



TOWN OF LAUDERDALE-BY-THE-SEA

AGENDA ITEM REQUEST FORM

ADMINISTRATION

Department Submitting Request

JOHN OLINZOCK

Assistant Town Manager

<u>Commission Meeting Dates</u>	<u>Last date to turn in to Town Clerk's Office</u>	<u>Commission Meeting Dates</u>	<u>Last date to turn in to Town Clerk's Office</u>	<u>Commission Meeting Dates</u>	<u>Last date to turn in to Town Clerk's Office</u>
<input type="checkbox"/> Nov 10, 2009	Oct. 30 (5:00 p.m.)	<input type="checkbox"/> Jan 26, 2010	Jan 15 (5:00 p.m.)	<input type="checkbox"/> March 23, 2010	Mar 12 (5:00 p.m.)
<input type="checkbox"/> Dec 1, 2009	Nov 20 (5:00 p.m.)	<input type="checkbox"/> Feb 9, 2010	Jan 29 (5:00 p.m.)	<input checked="" type="checkbox"/> April 13, 2010	April 2 (5:00p.m.)
<input type="checkbox"/> Dec 8, 2009	Nov 25 (5:00 p.m.)	<input type="checkbox"/> Feb 23, 2010	Feb 12 (5:00 p.m.)	<input type="checkbox"/> April 27, 2010	April 16 (5:00p.m.)
<input type="checkbox"/> Jan 12, 2010	Dec 31 (5:00 p.m.)	<input type="checkbox"/> Mar 4, 2010	Feb 19 (5:00p.m.)	<input type="checkbox"/> May 11, 2010	April 30 (5:00p.m.)

NATURE OF AGENDA ITEM

- | | | |
|--|---|--|
| <input type="checkbox"/> Presentation | <input type="checkbox"/> Resolution | <input type="checkbox"/> New Business |
| <input checked="" type="checkbox"/> Report | <input type="checkbox"/> Ordinance | <input type="checkbox"/> Manager's Report |
| <input type="checkbox"/> Consent Agenda | <input type="checkbox"/> Public Hearing | <input type="checkbox"/> Attorney's Report |
| <input type="checkbox"/> Bids | <input type="checkbox"/> Old Business | <input type="checkbox"/> Other |

EXPLANATION: Florida Department of Transportation (FDOT) Local Agency Program (LAP) SR-A1A Enhancement Project FM-418022-1, Pine Ave to Terra Mar Drive, Project Schedule.

STAFF RECOMMENDATION: See Memorandum Dated 01 April 2010

BOARD/COMMITTEE RECOMMENDATION: N/A

FISCAL IMPACT AND APPROPRIATION OF FUNDS: N/A

- | | |
|---|--|
| <input type="checkbox"/> Amount \$ _____ | <input type="checkbox"/> Acct # _____ |
| <input type="checkbox"/> Transfer of funds required | <input type="checkbox"/> From Acct # _____ |
| <input type="checkbox"/> Bid | <input type="checkbox"/> Grant <input type="checkbox"/> Amount represents matching funds |

Town Attorney review required

- Yes No

Town Manager's Initials: JO

Town of Lauderdale-By-The-Sea
Office of the Town Manager

MEMORANDUM

Date: 01 April 2010
To: Esther Colon, Town Manager
From: John Olinzock, Assistant Town Manager 
Re: FDOT Local Agency Program Streetscape Enhancements Project Schedule

I met with staff of Post Buckley, Shuh, and Jernigan, Inc., this morning to finalize the schedule of events required to meet submission dates to the funding provider, FDOT. I recommend approval of the attached schedule as it will provide for the following milestones and benefits to the Town:

- Review of draft plans by FPL, Comcast, Teco Gas, and City of Pompano Beach for appropriate utility review.
- Submission of draft plan submittals to FDOT staff by agreement deadline.
- Provide the Town with FDOT staff comments and mark-up that may be provided to the public and elected officials before any workshop.
- Town Board appointments can be made and individuals sworn in before workshop is held.

I recommend placement of the schedule as a report on the next Town Commission agenda.

Attachment

**Lauderdale By-The-Sea
SR A1A Enhancements Design Kick-Off Meeting
from Pine Avenue to Terra Mar Drive**

**Date & Time: 10:00 AM April 1, 2010
Location: Lauderdale By The Sea Town Hall**

Meeting Agenda

Milestone Date	Activity	Duration
1-Apr	Kick Off Meeting with Town	
1-Apr	Begin Sheet and Aerial Set-up	
	set-up sheets	one week
7-Apr	Field Truthing	
	add findings to plans	two days
9-Apr	Send to Utilities	
12-Apr	Meet with Town to Discuss Programming²	
	application of program to site	one week
	sketches of concept plan	one week
26-Apr	Meet with Town to Discuss Concept Plan	
	application of approved concept, and utility information to base sheets. Perform cost estimate	four weeks
24-May	Submit for QA/QC	
	QA/QC	four days
	modify plans	two days
1-Jun	Submit Plans to FDOT	
	FDOT review and comment	one month
1-Jul	Receive FDOT Comments	
	respond to comments	one week
12-Jul	Submit Responses	
	produce public meeting exhibits	three weeks
16-Aug	Public Meeting	
	revise drawings per all comments, produce final construction documents with MOT	six weeks
	QA/QC	one week
	modify plans	three days
11-Oct	Submit Plans to FDOT	
	FDOT review and comment	one month
11-Nov	Receive FDOT Comments	
	respond to comments	one week
22-Nov	Submit Responses	
	modify drawings per comments	two weeks
	put together electronic delivery package & spec's	two weeks
20-Dec	Submit Bid Set	