

May 29, 2025

Barr & Barr

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George Keller JR CPPT
City Manager
2600 Hollywood Boulevard
Hollywood, FL 33020

RE: Program Management Services

Dear Mr. Keller:

Barr & Barr is pleased to submit its proposal to provide program management services for the Design and Construction Management department to perform leadership and oversight for Capital Improvement Projects (CIP), General Obligation Bond (GOB) projects, and other projects on an as-needed basis. The letter outlines our proposal for the work and provides information on the approach to the Project.

We thank you for considering Barr & Barr and look forward to serving the City's needs on this assignment. Should you have any questions or concerns or wish to discuss any aspect of this proposal, please feel free to contact me on my cell at 813.917.9312 or fhames@barrandbarr.com. I'm looking forward to hearing from you soon!

Sincerely,



Fred Hames
Executive Vice President, Director of Southeast
Operations Barr & Barr, Inc.



Did you know...

Barr & Barr is currently providing Program Management Services to the University of South Florida for its new, \$340 million-dollar football stadium. When complete in 2027, this new facility will seek LEED Silver certification and feature 35,000 stadium seats, locker rooms, space for athletic operations, clubs and suites, vendors, etc.



1.0 Summary

The City of Hollywood ("City") has requested program management services to provide leadership, overall management, and direction for the completion of the GOB projects, CIP projects, and other projects outside the GO program on an as-needed basis. We understand that the requested services will be contracted starting June 23, 2025.

2.0 Scope Of Work

Scope of Work for Program Management of GOB CIP and Other City Projects

1. Overview:

Barr&Barr proposes the assignment of a Program Management Director and an Executive level project manager to provide overall leadership, oversight, and direction of the City of Hollywood GOB, CIP, and other City-related projects. The individual(s) will serve as strategic and implementation leaders to ensure the City's CIP projects under the Design and Construction Management Department are executed successfully and meet defined objectives, timelines, and budgets. These resources will be pivotal in personnel management, risk management, contract execution, and budget preparation for City projects.

Key Responsibilities of the Program Director (Jose Cortes):

- Administers the City's Design and Construction management projects and programs; directs through subordinates the planning, scheduling, and coordination of Department activities; develops policies, procedures and priorities to meet established goals.
- Guides and directs the implementation of the City's Capital Improvement program to ensure efficient utilization of department resources for the design, construction and renewal of facilities.
- Presents Capital Improvement plans and accomplishments to senior management and the City Commission.
- Oversees review and evaluation of plans for proposed projects.
- Plans, assigns, directs and evaluates the work of assigned subordinates.
- Provides operational, administrative and regulatory assistance; develops procedures for solving technical problems; reviews and presents capital improvement operating budgets; and prepares cost estimates for complex projects.
- Meets with the public and developers to discuss the City's Capital Improvement Projects.
- Oversees the preparation of construction estimates for proposed City projects and maintains records during construction.
- Oversees the review and approval of construction plans prepared by consulting engineers and architects.
- Interacts with regulatory agencies; makes technical presentations to regulators and negotiates appropriate solutions to existing or emerging problems; coordinates, organizes, plans and budgets long-term compliance with regulatory mandates.
- Processes grievances and discipline, conducts employee performance evaluations, interviews and makes recommendations regarding hiring to senior management, approves salary increases and promotions and authorizes leave and overtime.
- Develops and administers the Department's budget.
- Serves as an advisor to the City Manager's Executive Management Team.
- Responds to complaints from citizens related to department projects.
- Attends and represents the department at commission meetings and other department meetings.
- Assists in Emergency Operations on behalf of the Department, including preparations, during and post-event.
- Effectively and positively represents the City in delivering and performing work with colleagues and clients, irrespective of gender, race, religion, age, disability, political affiliation or belief, or sexual orientation.
- Establishes and maintains effective and professional relationships with internal and external stakeholders.
- Performs related work as required. Oversee the progress of GOB, CIP and other City projects, ensuring alignment with strategic goals.
- Attend regular meetings with project managers (PMs) to review the status, challenges, and

opportunities of key projects.

- Ensure that all projects are executed in line with best practices, policies, and governance frameworks.
- Provide leadership and guidance to PMs on project delivery, timelines, quality, and stakeholder communication.

Barr&Barr proposes to perform the above-outlined scope of work after the City’s written authorization for the said services. The Program Director will be dedicated to the city as outlined in the matrix below to carry out the role and responsibilities for The City. This proposal encompasses hours for FY-2025 with and option to renew for FY 2026.

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The proposed costs are as follows:

FY-2025 Jose Cortes						
June 23- August 1	Hours Per Day	Total Days	Total Hours	Rate	Total FY 2025	Notes
Full Time	10	24	240	\$270.00	\$64,800.00	This is 40 hours per week for the month of July to prepare the team
FY 2025 Jose Cortes						
August 4-September 30	Hours Per Week	Total Weeks	Total Hours			
Based on 25 hours per week	25	9	225	\$270.00	\$60,750.00	This is 25 hours per week from August 4-September 31,2025
Total FY 2025					\$125,550.00	

Firm Summary

As a 98+ year-old company headquartered in New York City, Barr & Barr has delivered countless iconic, transformational projects. In fact, the beloved Rockefeller Center Promenade, British Empire Building, and the Le Maison Francaise, was built by our teams in 1932. But we are more than landmark builders - our clients and projects range from complex state-of-the-art mega-hospitals to small school renovations. Regardless of the scope, our focus has always been customer service and quality. We are client-driven, not volume-driven. And we are proud of our history of long-term repeat clients.

In 1947 we opened our first regional office in New England and in 2017 we opened

the Southeast Regional office in Tampa, FL. Recently, we expanded again to the Mid-Atlantic, opening our fourth regional office in Raleigh, NC. In 2012, the third generation of the Barr family announced the appointment of a new leadership team headed by President & CEO Keith W. Stanisce and EVP and Director of Operations for the Northeast Region Thomas LePage. In 2017, Fred Hames was appointed EVP and Director of Operations for our Southeast Office. Recently we appointed Jonathan Best as Director of Preconstruction and Diversity and Inclusion Director.

Our teams are highly accustomed to providing Program Management and Owner's Representative Services to our clients. We have proven processes in place that allow our preconstruction teams to go to contract with the bare minimum of information and establish (or confirm) budgeting and schedule milestones at the earliest stages of a project. Additionally, our extensive history ensures management expertise that's based on reality and first-hand experience, delivered with open and honest communication, within an environment of teamwork, and smooth transitions from one stage of the project to the next. Our personnel have spent decades in the Hollywood and Broward County communities, and have established long-standing, successful relationships. They're anxious to begin working with the City and providing valuable services on its behalf!

- 300+ Employees
- 100% Employee-Owned
- \$750M Bonding Capacity
- Key markets:
Healthcare, Higher Education, Commercial, Hospitality and Municipal



Did you know...

Barr & Barr is currently providing Cost Consultant Services to Durham Tech Community College, for its new \$29 million-dollar Life Sciences Building. This facility will house the College's BioWork and Biotechnology degree programs and provide space for industry training and engagement at its Durham, NC campus.

