

RESOLUTION No. 20-185

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 ADA ENGINEERING INC. TO PROVIDE POST DESIGN SERVICES DURING THE CONSTRUCTION OF THE CANAL BANK STABILIZATION YEAR 5A PHASE II PROJECT IN A TOTAL NOT TO EXCEED AMOUNT OF \$20,015.00; 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, Year 5A Phase II of the Canal Bank Stabilization Program is part of the canal Capital Improvement Program (CIP) included in the Canal Feasibility Study completed in March 2008; and

WHEREAS, the Canal Feasibility Study documented the existing condition of the canal banks maintained by the City, identified potential needs for stabilization, recommended conceptual methods for the stabilization of canal slopes in areas that required remedial action, and summarized planning-level costs for stabilizing the canal slopes.; and

WHEREAS, Year 5A Phase II includes canal bank stabilization through geo-web techniques at the Dressel Canal adjacent to NW 41th Street between NW 79th Avenue and the Palmetto Expressway. Approximately 0.23 miles of stabilization will occur along the Dressel's Dairy Canal.; and

WHEREAS, the City issued Invitation to Bid (ITB) #2020-23, "Canal Bank Stabilization Program Year 5A Phase II" (the "ITB"), for which the City received four (4) submittals were received and opened on July 30, 2020 with all firms meeting the required criteria; and

WHEREAS, upon review of bids received, staff determined that ENCO, LLC. 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 ADA Engineering, Inc. for the provision of Post Design services during the construction of the Canal Bank Stabilization Year 5A Phase II Project; and

WHEREAS, ADA Engineering, Inc. will provide responses to submitted Request for Information (RFI) from the awarded contractor and review Shop Drawings submitted to ensure that the project is constructed per the approved plans; 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 November 2017; and

WHEREAS, staff recommends that the City Council approve and authorize the City Manager to execute the work order with ADA Engineering Inc prepared the attached proposal on a time and material basis with a not to exceed amount of \$20,015.00; 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 ADA Engineering, Inc. for the provision of Post Design services for the Canal Bank Stabilization Year 5A Phase II Project, in an amount not to exceed a total amount of \$20,015.00, a copy which is attached as Exhibit "A", is hereby approved.

Section 2. Authorization. The City Manager is authorized to execute the Work Order amendment 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, MMG
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

EXHIBIT “A”

WORK ORDER No. 17 FOR PROFESSIONAL SERVICES

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

DATE: September 9, 2020

The City of Doral authorizes the firm of ADA Engineering, Inc. to provide professional engineering services for post design services for Year 5A Phase II of the Canal Bank Stabilization Project 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 Final Agreement between ADA Engineering, and the City of Doral dated January 30, 2018, and the attached Proposal dated July 30, 2020 and 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 ADA Engineering for professional engineering services to review of shop drawings and technical submittals and construction administration for the Year 5A Phase II Canal Bank Stabilization Project. The schedule of the work to be provided is 120 calendar days from NTP. The performance of services associated with this Work Order will be executed on a time and material basis with a not to exceed amount of \$20,015.00.

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.

This Work Order incorporates the terms and conditions set forth in the Continuing Services Agreement dated January 30, 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.

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: Albert P. Childress
TITLE: City Manager

BY: _____
NAME: Connie Diaz
TITLE: City Clerk

APPROVED AS TO FORM:

BY: _____
NAME: LUIS FIGUEREDO, ESQ.
TITLE: City Attorney



Corporate Office
8550 NW 33rd Street, Suite 202
Doral, Florida 33122
T 305.551.4608
F 305.551.8977
www.adaeng.net

July 15, 2020 (*rev. 7/30/2020*)

Ms. Stephanie Bortz, CFM
Stormwater Utility Manager
City of Doral Public Works Department
8401 NW 53rd Terrace
Doral, Florida 33166

**RE: GENERAL ENGINEERING DESIGN SERVICES RFQ 2017-21:
CONSTRUCTION ADMINISTRATION SERVICES FOR POST-DESIGN
SERVICES FOR YEAR 5A PHASE II CANAL BANK STABILIZATION
FROM NW 79 AVENUE TO PALMETTO EXPRESSWAY**

Dear Ms. Bortz:

Per your request, A.D.A. Engineering, Inc. (ADA) is pleased to submit this Service Order proposal for limited Construction Administration services associated with the construction of the Year 5A Phase II canal bank stabilization from NW 79th Avenue to the Palmetto Expressway.

This Service Order will be an integral part of the General Engineering/Architectural Services (RFQ 2017-21) agreement between the City of Doral (City) and ADA. This Service Order defines the scope of work, schedule, exclusions, and compensation for the professional engineering services associated with this project.

I. GENERAL

As part of this project ADA will conduct a site reconnaissance prior to start of construction, respond to review shop drawings, address contractor RFIs, attend required preconstruction kickoff meeting, perform periodic site visits, certify construction at the end of the project, and approve as-built plans.

II. SCOPE OF WORK

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

- A. Task 1 – Review of Shop Drawings and Technical Submittals
- B. Task 2 – Construction Administration

Below is a description of the level of effort associated with each of these tasks:

Task 1 – Review of Shop Drawings and Technical Submittals

ADA will review and approve applicable shop drawings and technical submittals required by the Contract Documents. For scoping purposes, ADA will review and approve up-to 10 shop drawings or technical submittals required by the Contract Documents. Each review includes up-to one re-submittal review for correction and revision by the Contractor per submittal package. The reviews will include comparison of the Contractor's submitted documents to the requirements of the contract Documents. In addition, any substantial deviation from the project requirements will be documented and returned to the Contractor and the City with instructions on how to proceed based on the severity and nature of the deficiencies encountered. Once the Contractor has substantially met the project requirements, ADA will approve the submittal package in writing and provide the results to the Contractor and the City. This task will not include the review and approval of material substitutions or evaluation of bid alternates or value engineering.

ADA will answer and address the Contractor's Request for Information (RFI), which requires interpretation of the plans and specifications. For budgeting purposes, it is anticipated that up-to 10 RFIs will be addressed as part of this task. ADA will prepare and maintain a shop drawing submittal and RFI log which will document and track the dates and results of all reviews. The log will be periodically updated and will be reviewed during the construction progress meetings.

Task 2 – Construction Administration

For the purpose of this scope and fee proposal, it is anticipated that the construction duration will be 120 days (17 weeks) from Notice to Proceed to achieve final completion. ADA is including site reconnaissance and preparation of contract documents, periodic site visits on a biweekly basis, and site visits for substantial and final completion walkthroughs. A daily report including photographs will be provided for each completed site visit.

As part of this task, ADA will attend the Preconstruction Kick-off meeting and provide assistance to the City with the extension / renewal of the existing Class III permit which will warrant coordination with RER Water Control Section and submittal of required documents. ADA will also be in attendance at the walkthrough with RER for permit compliance and create punchlist of pending items. Lastly, ADA will be involved with the project close-out including review of as-built drawings and project certification.

III. SCHEDULE

ADA will complete the tasks outline in the Scope of Work in accordance with the construction schedule for the project. The proposal is for a contract duration time of 120 Calendar Days.

IV. EXCLUSIONS

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

- Assist with bid and award services
- Attend construction progress meetings
- Attend commission meetings
- Prepare as-built plans
- Perform any geotechnical testing
- Review and approve payment requisitions
- Provide baseline schedule review or subsequent monthly updates

V. COMPENSATION

ADA will be compensated for the services described in this scope of work on a time and material basis not to exceed amount of \$20,015.00, in accordance with the General Engineering/Architectural Services (RFQ 2017-21) agreement between the City and ADA. The attached fee estimate shows the costs associated with each of the tasks outlined in the scope of work.

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 me at (305) 551-4608.

Sincerely,
A.D.A. ENGINEERING, INC.

A handwritten signature in blue ink, appearing to read 'Carlos Ortega', with a horizontal line extending to the right.

Carlos Ortega, PE
Project Manager



CITY OF DORAL

GENERAL ENGINEERING DESIGN SERVICES RFQ 2017-21

CONSTRUCTION ADMINISTRATION SERVICES FOR YEAR 5A PHASE II

FEE ESTIMATE

Date Estimated: 7/15/20 (rev. 7/30/20)

WORK ACTIVITY (ADA)	ADA EMPLOYEE CLASSIFICATION					TOTAL HOURS	TOTAL ADA LABOR COST	TOTAL FEE
	Principal/QC	Project Manager	Project Engineer/GIS	Construction Inspector	Clerical			
HOURLY RATE	\$200.00	\$195.00	\$125.00	\$85.00	\$75.00			
Task 1 – Review of Shop Drawings and Technical Submittals		20	30			50	\$7,650.00	\$7,650.00
1.1 Review of Shop Drawings and Technical Submittals (10 shop drawings)		10	20			30	\$4,450.00	\$4,450.00
1.2 Address RFIs (10 RFIs)		10	10			20	\$3,200.00	\$3,200.00
Task 2 – Construction Administration		32	49			81	\$12,365.00	\$12,365.00
2.1 Site reconnaissance and preparation of contract documents		8	16			24	\$3,560.00	\$3,560.00
2.2 Provide periodic site visits (5 total)		5	15			20	\$2,850.00	\$2,850.00
2.3 Attendance at Pre-Construction Kick-off Meeting		1				1	\$195.00	\$195.00
2.4 Attend and create punchlist for RER walkthrough for Class III permit		8				8	\$1,560.00	\$1,560.00
2.5 Coordination with RER for Permit Extension / Renewal		6	10			16	\$2,420.00	\$2,420.00
2.6 Review and Approve As-built Drawings		2	4			6	\$890.00	\$890.00
2.7 Produce Certification Letter and Project Closeout Submittal		2	4			6	\$890.00	\$890.00
Total Hours		52	79					
Total Fee		\$10,140.00	\$9,875.00			131	\$20,015.00	\$20,015.00

Notes:

1- Man-hours are based on a 120 day (17 week) construction schedule.