

WORK ORDER FOR PROFESSIONAL SERVICES NO:4

TO: Wolfberg Alvarez & Partners
75 Valencia Ave., Suite 1050
Coral Gables, FL 33134
Phone: (305) 666-5474

DATE: September 9, 2020

The City of Doral authorizes the firm of Wolfberg Alvarez & Partners. to provide professional Architectural and Engineering design services to Integrate the existing design of the two elevators on the west end of the Police Department by the EOC which were removed from Police Expansion project. The scope of services includes, but is not limited to, site visit by Architect and Engineer, preparation of construction documents consisting of architectural and engineering drawings. The work should be performed as described on the attached Proposal submitted by your firm dated July 22, 2020.

SCOPE OF SERVICES AND SCHEDULE:


The scope of the project will be as described in the attached proposal from Wolfberg Alvarez & Partners. The schedule requires the work to be performed within the estimated times of each task after notice to proceed is issued. The performance of services associated with this Work Order will be executed on a lump sum basis in the amount of \$10,625.00. 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 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 two (2) counterparts, each of which shall, without proof or accounting for the other counterpart be deemed an original Contract.

CONSULTANT: Wolfberg Alvarez & Partners



BY:
NAME:
TITLE:


MARCEL R. MORLOTE
PRESIDENT

WITNESSES:

SEAL:

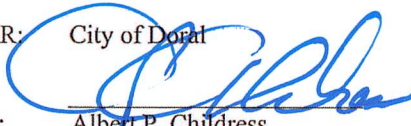
1.
2.



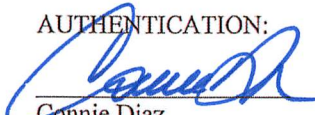
OWNER: City of Doral

BY:
NAME:
TITLE:


Albert P. Childress
City Manager

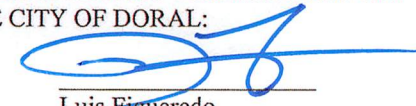
AUTHENTICATION:

BY:
NAME:
TITLE:


Connie Diaz
City Clerk

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

BY:
NAME:
TITLE:


Luis Figueredo
City Attorney



July 22, 2020

Via Email: luis.sanchez@cityofdoral.com

Luis Sanchez, FMP
Facility Manager
City of Doral
8401 NW 53rd Terrace
Doral, FL 33166

Subj: Proposal for Professional Design Services for New Elevators at Police Department

Dear Mr. Sanchez:

We appreciate the opportunity to submit this proposal for architectural and engineering design services for the above noted project. Following is a detailed description of the services included and the basis for compensation.

I. PROJECT SCOPE

Integrate the existing design of the two elevators on the west end of the Police Department by the EOC which were removed from Police Expansion project.

II. PROFESSIONAL SERVICES

Task 1: Site visit by the architect for visual verification of existing conditions that affect the scope of work.

Task 2: Preparation of contract documents, consisting of drawings and specifications.

Task 3: Provide construction administration services during the anticipated construction period, which is anticipated to be 3 months, including review of contractor's submittals, pay applications, RFI's and site visits.

III. QUALIFICATIONS

This proposal excludes the following services:

1. Additional site visits other than those specified under item IV-3.
2. Modifications to the existing hoistway, elevator pit, and/or override are not included. For the purpose of this proposal it is assumed that the elevator imposed loads can be accommodated by the existing structure.

IV. COMPENSATION

The A/E will be compensated for the above noted basic services for a stipulated fee of **\$10,625.00** (Ten Thousand Six Hundred and Five Dollars).

The fee is based on the following effort and hourly rates:

1. Site Visit / Meeting with the User:

Visual verification of existing conditions that affect the scope of work.

4 Hours of Senior Architect @ \$150/hr.....	\$600.00
<u>Total item 1.....</u>	<u>\$600.00</u>

2. Construction Documents Phase and Permitting Phase:

Preparation of Construction Drawings, Specifications and Cost Estimate	
8 Hours Senior Architect @\$150/hr.....	\$1,200.00
8 Hours Project Mechanical Engineer @\$160/hr.....	\$1,280.00
8 Hours Project Electrical Engineer @\$160/hr.....	\$1,280.00
16 Hours Architecture CAD @80/hr.....	\$1,280.00
16 Hours Engineering CAD @80/hr.....	\$1,280.00
1 Hours Principal @\$225/hr.....	\$225.00
<u>2 Hours Clerical @ \$60/hr.....</u>	<u>\$120.00</u>
<u>Total item 2.....</u>	<u>\$6,665.00</u>

3. Construction Administration Phase:

Site visits:

3 visits x 4 hours each @\$150/hr.....	\$1,800.00
--	------------

Review of submittals, answer RFI's, and review pay requisitions:


4 Hours Senior Architect @150/hr.....	\$600.00
2 Hours Project Mechanical Engineer @\$160/hr.....	\$320.00
4 Hours Project Electrical Engineer @\$160/hr.....	\$640.00

<u>Total item 3.....</u>	<u>\$3,360.00</u>
--------------------------	-------------------

Total.....	\$10,625.00
-------------------	--------------------

I trust this proposal meets with your approval. Should it be necessary, please feel free to contact our office. Again on behalf of WA, thank you for this opportunity.

Sincerely,



Marcel R. Morlote, RA
 President

RESOLUTION No. 20-176

A RESOLUTION OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF DORAL, FLORIDA, PURSUANT TO SECTION 2-321 OF THE CITY'S CODE OF ORDINANCES, WAIVING THE COMPETITIVE BID PROCESS AND AUTHORIZING THE CITY MANAGER TO ISSUE A WORK ORDER TO WOLFBERG ALVAREZ AND PARTNERS IN AN AMOUNT NOT TO EXCEED \$10,625.00, TO DEVELOP A SET OF CONSTRUCTION DOCUMENTS TO INTEGRATE THE EXISTING DESIGN OF THE MISSING ELEVATOR ON THE WEST END OF THE POLICE DEPARTMENT; AUTHORIZING THE CITY MANAGER TO EXPEND BUDGETED FUNDS IN FURTHERANCE HEREOF; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, in order to provide the highest quality service to the community, the Doral Police Department must always remain vigilant; and

WHEREAS, the original design of the "Police Facility – Public Works Expansion" included two new elevators on the west end of the building by the Emergency Operation Center (EOC). In November 2014, during a Value Engineering process, this elevator was removed from the original project, but the elevator shaft were constructed to allow future integration of the new elevator; and

WHEREAS, in June 2020, the City Manager's Office requested the Public Works Department (PWD) to design and develop a set of construction drawings to integrate the existing design of the elevator on the west end of the Police Department; and

WHEREAS, the Public Works Department (PWD) requested a quote from one of the pre-approved City's Architectural and Engineering pool of consultants for the design and development of plans. The consultant submitted a proposal in an amount of \$126,52.00; and

WHEREAS, the proposal submitted was considered too high, and in order to expedite the design and construction process of the integration of the elevator in the west end of the Police Department, the PWD approached Wolfberg Alvarez & Partners and requested a quote for the design and post design of the improvements. Wolfberg provided a proposal in a not to exceed amount of \$10,625.00; and

WHEREAS, the (PWD) considers that issuing a WO to Wolfberg is in the best interest of the City as Wolfberg knows the building and its systems, generating savings as this knowledge of the building reduces the production time, and translates into lower); and

WHEREAS, the (PWD) respectfully requests the waiving of the competitive bid process, pursuant to section 2-321 of the City of Doral Code of Ordinances, and respectfully requests authorization from the Mayor and City Council-Members for the City Manager to issue a Work Order to Wolfberg Alvarez & Partners for the provision of Architectural and Engineering services to develop a set of construction documents to integrate the existing design of the elevator on the west end of the Police Department, in an amount not to exceed \$10,625.00 as it is in the best interest to the City; and

WHEREAS, funding for this request is available in the current Fiscal Year Police Fund - "Construction in Progress" Account (Account No. 103.60005.500650), encumbered in Police Department PO Num. 20201440 (\$148,500.00).

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

Section 1. Recitals. The above recitals are confirmed, adopted, and incorporated herein and made part hereof by this reference.

Section 2. Approval. The Work Order between the City of Doral and Wolfberg Alvarez & Partners for the provision of Architectural and Engineering services to develop a set of construction documents to integrate the existing design of the elevator on the west end of the Police Department, in an amount not to exceed \$10,625.00 as it is in the best interest to the City, a copy which is attached as Exhibit "A", is hereby approved.

Section 3. Authorization. The City Manager is authorized to waive competitive bidding, execute the Work Order, and expend budgeted funds on behalf of the City in furtherance hereof.

Section 4. 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 5. 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.



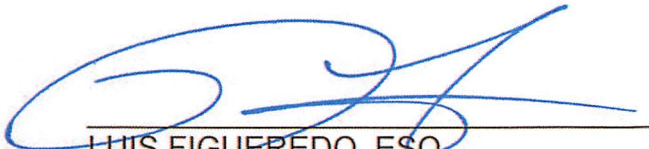
JUAN CARLOS BERMUDEZ, MAYOR

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