



# The CITY OF DAYTONA BEACH

“THE WORLD’S MOST FAMOUS BEACH”

Office of the Deputy City Manager/Administrative and  
Development Services Department

To: James V. Chisholm, City Manager  
From: James Morris, Deputy City Manager/Administrative Services  
Date: September 14, 2017  
Re: Structural Engineering Discussion of First Step Shelter

The Commission directed staff to procure the services of a company with structural engineering expertise to evaluate the design concepts for the First Step Shelter voluntarily created by Architect William Chapin and the work created to date as requested by City staff by Hall and Ogle Architects. At the Wednesday, September 13, 2017, special meeting the Commission indicated it would be acceptable for staff to also list and recommend architectural firms that would be capable of performing the evaluation desired by the Commission to determine which design and which designer should be utilized to prepare the First Step Shelter building construction drawings for the design concept selected by the City Commission.

Suggested criteria for the evaluation of each provider per design is as follows:

1. Identification of all personnel (permanently employed or obtained on a contract (subcontract basis) to perform the design.
2. The time line from the day of commission decision to:
  - a) issuance of a permit for site preparation, and
  - b) issuance of a building permit to commence construction of the First Step Shelter.
3. The scope of work and the estimated price to perform the services necessary for the design to be completed.

4. Delivery date calendar for work to be performed by the design professional(s) employed by the City.
5. The budget for delivery of the work product (i.e. the construction drawings and completion of the First Step Shelter) to be provided by the selected design professional.
6. Suitability (A.D.A., security, vandalism resistant interior, internal accommodations for administrative office(s) and electronic equipment, kitchen facilities, accommodation for homeless living, etc...) of the first phase building system design to accommodate the intended permanent use of the structure as a homeless temporary housing and rehabilitation shelter.
7. Structural durability of the first phase building system construction to comply with standards to serve as a hardened hurricane evacuation shelter.
8. Anticipated life of the first phase building system design before significant structural maintenance is required.
9. Anticipated construction time and cost for completion of the first phase building system including the differing proposed drainage systems (traditional above ground retention versus below ground vault retention).
10. Anticipated cost to expand the first phase building system to maximum occupancy in the future with minimum disruption to the existing first phase building system and its operations.
11. Anticipated annual energy efficiency for operation of the first building system during its expected life.

12. Anticipated annual maintenance costs for the expected life of the building system design.

Suggested professionals to provide design evaluation:

(Note: Rate sheets will be provided under separate cover)

1. Anderson-Dixon, LLC  
Richard Dixon, PE  
102 South Orange Avenue  
New Smyrna Beach, FL 32168  
(386) 428-5834  
[Rick@AndersonDixonLLC.com](mailto:Rick@AndersonDixonLLC.com)
2. Bentley Architects & Engineers, Inc.  
Brenton Daily, P.E.  
651 West Warren Avenue, Suite 200  
Longwood, FL 32750  
(407) 331-6116  
Siobhan Turner, Marketing Director [www.baeonline.com](http://www.baeonline.com)
3. Knight, McQuire & Associates, Inc.  
David S. Knight, P.E., CEO  
80 Royal Palm Pointe, Suite 401  
Vero Beach, Florida 32960  
(772) 569-5595  
[civil@knightmcquire.com](mailto:civil@knightmcquire.com)
4. Brian R. Miles  
Professional Engineer  
5947 Riverside Dr.  
Port Orange, FL 32127  
(386) 290-2422  
[Bmiles.mec@gmail.com](mailto:Bmiles.mec@gmail.com)