

WORK ORDER No. 15 FOR PROFESSIONAL SERVICES

TO: F.R. Aleman and Associates, Inc.
10305 NW 41 Street, Suite 200
Doral, Florida 33178
(305) 591-8777

DATE: October 14, 2020

The City of Doral authorizes the firm of F.R. Aleman and Associates, Inc. to provide professional engineering services for Construction Engineering Inspection (CEI) services for Year 5a Phase II Canal Bank Stabilization Project. Where F.R. Aleman and Associates, 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 Final Agreement between F.R. Aleman and Associates, Inc. and the City of Doral dated February 26, 2018, and the attached Proposal dated August 21, 2020 and submitted by your firm for the above referenced project.

SCOPE OF SERVICES AND SCHEDULE:

The scope of the project will be as described in the attached proposal from F.R. Aleman and Associates, Inc. dated August 21, 2020. The scope includes CEI services for the Year 5A Phase II Canal Bank Stabilization Project. Schedule to complete the work in 240 calendar days after the Notice to Proceed is issued per this work order. The performance of services associated with this Work Order will be executed on a time and material basis not to exceed the amount of \$67,580.00.

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 February 26, 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.

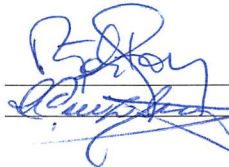
CONSULTANT: F.R. Aleman and Associates, Inc.

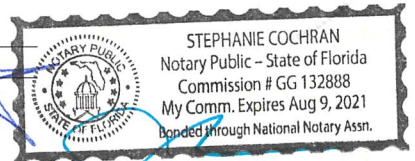
WITNESSES:


SEAL:

BY: 
NAME: Amazia L Kiboko, P.E, PTOE
TITLE: Vice President

- 1.
- 2.






OWNER: City of Doral
BY: 
NAME: Albert P. Childress
TITLE: City Manager 10/14/20

AUTHENTICATION:

BY: 
NAME: Connie Diaz
TITLE: City Clerk

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

BY: 
NAME: Luis Figueredo, ESQ.
TITLE: City Attorney



T 305.591.8777 E AMAZIA.KIBOKO@FR-ALEMAN.COM
F 305.599.8749 W FR-ALEMAN.COM

September 21st, 2020

City of Doral
Eugene Collings-Bonfill, PE
8401 NW 53rd Terrace
Doral, FL 33166
Eugene.Collings@cityofdoral.com

Reference: Price Proposal for Geotechnical Services
Project No: RFQ 2017-21 for Professional Services
Work Order: Canal Banks Stabilization Project Phase II
FRA Project No: 3066

Dear Mr. Collings-Bonfill,

FR Aleman & Associates, Inc (FRA) and A & P Consulting Transportation Engineers (APCTE) are pleased to submit this proposal to provide CEI services for Canal Banks Stabilization Project Phase II.

Description of Services & Deliverables

General

Pursuant to the Scope of Work of the Professional Service Agreement, FRA and APCTE shall provide professional services in support of the City's Department of Public Works - CEI services for Canal Banks Stabilization Project Phase II project.

Scope of Work

The purpose of this task is to provide CEI services of Canal Banks Stabilization Project Phase II. FRA and APCTE shall provide CEI by field observation and oversight services to ensure construction of improvements is in reasonably close conformance to the approved contract documents and the City of Doral policies and procedures. This includes but is not limited to any coordination between governing agencies, overseeing safety concerns, and ensuring compliance with MOT plans. In addition, FRA and APCTE will verify quantities installed by the Contractor and make payment recommendation to the City. Both services shall be accomplished within the following tasks:

- A. Task 1 - Monitor Contractor implementation and compliance with MOT plans along the project - CEI
 - a. Review Safety Plans and MOT plans for compliance.
 - b. Workday review of MOT setup.
- B. Task 2 - Monitor embankment construction geoweb excavation and stacked CBS installation by Contractor - CEI
- C. Task 3 - Monitor guardrail installation by Contractor - CEI

10305 NW 41ST STREET, SUITE 200
MIAMI, FLORIDA 33178

- D. Task 4 - Monitor miscellaneous construction activities by Contractor - CEI
 - a. Oversight of clearing and grubbing including demolition and tree removal
 - b. Oversight of erosion and sedimentation control measures
 - c. Oversight of drainage installation
- E. Task 5 - Monitor finish grading and sod installation by Contractor- CEI
- F. Task 6 - Other relevant tasks as required by the City of Doral - CEI

FRA and APCTE will generate daily reports and document events of relevance while performing tasks 1 through 6.

Data Provided by the City

The City of Doral shall provide FRA with any data information available to perform the scope of work for CEI services of Canal Banks Stabilization Project Phase II.

Conditions & Understanding

- Requests outside of the scope of this proposal will be discussed and agreed upon prior to starting additional work.
- This proposal is valid for acceptance for 30 days, after which time it will be subject to review and adjustment by FRA with current rates.

Fee Proposal

Our estimated fee to perform the requested CEI services for Canal Banks Stabilization Project Phase II and subject to the qualifications as stated herein, is a TIME & MATERIAL BASIS not to exceed \$67,580.00

- * See attached table for a breakdown of the rates.
- ** This estimate is a time & material basis

On behalf of FR Aleman & Associates, I thank you again, for the opportunity to work with you and to serve Stantec on this important project.

Sincerely,



 Amazia Kiboko, PE, PTOE
 Vice President

Approved by: _____

Print Name: _____
 City of Doral

PROFESSIONAL GENERAL ENGINEERING AND ARCHITECTURAL SERVICES RFQ NO.: 2017-21															
Prime Consultant: F.R. Aleman and Associates, Inc															
CITY OF DORAL -CEI FOR CANAL BANK STABILIZATION PROJECT															
	PM	SE	PE	SM	SM	CI									
Task/ Description	Project Manager	SR Engineer	Project Engineer	Survey Technician	Cadd Technician	Clerical	Total								
General Overall Project Manager	8	0	0			12	20								
Provide Monthly Status ; Invoicing and all Coordination with Project Administration; To include Kick off Meeting and Project Closeout Meeting; Project Coordination	0						0								
Total hours	8	0	0	0	0	12	20								
Hourly Rate:	\$160.00	\$146.00	\$120.00	\$85.00	\$63.00	\$55.00									
Subtotal	\$1,280.00	\$0.00	\$0.00	\$0.00	\$0.00	\$660.00									
FR ALEMAN ESTIMATED FEE (Management) - SUB TOTAL STAFF HOURS							\$1,940								
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">SUB-TOTAL : F.R. Aleman and Associates, Inc (Project Management and Invoicing)</td> <td style="text-align: right;">\$1,940</td> </tr> <tr> <td>SUB-TOTAL: F.R. Aleman and Associates, Inc (Conduct Daily Construction Inspection & Oversight Services Fee)</td> <td style="text-align: right;">\$31,080</td> </tr> <tr> <td>SUB-TOTAL : A&P Consulting Transportation Engineers, Corp.(attached fee)</td> <td style="text-align: right;">\$34,560.00</td> </tr> <tr> <td style="text-align: right;">Total Fee</td> <td style="text-align: right;">\$67,580</td> </tr> </table>								SUB-TOTAL : F.R. Aleman and Associates, Inc (Project Management and Invoicing)	\$1,940	SUB-TOTAL: F.R. Aleman and Associates, Inc (Conduct Daily Construction Inspection & Oversight Services Fee)	\$31,080	SUB-TOTAL : A&P Consulting Transportation Engineers, Corp.(attached fee)	\$34,560.00	Total Fee	\$67,580
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Total Fee	\$67,580														

CEI FOR CANAL BANK STABILIZATION PROJECT

Prime Consultant: F.R. Aleman and Associates, Inc

Staffhour Break Down

	PM	SE	PE	CI	RCS	ET	SM	CI	
Task/ Description	Project Manager	SR Engineer	Project Engineer-	Construction Inspector	Resident Compliance Support	Engineering Tech	Surveyor & Mapper	Clerical	Total
Conduct Daily Construction Inspection & Oversight (i)60 Calendar Day FT (Mon-Sat/8hour shifts) : Total 384 Hours: (ii) 20 Calendar Day PT (MonFri/4hour shifts): Total 60 hours			0	444	0				444
Total hours			0	444	0				444
Hourly Rate:			\$120.00	\$70.00	\$70.00				
Subtotal	\$0.00	\$0.00	\$0.00	\$31,080.00	\$0.00	\$0.00	\$0.00	\$0.00	
ESTIMATED FEE - CEI		\$31,080.00							

SUB-TOTAL:F.R. Aleman and Associates, Inc \$31,080.00

CEI FOR CANAL BANK STABILIZATION PROJECT

Sub Consultant: A&P Consulting Transportation Engineers, Corp.

Staffhour Break Down

	PM	SE	PE	CI	RCS	ET	SM	CI	
Task/ Description	Project Manager	SR Engineer	Project Engineer	Construction Inspector	Resident Compliance Support	Engineering Tech	Surveyor & Mapper	Clerical	Total
General Project Administration			80						80
Compliance									
Conduct Daily Construction Inspection & Oversight				288					
Total hours			120	288					408
Hourly Rate:			\$120.00	\$70.00	\$70.00				
Subtotal	\$0.00	\$0.00	\$14,400.00	\$20,160.00	\$0.00	\$0.00	\$0.00	\$0.00	
ESTIMATED FEE - CEI \$		34,560.00							

TOTAL A&P Consulting Transportation Engineers, Corp. \$ 34,560.00



August 21, 2020

Ms. Stephanie Bortz, CFM
Stormwater Utility Manager
City of Doral
Department of Public Works

8401 NW 53rd Terrace
Doral, FL 33166
T (305) 593-6740 Ext. 6024
F (305) 593-6617

CONSULTANT WORK ORDER
Canal Banks Stabilization Project Phase II

Dear Ms. Bortz,
A & P Consulting Transportation Engineers (APCTE) proposes to provide the services identified below for the project entitled “**Canal Banks Stabilization Project Phase II**”.

I. GENERAL

Pursuant to the Scope of Work of the Professional Service Agreement, APCTE shall provide professional services in support of the City’s Department of Public Works for the above mentioned project. APCTE shall provide CEI by field observation and oversight services to ensure construction of improvements is in reasonable close conformance to the approved contract documents and the City of Doral policies and procedures. This includes but is not limited to any coordination between governing agencies, overseeing safety concerns, and ensuring compliance with MOT plans. In addition, APCTE will verify quantities installed by the Contractor and make payment recommendation to the City. Both services shall be accomplished within the following tasks:

II. SCOPE OF WORK

- A. *Task 1 - Monitor Contractor implementation and compliance with MOT plans along the project - CEI*
 - a. *Review Safety Plans and MOT plans for compliance.*
 - b. *Work Day review of MOT set up.*
- B. *Task 2 - Monitor embankment construction, geoweb excavation and stacked CBS installation by Contractor - CEI*
- C. *Task 3 - Monitor guardrail installation by Contractor – CEI*
- D. *Task 4 – Monitor miscellaneous construction activities by Contractor - CEI*
 - a. *Oversight of clearing and grubbing including demolition and tree removal*
 - b. *Oversight of erosion and sedimentation control measures*
 - c. *Oversight of drainage installation*
- E. *Task 5 - Monitor finish grading and sod installation by Contractor – CEI*
- F. *Task 6 - Other relevant tasks as required by the City of Doral - CEI*

APCTE will generate daily reports and document events of relevance while performing tasks 1 through 6.



III. SCHEDULE OF WORK – TIME OF PERFORMANCE

APCTE shall submit the Deliverables and perform the Work as depicted in the tables below

SCHEDULE OF DELIVERABLES		
Sheet or ID Number	Deliverable	Anticipated Delivery Date
	Daily Construction Reports	At the completion of the job
	Review of Pay Estimate	At the completion of the job

SCHEDULE OF WORK				
Task	Task Name	Duration <i>(specify weeks, months, calendar or working days)</i>	Projected Start date	Projected Finish Date*
1	Monitor Contractor MOT compliance	Days	NTP	NTP + 120 CD's
2	Monitor embankment construction, geoweb and CBS installation	Days	NTP	NTP + 120 CD's
3	Monitor guardrail installation	Days	NTP	NTP + 120 CD's
4	Monitor miscellaneous construction activities	Days	NTP	NTP + 120 CD's
5	Monitor other relevant tasks	Days	NTP	NTP + 120 CD's
6	Provide weekly updates and pictures of projects as well as logging RFIs and Shop Drawings that are submitted	Days	NTP	NTP + 120 CD's

*An updated schedule, indicating actual delivery dates, based on the above durations, will be provided to the City upon receipt of the NTP.

APCTE will provide the City with the Services defined by Task 1 through Task 6, above. The anticipated Notice to Proceed for these Services is: January 2021. As requested, the proposal is for a duration time of 120 Calendar Days.

IV. COMPENSATION

APCTE shall perform the Work detailed in this Proposal for an Hourly Rate, Not to Exceed fee of Thirty-four thousand five hundred sixty dollars with 00 cents (\$34,560.00). This Proposal is based exclusively on the staff outlined in Attachment and the Estimate of Work Effort Schedule. If multiple crews are used by the Contractor, APCTE will require additional Observers 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.

SUMMARY OF COMPENSATION			
Task or Activity ID #	Major Task Name and/or Activity Description	Fee Amount	Fee Basis
1 thru 6	Canal Bank Stabilization Program: Year 5A Phase II - CEI	\$34,560.00	Hourly Rate, Not to Exceed



A&P Consulting Transportation Engineers

10305 N.W. 41st Street, Suite 115
 Doral, Florida 33178
 Phone: (305) 592-7283

V. DATA PROVIDED BY CITY

CITY shall provide APCTE with any data information available to perform the scope of work. The CITY shall provide plans and specifications for the project for APCTE's use in the performance of services.

Submitted by:  08.21.2020
 Erik Sibila, P.E. Date
 Principal, CEI Division

Approved by: _____ _____
 Stephanie Bortz, CFM Date
 Stormwater Utility Manager, PW

RESOLUTION No. 20-225

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 FR ALEMAN AND ASSOCIATES INC. TO PROVIDE CONSTRUCTION ENGINEERING INSPECTION (CEI) SERVICES FOR THE YEAR 5A PHASE II CANAL BANK STABILIZATION PROJECT IN A TOTAL NOT TO EXCEED AMOUNT OF \$67,580.00; 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 41st 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 Mayor and City Council-Members awarded and approved the construction phase of Year 5A Phase II to the lowest and most responsible bidder for ITB 2020-23, ENCO LLC, via Resolution No. 20-184 (approved 5-0); 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 was presented to the Mayor and the City Council Members during the September 2020 Council Meeting; and

WHEREAS, the PWD requested a proposal from FR Aleman & Associates Inc. (FR Aleman), for the provision of Construction Engineering Inspection (CEI) services during the construction phase of the Year 5A Phase II of the Canal Bank Stabilization Program; and

WHEREAS, the PWD and FR Aleman negotiated the attached proposal on a time and material basis with a not to exceed amount of \$67,580.00; and

WHEREAS, FR Aleman 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 15 for FR Aleman for CEI services for the Year 5A Phase II of the Canal Bank Stabilization Project, for a total not to exceed amount of \$67,580.00; and

WHEREAS, funding for this request is available from Fiscal Year 2020-21 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. Recitals. The above recitals are confirmed, adopted, and incorporated herein and made part hereof by this reference.

Section 2. Approval. Work Order 15 between the City of Doral and FR Aleman for the provision of Construction Engineering Inspection (CEI) and professional services for the Year 5A Phase II of the Canal Bank Stabilization Project , in an amount not to exceed a total amount of \$67,580.00, a copy which is attached as Exhibit "A", is hereby approved.

Section 3. 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 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 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 Christi Fraga	Yes
Councilwoman Digna Cabral	Yes
Councilman Pete Cabrera	Yes
Councilwoman Claudia Mariaca	Yes

PASSED AND ADOPTED this 14 day of October, 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