

**WORK ORDER No. 2 FOR PROFESSIONAL SERVICES**

TO: H. W. Lochner, Inc.  
8750 NW 36<sup>th</sup> Street, Suite 360  
Doral, Florida 33178  
(305) 503-9873

DATE: February 13, 2019

The City of Doral authorizes the firm of H.W. Lochner, Inc. to proceed with the provision of transportation planning and traffic engineering services for the update to the City’s Roadway Improvement Impact Fee Ordinance. The work should be performed in accordance with the contract provisions contained in the Continuing Professional Services Agreement between H.W. Lochner, Inc. and the City of Doral dated February 2, 2018, and the attached Proposal submitted by your firm for the above referenced project dated November 13, 2018.

**SCOPE OF SERVICES AND SCHEDULE:**

The scope of the project will be as described in the attached proposal from H.W. Lochner, Inc. The schedule requires the work to be performed within 6 months 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 \$35,305.00.


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 2, 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.

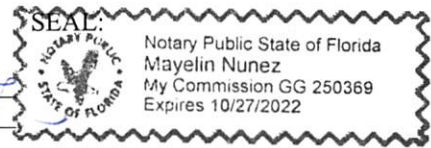
IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and date first above written, in three (3) counterparts, each of which shall, without proof or accounting for the other counterpart be deemed an original Contract.


CONSULTANT: H.W. Lochner, Inc.


BY:   
NAME: EDWIN F. MOJENA, PE  
TITLE: VICE PRESIDENT

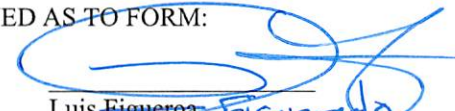
WITNESSES:

1.   
2. 



OWNER: City of Doral  
BY:   
NAME: Albert P. Childress  
TITLE: Acting City Manager

AUTHENTICATION:  
BY:   
NAME: Connie Diaz  
TITLE: City Clerk

APPROVED AS TO FORM:  
BY:   
NAME: Luis Figueroa  
TITLE: City Attorney

**RESOLUTION No. 19-45**

**A RESOLUTION OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF DORAL, FLORIDA, APPROVING A WORK ORDER BETWEEN THE CITY OF DORAL AND H.W. LOCHNER, INC. TO PROCEED WITH THE ROADWAY IMPROVEMENT IMPACT FEE ORDINANCE UPDATE IN AN AMOUNT NOT EXCEED \$35,305.00; RECOGNIZING THAT H.W. LOCHNER IS A CITY OF DORAL PRE-QUALIFIED VENDOR; APPROVING A BUDGET TRANSFER OF \$35,305.00 FROM THE TRANSPORTATION FUND ACCOUNT NO. 101.80005.500650 (CONSTRUCTION IN PROGRESS) TO THE TRANSPORTATION FUND ACCOUNT NO. 101.80005.500310 (PROFESSIONAL SERVICES); AUTHORIZING THE CITY MANAGER TO EXECUTE THE WORK ORDER, TRANSFER FUNDING, AND EXPEND BUDGETED FUNDS ON BEHALF OF THE CITY; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the City of Doral Public Works Department (PWD) is interested in updating the Roadway Improvement Impact Fee Ordinance (Section 65-73) to include the costs of the projects provided in the latest Transportation Master Plan which was adopted by City Council on August 2017, and

**WHEREAS**, the PWD is also interested in updating the Roadway Improvement Impact Fee Ordinance (Section 65-73) to include more robust language in the code that would not hinder smaller development projects while still generating funds for projects that mitigate impacts to the City's roadways.; and

**WHEREAS**, Lochner is a prequalified provider of professional engineering services selected in accordance with Consultant Competitive Negotiation Act (CCNA) requirements as advertised by the City with RFQ 2017-21 and approved by the City Council in November 2017; and

**WHEREAS**, Staff respectfully requests that the City Council approve the Work Order with Lochner to proceed with the update of the Roadway Improvement Impact Fee Ordinance in an amount not exceed \$35,305.00; and

**WHEREAS**, the PWD respectfully requests that the City Council approve the budget transfer of \$35,305.00 from Transportation account 101.80005.500650 (Construction in Progress) to Transportation account 101.80005.500310 (Professional Services) for proper allocation of funds.

**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 Lochner to update to the Roadway Improvement Impact Fee Ordinance; in an amount not to exceed \$35,305.00, a copy which is attached hereto as Exhibit "A", is hereby approved. The budget transfer of \$35,305.00 from Transportation account 101.80005.500650 (Construction in Progress) to account 101.80005.500310 (Professional Services) is hereby approved.

**Section 3. Authorization.** The City Manager is authorized to execute the work order and expend budgeted funds on the behalf of the City. The City Manager is authorized to transfer the funds from account 101.80005.500650 (Construction in Progress) to account 101.80005.500310 (Professional Services).

**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 Vice Mayor Mariaca who moved its adoption. The motion was seconded by Councilmember Cabrera and upon being put to a vote, the vote was as follows:

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


PASSED AND ADOPTED this 13 day of February, 2019.

  
\_\_\_\_\_  
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”

November 13, 2018

Eugene Collings-Bonfill, P.E., P.S.M., CFM, PMP  
Chief of Engineering  
City of Doral  
8401 NW 53 Terrace  
Doral, FL 33166  
T (305) 593-6740 Ext. 6017  
M(786) 570-6957  
F (305) 593-6617  
[eugene.collings@cityofdoral.com](mailto:eugene.collings@cityofdoral.com)

RE: PROPOSAL – Roadway Impact Fee Update

Dear Mr. Collins-Bonfill:

H.W. Lochner, Inc. (LOCHNER) is pleased to respond to your request for proposal on the above referenced project.

## 1. PROJECT BACKGROUND

The City of Doral has requested LOCHNER to update the City's current roadway impact fee. The current roadway impact fee was adopted in 2006. In 2006, the City passed an ordinance establishing a roadway impact fee that was based on the capital costs of the roadway improvements identified in the City's Transportation Master Plan (Ordinance 06-16). The City conducted a study to establish the roadway impact fee, including the administration fee. In 2008, a second ordinance was passed to amend the roadway impact fee from \$209.57 to \$190.43 per daily trip (Ordinance 08-05). In 2015, two more ordinances were passed by Council. The first (Ordinance 15-18) amended the roadway impact fee to allow off-site roadway improvements to be credited towards impact payments. The second (Ordinance 15-24) amended the roadway impact fee to allow trip internalization credit for mixed used projects within the designated Downtown Mixed Use areas. The PWD also conducted a report for the latest roadway impact fee ordinance allowing for internalization.

## 2. SCOPE OF WORK FOR ENGINEERING SERVICES:

### a. Literature Review

LOCHNER will review current available documents to identify guidelines and criteria, as part of this study, including:

- City of Doral Ordinance # 2006-16
- City of Doral Ordinance # 2008-05
- City of Doral Ordinance # 2015-18

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- City of Doral Ordinance # 2015-24
- Road Improvement Fee Ordinance Memorandum, May 2, 2006
- Road Improvement Fee Ordinance Memorandum, Corradino Group, June 12, 2006
- City of Doral Capital Improvement Element
- City of Doral Transportation Element
- City of Doral Transportation Master Plan
- City of Doral Comprehensive Plan
- Latest version of the Long Range Transportation Plan (LRTP) and Transportation Improvement Program (TIP) adopted by Miami-Dade Transportation Planning Organization (TPO)
- Institute of Transportation Engineers (ITE) Trip Generation Manual, 10<sup>th</sup> Edition
- ITE Trip Generation Handbook 3<sup>rd</sup> Edition

## b. Research/Revise Rate Schedule

LOCHNER will review recent and local ordinances from similar sized Cities to determine if the current rate schedule and methodology is fair and reasonable to calculate the impact fees.

These ordinances will be useful in providing guidance as to language and structure of the current or revised ordinance as well as to provide a foundation for the methodology of a revised fee formula.

Up to three (3) ordinances will be reviewed, such as the City of Aventura, the City of Coral Gable, City of Miami and Miami-Dade County. This research will be used as the foundation to develop a fee schedule and formula that is appropriate for the City of Doral.

## c. Update City Code of Ordinances “65-73”

LOCHNER will amend Article IV “Transportation”, in Chapter 65, “Impact Fees” of the cities Land Development Code.

## d. Documentation

LOCHNER will summarize the results of the study in a technical memorandum. One (1) hard copy and one (1) electronic PDF version will be provided to the City of Doral.

## e. Conduct Stakeholder Meeting

LOCHNER will coordinate with the City staff to conduct a stakeholder meeting for developers to understand the existing and possible changes to the roadway impact fee schedule and methodology.

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LOCHNER will conduct one (1) stakeholder meeting. The City will be responsible for securing meeting locations, advertising the meetings, and related logistics, and LOCHNER will provide technical support including creating and giving the presentation.

## f. Presentation to Council

LOCHNER will attend and present the results of this study to the City Council during one (1) meeting.

## 3. CONTRACT SUM

For the services performed under paragraph 2, the Client will pay the Engineer time and materials fee in amount not to exceed (\$35,305.00) payable as follows. Any additional services will be negotiated as needed.

## 4. PAYMENTS

Subsequent progress payments of the above lump sum fees shall apply and invoice monthly in proportion to the services performed.

Should the client wish us to provide and/or negotiate with third parties, any of the aforementioned services or any other additional work not included in this proposal under the Scope of Work, we will provide it on a Time Charge plus Expenses basis, computed as the sum the following:

- Salary Costs times a multiplier of 3.00
- Non-Salary expenses times a multiplier of 1.05

Salary costs is defined as salary and wages paid for time expend on the project plus the cost of Engineer's statutory and customary benefits, such as, insurance, sick leave, holidays, vacations, medical and retirement benefits, etc.

Non-Salary expenses include such typical expenses as cost of: transportation and subsistence; toll telephone calls and telegraph; computer time and programming costs; subcontract services such as: surveys, subsurface investigation and testing by commercial laboratories.

## 5. CLIENT RESPONSIBILITIES

Provide access to and make all provisions for the Engineer to enter upon public and private lands as required for the Engineer to perform his work under this proposal.

Place at the disposal of the Engineer all available information pertinent to the project upon which the Engineer can rely, including previous reports and any other data related to the design and construction of the project.



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Designate a person to act as the Client's representative with respect to the work to be performed, such person to have complete authority to transmit instructions, receive information, interpret and define the Client's policies and decisions with respect to the work covered by this proposal.

## 6. SCHEDULE & DELIVERIES

The Engineer has neither jurisdiction nor control over the regulatory agencies and their plans review process, therefore the Engineer shall not be liable for the delays created by said agencies.

### Roadway Impact Fee Update

ID	TASK NAME	DURATION (days)	START	FINISH	MONTH 1				MONTH 2				MONTH 3				MONTH 4				MONTH 5				MONTH 6			
					1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
	<i>Task 1: Literature Review</i>	45	0	45	→				→ *																			
	<i>Task 2: Research/Revise Rate Schedule</i>	60	15	75	→				→ *																			
	<i>Task 3: Update City Code of Ordinances "65-73"</i>	30	75	105									→ *															
	<i>Task 4: Documentation</i>	45	105	150									→ *															
	<i>Task 5: Conduct Public Workshop</i>	15	150	165													→ *											
	<i>Task 6: Presentation to Council</i>	15	165	180																	😊							

- - Meeting with City of Doral Staff/Progress Meeting
- \* - Public Workshop
- \* - End of Review by City of Doral Staff/Miami Dade County
- 😊 - Final Presentation to City Council/Staff
- - Schedule (approximate duration)
- \* - Staff Review Period (approximate duration)

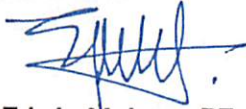
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## 7. ACCEPTANCE

The return of an executed copy of this proposal would constitute our authorization to proceed.

Very truly yours,

**LOCHNER**



Edwin Mojena, PE  
*Vice President*

ACCEPTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

