

WORK ORDER No. 3 FOR PROFESSIONAL SERVICES

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

DATE: October 4, 2018

The City of Doral authorizes the firm of ADA Engineering, Inc. to provide Post Design Engineering Services for Year 5(B) of the Canal Bank Stabilization Program as of the date of this work order. The work should be performed in accordance with the terms and conditions of RFQ #2014-16 "Canal Bank Stabilization Program Management: Years 5 & 6" and the Contract Agreement dated December 22, 2014.

SCOPE OF SERVICES AND SCHEDULE:

The scope of the project will be as described in the attached proposal from ADA Engineering for Post Design and Engineering Services of Year 5B of the Canal Bank Stabilization Program. The performance of services associated with this Work Order will be executed on a time and material basis with a not to exceed amount of \$32,739.32.

You are required by RFQ #2014-16 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 RFQ #2014-16 dated December 22, 2014 between the parties as though fully set forth herein. In the event that any terms or conditions of this Work Order conflict with RFQ #2014-16, 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.

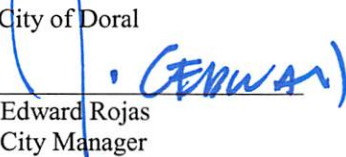
IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and date first above written, in three (3) counterparts, each of which shall, without proof or accounting for the other counterpart be deemed an original Contract.

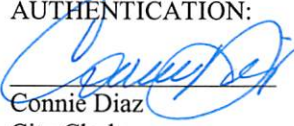
CONSULTANT: ADA Engineering

WITNESSES: SEAL:

BY: 
NAME: ALEX VAZQUEZ
TITLE: VICE PRESIDENT


1. 
2. 

OWNER: City of Doral
BY: 
NAME: Edward Rojas
TITLE: City Manager

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



APPROVED AS TO FORM:

BY: 
NAME: LUIS FIGUEREDO, ESQ.
TITLE: City Attorney



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

November 17, 2014

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

**RE: Construction Engineering Inspection (CEI) Services – Year 6
Dressels Canal from NW 97th Avenue to NW 87th Avenue**

Dear Mr. Arroyo:

Per your request, A.D.A. Engineering, Inc. (ADA) is pleased to submit this Service Order proposal for limited Construction Administration services associated with the construction of Dressels Canal from NW 87th Avenue to the Palmetto Expressway. 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 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. GENERAL

Pursuant to the Scope of Work of the Professional Service Agreement, APCTE will provide construction management services in support of the City of Doral Department of Public Works, for the above mentioned project. APCTE shall administer the contract for this project and provide field inspection and oversight services to ensure construction is in reasonable close conformance to the approved contract documents, specifications and plans and the City's policies and procedures. This includes but is not limited to any coordination between governing agencies, surrounding property owners, 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.

As part of this project ADA will respond to review shop drawings, address contractor RFIs, attend required project meetings, perform periodic site visits, certify construction at the end of the project, and approve as-built plans.

II. SCOPE OF WORK

- A. Task 1- Pre-construction Meeting and Project Coordination
- B. Task 2- Job schedule review
- C. Task 3- Contractor Maintenance of Traffic (MOT) compliance
 - a. Review Safety Plans and MOT plans for compliance
 - b. Work Day review of MOT set up.
- D. Task 4- Contractor Control of Erosion and Sedimentation Plan
 - a. Review the Erosion and Sedimentation Control Plan
 - b. Inspection of the Plan compliance on a daily basis
- E. Task 5- Inspection of Installation of Bank Stabilization System
- F. Task 6- Inspection of Construction of Bicycle/Pedestrian Path
- G. Task 7- Material Testing Certification and Geotechnical Investigations if Needed
- H. Task 8- Inspection of Guard Rail Removal and Installation
- I. Task 9- Inspection of Sod Installation and final restoration
- J. Task 10- Utility coordination and Utility Damaged Report
- K. Task 11- Revision and approval of Monthly payments estimates
- L. Task 12- Conduct Construction Progress Meetings
- M. Task 13- Generate a daily report
- N. Task 14- Project Certification

Task 1- Preconstruction Meeting and Project Coordination

APCTE will prepare and conduct a preconstruction meeting with the Contractor awarded with the job, the City of Doral and the utility companies to coordinate the oncoming work, identify and address any conflicts and clarify the Payment Application Process with the City. In that meeting the Contractor should present the proposed job schedule for discussion as well as MOT Plans and Erosion Sedimentation Control Plan for review.

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.

Task 2- Job Schedule Review

APCTE will review and request the contractor for any change needed to be made

to the proposed job schedule.

Task 3- Contractor MOT Compliance

APCTE will review the MOT plans received at the preconstruction meeting for compliance. APCTE also will review the contractor's Maintenance of Traffic Plan and request the contractor for any changes needed to be made prior construction commencement. APCTE inspector will inspect on a daily basis the setup of the MOT on site to verify compliance with the MOT plan.

Task 4- Contractor Control of Erosion and Sedimentation Plan

APCTE will review the Erosion and Sedimentation Control Plan and will provide the contractor with any comments or amendments needed to be implemented by the contractor. Daily inspections on the site will ensure the contractor compliance with the Plan. Turbidity measurements will be done regularly through the project to verify the turbidity levels are kept below the 29 NTUs as well as the use by the contractor of Turbidity barriers in the work zone and the installation and good maintenance of the silt fence along the project.

Task 5- 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 6- Inspection of Construction of Bicycle/Pedestrian Path

APCTE senior inspector will inspect the layout of the path on site to verify if it was constructed following the intent of the plans and will notify the contractor of any deviation found.

Clearing and grubbing will consist on the removal of the first 12" inches of existing soil 12 feet wide to accommodate the subgrade. The CEI senior inspector will check the depth of the excavation and ensure the removal of any unsuitable material if it is found. Density tests and a Modified Proctor test will be done for the material to be used to verify the achievement of a density equal or greater than 95% of the Modified Proctor. A separate density logbook will be kept and density readings will be entered on the logbook for every lot of subgrade constructed.

The 6" thick rock base will be also tested for density following the same compaction criteria. Prior to the asphalt paving installation the rock base will be inspected for cross slope and straight edge compliance. The prime coat of the base will be checked for spread rate compliance verification as well as the asphaltic concrete spread rate. The asphalt density will be measured using the Marshall Density nuclear gage. The ON and OFF ramps on the sidewalks will be checked to verify ADA compliance.

Task 7- Material Testing Certification and Geotechnical Investigations if Needed

The Contractor will be responsible for performing all required testing. APCTE will contact the Testing Lab Services retained by the Contractor to perform the required material testing and will keep a record of Material Certifications for all the materials used in the project. APCTE will also verify that all testing meets the criteria outlined in the plans and specifications.

Task 8- Inspection of Guard Rail Removal and Installation

The guardrail removal and replacement will be also inspected to verify compliance with plans and specifications.

Task 9- Inspection of Sod Installation and Final Restoration

The APCTE senior inspector will ensure the contractor restores any damaged or impacted area to the existing conditions along the canal. The APCTE senior inspector will prepare a video record and take pictures of the whole area involved in the construction as well as sensitive areas in the vicinity of the project to provide image documentation of the existing conditions prior the construction activities taking place.

Task 10- Utility Coordination and Utility Damaged Report

The Utility Companies will be invited to the preconstruction meeting to discuss and address any conflict between their utility and the project. APCTE will proactively address all utility conflicts/issues to avoid impacts to the project. If, however, the contractor damages a utility during construction a corresponding Utility Damaged Report will be prepared by the APCTE senior inspector on the field.

Task 11- 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 12- 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 13- Generate a Daily Report

The APCTE senior inspector will generate a daily report and document events of relevance while performing tasks 4 through 10.

Task 14 – 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 will review the as-built plans, and if they 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.

III. 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 180 Calendar Days.

V. 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 geotechnical testing

VI. COMPENSATION

ADA and APCTE shall perform the Work detailed in this Proposal for an Hourly Rate, Not to Exceed fee of \$141,731.36 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.

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.

Mr. Carlos Arroyo
RE: Year 6 CEI Proposal
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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.

A handwritten signature in blue ink, appearing to read 'Alex Vazquez', with a stylized flourish extending to the right.

Alex Vazquez, P.E.
Project Manager

Enclosures: Fee Estimate
APCTE Proposal

RESOLUTION NO. 14-142

A RESOLUTION OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF DORAL, FLORIDA AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND ENTER INTO AN AGREEMENT WITH ADA ENGINEERING, INC., AS THE HIGHEST RANKED RESPONDENT, FOR THE PROVISION OF PROGRAM MANAGEMENT FOR YEARS 5 & 6 OF THE CANAL BANK STABILIZATION PROGRAM IN AN AMOUNT NOT TO EXCEED \$750,000.00; AUTHORIZING THE MANAGER TO NEGOTIATE AND ENTER INTO AN AGREEMENT ON THE SAME TERMS WITH SUBSEQUENTLY RANKED RESPONDENTS IF AN AGREEMENT CANNOT BE REACHED WITH ADA ENGINEERING; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in response to RFQ #2014-16 titled "Canal Bank Stabilization Program Management: Years 5 & 6", the City of Doral received four (4) responses by the July 18, 2014 deadline; and

WHEREAS, upon review of the qualifications submitted, ADA Engineering, Inc. was considered the most responsive and responsible proposer and ranked the highest respondent; and

WHEREAS, Staff has recommended that the City Council authorize the City Manager to negotiate and enter into an agreement with ADA Engineering for the provision of Program Management services for Years 5 & 6 of the Canal Bank Stabilization Program, which include design and construction, engineering, inspection (CEI), in an amount not to exceed \$750,000.00; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DORAL, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and incorporated herein.

Section 2. Approval. The City Manager is hereby authorized to negotiate and enter into an agreement, upon approval by the City Attorney as to form and legal sufficiency, with ADA Engineering, Inc. for the provision of Program Management of Years 5 & 6 of the Canal Bank Stabilization Program in an amount not to exceed \$750,000.00. The City Council further authorizes the City Manager to negotiate and enter into an agreement with AECOM, the second highest ranking respondent, also in an amount not to exceed \$750,000.00 in the event that an agreement cannot be negotiated with ADA Engineering.

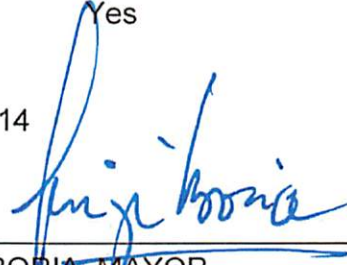
Section 3. Implementation. The City Manager, City Attorney, and City Clerk are hereby authorized to take such action as may be necessary to implement the purpose of this Resolution.

Section 4. Effective Date. This Resolution shall take effect immediately upon adoption.

The foregoing resolution was offered by Councilmember Ruiz who moved its adoption. The motion was seconded by Vice Mayor Fraga and upon being put to a vote, the vote was as follows:

Mayor Luigi Boria	Yes
Vice Mayor Christi Fraga	Yes
Councilwoman Ana Maria Rodriguez	Yes
Councilwoman Bettina Rodriguez Aguilera	Not present at the time of the vote
Councilwoman Sandra Ruiz	Yes

PASSED and ADOPTED this 10th day of September, 2014




LUIGI BORIA, MAYOR

ATTEST:



BARBARA HERRERA, CITY CLERK

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



WEISS, SEROTA, HELFMAN, PASTORIZA
COLE AND BONISKE
CITY ATTORNEY