

**WORK ORDER No. 1 FOR PROFESSIONAL SERVICES**

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

DATE: February 1, 2018

The City of Doral authorizes the firm of ADA Engineering, Inc. to provide supplemental construction, engineering, and inspection services for Year 5(A) of the Canal Bank Stabilization Program. 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 January 29, 2018 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 the Supplemental Services. The performance of services associated with this Work Order will be executed on a lump sum basis with a not to exceed amount of \$13,919.28.

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.

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.

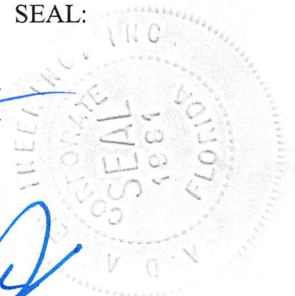
CONSULTANT: ADA Engineering

BY: [Signature]  
NAME: ALEX VAZQUEZ  
TITLE: VICE PRESIDENT

WITNESSES:

1. [Signature]  
2. [Signature]

SEAL:



OWNER: City of Doral

BY: [Signature]  
NAME: Edward Rojas  
TITLE: City Manager

AUTHENTICATION:

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

APPROVED AS TO FORM:

BY: [Signature]  
NAME: WEISS, SEROTA, HELFMAN, COLE,  
& BIERMAN, PL  
TITLE: City Attorney



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

January 29, 2018

Mr. Carlos Arroyo  
City of Doral  
Public Works Department  
8300 NW 53<sup>rd</sup> Street, Suite 200  
Doral, Florida 33166

**RE: Construction Engineering Inspection (CEI) Services – Year 5:  
Dressels Canal from NW 87<sup>th</sup> Avenue to Palmetto Expressway and  
Residential Dressels Canal Section between NW 52<sup>nd</sup> and NW 58<sup>th</sup> Street –  
SUPPLEMENTAL NO. 1**

Dear Mr. Arroyo:

Per your request, A.D.A. Engineering, Inc. (ADA) is pleased to submit this Service Order proposal supplemental to complete the required limited Construction Administration services associated with the construction of Dressels Canal from NW 87<sup>th</sup> Avenue to the Palmetto Expressway as well as the residential Dressels Canal section east of NW 107<sup>th</sup> Avenue and between NW 52<sup>nd</sup> to NW 58<sup>th</sup> Street. Supplemental NO 1 is required due to the extended construction schedule relative to the schedule outlined in the original Service Order Proposal.

This Service Order will be an integral part of the General Engineering/Architectural Services (RFQ 2014-16) agreement between the City of Doral (City) and ADA. ADA will retain A&P Consulting Transportation Engineers (APCTE) for the additional construction management phases for this project. This Service Order defines the scope of work, schedule, exclusions, and compensation for the professional engineering services associated with this project.

## **I. SCOPE OF WORK**

- A. Task 1- Supplemental Inspection of Installation of Bank Stabilization System
- B. Task 2- Revision and approval of Monthly payments estimates
- C. Task 3 - Conduct Construction Progress Meetings
- D. Task 4 - Generate a daily report
- E. Task 5 – Project Certification

### **Task 1- Supplemental Inspection of Installation of Bank Stabilization System**

The main objective of this task is to ensure the Canal Bank Stabilization System is constructed in reasonable close conformance to the approved contract plans and specifications. During the preparation of the banks the APCTE senior inspector in charge will be focused on the achievement of the desired slopes, the use of the approved methods and materials and the prevention of loose rocks or debris to fall on the water body to control sedimentation and turbidity. In case of material accidentally falling into the canals the APCTE senior inspector will record and report the amount of material to assure its complete removal from the bottom of the canal before the contractor leaves the area. Special attention will be required during construction of the base for the staked canal bank stabilization to ensure a flat horizontal bottom surface to provide stable base for the whole system and prevent the No. 57 rock to roll down the canal. The non-woven geosynthetic installation will be inspected to ensure that it is spread out uniformly with no wrinkles and overlapped on the unions and the base as specified by the plans and specifications. The mix design number for the flowable fill to be used on the staked CBS as per plan requirements will be checked to ensure that it is structural fill. The quantities will be measured by trucks and the delivery tickets will be collected for the records.

As part of this task, APCTE will also coordinate with adjacent property owner to ensure property owners are not impacted and to address their concerns during construction.

The material to be used on every operation will require a Certification from the manufacturer or the supplier, which certifies that the material in question meets the criteria of quality called for in the contract documents to ensure it will perform as expected throughout the service period. A hard copy of this certification will be kept as part of the project records.

### **Task 2 - Revision and Approval of Monthly Payments Estimates**

The APCTE Project Administrator will be responsible for the review and approval of contractor's monthly payment requests and engineering and entitlement analyses for change orders' approval.

### **Task 3 - Conduct Construction Progress Meetings**

The APCTE Project Administrator will prepare and conduct progress meetings with the contractor and City Representatives to discuss the job schedule compliance, MOT, environmental concerns and address any construction issue that might arise.

#### **Task 4- Generate a Daily Report**

The APCTE senior inspector will generate a daily report and document events of relevance while performing inspections.

#### **Task 5 – Project Certification**

APCTE will coordinate with the Contractor to ensure that all field changes are incorporated in the as-built plans. ADA will perform periodic site visits to ensure that the construction meets the intent of the design. ADA and APCTE will coordinate and attend a substation completion meeting to identify applicable “punch list” items to be addressed by the Contractor.

ADA will review the as-built plans to be provided by the Contractor, and if the plans meet the minimum requirements, ADA will approve the as-built plans. ADA will also submit an engineering certification letter to close out the Miami-Dade County Class III permit.

## **II. SCHEDULE**

APCTE and ADA will submit the Deliverables and perform the Work in accordance with the construction schedule for the project. The proposal is for a contract duration time of 30 Calendar Days.

## **III. 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
- Perform video inspection of existing canal system
- Attend commission meetings
- Prepare as-built plans
- Perform any laboratory or geotechnical testing

## **IV. COMPENSATION**

ADA and APCTE shall perform the Work detailed in this Proposal for an Hourly Rate, Not to Exceed fee of \$13,919.28 in accordance with the General Engineering/Architectural Services (RFQ 2014-16) agreement between the City and ADA. The attached man-hour/fee estimate shows the hours and costs associated with each of the tasks outlined in the Scope of Work and applicable sub-consultant fees. Attached is also the proposal from APCTE.

Mr. Carlos Arroyo  
RE: Year 5 CEI Proposal  
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This Proposal is based exclusively on the staff outlined in the attached Estimate of Work Effort Schedule. If multiple crews are used by the Contractor, APCTE may require additional construction inspectors to monitor simultaneous work. The City shall not be liable for any fee, cost, expense or reimbursable expense or other compensation beyond this amount. Reimbursable Expenses if applicable, shall be utilized in accordance with the Agreement Provisions and shall conform to the limitations of Florida Statutes § 112.061.

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 Alex Vazquez at (305) 551-4608.

Sincerely,

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



Alex Vazquez, P.E.  
Project Manager

Enclosures: Fee Estimate  
APCTE Proposal



**CITY OF DORAL**  
**GENERAL ENGINEERING/ARCHITECTURAL SERVICES RFQ 2014-16**  
**CONSTRUCTION ENGINEERING INSPECTION SERVICES (CEI)**  
**DRESSELS CANAL FROM NW 87TH AVENUE TO PALMETTO EXPRESSWAY**  
**AND RESIDENTIAL SECTON BETWEEN NW 52<sup>ND</sup> AND NW 58<sup>TH</sup> STREET (YEAR 5) - SUPPLEMENTAL NO. 1**

Date: 01/29/2018

WORK ACTIVITY	ADA EMPLOYEE CLASSIFICATION						TOTAL HOURS	TOTAL ADA LABOR COST	ESTIMATED EXPENSES <sup>1</sup>	TOTAL FEE
	Principal	Project Manager	Senior Engineer	Project Engineer/ GIS	CADD Technician	Inspector				
HOURLY RATE	\$175.00	\$172.00	\$145.00	\$125.00	\$80.00	\$73.00				
Task 1 – Periodic Site Visits for Certification Purposes				8			8	\$1,000.00	\$30	\$1,030
Task 2 – Approve Contractor Pay Applications				2			2	\$250.00	\$8	\$258
Task 5 – Create Punchlist for Substantial Completion				2			2	\$250.00	\$8	\$258
Task 5 – Review and Approve As-Built Drawings		1		4			5	\$672.00	\$20	\$692
Task 5 – Produce Certification Letter to Close-out permit		1		2			3	\$422.00	\$13	\$435
<b>Total Hours</b>		<b>2</b>		<b>18</b>						
<b>Total Fee</b>		<b>\$344.00</b>		<b>\$2,250.00</b>			<b>20</b>	<b>\$2,594.00</b>	<b>\$78</b>	<b>\$2,671.82</b>

Notes: 1- Expenses assumed at 3% of labor

SUMMARY OF TOTALS				
Sub Consultant	Sub Consultant Fee	Management Fee	Total Fee	Notes
ACPTE	\$10,224.96	\$1,022.50	\$11,247.46	See attached proposal
<b>TOTALS</b>	<b>\$10,224.96</b>	<b>\$1,022.50</b>	<b>\$11,247.46</b>	

Note: Manaement Fee is 10% of Subconsultant Fee

**TOTAL FEE WORK AUTHORIZATION = \$13,919.28**

ESTIMATE OF WORK EFFORT AND COST												
PROJECT:		Canal Stabilization Program Year 5 South of NW 41st St. from NW 87th Ave. to SR 826										
PROJECT #:		DATE:	01/29/2018		STAFF CLASIFICACION							
Job Classification Staff			Project Administrator Jose Luis Oliveros CGC		Senior Insp. Eduardo Fleites			Staff Hours by Activity	Salary Cost by Activity	Average Rate per Task		
Applicable Rate			Rate: \$38.11		Rate: \$27.36							
TASK			Man Hour	Cost/Activity	Man Hour	Cost/Activity	Man Hour	Cost/Activity				
1	Canal Stabilization Year 5		40	\$1,524.40	100	\$2,736.00			140	\$4,260.40	\$22,706.68	
2												
3												
4												
Total Staff Hours			40		100		0		140			
Total Staff Cost				\$1,524.40		\$2,736.00		\$0.00		\$4,260.40	\$22,706.68	
Total % Work by Position			0.3		0.7		0					
Applied Multiplier by Contract			2.4	TOTAL ESTIMATED COST						\$10,224.96		