



CHANGE ORDER FORM

PROCUREMENT MANAGEMENT DIVISION

Title: CITY HALL 2ND FLOOR RENORATION PROJECT	Contract No.: <u>713</u> Purchase Order No.: <u>220628</u>
Vendor: BESPOKE CONSTRUCTION MANAGEMENT LLC	Change Order No.: 6
Contract Award Date:	Completion Date:
Revised Completion Date (prior to this change):	Extension(s) of Time Previously Approved: days
Revised Completion Date (including this change):	

Summary of Amount	
<i>Original Amount</i>	\$ 467,000
Change Orders Previously Approved	\$ 96,756.26
Adjusted Value Prior to this Change Order	\$ 563,756.26
Cost of Changes in this Change Order	\$ 52,288.00
<i>Adjusted Amount Including this Change</i>	\$ 616,144.26
Percentage Increase this Change Order	% 9.3
Total Percent Increase to Date	% 32
Extension of Time Allowed by this Change -	days

Description of Change:

Change Order #6 include the following Contractor change orders that are a result of non conforming existing conditions and upgrades to accessibility.

CO #6 - It has been recognized that the current electrical panel in the space will not be sufficient to manage the proposed demand load. the proposed upgrade to the current panel will expand the allowable amperage. This will not only address the current demand but will also provide additional space for future improvements and utilization. Fiscal Impact \$10,648.00

CO #7 The initial doors proposed for the space were all solid. Some of which did not meet requirement of life safety code. This change order addresses all life safety egress issues. Fiscal Impact \$33,394.13

CO #9 Addresses non-compliance issues of the sizes in the restroom. The toilet drains are currently in position that result in non-compliance with current plumbing code and require adjustment to satisfy code. Fiscal Impact \$4,830.00

CO #11 In the essence of safety and maintain the City Mechanical inspector has requested that one of our mini-split A/C units installed to service the IT server room be placed on a stand to allow for optimal airflow and reduction heat discharged by the units. Fiscal Impact \$2,166.68

CO #12 Per Fire Sprinkler Inspection by Miami Dade County, which took place on Wednesday, January 25, 2023, we were advised that additional sprinkler coverage would be required at the Mechanical / Electrical Room, AC Room which was originally indicated on construction documents as existing. The enclosed change to adds the additional fire sprinkler coverage requested for compliance with the Fire Dept Fiscal Impact \$1348.20

Account Number: 010860-539620

Code of Ordinances – Chapter III Purchasing, 3-3.20 Change Orders

The City Manager may approve any change orders so long as the total sum of all change orders does not exceed the total amount awarded by the City Commission by more than either ten percent of the contract cost or \$50,000.00, whichever is less. The scope of any project may not be changed without prior approval of the City Commission. No increase in contract price shall be approved unless there are sufficient funds available for such purpose

This change order is hereby incorporated into and becomes a part of the Contract.


RECOMMENDED:

Jamorie Depusoir

(Project Manager)

By: _____
(Signature) (Date)


(Title)

By:  1/31/2023

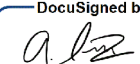
(Department Head) (Date)

APPROVED:

By: _____
(Finance Division) (Date)

By:  2/7/2023

(Procurement Division) (Date)

By:  2/7/2023

(Arthur H. Sorey, III, City Manager) (Date)

**PCO #006**

Bespoke Construction Management, LLC.
 2413 Main Street, #191
 Miramar, Florida 33025
 Phone: 9549031738
 Fax: 9549031738

Project: 2021-006 - CONMB City Hall 2nd Floor Office Renovation
 Project
 17011 NE 19th Ave.
 Miami, Florida 33162
 Phone: 954-903-1738
 Fax: 954-903-1738

Prime Contract Potential Change Order #006: CE #027 - Panel LP2 Increase

TO:	The City of North Miami Beach 17011 N.E. 19th Avenue North Miami Beach, Florida 33162	FROM:	Bespoke Construction Management, LLC. 2413 Main Street, #191 Miramar, Florida 33025
PCO NUMBER/REVISION:	006 / 1	CONTRACT:	1 - CONMB City Hall 2nd Floor Office Renovation Project Prime Contract
REQUEST RECEIVED FROM:		CREATED BY:	Laurence Butler (Bespoke Construction Management, LLC.)
STATUS:	Pending - In Review	CREATED DATE:	12/1/2022
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:	10 days	PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	\$10,648.00

POTENTIAL CHANGE ORDER TITLE: CE #027 - Panel LP2 Increase

CHANGE REASON: Existing Condition

POTENTIAL CHANGE ORDER DESCRIPTION: (*The Contract Is Changed As Follows*)
 CE #027 - Panel LP2 Increase

- Replace Existing 125A Panel (LP2) for new 225A Panel
 -
 -
 - Demo existing LP2 panel and install new panel (225A, 42 spaces MLO, push in breakers)
 - Run new feeders from the electrical room to LP2 to increase amperage to 225A
 - Replace the existing 125A main breaker for 225A
 - Run new conduit, and wiring and install 30A 3P breaker for VAVs
- Patch / Repair Surrounding Drywall

NOTE: Any Permit Revision Fee By Building Department is not included and will be billed as a reimbursement upon provision of an invoice and actual cost.

ATTACHMENTS:

[Electrical HR Department Renovation Proposal Replace-increase amperage Panel LP2. Revised.pdf](#)

#	Budget Code	Description	Amount
1	16-100.S Electrical.Commitment	Electrical Scope	\$8,180.00

**PCO #007**

Bespoke Construction Management, LLC.
 2413 Main Street, #191
 Miramar, Florida 33025
 Phone: 9549031738
 Fax: 9549031738

Project: 2021-006 - CONMB City Hall 2nd Floor Office Renovation
 Project
 17011 NE 19th Ave.
 Miami, Florida 33162
 Phone: 954-903-1738
 Fax: 954-903-1738

Prime Contract Potential Change Order #007: CE #020 - Door Type Changes

TO:	The City of North Miami Beach 17011 N.E. 19th Avenue North Miami Beach, Florida 33162	FROM:	Bespoke Construction Management, LLC. 2413 Main Street, #191 Miramar, Florida 33025
PCO NUMBER/REVISION:	007 / 1	CONTRACT:	1 - CONMB City Hall 2nd Floor Office Renovation Project Prime Contract
REQUEST RECEIVED FROM:		CREATED BY:	Laurence Butler (Bespoke Construction Management, LLC.)
STATUS:	Pending - In Review	CREATED DATE:	12/2/2022
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:	124 days	PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	\$33,394.13

POTENTIAL CHANGE ORDER TITLE: CE #020 - Door Type Changes

CHANGE REASON: Client Request

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

CE #020 - Door Type Changes

- Doors at 105 should be double doors with the current swinging directions. They should preferably be frosted & tempered glass with a 20-minute fire rating. Frame color will be determined.
- The door at 110 should be a single door (changed to Double Door on 01/05/22) that swings in both directions. The door should be frosted with a 20-minute fire rating. The frame color will be determined soon. This single door will be placed in the middle of the corridor's width with two equal lights/ glass panels on both sides of the door and should be able to accept card reader mechanisms.
- All other office doors and conference room doors should be glass doors with framing. Preferably frosted glass. Those doors are located in rooms #s 117, 119, 120, 121, and 122.
- All other doors will be solid doors, as previously chosen. Door colors to be determined.
- Door / Hardware Scope Per CD & Associates Submittal Dated 10.29.2022 (Revised)
- **SCHEDULE IMPACT:** The delivery and installation of changes to the door scope will extend the project's substantial completion date to **January 31, 2022.**

ATTACHMENTS:

[image008.png](#) , [_BESPOKE_CONMB2NDFLOORCOR1REVISED_103022_12604.pdf](#) , [_20221227095926480.pdf](#) , [_REVISED DOOR SUBMITTALS FOR CITY OF NORTH MIAMI BEACH 10.30.22.pdf](#) , [_image013.png](#) , [_image012.png](#) , [_image011.png](#) , [_image010.png](#) , [_image009.png](#) , [_image008.png](#) , [_image007.png](#) , [_image006.png](#) , [_image005.png](#) , [_image016.png](#) , [_image015.png](#) , [_image014.png](#) , [_image001.png](#)

#	Budget Code	Description	Amount
1	09-250.S Gypsum Wallboard.Commitment	Wall Header Work (Door 105 & 110)	\$2,800.00
2	08-100.S Doors.Commitment	Added Door Scope	\$23,003.93

**PCO #009**

Bespoke Construction Management, LLC.
 2413 Main Street, #191
 Miramar, Florida 33025
 Phone: 9549031738
 Fax: 9549031738

Project: 2021-006 - CONMB City Hall 2nd Floor Office Renovation
 Project
 17011 NE 19th Ave.
 Miami, Florida 33162
 Phone: 954-903-1738
 Fax: 954-903-1738

Prime Contract Potential Change Order #009: CE #029 - #56: Women & Men Restroom

TO:	The City of North Miami Beach 17011 N.E. 19th Avenue North Miami Beach, Florida 33162	FROM:	Bespoke Construction Management, LLC. 2413 Main Street, #191 Miramar, Florida 33025
PCO NUMBER/REVISION:	009 / 0	CONTRACT:	1 - CONMB City Hall 2nd Floor Office Renovation Project Prime Contract
REQUEST RECEIVED FROM:		CREATED BY:	Laurence Butler (Bespoke Construction Management, LLC.)
STATUS:	Pending - In Review	CREATED DATE:	1/3/2023
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:		PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	\$4,830.00

POTENTIAL CHANGE ORDER TITLE: CE #029 - #56: Women & Men Restroom

CHANGE REASON: Existing Condition

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

CE #029 - #56: Women & Men Restroom

- Revision to Men & Women's Restroom Fixture Layout to align existing conditions with code requirements (Per RFI # 56)
- This Work will require an additional (5) Working Days to complete.

ATTACHMENTS:

[SK-1 Enlarged Restroom Plan.pdf](#) , [_Change order Invoice -Bespoke- CONMB.pdf](#) , [_Human Resources Department CO4 men and women bathroom 12-22-2022.pdf](#)

#	Budget Code	Description	Amount
1	15-100.S Plumbing.Commitment	Plumbing Scope	\$3,400.00
2	10-600.S Partitions.Commitment	Revision to Millwork	\$800.00
3	02-220.L Site Demolition.Labor	Demo & Tile RegROUT	\$400.00
Subtotal:			\$4,600.00
OHP (5.00% Applies to all line item types.):			\$230.00
Grand Total:			\$4,830.00

**PCO #011**

Bespoke Construction Management, LLC.
 2413 Main Street, #191
 Miramar, Florida 33025
 Phone: 9549031738
 Fax: 9549031738

Project: 2021-006 - CONMB City Hall 2nd Floor Office Renovation
 Project
 17011 NE 19th Ave.
 Miami, Florida 33162
 Phone: 954-903-1738
 Fax: 954-903-1738

Prime Contract Potential Change Order #011: CE #032 - Relocation of CU

TO:	The City of North Miami Beach 17011 N.E. 19th Avenue North Miami Beach, Florida 33162	FROM:	Bespoke Construction Management, LLC. 2413 Main Street, #191 Miramar, Florida 33025
PCO NUMBER/REVISION:	011 / 0	CONTRACT:	1 - CONMB City Hall 2nd Floor Office Renovation Project Prime Contract
REQUEST RECEIVED FROM:		CREATED BY:	Laurence Butler (Bespoke Construction Management, LLC.)
STATUS:	Pending - In Review	CREATED DATE:	1/24/2023
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:	5 days	PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	\$2,166.68

POTENTIAL CHANGE ORDER TITLE: CE #032 - Relocation of CU

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

CE #032 - Relocation of CU

Relocation of CU's per the Building Department's Request.

ATTACHMENTS:

[C.2021-4-03.1232023.1655.16.pdf](C:2021-4-03.1232023.1655.16.pdf)

#	Budget Code	Description	Amount
1	15-700.S Heating, Venting and Air Conditioning.Commitment	HVAC	\$2,063.50
Subtotal:			\$2,063.50
OHP (5.00% Applies to all line item types.):			\$103.18
Grand Total:			\$2,166.68

The City of North Miami Beach
 17011 N.E. 19th Avenue
 North Miami Beach, Florida 33162

Bespoke Construction Management, LLC.
 2413 Main Street, #191
 Miramar, Florida 33025

 SIGNATURE

 DATE

 SIGNATURE

 DATE

 SIGNATURE

 DATE

Bond Agency Change Order Approval

From: [Wargo, Michelle](#)
To: [Christian, Gregory](#); [Laurence Butler](#)
Cc: [Pamala Ryan](#); [Ford, Phillip](#); [Scott, David](#); [Depusoir, Jamarie K.](#); [Kent Selzer](#); [Hewitt, Eric](#)
Subject: RE: Bespoke issues
Date: Friday, January 20, 2023 12:52:28 PM
Attachments: [image003.png](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)
[image011.png](#)
[image012.png](#)
[image013.png](#)
[2021-006-CONMB City Hall 2nd Floor Office Renovation Project-006-CE 027-Panel LP2 Increase-2023-01-06.pdf](#)
[2021-006-CONMB City Hall 2nd Floor Office Renovation Project-007-CE 020-Door Type Changes-2023-01-05.pdf](#)

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Gregory,

We appreciate the City requesting that Ohio Casualty confirm the approval of the attached Change Orders. As we discussed, the City's contract with Bespoke Construction was not terminated and all work continues to be performed under that contract. The submission and approval of any Change Orders should be processed pursuant to the terms of the contract. We acknowledge that Bespoke has requested these Change Orders and Ohio Casualty has no objections to their approval. We also understand that the doors have a lead time and Bespoke Construction will be updating its schedule to reflect the approval of additional time to complete the project.

Please contact me with any questions. Thank you.

Michelle S. Wargo
Surety Claims Specialist III
Liberty Mutual Surety
847.396.7115 - Direct
866.548.7309 – Fax
Michelle.Wargo@LibertyMutual.com



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From: Christian, Gregory <Gregory.Christian@citynmb.com>

Sent: Friday, January 20, 2023 10:54 AM

To: Wargo, Michelle <Michelle.Wargo@LibertyMutual.com>; Laurence Butler

<laurence@bespokeconstructionmanagement.com>

Cc: Pamala Ryan <pamala@ottinotlawpa.com>; Ford, Phillip <Phillip.Ford@citynmb.com>; Scott, David <David.Scott@citynmb.com>; Depusoir, Jamorie K. <Jamorie.Depusoir@citynmb.com>

Subject: {EXTERNAL} RE: Bespoke issues

Michelle,

As discussed yesterday, please see the change order requests sent to us from BeSpoke Construction. Please let us know if you all are in agreement with these change orders being processed.

Regards,

Gregory Christian | *Inspections Manager*

City of North Miami Beach
Public Works Department
T (305) 948-2967, ext. 7957
F (305) 957-3502



17050 NE 19th Avenue, North Miami Beach, FL 33162 | www.citynmb.com | City NMB on Social Media: [f](#) [t](#) [i](#)

From: Wargo, Michelle <Michelle.Wargo@LibertyMutual.com>

Sent: Thursday, December 8, 2022 2:20 PM

To: Laurence Butler <laurence@bespokeconstructionmanagement.com>

Cc: Pamala Ryan <pamala@ottinotlawpa.com>; Ford, Phillip <Phillip.Ford@citynmb.com>; Christian, Gregory <Gregory.Christian@citynmb.com>; Scott, David <David.Scott@citynmb.com>

Subject: FW: Bespoke issues

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Laurence,

Pursuant to Pamala's email, can you please include the attached documents/emails with the pay application when you submit it?

Thank you.

Michelle S. Wargo
Surety Claims Specialist III
Liberty Mutual Surety
847.396.7115 - Direct
866.548.7309 – Fax
Michelle.Wargo@LibertyMutual.com



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From: Pamala Ryan <pamala@ottinotlawpa.com>
Sent: Thursday, December 8, 2022 10:13 AM
To: Wargo, Michelle <Michelle.Wargo@LibertyMutual.com>; Ryan,Pamala H. <Pamala.Ryan@CityNMB.com>
Cc: Ford, Phillip <Phillip.Ford@citynmb.com>; Christian,Gregory <Gregory.Christian@citynmb.com>; Scott, David <David.Scott@citynmb.com>; Laurence Butler <laurence@bespokeconstructionmanagement.com>
Subject: {EXTERNAL} RE: Bespoke issues

Michelle, did you get this question answered? If not, please submit the arrangement paperwork along with the pay application. I believe there is some documentation from a while ago explaining the situation—it should be included so that when the application gets to finance there's no issue. If there is nothing, then we need to rectify that.

Pamala H. Ryan, Esq.
City Attorney's Office
City of North Miami Beach



From: Wargo, Michelle <Michelle.Wargo@LibertyMutual.com>
Sent: Tuesday, December 6, 2022 2:10 PM
To: Pamala Ryan <pamala@ottinotlawpa.com>; Ryan,Pamala H. <Pamala.Ryan@CityNMB.com>
Cc: Ford, Phillip <Phillip.Ford@citynmb.com>; Christian,Gregory <Gregory.Christian@citynmb.com>; Scott, David <David.Scott@citynmb.com>; Laurence Butler <laurence@bespokeconstructionmanagement.com>
Subject: RE: Bespoke issues

Good afternoon. Laurence and I spoke this morning regarding the pay application Bespoke will be submitting for work completed to date. Because Bespoke Construction is submitting the pay application but the payment is being directed to Ohio Casualty, we wanted to make sure the paperwork is clear. Can you please confirm if anything needs to be indicated on the pay application so that the payment is done correctly?

Michelle S. Wargo
Surety Claims Specialist III
Liberty Mutual Surety
847.396.7115 - Direct
866.548.7309 – Fax
Michelle.Wargo@LibertyMutual.com



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From: Pamala Ryan <pamala@ottinotlawpa.com>
Sent: Wednesday, September 14, 2022 1:24 PM
To: Wargo, Michelle <Michelle.Wargo@LibertyMutual.com>; Ryan,Pamala H. <Pamala.Ryan@CityNMB.com>
Cc: Ford, Phillip <Phillip.Ford@citynmb.com>; Christian,Gregory <Gregory.Christian@citynmb.com>; Scott, David <David.Scott@citynmb.com>; City Attorney Office <CityAttorneyOffice@citynmb.com>
Subject: {EXTERNAL} RE: Bespoke issues

That is fantastic news! Thank you for providing the paperwork as well.

From: Wargo, Michelle <Michelle.Wargo@LibertyMutual.com>
Sent: Wednesday, September 14, 2022 2:15 PM
To: Ryan,Pamala H. <Pamala.Ryan@CityNMB.com>
Cc: Ford, Phillip <Phillip.Ford@citynmb.com>; Christian,Gregory <Gregory.Christian@citynmb.com>; Scott, David <David.Scott@citynmb.com>; City Attorney Office <CityAttorneyOffice@citynmb.com>
Subject: RE: Bespoke issues

Pamala,

Thank you for following up on the registration form. I submitted today.

We had a meeting with Bespoke Construction and we have confirmed that they will begin work on Monday.

Michelle S. Wargo
Surety Claims Specialist III
Liberty Mutual Surety
847.396.7115 - Direct
866.548.7309 – Fax
Michelle.Wargo@LibertyMutual.com



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From: Ryan, Pamala H. <Pamala.Ryan@CityNMB.com>
Sent: Tuesday, September 13, 2022 4:59 PM
To: Wargo, Michelle <Michelle.Wargo@LibertyMutual.com>
Cc: Ford, Phillip <Phillip.Ford@citynmb.com>; Christian, Gregory <Gregory.Christian@citynmb.com>; Scott, David <David.Scott@citynmb.com>; City Attorney Office <CityAttorneyOffice@citynmb.com>
Subject: {EXTERNAL} RE: Bespoke issues

Good afternoon, Michelle. Hope you are well. Were you able to fill out the supplier registration? Also, I've been advised that the subcontractors are back online and ready to work. The City is waiting to hear from you and your team on a new start date. Please provide an update when you can!
-Pamala

From: Ryan, Pamala H.
Sent: Thursday, September 1, 2022 1:26 PM
To: michelle.wargo@libertymutual.com
Cc: Ford, Phillip <Phillip.Ford@citynmb.com>; Christian, Gregory <Gregory.Christian@citynmb.com>; Scott, David <David.Scott@citynmb.com>; City Attorney Office <CityAttorneyOffice@citynmb.com>
Subject: Bespoke issues

Good afternoon, Michelle. Please find enclosed a supplier registration form for the surety to fill out. Please return it to purchasing@citynmb.com. The City will then be able to pay you directly for work completed by Bespoke.

Please advise if there are any outstanding issues that the City needs to address. Otherwise, we are waiting to hear from your team as to the remobilization date. The City is quite eager to get this project moving again and we know you are too.

Thank you for your attention to these matters.

Regards,

Pamala H. Ryan, Esq.
City Attorney's Office
City of North Miami Beach

(305) 948-2939



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City Attorney Advisement of Change Orders

From: [Pamala Ryan](#)
To: [Depusoir, Jamarie K.](#); [Ryan, Pamala H.](#)
Cc: [Brown, Kemarr](#); [Ford, Phillip](#); [George, Shereece](#); [Scott, David](#); [Christian, Gregory](#); [City Attorney Office](#); [Fennell, Marcia](#)
Subject: RE: Bespoke Communication - CONMB City Hall 2nd Floor
Date: Thursday, January 19, 2023 1:35:55 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)
[image009.png](#)
[image010.png](#)

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We should definitely include the bond company in all actions regarding Bespoke and payments should still be made to the bond company, irrespective of the nature of the work the company is doing. Please get the bond company's sign off.

Pamala H. Ryan, Esq.
City Attorney's Office
City of North Miami Beach



From: Depusoir, Jamarie K. <Jamarie.Depusoir@citynmb.com>
Sent: Thursday, January 19, 2023 1:28 PM
To: Ryan, Pamala H. <Pamala.Ryan@CityNMB.com>
Cc: Brown, Kemarr <Kemarr.Brown@citynmb.com>; Ford, Phillip <Phillip.Ford@citynmb.com>; George, Shereece <Shereece.George@citynmb.com>; Scott, David <David.Scott@citynmb.com>; Christian, Gregory <Gregory.Christian@citynmb.com>; City Attorney Office <CityAttorneyOffice@citynmb.com>; Fennell, Marcia <Marcia.Fennell@citynmb.com>
Subject: RE: Bespoke Communication - CONMB City Hall 2nd Floor

Good Afternoon Pam,

I am seeking your council in reference to change orders on the 2nd Floor project as the project and payments are currently very unorthodox. Do we process change orders as normal? Do you know if further involvement is required from bonding agency before the submittal can be accepted by the city?

Current process


Receive change order

Seek CMO/ Commission approval
Process PO change order

Regards,



Jamorie Depusoir
Capital Improvements Program Manager
City of North Miami Beach
Public Works
T (305) 354 4110, ext. 2017

c17011 NE 19th Avenue, North Miami Beach, FL 33162 | www.citynmb.com | City NMB on Social Media:   

From: Brown, Kemarr <Kemarr.Brown@citynmb.com>
Sent: Wednesday, August 31, 2022 4:44 PM
To: Ryan,Pamala H. <Pamala.Ryan@CityNMB.com>; Ford, Phillip <Phillip.Ford@citynmb.com>; George,Shereece <Shereece.George@citynmb.com>; Scott, David <David.Scott@citynmb.com>
Cc: City Attorney Office <CityAttorneyOffice@citynmb.com>; Christian,Gregory <Gregory.Christian@citynmb.com>; Fennell, Marcia <Marcia.Fennell@citynmb.com>
Subject: RE: Bespoke Communication - CONMB City Hall 2nd Floor

Thank you Pam.

Best,



Kemarr L. Brown, MA.IA, LL.M
Assistant City Manager
Office of the City Manager
E: Kemarr.brown@citynmb.com
T (305) 947-7581, ext. 7922

17011 NE 19th Avenue, North Miami Beach, FL 33162 | www.citynmb.com | City NMB on Social Media:   

From: Ryan,Pamala H. <Pamala.Ryan@CityNMB.com>
Sent: Tuesday, August 30, 2022 12:35 PM
To: Brown, Kemarr <Kemarr.Brown@citynmb.com>; Ford, Phillip <Phillip.Ford@citynmb.com>; George,Shereece <Shereece.George@citynmb.com>; Scott, David <David.Scott@citynmb.com>
Cc: City Attorney Office <CityAttorneyOffice@citynmb.com>; Christian,Gregory <Gregory.Christian@citynmb.com>; Fennell, Marcia <Marcia.Fennell@citynmb.com>

Subject: FW: Bespoke Communication - CONMB City Hall 2nd Floor

All: please find attached the letter send from Bespoke requesting that all payments going forward should be made directly to the surety. As we discussed on our phone call last week, the payment applications will be made in the same way with copies of invoices from the subcontractors being submitted by the contractor or surety as well. The payment will be made to the surety.

Please advise if there is a particular form you want the surety to fill out to become a vendor? If so, let's get that over to them as soon as possible. Thank you for your help.

Regards,

Pamala H. Ryan, Esq.
City Attorney's Office
City of North Miami Beach
(305) 948-2939

The logo for Ottinot Law P.A. features the name "Ottinot Law" in a serif font, with "P.A." in a smaller font below it. The text is flanked by horizontal lines on both sides.

From: Laurence Butler <laurence@bespokeconstructionmanagement.com>

Sent: Monday, August 29, 2022 9:13 AM

To: Ryan, Pamala H. <Pamala.Ryan@CityNMB.com>

Cc: Christian, Gregory <Gregory.Christian@citynmb.com>; Adediran, Emmanuel <Emmanuel.Adediran@citynmb.com>; Michelle Wargo <Michelle.Wargo@libertymutual.com>

Subject: Bespoke Communication - CONMB City Hall 2nd Floor

[EXTERNAL] This email originated from outside the organization.
Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Morning Mrs. Ryan,

Please see enclosed communication regarding the subject project.

Thank You.

PLEASE NOTE: The City of North Miami Beach is a public entity subject to Chapter 119 of the Florida Statutes concerning public records. E-mail messages are covered under such laws and thus subject to disclosure. All e-mail sent and received is captured by our servers and kept as public record.

Laurence Butler
Founder & CEO
Bespoke Construction Management, LLC
P: (954) 903-1738 Ext: 700

2413 Main Street # 191
Miramar, FL 33025
State of Florida GC # CGC1511134

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You're receiving this message because you're a member of the City Attorney Office group from citynmb. To take part in this conversation, reply all to this message.

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