

## WORK ORDER No. 4 FOR PROFESSIONAL SERVICES

TO: CHA, Inc  
10305 N.W. 41 Street, Suite 115  
Miami, Florida 33178  
(305) 592-7283

DATE: May14, 2025

The City of Doral authorizes the firm of CHA, Inc to provide professional engineering design services for the provision of design and permitting of the City Manager and Finance Department Offices Areas on the 3<sup>rd</sup> Floor of Government Center Building. Where CHA 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 March 2024 through Resolution 24-54. The work should be performed in accordance with the contract provisions contained in the Continuing Professional Services Agreement between CHA and the City of Doral dated June 3, 2024 and the attached Proposal dated April 21, 2025 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 CHA dated April 21, 2025 for the design of the City Manager and Finance Department Areas. The schedule requires the work to be completed within 90 calendar days from Notice to Proceed. 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 \$113,750.00.

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 June 3, 2024 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.

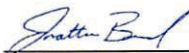
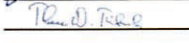
IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and date first above written, in three (3) counterparts, each of which shall, without proof or accounting for the other counterpart be deemed an original Contract.

CONSULTANT: CHA, Inc.

BY:   
NAME: Eithel M. Sierra, PE  
TITLE: Project Team Leader

OWNER: City of Doral

WITNESSES:

1. 
2. 

AUTHENTICATION:

BY:   
NAME: Zeida Sardiñas  
TITLE: 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: Lorenzo Cobiella  
Gastesi, Lopez and Mestre, PLLC  
TITLE: City Attorney

**RESOLUTION No. 25-137**

**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 CHA, INC. TO PROVIDE PROFESSIONAL SERVICES FOR THE DESIGN AND DEVELOPMENT OF CONSTRUCTION DOCUMENTS FOR THE RECONDITIONING OF THE EXISTING CITY MANAGER'S OFFICE SPACE AREA IN THE SOUTHWEST SIDE OF THE THIRD LEVEL WITHIN THE DORAL GOVERNMENT CENTER BUILDING, AND FOR THE RECONDITIONING OF THE EXISTING FINANCE DEPARTMENT OFFICE AREA ON THE NORTH SIDE OF THE GOVERNMENT CENTER BUILDING IN AN AMOUNT NOT TO EXCEED ONE HUNDRED THIRTEEN THOUSAND SEVEN HUNDRED FIFTY DOLLARS (\$113,750.00); AUTHORIZING THE CITY MANAGER TO TRANSFER ONE HUNDRED THIRTEEN THOUSAND SEVEN HUNDRED FIFTY DOLLARS (\$113,750.00) FROM ACCOUNT No. 301.80005.500620 TO ACCOUNT No. 301.80005.500310; AND AUTHORIZING THE CITY MANAGER TO EXPEND BUDGETED FUNDS ON BEHALF OF THE CITY IN FURTHERANCE HEREOF; PROVIDING FOR IMPLEMENTATION; PROVIDING FOR INCORPORATION OF RECITALS; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, as the City continues to grow, there is a need for the City's Government Center to adapt and transform in order to address the needs of a growing staff and ensure that the best possible service is provided to the community; and

**WHEREAS**, during Fiscal Year 2024-25, the City Manager's Office provided a directive to the Public Works Department (PWD) to recondition the existing City Manager's Office area in the southwest side of the third level within the Government Center Building and to recondition the existing area of the Finance Department on the north side of the third level within the Government Center Building to address current needs; and

**WHEREAS**, the proposed concept includes new offices for the Deputy City Manager and Assistant City Manager, a new waiting area for City Manager's Office area, three executive assistants' workstations, an office for the Mayor's Chief of Staff, and two interns' workstations; and

**WHEREAS**, for the Finance Department, the proposed concept includes two new offices for the Finance Assistant Director, the Budget Manager, and eight workstations for Finance staff; and

**WHEREAS**, the PWD requested a proposal from CHA Inc. to provide professional services for provision of design, development of construction documents, and permitting of offices of the mentioned areas; and

**WHEREAS**, CHA, Inc. is a prequalified provider of professional engineer services selected by Consultant Competitive Negotiation Act (CCNA) requirements and approved by the City Council on March 13, 2024, via Resolution 24-54; and

**WHEREAS**, the contract between CHA, Inc. and the City of Doral was procured through the publicly advertised Invitation to Bid (ITB) 2023-08 process to select a pool of pre-qualified Engineering and Architecture firms; and

**WHEREAS**, CHA, Inc. submitted the attached proposal which includes the design, development, and permitting of the construction documents for the City Manager Department and Finance Department areas in an amount not to exceed One Hundred Thirteen Thousand, Seven Hundred Fifty Dollars and 00/100 (\$113,750.00); and

**WHEREAS**, City staff recommends that the City Council approve and authorize the City Manager to execute Work Order # 4 CHA, Inc. to provide design and permitting services for the City Manager Department and Finance Department new office space at the Government Center in a not to exceed amount of One Hundred Thirteen Thousand, Seven Hundred Fifty Dollars and 00/100 (\$113,750.00); and

**WHEREAS**, in addition, City Staff respectfully request that the Mayor and the City Councilmembers authorize the transfer of One Hundred Thirteen Thousand, Seven Hundred Fifty Dollars and 00/100 (\$113,750.00) from Account Num. 301.80005.500620 to Account Num. 301.80005.500310 to provide sufficient funding for this request.

**NOW, THEREFORE, BE RESOLVED BY THE MAYOR AND 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 No. 4 between the City of Doral and CHA Inc. for the provision of design, development of construction documents, and permitting of the City Manager's and the Finance Department area at the Government Center in amount not to exceed One Hundred Thirteen Thousand, Seven Hundred Fifty Dollars and 00/100 (\$113,750.00), a copy of which is attached as Exhibit "A", and the transfer of One Hundred Thirteen Thousand, Seven Hundred Fifty Dollars and 00/100 (\$113,750.00) from Account No. 301.80005.500620 to Account No. 301.80005.500310 to provide sufficient funding, are hereby approved.

**Section 3. Authorization.** The City Manager is authorized to execute the Work Order #4, transfer the funds, 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 Pineyro who moved its adoption.

The motion was seconded by Councilmember Reinoso and upon being put to a vote, the vote was as follows:

|                             |     |
|-----------------------------|-----|
| Mayor Christi Fraga         | Yes |
| Vice Mayor Maureen Porras   | Yes |
| Councilwoman Digna Cabral   | No  |
| Councilman Rafael Pineyro   | Yes |
| Councilwoman Nicole Reinoso | Yes |

PASSED AND ADOPTED this 14 day of May, 2025.



CHRISTI FRAGA, 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:



LORENZO COBIELLA  
GASTESI, LOPEZ, MESTRE & COBIELLA, PLLC  
CITY ATTORNEY