




MAP Broward

Mobility Advancement Program
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Penny For Transportation

MEMORANDUM

TO: Renee Wilson, MPA, Grants Administrator, City of Cooper City
FROM: Gretchen Cassini, Municipal Transportation Surtax Project Contract Administrator 
RE: COOP-024 – Request for Extension to Design Agreement
DATE: April 8, 2025

The Mobility Advancement Program's Administration reviewed communication from Cooper City (City) dated February 26, 2025, requesting to extend the term of the agreement for **COOP-024: Stirling Road Roadway and Drainage Improvement**, which is bundled with another adjacent project with otherwise the same scope (COOP-042) and a Rehabilitation and Maintenance project for the resurfacing of the section after drainage construction is complete (BC-COOPERC-FY2020-00001).

Based on the request and justifications provided by the City (attached), and pursuant to Section 4.2 of the project funding agreement, the County approves the City's request for an extension of the term in excess of one-year, through September 27, 2026. Surtax Legal will begin the PFA amendment process, please provide any additional information required to effectuate the amendment.

If you have any questions, please feel free to contact me.

C: Nathaniel Klitsberg, Transportation Surtax General Counsel
William Bucciero, Transportation Surtax Assistant County Attorney
H. Brannon, Paralegal, Transportation Surtax Legal Counsel
Alexander Mayorga, Transportation Surtax Grant Contract Contact, Mad Administration

- Attachment -



c/o Mobility Advancement Program Administration
1 N University Drive, FL 33324
Phone: 954-357-9501

mapbroward.broward.org



- ATTACHMENT -

James Curran, Mayor
 Ryan C. Shrouder, Commissioner
 Jeremy Katzman, Commissioner
 Lisa Mallozzi, Commissioner
 Jason Smith, Commissioner
 Alex Rey, City Manager

February 26, 2025

Gretchen Cassini, Transportation Surtax Administrator
 Mobility Advancement Program
 One N. University Drive, Suite 1400A
 Plantation, FL 33324

RE: SURTAX COOP-024: Stirling Road Roadway and Drainage Improvement / COOP-024, COOP-042, and BC-COOPERC-FY2020-00001

Dear Ms. Cassini:

Pursuant to Article 4.2 and pursuant to Sec 5.9 of the Interlocal Agreement (ILA), this letter is to formally request an extension, from April 30, 2025 to September 27, 2026, for the Design Phase of the referenced project. This Request is essential to provide our Design Consultant with the necessary time to complete the scope of work and deliverables outlined in the ILA, as well as to allow 120 days after the proposed completion for project closeout. The City has encountered unforeseen staffing transitions within the project team and consultant contract negotiation delays, impacting our ability to complete the Design Phase within the original project schedule.

Thus, the Notice to Proceed (NTP) was issued to the Design Consultant on February 21, 2025. Kindly see the following tables below with the current and proposed Project Schedule:

Current Project Schedule

Phase: 1	Estimated Date of Completion
ILA fully executed by County and Municipality	6/9/2022
Project Consultant Bid Advertising and Award; Consultant Agreement Execution	6/30/2022
Notice to Proceed Issued	7/30/2022
Basis of Design Report/Pre-Design Work and Data Collection/Surveying	3/30/2023
30% Design Submittal	7/30/2023
60% Design Submittal	9/30/2023
Permitting/Revisions	11/30/2023
Final Design Completion	1/30/2024
Bidding Assistance	3/15/2024
Design Services During Construction and CEI Services	TBD

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@CityofCooperCity

Proposed Project Schedule

The Design Consultant provided the Proposed Project Schedule and the supporting documentation is attached to this Request.

Phase: 1	Estimated Date of Completion
ILA fully executed by County and Municipality	6/9/2022
Project Bid Advertised	10/3/2022
City Commission Motion to Award to Consultant	1/14/2025
Consultant Agreement Execution	2/5/2025
Notice to Proceed Issued	2/21/2025
Basis of Design Report/Pre-Design Work and Data Collection/Surveying	8/20/2025
30% Design Submittal	10/29/2025
60% Design Submittal	5/15/2026
Permitting/Revisions	5/29/2026
Final Design Completion	5/29/2026
Bidding Assistance	5/29/2026
Design Services During Construction and CEI Services	TBD

Your consideration of this request is greatly appreciated. Please do not hesitate to contact me should you require additional information.

Sincerely,

Signed by:

 785A3A7D9A3A48C...

February 26, 2025

D. Akin Ozaydin, P.E. G.C.
 Utilities Director/City Engineer

C: Alex Rey, City Manager
 Irwin Williams, City CFO
 Junias Aldajuste, MSCE, EI, City Engineer II
 Renee Wilson, MPA, City Grants Administrator
 Tyrone White, City Purchasing Manager
 R.J. Behar & Company, Inc. Design Consultant Team
 Alexander Mayorga, MPA, MAP Broward Program/Project Coordinator Senior

