

**RESOLUTION No. 15-136**

**A RESOLUTION OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF DORAL, FLORIDA, AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND APPROVE WORK ORDER NO. 4 WITH ADA ENGINEERING, A PREQUALIFIED VENDOR, TO PROVIDE PROFESSIONAL SERVICES RELATED TO THE DEVELOPMENT OF THE CITY'S LOW IMPACT DEVELOPMENT MASTER PLAN, IN AN AMOUNT NOT TO EXCEED \$50,000.00; AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACTUAL DOCUMENTS AND EXPEND BUDGETED FUNDS ON BEHALF OF THE CITY IN FURTHERANCE HEREOF; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the City of Doral (the "City") is one of the fastest growing young cities in the United States; and

**WHEREAS**, the City of Doral Planning and Zoning Department wishes to secure a firm to develop the City's "Low Impact Development Master Plan"; and

**WHEREAS**, the City of Doral primary and secondary drainage systems discharge into the Tamiami Canal and Miami River watersheds which ultimately discharge to Biscayne Bay and they are at their maximum hydraulic capacity; and

**WHEREAS**, rapid development and urbanization will have an impact on the natural urban hydrologic processes of surface water runoff patterns, infiltration, percolation to ground water, and evapotranspiration; and

**WHEREAS**, the developed areas can generate up to five times the annual runoff and allow one-third the infiltration of the natural areas; and

**WHEREAS**, ADA Engineering, Inc. is a prequalified provider of professional engineering services selected in accordance with Consultant Competitive Negotiation Act (CCNA) requirements and approved by the City Council in December 2014; and

**WHEREAS**, ADA Engineering has been intimately involved in the City's

stormwater management program through of the City's Stormwater Master Plan and other related projects; and

**WHEREAS**, staff has recommended that the City Council authorize the City Manager to negotiate and enter into an agreement with ADA Engineering for the provision of professional services to prepare the "Low Impact Development Master Plan" in an amount not to exceed \$50,000.

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF DORAL, FLORIDA, AS FOLLOWS:**

**Section 1. Recitals.** The foregoing recital is confirmed, adopted, and incorporated herein and made a part hereof by this reference.

**Section 2. Authorization.** The City manager is hereby authorized to negotiate and approve Work Order No. 4 between the City of Doral and ADA Engineering, Inc. for the provision of professional services to prepare the City's "Low Impact Development Master Plan" in an amount not to exceed \$50,000. A copy of the scope of work is attached hereto as Exhibit A, which is incorporated herein and made a part hereof. The City Manager is further authorized to execute contractual document and expend budgeted funds in furtherance hereof.

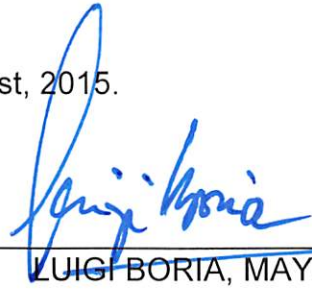
**Section 3. Implementation.** The City Manager and City Attorney are hereby authorized to take such further action as may be necessary to implement the purpose and provisions of this Resolution.

**Section 4. Effective Date.** This Resolution shall take effect immediately upon adoption.

The foregoing Resolution was offered by Councilmember Fraga who moved its adoption. The motion was seconded by Councilmember Cabrera and upon being put to a vote, the vote was as follows:

Mayor Luigi Boria	Yes
Vice Mayor Sandra Ruiz	Yes
Councilman Pete Cabrera	Yes
Councilwoman Christi Fraga	Yes
Councilwoman Ana Maria Rodriguez	Yes

PASSED AND ADOPTED this 5 day of August, 2015.



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LUIGI BORIA, MAYOR

ATTEST:



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CONNIE DIAZ, CITY CLERK

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY FOR THE SOLE USE  
OF THE CITY OF DORAL



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WEISS, SEROTA, HELFMAN, COLE, & BIERMANN, PL  
CITY ATTORNEY

# EXHIBIT “A”



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[www.adaengineering.com](http://www.adaengineering.com)

July 16, 2015

Julian H. Perez, AICP, CFM  
Planning and Zoning Director  
City of Doral  
8401 NW 53rd Terrace, Second Floor  
Doral, FL 33166

**Reference: CONTINUING PROFESSIONAL SERVICES FINAL AGREEMENT (RFQ#2014-24)  
LOW IMPACT DEVELOPMENT MASTER PLAN**

Dear Mr. Perez:

Per your request, A.D.A. Engineering, Inc. (ADA) is pleased to provide the services identified below for the project entitled "Low Impact Development Master Plan" for the City of Doral (City), in accordance with City of Doral Continuing Professional Services Final Agreement RFQ#2014-24 dated March 2, 2015 .

## **I. GENERAL**

The City is located geographically in the western-central portion of Miami-Dade County, and is roughly bounded by NW 90<sup>th</sup> Street to the north, the Florida Turnpike to the west, State Road 836 (Dolphin Expressway) to the south, and State Road 826 (Palmetto Expressway) to the east. The City falls within the boundaries of the South Florida Water Management District (SFWMD) C-4 and C-6 Basins. The main conveyance in the C-4 Basin is the C-4 Canal (Tamiami Canal), and the main conveyance in the C-6 Basin is the C-6 Canal (Miami River). The City primary and secondary drainage systems discharge to these two major watersheds. These watersheds ultimately discharge to Biscayne Bay, and Outstanding Florida Waterbody, and they are at their maximum hydraulic capacity. It is imperative that **Low Impact Development (LID)** planning practices are implemented for future development and redevelopment to minimize impacts to these sensitive watersheds.

The City is currently one of the fastest growing young cities in the United States. It is anticipated that this will continue into the next three to five years as newly approved major mixed-use development projects such as Downtown Doral, Park Square, Grand Bay North and South, and Midtown will attract more people to the City. These developments will generate 8,230 of the 9,308 single-family units or 88 percent of the total units to be built between 2014 and 2020. During the same period, an estimated 6,840 multi-family units will also be built in the City. In addition, more than 1,000 hotel apartments are expected to be built from 2014-2020. The non-residential component is expected to generate over 1.0 million square feet of

retail and 2.0 million square feet of office. The City anticipates that the existing non-residential development estimates will change within the next five years because of changes in the real estate market for such uses. The City is also entering a redevelopment phase along major commercial corridors such as Doral Boulevard and NW 58th Street that will create more opportunities for more mixed-use development and commercial/retail uses.

This rapid land development and urbanization will have an impact on the natural urban hydrologic processes of surface water runoff patterns, infiltration, percolation to ground water, and evapotranspiration. Under predevelopment conditions, up to half of the annual rainfall infiltrates through the sandy soils and percolates downward where portions of it can recharge the ground water (USEPA 2005). In contrast, developed areas can generate up to five times the annual runoff and allow one-third the infiltration of natural areas (USEPA 2005). This change will have a potential negative impact to the environment, which includes but is not limited to, soil erosion, increase in impervious areas, reduction in open space and recreational areas, reduction on ground water recharge, increase flooding, and degradation in water quality. Minimizing these environmental impacts by reducing the overall imperviousness, applying new techniques, and using natural drainage features on site is one of the major goals of the City and an important design strategy to maintain the development site hydrologic characteristics after development. This goal can be accomplished by applying LID planning strategies to storm water management.

The basic traditional engineering approach to storm water management conveys runoff rapidly from developed surface into man-made drainage structures designed to accommodate a large volume of storm water and pollutant to a discharge area. In contrast, LID takes a different approach to conventional stormwater management by using the natural environment within the sites being developed or redeveloped to maximize replicating the predevelopment natural hydrologic processes and reduce the disruptive effects of urban runoff patterns.

The purpose of this project is to develop a LID Master Plan to assist the City in maximizing implementation of LID Integrated Management Practices to minimize impacts from anticipated new development and/or redevelopment projects. The Master Plan will also provide guidance for LID site planning, hydrologic analysis, and erosion and sediment control practices. As part of the Master Plan development, a Public Outreach Program will be implemented to educate the residents and developer regarding the benefits of implementing LID practices and obtain input from these stakeholders to build consensus on the final recommendations of the LID Master Plan.

The following sections outline the required tasks, scope of work, schedule of work (time performance), and compensation to prepare the LID Master Plan for the City.

## **II. SCOPE OF WORK**

The Scope of Work is comprised of the following essential tasks:

- Task 1 – Project Coordination and Progress Meetings
- Task 2 – Data Collection and Evaluation
- Task 3 – Low Impact Development Site Planning
- Task 4 – Low Impact Development Hydrologic Analysis
- Task 5 – Low Impact Development Integrated Management Practices
- Task 6 – Low Impact Development Erosion and Sediment Control Management Practices
- Task 7 – Public Involvement and Outreach Program
- Task 8 – Low Impact Development Master Plan Report

### **Task 1: Project Coordination and Progress Meetings**

As part of this task, ADA will attend an initial project kickoff meeting with City staff and Sub-consultants to introduce the project team, identify goals and objectives for the project, and obtain specific directions from the City in developing the LID Master Plan.

ADA will also attend bi-monthly progress meetings, for a period of up to six (6) months, to provide for general project coordination and work planning. The progress meetings will be scheduled approximately every month (up to three progress meetings), and the status of all ongoing tasks and City reviews will be discussed. These meetings will also serve to discuss all issues related to draft deliverables and will be one of the forums to receive verbal and written comments from the City regarding such deliverables. ADA will prepare and distribute meeting minutes for each progress meeting.

### **Task 2: Data Collection and Evaluation**

ADA will attend one (1) meeting with the City and one (1) meeting with Miami-Dade County to collect readily available information. The meeting with the County will focus on identifying and obtaining consensus on the LID practices that are best applicable and beneficial to the south Florida environment and hydrology.

As part of this task, ADA will perform a literature search of currently available LID practices and standards and will perform an inter-municipal research on already implemented LID techniques that will support the development of the LID Master Plan for the City. ADA will review the data collected and assess its relevance for inclusion as a part of this project.

ADA will prepare draft Technical Memorandum No. 1: *Data Collection and Evaluation* to summarize the results of this Task. Three (3) copies of the draft memorandum will be submitted for the City's review.

Comments from the City will be implemented in the pertinent sections of the draft LID Master Plan to be developed under Task 8.

### **Task 3: Low Impact Development Site Planning**

ADA will evaluate the City's current Site Planning Regulations and will identify areas where the current regulations can be amended and modified to include sustainable LID practices. ADA will use the data collected as part of Task 2 to identify non-structural and structural LID planning practices to naturally treat and retain stormwater from new development and redevelopment sites, and provide incentive for implementing environmentally sensitive site planning and design. Non-structural planning practices to be evaluated will include:

1. Minimize total site impervious areas.
2. Use alternative roadway layouts that minimize imperviousness.
3. Reduce road widths and drive aisles where safety considerations allow.
4. Utilize local flora.
5. Minimize directly connected impervious areas.
6. Disconnect roof drains and direct drainage to vegetated areas.
7. Site layout to direct flows from paved areas to stabilized vegetated areas.
8. Site layout to break up flow directions from large paved surfaces
9. Site development to encourage sheet flow through vegetated areas.
10. Locate impervious areas so that they drain to permeable areas.
11. Maximize overland sheet flow.
12. Maximize use of open swale systems.
13. Increase (or augment) the amount of vegetation on the site.
14. Restrict ground disturbance to the smallest possible area
15. Reduce construction on highly permeable soils.
16. Locate impervious areas to avoid removal of existing trees.
17. Maintain existing topography and associated drainage divides to encourage dispersed flow paths.
18. Locate new buildings, parking, and ponds in areas that have lower hydrologic function, such as clayey or disturbed soils.

Structural planning practices to be evaluated will include:

1. Grass Swales
2. Dry Detention/Retention Ponds
3. Vegetated Swales
4. Infiltration Trenches
5. Suburban Detention Systems
6. Naturalized Urban Detention Basins



7. Vegetated Roadway Swales
8. Parking Lot Detention
9. Permeable Pavement
10. Structural Sand Filters
11. Bio Retention
12. Rain Garden
13. Rainwater Cisterns/Harvesting
14. Tree Box Filters

ADA will document the advantages and disadvantages of each of the LID practices identified. ADA will work closely with City staff to identify the non-structural and structural practices to be considered as part of the LID Master Plan for the City.

ADA will prepare draft Technical Memorandum No. 2: *Low Impact Development Site Planning* to summarize the results of this Task. Three (3) copies of the draft memorandum will be submitted for the City's review. Comments from the City will be implemented in the pertinent sections of the draft LID Master Plan to be developed under Task 8.

#### **Task 4: Low Impact Development Hydrologic Analysis**

For this task, ADA will identify and document the hydrologic analysis procedures to be implemented in analyzing the structural LID practices identified as part of Task 3. ADA will document the computation procedures and will include examples to illustrate the application of these procedures. Example will include the same development with and without LID techniques/applications.

ADA will prepare draft Technical Memorandum No. 3: *Low Impact Development Hydrologic Analysis* to summarize the results of this Task. Three (3) copies of the draft memorandum will be submitted for the City's review. Comments from the City will be implemented in the pertinent sections of the draft LID Master Plan to be developed under Task 8.

#### **Task 5: Low Impact Development Integrated Management Practices**

Once the list of LID Best Management Practices (BMPs) to be implemented by the City is determined as identified in Task 3, ADA will provide detailed descriptions, application standards, standard details, and recommend operation and maintenance of these BMPs. ADA will also provide recommendations to promote incentives to encourage environmentally sustainable site planning using these LID practices. In addition, ADA will provide recommended regulation language to be implemented in the current LID Regulations to allow for innovating engineering and planning principles.

ADA will prepare draft Technical Memorandum No. 4: *Task 5: Low Impact Development Integrated Management Practices* to summarize the results of this Task. Three (3) copies of the draft memorandum will be submitted for the City's review. Comments from the City will be implemented in the pertinent sections of the draft LID Master Plan to be developed under Task 8.

#### **Task 6: Low Impact Development Erosion and Sediment Control Management Practices**

ADA will evaluate the City's current construction phase soil erosion and sediment control standards and will identify areas where the current regulations can be amended and modified to include sustainable soil erosion and sediment control LID practices. ADA will use the data collected as part of Task 2 to identify supplemental or refined LID construction phase soil erosion and sediment control practices to be incorporated by the City. ADA will provide recommended regulation language to be implemented in the current LID Regulations to allow for innovative soil erosion and engineering implementation principles.

ADA will prepare draft Technical Memorandum No. 5: *Low Impact Development Erosion and Sediment Control Management Practices* to summarize the results of this Task. Three (3) copies of the draft memorandum will be submitted for the City's review. Comments from the City will be implemented in the pertinent sections of the draft LID Master Plan to be developed under Task 8.

#### **Task 7: Public Involvement and Outreach Program**

For this task, ADA will enlist the services of EV Services, Inc. (EVSI). ADA and EVSI, with assistance from the City, will coordinate and conduct up to two (2) community workshops (one focused on the developer communities and one focused on residential communities). The intent of these meetings is to provide a relaxed and comfortable venue where participants can focus on the LID Master Plan process and goals, solicit feedback, discuss future improvements in general terms, and develop a positive rapport with community stakeholders. Some objectives of the community workshops include, but are not limited to:

- Conduct an integrated Public Involvement and Community Outreach (public interaction) program;
- Engage the community in an open, healthy dialogue about the project, emphasizing that the City of Doral bases the final decision on several criteria, and community input is important to them;
- Foster understanding of the City of Doral's responsibility with its LID Master Plan now and into the future;
- Help build communities based on environmental stewardship;
- Discuss ways of minimizing impacts on stakeholders and preventing opposition to future LID planning and design strategies;
- Communicate to stakeholders the need for implementing LID best management practices and how they benefit the community; and

- Explain the engineering and planning process to achieve environmental sustainable development.

For the community workshops, the City will be responsible for reproducing the requirement documents and directly notifying all residential and business stakeholders in advance and placing highly visible notices in the local newspaper. ADA and EVSI will:

- Prepare meeting notice message(s)
- Prepare letter/email notices
- Prepare flyers
- Prepare graphics
- Coordinate with City Communications for Social Media outlet messaging
- Identify HOA and Business entities for inclusion in Open House(s)
- Assist the City in securing site selection
- Prepare Agenda(s) for Open House(s)
- Prepare sign in sheet
- Prepare response to Developer and Resident(s) inquiries as needed
- Prepare Meeting Reports summarizing results with findings and recommendations as well as provide meeting photos and graphics

Over the six-month period of the project ADA's and EVSI's services will include assistance with development of collateral materials, notice of meetings, press releases, and communications with businesses and residents in the affected areas, material for meetings, and power point presentations.

Additionally, ADA will work with the City in briefing and preparing a Commission workshop for the benefit of informing the City Commission of this project's activities performed and findings.

#### **Task 8: Low Impact Development Master Plan Report**

ADA will compile Technical Memorandums 1 through 5 into a single LID Master Plan Report to be adopted by the City Commission. The LID Master Plan Report will include an Executive Summary outlining the key findings and recommendations developed as part of this project.

As part of this task, ADA will prepare for and attend up to one (1) City Commission workshop to present the findings of the LID Master Plan Report and up to one (1) regular City Commission meetings.

Five (5) copies of the draft LID Master Plan Report will be submitted for the City's review. Upon receipt of the City's written review comments, five (5) final copies of the LID Master Plan Report will be issued to the City. ADA will also provide the LID Master Plan Report in electronic format in combination with accompanying digital files and GIS shapefiles that will support the LID Master Plan.

**III. SUB-CONSULTANTS**

The below listed Sub-consultants will assist in the performance of the Work.

<b>Sub-consultant Name</b>	<b>Specialty or Expertise</b>
EV Services, Inc.	Public Involvement

**IV. SCHEDULE OF WORK – TIME OF PERFORMANCE**

ADA shall submit the Deliverables and perform the Work as depicted in the table below. Completion dates are in months from notice to proceed (NTP):

<b>Schedule of Deliverables</b>		
<b>Task</b>	<b>Project Activity Description</b>	<b>Months from NTP</b>
1	Project Coordination and Progress Meetings	6 Months
2	Data Collection and Evaluation	1 Month
3	Low Impact Development Site Planning	2 Months
4	Low Impact Development Hydrologic Analysis	3 Months
5	Low Impact Development Integrated Management Practices	4 Months
6	Low Impact Development Erosion and Sediment Control Management Practices	5 Months
7	Public Involvement and Outreach Program	6 Months
8	Low Impact Development Master Plan Report	6 Months

**V. COMPENSATION**

ADA will be compensated a total lump sum amount of \$49,905.69 for performing the work detailed in the Scope of Work. ADA will submit to the City monthly invoices for work completed each month by ADA and Sub-consultants. ADA will be allotted a 10% sub-consultant management fee for work performed by the Sub-consultants.

The table below outlines the estimated time-and-material fee schedule for the required deliverables. Attachment A includes a detailed breakdown of the man-hour estimate per task for ADA and Sub-consultants. As work progresses, the actual fee for each task may change based on the level of effort required for the task. However, the level of effort for each task will be consistent with the assumptions and deliverables outlined in the Scope of Work, and the total fee will not exceed \$49,905.69.

<b>Summary of Compensation</b>		
<b>Task</b>	<b>Deliverable Description</b>	<b>Fee Amount</b>
1	Project Coordination and Progress Meetings	\$3,761.38
2	Data Collection and Evaluation: (Technical Memorandum 1)	\$4,019.31
3	Low Impact Development Site Planning: (Technical Memorandum 2)	\$5,865.62
4	Low Impact Development Hydrologic Analysis: (Technical Memorandum 3)	\$3,882.91
5	Low Impact Development Integrated Management Practices: (Technical Memorandum 4)	\$7,616.54
6	Low Impact Development Erosion and Sediment Control Management Practices: (Technical Memorandum 5)	\$4,101.81
7	Public Involvement and Outreach Program	\$8,055.12
8	Low Impact Development Master Plan Report	\$10,022.20
<b>TOTAL</b>		<b>\$47,324.90</b>

**VI. SUPPORT FROM CITY AND SCOPE OF WORK EXCLUSIONS**

To successfully complete the project, the City will provide the following support:

1. Attend progress meetings
2. Facilitate meetings with Miami-Dade County, FDOT and SFWMD
3. Provide available data summarized in Task 3
4. Provide opinion of probable construction cost for flood protection projects under design
5. Reproduce materials to be distributed to residential and developer stakeholders
6. Notifying all residential and developer stakeholders in advance and placing highly visible notices in the local newspaper of public workshop meetings
7. Review draft deliverables – Comments will be prepared for review by City staff, and other interested parties selected by the City, if needed. The City will consolidate all review documents (internal and external to the City) into a single document and transmit to ADA. The City agrees that its review comments will be delivered to ADA within 14 calendar days following receipt of the draft document(s) from ADA.

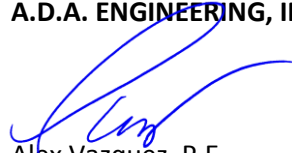
The services outlined below are not included as part of the scope of work, although additional service orders can be executed to assist the City with these services if necessary:

1. Revise the City's Stormwater Master Plan Report to incorporate LID practices to be developed as part of the LID Master Plan Report
2. Reproduce or distribute material for resident and stakeholder workshops
3. Provide legal interpretation of ordinance development of modifications

We look forward to assisting the City on this important project assignment. If you have any questions or need additional information, please do not hesitate to contact Alberto Argudin or me at (305) 551-4608.

Sincerely

**A.D.A. ENGINEERING, INC.**



Alex Vazquez, P.E.  
Project Manager

Enclosures:

Attachment A – Fee Estimate



Date Estimated: 6/15/2015

**ATTACHMENT A  
CITY OF DORAL  
LOW IMPACT DEVELOPMENT MASTER PLAN  
FEE ESTIMATE**

WORK ACTIVITY	EMPLOYEE CLASSIFICATION (Grouped by Consultant)										TOTAL HOURS	LABOR COST	ESTIMATED EXPENSES <sup>1</sup>	SUB-CONSULTANT MANAGEMENT FEE	TOTAL FEE
	ADA Engineering, Inc.							EVSI							
	Principal/QC A. Argudin	Project Manager A. Vazquez	Sr. Project Engineer A. Wilson	Project Engineer V. Villamizar	GIS Specialist A. Cook	CADD Technician M. Ramirez	Clerical V. Martinez	Public Information Manager	Public Inform. Officer	Admin. Assistant					
HOURLY RATE	\$190.75	\$187.48	\$150.00	\$125.00	\$100.00	\$75.00	\$69.90	\$150.00	\$60.00	\$40.00					
<b>Task 1 – Project Coordination &amp; Progress Meetings</b>		6	5	5				5	5		26	\$3,549.88	\$106.50	\$105.00	\$3,761.38
1.1 Attend kick-off meeting		2	2					2	2		8	\$1,094.96	\$32.85	\$42.00	\$1,169.81
1.2 Monthly progress meetings (3 total)		3	3	2				3	3		14	\$1,892.44	\$56.77	\$63.00	\$2,012.21
1.3 Prepare and distribute monthly progress meeting minutes		1		3							4	\$562.48	\$16.87		\$579.35
<b>Task 2 – Data Collection and Evaluation</b>		3	10	12	2		2				29	\$3,902.24	\$117.07		\$4,019.31
2.1 Collect and evaluate data from City			2								2	\$300.00	\$9.00		\$309.00
2.2 Collect and evaluate data from County			2				1				3	\$369.90	\$11.10		\$381.00
2.3 Literature search		1	2	4							7	\$987.48	\$29.62		\$1,017.10
2.4 Draft Technical Memorandum No. 1		2	4	8	2		1				17	\$2,244.86	\$67.35		\$2,312.21
<b>Task 3 – Low Impact Development Site Planning</b>		6	18	12		4	1				41	\$5,694.78	\$170.84		\$5,865.62
3.1 Evaluate current site planning regulations		2	2								4	\$674.96	\$20.25		\$695.21
3.2 Identify and document non-structural LID practices		1	4	2							7	\$1,037.48	\$31.12		\$1,068.60
3.3 Identify and document structural LID practices		1	6	2							9	\$1,337.48	\$40.12		\$1,377.60
3.4 Draft Technical Memorandum No. 2		2	6	8		4	1				21	\$2,644.86	\$79.35		\$2,724.21
<b>Task 4 – Low Impact Development Hydrologic Analysis</b>		4	8	14			1				27	\$3,769.82	\$113.09		\$3,882.91
4.1 Identify hydrologic analysis approach to be implemented		2	4								6	\$974.96	\$29.25		\$1,004.21
4.2 Document hydrologic analysis approach			2	6							8	\$1,050.00	\$31.50		\$1,081.50
4.3 Draft Technical Memorandum No. 3		2	2	8			1				13	\$1,744.86	\$52.35		\$1,797.21
<b>Task 5 – Low Impact Development Integrated Management Practices</b>		10	20	16		6	1				53	\$7,394.70	\$221.84		\$7,616.54
5.1 Develop LID practices descriptions and sketches		2	6	8		6					22	\$2,724.96	\$81.75		\$2,806.71
5.2 Identify recommended land use incentives to promote LID practices		2	4								6	\$974.96	\$29.25		\$1,004.21
5.3 Identify regulatory language to be implemented in the current regulations		4	6								10	\$1,649.92	\$49.50		\$1,699.42
5.4 Draft Technical Memorandum No. 4		2	4	8			1				15	\$2,044.86	\$61.35		\$2,106.21
<b>Task 6 – Low Impact Development Erosion and Sediment Control Management Practices</b>		3	12	10		4	1				30	\$3,982.34	\$119.47		\$4,101.81
6.1 Evaluate current soil erosion and sediment control regulations			2								2	\$300.00	\$9.00		\$309.00
6.2 Identify and document erosion and sediment control LID practices		1	4	2							7	\$1,037.48	\$31.12		\$1,068.60
6.3 Draft Technical Memorandum No. 5		2	6	8		4	1				21	\$2,644.86	\$79.35		\$2,724.21
<b>Task 7 – Public Involvement and Outreach Program</b>		5	11					13	33	21	83	\$7,357.40	\$220.72	\$477.00	\$8,055.12
7.1 Public outreach - Residential communities - Prepare flyers, graphics, poster boards, and PowerPoint presentation.			1					1	4	2	7	\$620.00	\$18.60	\$47.00	\$685.60
7.2 Public outreach - Residential communities - Identify and notify HOA entities of residential community workshops.								1	4	2	7	\$470.00	\$14.10	\$47.00	\$531.10
7.3 Public outreach - Residential communities - Secure and prepare site for workshops.									2	2	4	\$200.00	\$6.00	\$20.00	\$226.00
7.4 Public outreach - Residential communities - Conduct workshop ( 1 meetings)								3	3	2	8	\$710.00	\$21.30	\$71.00	\$802.30
7.5 Public outreach - Residential communities - Prepare meeting agendas, meeting reports for inclusion into Master Plan, and meeting summaries for distribution.								1	4	2	7	\$470.00	\$14.10	\$47.00	\$531.10
7.6 Public outreach - Developer - Prepare flyers, graphics, poster boards, and PowerPoint presentation.			4					1	4	2	7	\$1,070.00	\$32.10	\$47.00	\$1,149.10
7.7 Public outreach - Developer - Identify and notify HOA entities of residential community workshops.								1	3	3	7	\$450.00	\$13.50	\$45.00	\$508.50
7.8 Public outreach - Developer - Secure and prepare site for workshops.									2	2	4	\$200.00	\$6.00	\$20.00	\$226.00
7.9 Public outreach - Developer - Conduct workshop (1 meetings)		2	2					4	4	2	10	\$1,594.96	\$47.85	\$92.00	\$1,734.81
7.10 Public outreach - Developer - Prepare meeting agendas, meeting reports for inclusion into Master Plan, and meeting summaries for distribution.								1	3	2	6	\$410.00	\$12.30	\$41.00	\$463.30
7.13 Commission Workshop -Prepare for workshops.		1	1								2	\$337.48	\$10.12		\$347.60
7.14 Commission Workshop - Conduct workshop (1 meetings)		2	2								8	\$674.96	\$20.25		\$695.21
7.15 Commission Workshop - Prepare meeting agendas, meeting reports for inclusion into Master Plan, and meeting summaries for distribution.			1								6	\$150.00	\$4.50		\$154.50
<b>Task 8 – Low Impact Development Master Plan Report</b>		3	10	15	30	3	3	3	2	2	73	\$9,681.75	\$290.45	\$50.00	\$10,022.20
8.1 Incorporate comments from City into each individual Technical memorandum and propagate			1	2	4						7	\$987.48	\$29.62		\$1,017.10
8.2 Combine Technical Memorandums into single document				2	6						9	\$1,119.90	\$33.60		\$1,153.50
8.3 Draft LID Master Plan Report		2	1	2	12	2	2	1			22	\$2,788.88	\$83.67		\$2,872.55
8.4 Prep for City Commission briefing and workshop based on Draft SWMP			4	2							6	\$1,049.92	\$31.50		\$1,081.42
8.5 City Commission briefing and workshop based on LID Master Plan Report			3	3				2	2	2	12	\$1,512.44	\$45.37	\$50.00	\$1,607.81
8.6 Final LID Master Plan Report		1	1	4	8	1	1	1			17	\$2,223.13	\$66.69		\$2,289.82
<b>Total Hours</b>	<b>3</b>	<b>47</b>	<b>99</b>	<b>99</b>	<b>5</b>	<b>17</b>	<b>9</b>	<b>20</b>	<b>40</b>	<b>23</b>	<b>362</b>	<b>\$45,332.91</b>	<b>\$1,359.99</b>	<b>\$632.00</b>	<b>\$47,324.90</b>
<b>Total Fee</b>	<b>\$572.25</b>	<b>\$8,811.56</b>	<b>\$14,850.00</b>	<b>\$12,375.00</b>	<b>\$500.00</b>	<b>\$1,275.00</b>	<b>\$629.10</b>	<b>\$3,000.00</b>	<b>\$2,400.00</b>	<b>\$920.00</b>					

**WORK ORDER No. 4 FOR PROFESSIONAL SERVICES**

TO: ADA Engineering  
8550 NW 33 Street, Suite 202  
Doral, Florida 33122  
(305) 551-4608

DATE: August 11, 2015

The City of Doral authorizes the firm of ADA Engineering to develop a Low Impact Development Master Plan to include data collection, review of the City’s site planning regulations, hydrologic analysis, development of best management practices, development of erosion and sediment control management practices, public outreach, and a final report that outlines the key findings and recommendations as of the date of this Work Order. The work should be performed in accordance with the contract provisions contained in the Continuing Professional Services Agreement between ADA Engineering and the City of Doral dated February 2, 2015, and the attached Proposal submitted by ADA Engineering for the above referenced project.

**SCOPE OF SERVICES AND SCEHDULE:**

The scope of the project will be as described in the attached proposal from ADA Engineering dated July 16, 2015. The schedule requires the work to be performed within 180 calendar days. All limitations of time set forth in this Work Order are of the essence. The performance of services associated with this Work Order will be executed on a Time and Materials basis with a not to exceed amount of \$47,324.90.

You are required by the Continuing Service Agreement to begin work subsequent to the execution of this Work Order, or as directed otherwise. If you fail to begin work subsequent to the execution of this Work Order, the City of Doral will be entitled to disqualify the Proposal, and revoke the award. This Work Order incorporates the terms and conditions set forth in the Continuing Services Agreement dated February 2, 2015 between the parties as though fully set forth herein. In the event that any terms or conditions of this Work Order conflict with the Continuing Services Agreement, the provisions of this specific Work Order shall prevail and apply. Work Order is not binding until the City of Doral agrees and approves this Work Order.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and date first above written, in three (3) counterparts, each of which shall, without proof or accounting for the other counterpart be deemed an original Contract.

CONSULTANT: ADA Engineering

WITNESSES:

SEAL:

BY: \_\_\_\_\_  
NAME: \_\_\_\_\_  
TITLE: \_\_\_\_\_

1. \_\_\_\_\_  
2. \_\_\_\_\_

OWNER: City of Doral

AUTHENTICATION:

BY: \_\_\_\_\_  
NAME: Edward Rojas  
TITLE: City Manager

BY: \_\_\_\_\_  
NAME: Connie Diaz  
TITLE: City Clerk

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY FOR THE SOLE USE  
OF THE CITY OF DORAL:

BY: \_\_\_\_\_  
NAME: WEISS, SEROTA, HELFMAN, COLE,  
BIERMAN & POPOK, PL  
TITLE: City Attorney