

WORK ORDER No. 1 FOR PROFESSIONAL SERVICES

TO: Gannett Fleming
800 NW 62nd Avenue Suite 490
Miami, FL 33126
(786) 845-9540

DATE: June 12, 2024

The City of Doral authorizes the firm of Gannett Fleming to provide professional transportation planning services to develop the Doral Trolley Plan Update. The work should be performed in accordance with the contract provisions contained in the Continuing Professional Services Final Agreement between Gannett Fleming, and the City of Doral dated June 3, 2024, and the attached Proposal dated May 22, 2024 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 Gannett Fleming, Inc. dated May 22, 2024. The scope includes data collection, public involvement, and development of recommendations to enhance the City’s Trolley service routes and vehicle types. The performance of services associated with this Work Order will be executed on a time and material basis not to exceed the amount of \$105,600.00.

You are required by the Continuing Service Agreement to begin work after 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 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.

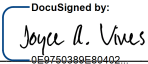
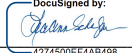
CONSULTANT: Gannett Fleming, Inc.

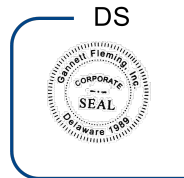
WITNESSES:

SEAL:

DocuSigned by:


BY: _____
NAME: Alina Fernandez
TITLE: Vice President


1. DocuSigned by:

2. DocuSigned by:




OWNER: City of Doral

AUTHENTICATION:

BY: 
NAME: Rey Valdes
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: Lorenzo Cobiella
NAME: Gastesi, Lopes & Mestre, PLLC
TITLE: City Attorney

RESOLUTION No. 24-154

A RESOLUTION OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF DORAL, FLORIDA, APPROVING A WORK ORDER WITH GANNETT FLEMING INC. TO PROCEED WITH THE DORAL TROLLEY PLAN UPDATE IN AN AMOUNT NOT EXCEED \$105,600.00; RECOGNIZING THAT GANNETT FLEMING INC. IS A CITY OF DORAL PRE-QUALIFIED VENDOR; APPROVING A BUDGET TRANSFER IN AN AMOUNT OF \$105,600.00 FROM ACCOUNT No. 101.80005.500341 TO ACCOUNT No. 101.80005.500310; AUTHORIZING THE CITY MANAGER TO EXECUTE THE WORK ORDER, TRANSFER FUNDS, AND EXPEND BUDGETED FUNDS ON BEHALF OF THE CITY; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City of Doral's (the "City") Public Works Department (PWD) continuously reviews the Doral Trolley System to recommend improvements and keep up with passenger needs; and

WHEREAS, the PWD performed the Doral Trolley/SMART Plan Coordination Study to review and recommend possible transit hubs, shorter routes, and future connection opportunities with the transit service provided by Miami-Dade County (the "County") Department of Transportation and Public Works, including potential future SMART Plan corridors, as well as the County's Better Bus Project; and

WHEREAS, at the November 2019 City Council Meeting, the Mayor and Councilmembers approved Resolution No. 19-296 adopting the Doral Trolley/SMART Plan Coordination Study which selected the Hub and Spoke as the preferred alternative; and

WHEREAS, due the COVID Pandemic shortly thereafter, the Study's proposed improvements were placed on hold largely in part due to the unknown financial impacts

associated with COVID Pandemic, since the Doral Transit System is largely funded through the People's Transportation Trust Surtax Fund; and

WHEREAS, at this time, the Doral Trolley System ridership is steadily increasing back to pre-pandemic volumes, there is a need to once again revisit the proposed improvements to the City's Trolley System; and

WHEREAS, the PWD requested a proposal from Gannett Fleming Inc. to perform the Doral Trolley Plan Update; and

WHEREAS, Gannett Fleming 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 March 2024 via Resolution No. 24-54; and

WHEREAS, staff respectfully requests that the City Council approve the Work Order No. 1 with Gannett Fleming Inc. to proceed with the Doral Trolley Plan Update in an amount not exceed \$105,600.00; and

WHEREAS, the City Manager respectfully requests that the City Council approve the budget transfer of \$105,600.00 from the Transportation Account No. 101.80005.500341 (Contractual Services - Engineer) to Account No. 101.80005.500310 (Professional Services) for proper allocation of funds.

NOW, THEREFORE, BE IT 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. The Work Order between the City of Doral and Gannett Fleming Inc. to complete Doral Trolley Plan Update; in an amount not to exceed \$105,600.00, a copy which is attached hereto as Exhibit "A", and the budget transfer in an amount of \$105,600.00 from the Transportation Fund Account No. 101.80005.500341 (Contractual Services - Engineer) to the Transportation Fund Account No. 101.80005.500310 (Professional Services) are hereby approved.

Section 3. Authorization. The City Manager is authorized to execute the work order and expend budgeted funds on behalf of the City. The City Manager is authorized to transfer the funds Transportation Account No. 101.80005.500341 (Contractual Services - Engineer) to Account No. 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 Councilmember Porras who moved its adoption. The motion was seconded by Vice Mayor Puig-Corve and upon being put to a vote, the vote was as follows:

| | |
|-----------------------------|-----|
| Mayor Christi Fraga | Yes |
| Vice Mayor Oscar Puig-Corve | Yes |
| Councilwoman Digna Cabral | Yes |
| Councilman Rafael Pineyro | Yes |
| Councilwoman Maureen Porras | Yes |

PASSED AND ADOPTED this 14 day of June, 2024.



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:



GASTESI, LOPEZ & MESTRE, PLLC
CITY ATTORNEY



EXHIBIT "A"



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City of Doral

Doral Trolley Plan Update

May 22, 2024

Purpose: The purpose of this study is to update and enhance the recommendations from the Doral Trolley Smart Plan Coordination Study, previously completed in February of 2020, to better integrate the City’s trolley service with the current Miami-Dade DTPW transit system. The previous study analyzed and evaluated the Doral Trolley system and made recommendations for modifications, improvements, and expansions to better serve the Doral travel market over the short-, medium-, and long-term. The resulting recommended trolley routing alternative was a Hub and Spoke system in which the four (4) trolley routes were envisioned to intersect at a centralized hub in the vicinity of Downtown Doral. This would be accomplished by expanding the vehicle fleet to operate the proposed routes with the same, or similar, headways as existing routes.

This study will build upon the recommendations for the Hub and Spoke alternative while aiming to achieve the following:

- Provide coverage within the City in areas not currently covered by Miami-Dade DTPW transit due to the recent implantation of the Better Bus Network.
 - This includes analyzing modifications to the proposed routes in the Hub and Spoke alternative while considering all roadway changes that have occurred since the time of the original study to ensure coverage to areas that may not have now.
- Implement a new “Health Route” to cover the recent and upcoming medical institutions/facilities within the City.
- Perform vehicle type and fuel source analysis and provide recommendations.

Task 1 – Existing System and Previous Trolley Study Recommendations Review

The consultant will conduct a review of the most current City of Doral Trolley operation to establish an up-to-date working knowledge of the routes, schedule, operational issues, maintenance issues, staffing, and management. Consultant staff will review pertinent documents, as identified by the City including performance reports, contracts, and other relevant records.

The consultant will meet with the City to identify specific routes and stops of the system to be revisited for analysis purposes. The consultant will then ride some of the identified routes of the system and visit some of the stops at certain times of the day as discusses and agreed upon with the City.

The consultant will review the most recent Trolley survey to identify and document typical rider observed issues.

The City will facilitate the delivery of the most recent GIS data for land use, socioeconomics, transportation, public facilities, comprehensive plan, zoning, and other available data relevant to this study.



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The consultant will review the previous Doral Trolley Smart Plan Coordination Study and update the following information using the most recent data to be facilitated by the City:

- The management and organizational structure of the trolley system
- Operating and maintenance costs for the current and two prior years
- Inventory of facilities (administration, operations, and maintenance)
- Roster of the existing trolley fleet including age and condition of each vehicle
- Roster of any support vehicles dedicated to the trolley operation including age and condition of each vehicle
- Summary of issues, positive, negative, and neutral associated with the current operation.

The consultant will assemble and analyze the most recent and available socioeconomic and demographic data to reassess potential and underserved markets. City and County GIS data along with relevant U.S. Census data will serve as the basis for this reassessment. The consultant will also reassess unserved and underserved markets based on typical walk distances to trolley/transit stops, taking into consideration geographical barriers like waterways.

The consultant will examine the most recent available ridership on existing Doral trolleys and Miami-Dade transit vehicles to be noted and taken into consideration in reviewing and updating recommended routes under the Hub and Spoke alternative.

The consultant will conduct an initial meeting with the City to serve as a kick-off meeting and to organize this task and coordinate most recent available data and prioritize reassessment/update efforts.

Task 2 – Coordination/Stakeholder Meetings

The consultant will coordinate with the City and agree upon which stakeholders to meet with to discuss recent issues, concerns, and/or ideas for improvement that could be integrated within the updated Hub and Spoke Alternative. Based on the City's and stakeholders' preference, meetings/discussions will be held either virtually or in-person. For scoping purposes, it will be assumed that the meetings will be held in person and will have a total duration of two (2) hours (1 hour travel time and 1 hour meeting). It is expected that at a minimum, meetings will be held with the following stakeholders:

- Key City staff within the Department of Public Works (specifically Trolley Operations staff)
- Key staff representing the Trolley Operation and Maintenance (O&M) Contractor
- Elected officials and senior City staff as agreed with the City
- Key staff from Miami-Dade DTPW (specifically staff in charge of the Better Bus Network)
- Representatives of the major medical institutions/facilities

The consultant will maintain a record of each discussion, which will be retained by the consultant and may be included in the final study documentation depending on the relevance to the overall task.



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Task 3 – DTPW Transit System/Better Bus Network Implementation Review

The consultant will coordinate with the appropriate Miami-Dade DTPW staff to obtain the latest information regarding the Better Bus System implementation. This will include any available data on routes, ridership, identified issues and opportunities, rider survey/reviews, etc. The consultant will review and assess the available data as it may pertain to the City of Doral to develop applicable revisions/updates to recommended Hub and Spoke alternative.

Task 4 – Recommendations

Using the data and findings from Tasks 1,2, and 3, the consultant will develop a modified/updated Hub and Spoke alternative scenario for the future Doral Trolley System. The updated alternative will address:

- Changes to existing routes
- New route (the “Health Route”)
- New service to destinations within the City and its vicinity
- Connections with services operated by Miami-Dade DTPW
- Connections and/or extensions via micro-mobility options (i.e. Freebee)

The consultant will update the recommendations from the previous Doral Trolley study for the Hub and Spoke alternative including, but not limited to, the following:

- Capital and operating & maintenance costs.
- Potential ridership based on sketch planning techniques for ridership estimating.
- Potential markets served.
- Major impacts, positive and negative, resulting from changes.
- Vehicle type and fuel source analysis

The consultant will present the results to City staff and coordinate accordingly to present study and results to the City Council.

Task 5 – Public Workshop

The consultant shall co-facilitate along with the City one (1) public workshop to engage residents, present the study objectives and goals, the previous study recommendations, the relevant modifications resulting from tasks 1 through 3, the draft recommendations from task 4, and solicit their input in an interactive forum. The consultant shall work with the City’s communication department to secure appropriate meeting space, prepare meeting announcements, invite the public, co-facilitate the workshop, translate materials, and post summarized materials online after the workshop (if deemed necessary by the City).

The consultant shall actively support the City in organizing and conducting the public workshop which should take place in-person after normal working hours. The consultant shall prepare and/or be responsible for the following:



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- Agenda
- Handouts
- PowerPoint Presentation
- Advertisements materials/content (these would be within City publications to avoid additional cost of publishing)
- Meeting summaries
- Preparation of response letters for City signature on public comments

Task 6 – City Council Presentation

In coordination with City staff, the consultant will prepare a presentation for the City Council. The presentation will be prepared in PowerPoint and will include the following:

- Study objectives and goals
- Previous Study Recommended Hub and Spoke Alternative
- Findings of Tasks 1, 2, 3, and 4
- Recommended modifications/updates to Hub and Spoke Alternative
- Summary of the Public Workshop
- Invitation for comment and guidance

The presentation will be submitted to the City for review and comment and will be revised and resubmitted. The consultant will take notes during the presentation to capture comments and suggestions by the City Council for incorporation into the final project documentation.

Task 7 – Final Report

The consultant will prepare a final report that summarizes the preceding tasks including the recommended modifications/updates to the Hub and Spoke alternative. The final report will include pertinent information from the previous study updated with newly collected data/information as well as any new information relevant and applicable to recommend improvements/updates to the Hub and Spoke alternative. Appendices will include extracts of relevant documents, photographs, and other information collected during the conduct of those tasks. A summary of each stakeholder discussion will be included, based upon the notes prepared during each discussion. Other applicable information collected during the study will be provided as part of the report within appendices. The final report will be submitted to the City for review and comments. The consultant will review the City's feedback and incorporate into the final document accordingly.

The final report will also include an updated Action Plan from the previous Trolley Study. This updated Action Plan will identify ways to move applicable recommendations forward to further phases. This section will highlight steps/strategies toward implementation of any changes to the existing trolley system along with responsible parties.