed by both parties. The terms and conditions of the Agreement apply to and remain in effect for the General Services or work to be performed hereunder.

The Authorized Representatives designated below are authorized to act with respect to this Task Order. Communications between the parties shall be between parties and their consultants or subcontractors shall be through the Authorized Representatives:	
<b>For NSID:</b>	<b>For VLC ONE, INC.:</b>
Name: ROD COLON, DISTRIC MANAGER	Name: VANDIN CALITU, P.E.
Address: 9700 NW 52 ST, CORAL SPRINGS, FL 33076	Address: 1722 Sheridan St, #129, Hollywood, FL, 33020
Telephone: 954-796-6628	Telephone: 954-864-2775

This Task Order No. <u>0224-1</u> is effective this (date)	
<b>Accepted for VLC ONE, INC. by:</b>	<b>Accepted for NSID by:</b>
Name	Name
Title	Title

**FIFTH  
ORDER OF BUSINESS**

Approval of Financials and Check Registers





# North Springs Improvement District

9700 NW 52 ST

Coral Springs, FL 33076

Phone: (954) 752-0400 • Fax (954) 755-7317

To: Rod Colon, District Manager

From: Maryam Omidi, CFO

Re: Financials & Procurement

Date: February 28, 2024

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I, Maryam Omidi, certify that the financials and procurement for the March 06, 2024 agenda meet the District's procurement criteria and comply with the District's Charter and State Law.

Sincerely,

A handwritten signature in blue ink, appearing to read "Maryam Omidi", is written over a faint, light blue circular watermark or stamp.

Maryam Omidi, CFO

**North Springs Improvement District  
General Fund  
Summary Report  
For the Period Ending January 31, 2024**

	ADOPTED BUDGET FY 24	PRORATED BUDGET THRU 01/31/2024	ACTUAL ENDING 01/31/2024	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUE</b>				
TOTAL REVENUES	13,689,625	4,563,208	4,568,193	4,984
<b>EXPENDITURES</b>				
TOTAL EXPENDITURES	13,689,625	4,563,208	2,237,026	2,326,182
<b>EXCESS REVENUES (EXPENSES)</b>	-	-	<b>2,331,166</b>	<b>2,331,166</b>
FUND BALANCE BEGINNING				4,872,161
FUND BALANCE ENDING				7,203,327

**North Springs Improvement District  
Water & Sewer Fund  
Summary Report  
For the Period Ending January 31, 2024**

	<b>ADOPTED BUDGET FY 24</b>	<b>PRORATED BUDGET THRU 01/31/2024</b>	<b>ACTUAL ENDING 01/31/2024</b>	<b>VARIANCE FAVORABLE (UNFAVORABLE)</b>
<b>REVENUE</b>				
TOTAL REVENUES	31,671,000	10,557,000	6,090,551	(4,466,449)
<b>EXPENDITURES</b>				
TOTAL EXPENDITURES	31,415,008	10,471,669	7,453,015	3,018,654
<b>EXCESS REVENUES (EXPENSES)</b>	<b>255,992</b>	<b>85,331</b>	<b>(1,362,464)</b>	<b>(1,447,795)</b>
FUND BALANCE BEGINNING				103,251,731
FUND BALANCE ENDING				101,889,267

**SIXTH  
ORDER OF BUSINESS**

Adjournment