

**WORK ORDER No. 13 FOR PROFESSIONAL SERVICES**

TO: Wantman Group, Inc.  
11401 SW 40 ST  
Miami, FL  
(786) 228-5666

DATE: September 9, 2020

The City of Doral authorizes the firm of Wantman Group, Inc. to provide construction administration services for Construction Engineering Inspection (CEI) for Stormwater Improvements at Sub Basin A-2. Where Wantman Group, 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 November 2017 through Resolution 17-202. The work should be performed in accordance with the contract provisions contained in the Continuing Professional Services Agreement between Wantman Group, Inc and the City of Doral dated February 16, 2018, and the attached Proposal dated July 29, 2020 submitted by your firm for the above referenced project.

**SCOPE OF SERVICES AND SCEHDULE:**

The scope of the project will be as described in the attached proposal from WGI dated July 29, 2020. The scope includes CEI services during the construction of Stormwater Improvements at Sub Basin A-2. The schedule requires the work to be performed within 90 calendar days from NTP. 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 \$57,520.00.

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.

Work Order incorporates the terms and conditions set forth in the Continuing Services Agreement dated February 16, 2018 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.

This 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: Wantman Group, Inc

BY: *Nancy Clements*  
NAME: Nancy Clements  
TITLE: Senior VP

OWNER: City of Doral

BY: \_\_\_\_\_  
NAME: Albert P. Childress  
TITLE: Acting City Manager

WITNESSES:

1. *[Signature]*  
2. *[Signature]*

AUTHENTICATION:

BY: *[Signature]*  
NAME: Connie Diaz  
TITLE: City Clerk



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

BY: *[Signature]*  
NAME: Luis Figueredo, ESQ.  
TITLE: City Attorney



July 29, 2020 revised

~~June 19, 2020~~

Ms. Stephanie Bortz, CFM  
Stormwater Utility Manager  
City of Doral  
8401 NW 53 Terrace  
Doral, FL 33166

**Re: Sub Basin A-2 Stormwater Improvements Construction**

Dear Ms. Bortz:

The following is our general understanding of the project scope based on today's correspondence. The City of Doral (Client) is in need of construction engineering and inspection services for the construction of stormwater improvements at Sub Basin A-2.

**SCOPE OF SERVICES**

The scope of services includes:

1. Project Manager will oversee the Inspector, and review and approve the daily report of construction on a daily basis;
2. Project Manager will prepare and submit to the City a weekly progress report of all work activities the Monday following the week worked;
3. Project Manager will review and approve the pay applications made by the contractor. Project Manager will submit a letter to the City approving the pay application for payment;
4. Project Manager will work closely with the contractor/EOR/City to resolve field issues/RFIs in a timely manner;
5. Project Manager will review MOT permits submitted by the contractor to the City for conformance with times set in the contract;
6. Project Manager will work closely with the contractor, City's Project Manager and EOR;
7. Inspector will oversee the contractor's daily construction activities making sure that all work is in compliance with the plans and specs;
8. Inspector will document all construction activities in a daily report of construction;
9. Inspector will verify that the approved MOT setup meets contract and MUTCD requirements;
10. Inspector will verify the contractor's material (earthwork and concrete) samples test results for conformance with the contract;
11. Inspector will verify that the earthwork, concrete, asphalt and other materials incorporated into the project are in compliance with the plans and specs;
12. Inspector will maintain an as-built record set for submittal to the City upon project completion;
13. Inspector will have all required CTQP qualifications/MOT certifications for the tasks assigned to him; and
14. Inspector will verify that the contractor is adhering to OSHA guidelines;



**PROPOSED FEE:**

We propose to provide the scope of services as described above for a lump sum fee of **\$57,520.00**, which includes 10% for WGI. Additional services, when authorized, will be billed at the rates as shown in "Exhibit B" of our Continuing Professional Services Agreement, and work will be conducted in accordance with said Agreement. Please refer to the attached for additional information.

**PROPOSED SCHEDULE:**

It is anticipated that the services shall be completed within 90 days, construction to begin shortly after award (approximately September, 2020).

Respectfully submitted,  
**WGI, Inc.**

Andy Garganta, PE  
Vice President

Enclosures

**ESTIMATE OF WORK EFFORT AND COST - PRIME CONSULTANT**

Name of Project: Sub Basin A-2 Stormwater Improvements CEI Services  
 County: Miami-Dade  
 FPN: N/A  
 FAP No.: N/A

Consultant Name: WGI, Inc.  
 Consultant No.: F650271367  
 Date: 7/29/2020  
 Estimator: Andy Garganta, PE

Staff Classification	Hours From "SH Summary - Firm"	Principal Engineer	Staff Classification 2	Staff Classification 3	Staff Classification 4	Staff Classification 5	Staff Classification 6	Staff Classification 7	Staff Classification 8	Staff Classification 9	Staff Classification 10	Staff Classification 11	Staff Classification 12	SH By Activity	Salary Cost By Activity	Average Rate Per Task
3. Project General and Project Common Tasks	26	26	0	0	0	0	0	0	0	0	0	0	0	26	\$5,200	\$200.00
<b>Total Staff Hours</b>	26	26	0	0	0	0	0	0	0	0	0	0	0	26	\$5,200.00	\$200.00
<b>Total Staff Cost</b>		\$5,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$5,200.00	\$200.00

Survey Field Days by Subconsultant  
 4 - Person Crew:

- Notes:  
 1. This sheet to be used by Prime Consultant to calculate the Grand Total fee.  
 2. Manually enter fee from each subconsultant. Unused subconsultant rows may be hidden.

SALARY RELATED COSTS:			Check =	\$5,200.00
OVERHEAD:		0%		\$5,200.00
OPERATING MARGIN:		0%		\$0.00
FCCM (Facilities Capital Cost Money):		0.00%		\$0.00
EXPENSES:		0.00%		\$0.00
Survey (Field - If by Prime)	0	4-person crew days @	\$ - /day	\$0.00
<b>SUBTOTAL ESTIMATED FEE:</b>				<b>\$5,200.00</b>
Subconsultant:	CH Perez & Associates Consulting Engineers, Inc.			<b>\$52,320.00</b>
<b>SUBTOTAL ESTIMATED FEE:</b>				<b>\$57,520.00</b>
Geotechnical Field and Lab Testing				\$0.00
<b>SUBTOTAL ESTIMATED FEE:</b>				<b>\$57,520.00</b>
Optional Services				\$0.00
<b>GRAND TOTAL ESTIMATED FEE:</b>				<b>\$57,520.00</b>



**C. H. PEREZ & ASSOCIATES CONSULTING ENGINEERS, INC.**

**CEI SERVICES FOR CITY OF DORAL - BASIN A-2 - NW 79TH AVE., FROM NW 14TH STREET TO NW 21ST STREET  
CONTRACT DURATION - 90 DAYS**

POSITION	MAN-HOURS FOR 90-DAYS PERIOD	CONTRACT LOADED RATE	TOTAL FEES PER POSITION
Project Manager	152	\$ 160.00	\$ 24,320.00
Inspector	400	\$ 70.00	\$ 28,000.00
Total =			\$ 52,320.00

**Notes:**

1. Loaded rates include all equipment/ vehicles necessary for the Project Manager and Inspector to perform their required tasks;
2. Fee proposal is based on 160 Man-Hours per 30 days period;
3. Project Manager's position is allocated at 35% of the time for 60 days and 25% for the remaining 30 days; and
4. Inspector's position is allocated at 100% of the time for 60 days and 50% for the remaining 30 days.

**Duties and Responsibilities:**

1. Project Manager will oversee the Inspector, and review and approve the daily report of construction on a daily basis;
2. Project Manager will prepare and submit to the City a weekly progress report of all work activities the Monday following the week worked;
3. Project Manager will review and approve the pay applications made by the contractor. PM will submit a letter to the City approving the pay applic
4. Project Manager will work closely with the contractor/EOR/City to resolve field issues / RFIs in a timely manner;
5. Project Manager will review MOT permits submitted by the contractor to the City for conformance with times set in the contract;
6. Project Manager will work closely with the contractor, City's Project Manager and EOR;
7. Inspector will oversee the contractor's daily construction activities making sure that all work is in compliance with the plans and specs;
8. Inspector will document all construction activities in a daily report of construction;
9. Inspector will verify that the approved MOT setup meets contract and MUTCD requirements;
10. Inspector will verify the contractor's material (earthwork and concrete) samples test results for conformance with the contract;
11. Inspector will verify that the earthwork, concrete, asphalt and other materials incorporated into the project are in compliance with the plans and
12. Inspector will maintain an as-built record set for submittal to the City upon project completion;
13. Inspector will have all required CTQP qualifications/ MOT certifications for the tasks assigned to him; and
14. Inspector will verify that the contractor is adhering to OSHA guidelines.

**RESOLUTION No. 20-183**

**A RESOLUTION OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF DORAL, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE A WORK ORDER WITH WANTMAN GROUP, INC. TO PROVIDE CONSTRUCTION ENGINEERING INSPECTION SERVICES FOR THE CONSTRUCTION OF THE STORMWATER IMPROVEMENTS AT SUB BASIN A-2 IN A TOTAL NOT TO EXCEED AMOUNT OF \$57,520.00; AUTHORIZING THE CITY MANAGER TO EXECUTE THE WORK ORDER AND EXPEND BUDGETED FUNDS ON BEHALF OF THE CITY IN FURTHERANCE HEREOF; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, on November 19, 2019, the Mayor and the City Council Members approved and adopted Resolution No. 19-297 (approved 4-0, 1 not Present at time of Vote), to update the 2013 Stormwater Master Plan and the 5-Year Capital Improvement Plan (CIP) for the next 5-year cycle; and

**WHEREAS**, Sub Basin A-2, a portion of Year 5 of the 5-Year Stormwater Master Plan, consists of the areas along NW 79<sup>th</sup> Avenue between NW 21<sup>st</sup> Street and NW 14<sup>th</sup> Street; and

**WHEREAS**, the scope of work at Sub Basin A-2 includes the construction of new inlets, manholes, solid pipe, exfiltration trench, milling and resurfacing, and striping; and

**WHEREAS**, the City issued Invitation to Bid (ITB) #2020-24, "Stormwater Improvements at Sub Basin A-2" (the "ITB"), for which the City received nine (09) submittals were received and opened on August 5, 2020 with one submittal being disqualified for not following procurement submittal procedures and all other firms meeting the required criteria; and

**WHEREAS**, upon review of bids received, staff determined that Maggoc, Inc. was the lowest most responsive and responsible bidder (the "Contractor") and the award

recommendation will be presented to the Mayor and the City Council Members during the September 2020 Council Meeting; and

**WHEREAS**, the PWD requested a proposal from Wantman Group Inc. (WGI), for the provision of Construction Engineering Inspection (CEI) services during the construction phase of the Stormwater Improvement Sub Basin A-2 Project; and

**WHEREAS**, the PWD and WGI negotiated the attached supplemental proposal on a time and material basis with a not to exceed amount of \$57,520.00; and

**WHEREAS**, WGI 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 November 2017; and

**WHEREAS**, City staff recommends that the City Council approve and authorize the City Manager to execute Work Order 13 for WGI for CEI services for the Stormwater Improvement Project at Sub Basin A-2, for a total not to exceed amount of \$57,520.00; and

**WHEREAS**, funding for this request is available from Fiscal Year 2019-20 in the Public Works Stormwater Fund – Construction in Progress Account (Line Item- Stormwater Improvements), Account No. 401.80005.500650.

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

**Section 1. Approval.** Work Order 13 between the City of Doral and WGI for the provision of Construction Engineering Inspection (CEI) and professional services for the Stormwater Improvement Project at Sub Basin A-2, in an amount not to exceed a total amount of \$57,520.00, a copy which is attached as Exhibit “A”, is hereby approved.

**Section 2. Authorization.** The City Manager is authorized to execute the Work Order 13 and expend budgeted funds on behalf of the City in furtherance hereof.

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

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



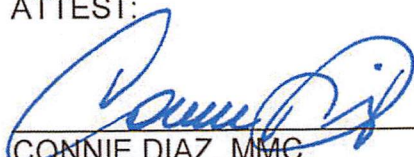
The foregoing Resolution was offered by Councilmember Cabrera who moved its adoption. The motion was seconded by Councilmember Cabral and upon being put to a vote, the vote was as follows:

Mayor Juan Carlos Bermudez	Yes
Vice Mayor Christi Fraga	Yes
Councilwoman Digna Cabral	Yes
Councilman Pete Cabrera	Yes
Councilwoman Claudia Mariaca	Yes


PASSED AND ADOPTED this 9 day of September, 2020.

  
\_\_\_\_\_  
JUAN CARLOS BERMUDEZ, MAYOR

ATTEST:

  
\_\_\_\_\_  
CONNIE DIAZ, MMC  
CITY CLERK

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

  
\_\_\_\_\_  
LUIS FIGUEREDO, ESQ.  
CITY ATTORNEY