

WORK ORDER No. 7 FOR PROFESSIONAL SERVICES

TO: Gannett Fleming, Inc.
7300 Corporate Center Drive, Suite 701
Miami, Florida 33126
(786) 845-9540

DATE: September 1, 2017

The City of Doral authorizes the firm of Gannett Fleming, Inc. to proceed with construction engineering and inspection (CEI) services for the construction of the Doral Trolley Infrastructure Improvements, more specifically described as the citywide installation of ten (10) bus shelters at current Trolley Stop locations as of the date of this Work Order. The work should be performed in accordance with the contract provisions contained in the Continuing Professional Services Agreement between Gannett Fleming, Inc. and the City of Doral dated February 2, 2015, and the attached Proposal dated May 31, 2017 that was 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 Gannett Fleming, Inc. dated May 31, 2017. The performance of services associated with this Work Order will be executed on a Time and Materials basis with a not to exceed amount of \$43,642.78.

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 2, 2015 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

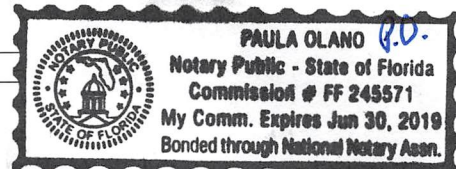
BY: [Signature]
NAME: Waldo Gonzalez
TITLE: Vice President

OWNER: City of Doral
BY: [Signature]
NAME: Edward Rojas
TITLE: City Manager

WITNESSES:

1. [Signature]
2. [Signature]

SEAL:



AUTHENTICATION:

BY: [Signature]
NAME: Connie Diaz
TITLE: City Clerk

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

BY: [Signature]
NAME: WEISS, SEROTA, HELFMAN, COLE &
BIERMAN, PL
TITLE: City Attorney

CONSULTANT WORK ORDER PROPOSAL

Date: May 31, 2017

Dear Mr. Gomez:

Gannett Fleming, Inc. (Consultant) proposes to provide the services identified below for the project entitled "**City of Doral – Trolley Infrastructure Improvements**", pursuant to its Professional Service Agreement with the City of Doral (City), RFQ No. 2014-24.

I. GENERAL

Pursuant to the Scope of Work of the Professional Service Agreement, GF shall provide professional services in support of the City's for the above mentioned project. The scope of services consists of:

CEI Services: GF shall administer the contract for this project and provide 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, GF will verify quantities installed by the Contractor and make payment recommendation to the City. This shall be accomplished within the following tasks:

1. Video tape the pre-construction conditions through the project limits.
2. Monitor Relocation of Utilities if needed
3. Monitor Contractor MOT and Erosion Control compliance
 - a. Review Safety Plans and MOT plans for compliance.
 - b. Work Day review of MOT set up.
 - c. Review that all erosion control devices are installed per plans. Address deviations immediately with the Contractor.
4. Monitor permit procurement and compliance by the Contractor.
5. Review the Contractor's schedule and provide comments until the baseline schedule is accepted. Review monthly schedule submittals and provide comments.
6. Monitor new Bus Shelter and benches installation.
7. Monitor Roadway clearing and grubbing, excavation and pavement removal.
 - a. Oversight the clearing and Grubbing including the implementation of the storm water pollution prevention plan before starting.
 - b. Oversight the removal of unsuitable material in case of existence and embankment.
8. Monitor the grading process including the required testing, sampling and recording.
9. Monitor Curb and Gutter, sidewalk and bus shelter concrete pad installation and perform concrete sampling, testing and recording.
10. Monitor superpave asphalt concrete (traffic B) installation and document asphalt reports, if needed.
11. Oversight of signing installation and or relocation.
12. Monitor the submittal and approval of all closeout documents
13. Monitor compliance with Equal Employment Opportunity (EEO) and Disadvantaged Business Enterprise (DBE).

GF will generate daily reports and document events of relevance while performing tasks 1 through 13.

II. SCHEDULE OF WORK – TIME OF PERFORMANCE

GF 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 Monthly Estimates	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	Video tape project pre-construction conditions	Days	NTP	NTP + 120 CD's
2	Monitor utility impacts	Days	NTP	NTP + 120 CD's
3	Monitor Contractor MOT / Erosion Control compliance	Days	NTP	NTP + 120 CD's
4	Monitor permits.	Days	NTP	NTP + 120 CD's
5	Monitor Contractor's Schedule.	Days	NTP	NTP + 120 CD's
6	Monitor Bus shelter and benches installation.	Days	NTP	NTP + 120 CD's
7	Monitor clearing and grubbing.	Days	NTP	NTP + 120 CD's
8	Monitor grading and perform testing.	Days	NTP	NTP + 120 CD's
9	Monitor curb and gutter and sidewalk and testing.	Days	NTP	NTP + 120 CD's
10	Monitor superpave asphalt installation.	Days	NTP	NTP + 120 CD's
11	Monitor signing installation.	Days	NTP	NTP + 120 CD's
12	Monitor the submittals and approval of closeout docs.	Days	NTP	NTP + 120 CD's
13	Monitor EEO / DBE	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.*

GF will provide the City with the Services defined by Task 1 through Task 13, above. As requested, the proposal is for a duration of 90 Calendar Days until substantial completion and 120 calendar days until project close out.

V. COMPENSATION

Consultant shall perform the Work detailed in this Proposal for a Total Lump Sum, Not to Exceed fee of Forty Three Thousand Six Hundred Forty Two and Seventy Eight cents (\$43,642.78). The City shall not be liable for any fee, cost, expense or reimbursable expense or other compensation beyond this amount.

SUMMARY OF COMPENSATION TASKS 1 and 2			
<i>Task, Sub-task, or Activity ID #</i>	<i>Major Task Name and/or Activity Description</i>	<i>Fee Amount</i>	<i>Fee Basis</i>
1	Construction Engineering Observation Services (including Lab Testing)	43,642.78	Hourly Rate, Not to Exceed And Lab work (LS)
	<i>TOTAL</i>	\$43,642.78	

VI. PROJECT MANAGER

CONSULTANT'S Project Manager for this Work Order assignment will be Alina Fernandez, P.E.



Submitted by:

Alina Fernandez, P.E. - Project Manager
Gannett Fleming, Inc.

Reviewed and approved by:

Jorge A. Gomez, P.E. – Public Works Director
City of Doral

ESTIMATE OF WORK EFFORT AND COST

ESTIMATE OF WORK EFFORT AND COST																
PROJECT: City of Doral - 10 Bus shelters, CEI Services																
PROJECT #:	DATE:	5/31/2017														
TASK	Job Classification Staff	Principal Engineer ((1)) 190.75				Sr. Project Engineer ((2)) 164.02		Construction Manager ((3)) \$83.16		Construction Insp. ((4)) \$81.75		Admin. Assistant \$69.90		LAB Support	Staff	Salary Cost
		Applicable Rate	Rate (\$/hr)	MAN HOUR	Cost / Activity	MAN HOUR	Cost activity	Man Hour	Cost/Activity	Man Hour	Cost/Activity	Man Hour	Cost/Activity	Lump Sum (LS)	Hours by Activity	by Activity
1 10 Bus shelters		8	\$1,526.00	50	\$8,201.00	168	\$13,970.88	198	\$16,186.50	16	\$1,118.40		\$2,640.00	440	\$41,002.78	
2 Lab work includes concrete and soil testing (3 proctors and soil class, Organic Cont)																
3																
4																
5 The man hour estimate is assumed for a 90 days Construction Contract +																
6 Pre-NTP activities and project close out																
7 ((1))Principal Engineer to provide project overview, QC and technical assistance.																
8 ((2)) Sr. Project Engineer estimate is at 4 hours per week (10%)																
9 ((3)) Construction Manager is estimated at 12 hours per week (30%) plus 20 hours at the enc																
10 of the project for close out requirements.																
11 ((4)) Inspector work is estimated at 16 hours per week (40%).																
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24																
Total Staff Hours		8		50		168		198		16				440		
Total Staff Cost			\$1,526.00		\$8,201.00		\$13,970.88		\$16,186.50		\$1,118.40		\$2,640.00		\$41,002.78	
Total % Work by Position			0.04		0.20		0.34		0.39		0.03					

ESTIMATED MAN POWER COST	\$41,002.78
ESTIMATED LAB COST	\$2,640.00
GRAN TOTAL	\$43,642.78

RESOLUTION No. 17-140

A RESOLUTION OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF DORAL, FLORIDA, APPROVING A WORK ORDER BETWEEN THE CITY OF DORAL AND GANNETT FLEMING, INC., A PREQUALIFIED CITY VENDOR, FOR THE PROVISIONS OF CONSTRUCTION ENGINEERING INSPECTION SERVICES FOR THE CONSTRUCTION OF THE DORAL TROLLEY INFRASTRUCTURE IMPROVEMENTS, MORE SPECIFICALLY DESCRIBED AS THE CITYWIDE INSTALLATION OF TEN (10) BUS SHELTERS AT CURRENT TROLLEY STOP LOCATIONS IN AN AMOUNT NOT TO EXCEED \$43,642.78; AUTHORIZING THE CITY MANAGER TO EXECUTE THE WORK ORDER AND EXPEND BUDGETED FUNDS ON BEHALF OF THE CITY; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City of Doral's (the "City") Public Works Department (PWD) wishes to secure a firm to provide Construction Engineering Inspection services ("CEI Services") for the construction of the Doral Trolley Infrastructure Improvements, more specifically described as the citywide installation of ten (10) bus shelters at current Trolley Stop locations; and

WHEREAS, Gannett Fleming, Inc. ("GF") developed the design plans and obtained all necessary permits and approvals for the project to move forward into construction; and

WHEREAS, Gannett Fleming, Inc. is a pre-qualified provider of professional engineering services selected in accordance with Consultant Competitive Negotiation Act requirements and approved by the City Council in December 2014; and

WHEREAS, City staff recommends that the City Council approve Work Order No. 7 for Gannett Fleming, Inc., a copy of which is attached hereto as Exhibit "A", for the provision of CEI Services for the construction of the Citywide Trolley Infrastructure Improvements (Bus Stop Shelters), in an amount not to exceed \$43,642.78.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL

OF THE CITY OF DORAL, FLORIDA, 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. 7 for CEI services during the construction of the Doral Trolley Infrastructure Improvements, more specifically described as the citywide installation of ten (10) bus shelters at current Trolley Stop locations in an amount not to exceed \$43,642.78, attached hereto as Exhibit "A", which is incorporated herein and made a part hereof by this reference, is hereby approved, together with such non-material changes as may be acceptable to the City Manager and approved as to form and legality by the City Attorney. Funding for this request is available from the Transportation Fund in Account # 101.80005.500310 from funds carried over from prior years (\$45,000).

Section 3. Authorization. The City Manager is authorized to execute the work order and expend budgeted funds on behalf of the City.

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 Rodriguez who moved its adoption. The motion was seconded by Councilmember Mariaca and upon being put to a vote, the vote was as follows:

Mayor Juan Carlos Bermudez	Yes
Vice Mayor Pete Cabrera	Yes
Councilwoman Christi Fraga	Yes
Councilwoman Claudia Mariaca	Yes
Councilwoman Ana Maria Rodriguez	Yes

PASSED AND ADOPTED this 9 day of August, 2017.



JUAN CARLOS BERMUDEZ, MAYOR

ATTEST:



CONNIE DIAZ, CMC
CITY CLERK

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



WEISS, SEROTA, HELFMAN, COLE & BIERMANN, P.L.
CITY ATTORNEY