

WORK ORDER No. 3 FOR PROFESSIONAL SERVICES

TO: EAC Consulting Inc.
5959 Blue Lagoon Drive, Suite 410
Miami, Florida 33126
(305) 265-5400

DATE: December 21, 2021

The City of Doral authorizes the firm of EAC Consulting Inc. to provide professional engineering design services for the provision of post design services for ITB 2021-18 NW 89 Place & NW 24 Terrace. Where EAC Consulting 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 October 2020 through Resolution 20-243. The work should be performed in accordance with the contract provisions contained in the Continuing Professional Services Agreement between EAC Consulting Inc. and the City of Doral dated January 4, 2021, and the attached Proposal dated November 17, 2021 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 EAC Consulting Inc. dated November 17, 2021 for the post design services for ITB 2021-18 NW 89 Place & NW 24 Terrace. The schedule requires the scoped of work to be completed within 150 Calendar Days of 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 material basis not to exceed the amount of \$14,847.50.

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 January 4, 2021 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.

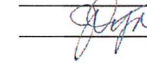
IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and date first above written, in three (3) counterparts, each of which shall, without proof or accounting for the other counterpart be deemed an original Contract.

CONSULTANT: EAC Consulting Inc.

WITNESSES:

SEAL:

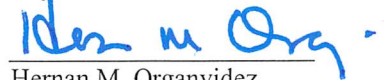
BY:  01/11/22
NAME: Huntley Higgins, PE
TITLE: Vice President

1. 
2. 




OWNER: City of Doral

AUTHENTICATION:

BY: 
NAME: Hernan M. Organvidez
TITLE: Interim City Manager

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



November 17, 2021

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

Re: City of Doral Continuing Professional Services Agreement - RFQ # 2017-21
NW 24th Terrace, from NW 25th Street to NW 89th Place - Construction Administration Services
EAC Project No. 17077.WR01-19

Dear Ms. Bortz:

EAC Consulting, Inc. (EAC) respectfully submits this professional services fee proposal to provide Limited Construction Administration Services for NW 24th Terrace, between NW 25th Street and NW 89th Place.

Project Scope:

Drainage improvements comprising of a closed drainage system consisting of structures, drainage piping interconnected with French drain systems.

Construction Phase Duration:

Overall Construction Period: 150 days

Construction Period (This Scope of Work): 75 days

Scope of Work

Our scope of work includes providing professional staff for construction administration support services to assist and support the City in implementing the construction of the requisite infrastructure improvements.

Our scope of work comprises of the following tasks:

1. Construction Site Visits (2 visits)
2. Shop Drawing Review (up to 15 Shop Drawings)
3. Request for Information (up to 8 RFIs)
4. Final Completion Site Visit
5. As-Built Drawings Review

Specifically, our scope of work is described as follows:

Attendance at One Pre-Construction Meeting

Not Included in Scope of Work

Attendance at Construction Related Progress Meetings

Not Included in Scope of Work

I. Construction Site Visits

EAC shall conduct 2 site visits during the active construction of the referenced project. For each site visit, our staff shall prepare Field Reports to record the site visit and associated activities. For the purpose of staff hour estimation, each site visit shall be assumed at 2.5 hours per visit.

II. Shop Drawings Reviews

EAC shall review up to 15 Shop Drawings. Shop drawings will be reviewed to determine conformance with the approved design plans and specifications. All reviewed Contractor submittals shall bear EAC's review stamp and adequate notes or comments regarding the status of the review.

III. Design Clarification Responses / Request for Information (RFIs)

EAC shall review and process all Requests for Information (RFI) developed by the Contractor to provide technical interpretation of the plans/drawings and specifications; shall evaluate requested deviation from the approved design or specification; shall review and respond to RFIs. EAC shall prepare supplementary sketches as may be necessary for clarification of construction plans and assist in resolving actual field conditions encountered by the Contractor. For the purpose of staff hour estimation, EAC anticipates a total of up to 8 RFIs.

Field Orders, Change Order Requests and Claims

Not Included in Scope of Work

IV. Final Completion Site Visit

The City will be responsible for determining Substantial Completion of the project. The City shall inspect the site and generate punch list items for the contractor to address prior to Final Completion. Once the contractor has completely and satisfactorily addressed all the punch list items, the City shall notify EAC to schedule a Final Completion Site Visit. EAC shall inspect the site to ensure that the project was built in general conformance with the contract documents.

V. As-Built Drawings Review

This scope of work assumes that the Contractor shall be responsible for preparing, updating, and maintaining as-built drawing documentation. EAC shall review as-built drawings submitted by the contractor and provide comments to the contractor for revision as necessary. EAC may also request the daily reports of the assigned City Inspector to make reasonable assessments on the implementation of construction materials associated with the project. Once the as-builts are considered satisfactory by EAC, we shall provide a letter to the City certifying the completion of the as- built drawings.

Record Drawings

Not Included in Scope of Work

Compensation

EAC proposes to provide the scope of services (described above) in the amount of **\$14,455.00** as summarized in the tabulation below and in our fee computation template (Attachment No. 1). Invoices will be submitted on a monthly basis. This work order shall be on a time & material basis.

Task	Fee (\$)
Construction Site Visits (2 visits)	1,025.00
Shop Drawing Reviews (up to 15 Shop Drawings)	6,150.00
Request for Information (8 RFIs)	5,022.00
Final Completion Site Visit	512.50
As-Built Drawing Review	2,138.00
Total	14,847.50

The following information will be required for us complete our services:

1. Signed approval of this proposal and/or written authorization to proceed with services through Task or Work Order from the City of Doral.

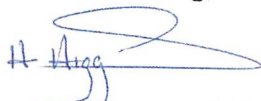
This proposal is based on our understanding of the requirements for services to perform the requisite services as outlined. Accordingly, we reserve the right to modify this proposal due to any changes in scope and duration.

If the above fee proposal and the terms above are acceptable to you, please provide us with a work authorization. We look forward to continuing to partner with the City on this and future projects.

For questions and or clarification, please feel to contact me by phone or email madeife@eacconsult.com.

Sincerely,

EAC Consulting, Inc.



Huntley Higgins, P.E.
Vice President

Cc: File
Mike Adeife, P.E. – Senior Vice-President (EAC)
Evelyn Rodriguez, P.E. – Project Manager (EAC)
Encl. (1) Attachment No.

Attachment No. 1

RESOLUTION No. 20-243

A RESOLUTION OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF DORAL, FLORIDA, AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND ENTER INTO PROFESSIONAL SERVICES AGREEMENTS WITH 300 ENGINEERING GROUP, A&P CONSULTING TRANSPORTATION ENGINEERS CORP., BCC ENGINEERING, EAC CONSULTING, GANNETT FLEMING, HW LOCHNER, KIMLEY-HORN, MARLIN ENGINEERING, STANTEC, AND THE CORRADINO GROUP; FOR THE PROVISION OF PROFESSIONAL ENGINEERING AND ARCHITECTURAL SERVICES; AUTHORIZING THE CITY MANAGER TO EXPEND BUDGETED FUNDS ON BEHALF OF THE CITY; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, in response to RFQ #2020-22 titled “Professional General Engineering and Architectural Services”, the City of Doral received twenty-five (25) submittals by the August 7, 2020, 10:00 a.m. deadline; and

WHEREAS, the selected firms will be used to create a “pool” of pre-qualified consultants to provide professional general engineering and architectural services thereby reducing the costly and time-consuming process of individual solicitations; and

WHEREAS, this expedited process would follow the City of Doral Procurement Ordinance #2004-03 whereby any work in excess of the stated minimum is brought before the City Council for approval; and

WHEREAS, funding for the tasks assigned under these contracts will be budgeted each fiscal year; and

WHEREAS, Staff respectfully recommends that the City Council authorize the City Manager to negotiate and enter into professional service agreements with the following ten (10) firms: 300 Engineering Group, A&P Consulting Transportation Engineers, BCC Engineering, EAC Consulting, Gannett Fleming, H W Lochner, Kimley-Horn, Marlin

Engineering, Stantec, and The Corradino Group for the provision of professional engineering and architectural services;

WHEREAS, in the event the City cannot successfully negotiate with one of/or any of the firms recommended, staff and the City Manager are authorized to move onto the next highest ranked firm and commence negotiations, and so forth, until ten (10) firms have executed contracts.

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 a part hereof by this reference.

Section 2. Approval of Rankings. The City Council hereby approves the rankings of the ten (10) firms, attached as Exhibit "A", as provided by the proposals submitted.

Section 3. Authorization. The City Manager is authorized to expend budgeted funds for professional services associated with this Professional Services Agreement.

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 Puig-Corve and upon being put to a vote, the vote was as follows:

Mayor Juan Carlos Bermudez	Yes
Vice Mayor Pete Cabrera	Yes
Councilwoman Digna Cabral	Yes
Councilwoman Claudia Mariaca	Yes
Councilman Oscar Puig-Corve	Yes

PASSED AND ADOPTED this 16 day of December, 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