

WORK ORDER No. 1 FOR PROFESSIONAL SERVICES

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

DATE: June 13, 2018

The City of Doral authorizes the firm of EAC Consulting Inc. to provide professional engineering services to conduct the 2018 Citywide Biennial Traffic Counts and Report. 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 February 26, 2018, and the attached Proposal 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 April 27, 2018 for the performance of the 2018 Citywide Biennial Traffic Counts and Report. The schedule requires the scoped of work to be completed on or before December 31, 2018. 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 Materials basis with a not to exceed amount of \$25,074.00.

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 February 26, 2018 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.

BY: [Signature]
NAME: Huntley Higgins, P.E.
TITLE: Department Manager

OWNER: City of Doral

BY: [Signature]
NAME: Edward Rojas
TITLE: City Manager

WITNESSES: SEAL:

- 1. [Signature]
- 2. [Signature]

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



April 27, 2018

Mr. Eugene Collings-Bonfill, P.E., P.S.M., CFM, PMP
Chief of Engineering
City of Doral
8401 NW 53 Terrace
Doral, FL 33166

**Re: Continuing Professional Services Final Agreement - RFQ # 2017-21
Traffic Count Data Collection, Analysis and Reporting**

EAC Consulting, Inc. respectfully submits this fee proposal to provide traffic count data collection and reporting services for the City of Doral (City). It is our understanding that the City conducts bi-annual traffic counts to obtain traffic volumes. These traffic counts are based on short-term monitoring sites that provide traffic count information on a bi-annual basis.

The following sub-consultant, selected as part of our team under RFQ #2017-21 will support our services on this project:

- CTS Engineering

PROJECT UNDERSTANDING

As part of the City of Doral's biannual traffic monitoring program, the City wishes to complete traffic counts at 67 locations throughout the City. Of these 67 locations, 27 locations will be classification counts and other 40 locations will be standard directional counts. The traffic counts shall be collected continuously for a seventy-two (72) hour period in 15-minute intervals. Counts shall be collected on Tuesday, Wednesday, and Thursday of a regular week without holidays and while school is in session. Peak hour and daily totals are to be included. Counts are not to be performed during special community events, holidays, or any such event that would alter typical traffic conditions and patterns. As part of this effort, the Consultant will need to update the City's traffic spreadsheet tables and traffic monitoring report with the data collected. The City will provide all the necessary spreadsheets.

SCOPE OF SERVICES:

The following items are included in the scope of work:

- Scheduling the effort to collect classification traffic data
- Coordinate with TCI database
- Perform field data collection tasks as necessary for a period of 72-consecutive hours.
- Report in appropriate format tabulating all information per 15-minute intervals.
- Validate that the historical traffic data QA/QC
- 67 traffic count locations throughout the City will be collected. Of these 67 locations, 27 locations will be classification counts and other 40 locations will be standard directional counts.

ADDITIONAL SERVICES AND ASSUMPTIONS:

- Any services other than the services listed above will require a supplemental service authorization.

COMPENSATION:

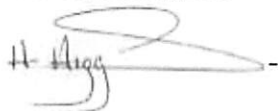
The fees for professional services were developed in accordance with the billing rates established between EAC Consulting, Inc. and the City of Doral under the referenced agreement. Our lump sum fee proposal breakdown is as follows:

Major Task Name and/or Part Description	Fee Amount	Fee Basis
Professional Services:		
Project Management	\$2,380.00	Not to Exceed (NTE)
3-day Class Counts – 27 Locations	\$9,452.70	NTE
3-day Volume Counts – 40 Locations	\$10,180.00	NTE
Data Analysis	\$1,309.50	NTE
Traffic Report Update	\$1,501.80	NTE
Sub-Total (Lump Sum)	\$24,824.00	NTE
Reimbursables	\$250.00	NTE
GRAND TOTAL (Professional Fees)	\$25,074.00	NTE

This proposal is based on our understanding of the requirements for engineering services as itemized under the anticipated tasks listed above. Accordingly, we reserve the right to modify this proposal due to any changes in scope. If the above fee proposal and the terms above are acceptable to you, please provide us with a work authorization so we may begin work.

We look forward to our continued services to the City of Doral.

Sincerely,
EAC Consulting, Inc.



Huntley Higgins, P.E.
Water Services Department Manager

cc: Michael Adeife, P.E.; Contracts File

Attached: Exhibit A - Fee Breakdown (EAC and CTS)
Exhibit B – CTS Fee Proposal

EXHIBIT "A" – FEE BREAKDOWN.(EAC & CTS)

EXHIBIT "B" – CTS FEE PROPOSALS

EXHIBIT "A"
SCOPE OF SERVICES

Task Work Order #01
Data Collection Services for City of Doral
Continuing Professional Services for City of Doral
Sub to EAC Consulting, Inc.

1.0 BACKGROUND:

The City of Doral was incorporated in 2003. Since then the Public Works Department has conducted traffic data collections to determine volumes and types of vehicles using the City of Doral Roadway Network. The City conducts bi-annual traffic counts to obtain traffic volumes. These traffic counts are based on short-term monitoring sites that provide traffic count information on a bi-annual basis.

2.0 PURPOSE:

As part of the City of Doral's biannual traffic monitoring program, the City is looking to completed traffic counts at 67 locations throughout the City for the period between Spring 2018 and Fall 2018. Of these 67 locations, 27 locations will be classification counts and other 40 locations will be standard directional counts (locations are provided in the attached table). The traffic counts shall be collected continuously for a seventy-two (72) hour period in 15-minute intervals. Counts shall be collected on Tuesday, Wednesday, and Thursday of a regular week without holidays and while school is in session. Peak hour and daily totals are to be included. Counts are not to be performed during special community events, holidays, or any such event that would alter typical traffic conditions and patterns. As part of this effort, the Consultant will need to the tables to be updated with the data collected. The City will provide all the necessary spreadsheets.

3.0 SCOPE:

The CONSULTANT will finish the following activities under this Task:

- Scheduling the effort to collect classification traffic data
- Coordinate with TCI database
- Perform field data collection tasks as necessary for a period of 72-consecutive hours.
- Report in appropriate format tabulating all information per 15-minute intervals.
- Validate that the historical traffic data QA/QC

67 traffic count locations throughout the City will be collected for the period between Spring 2018 and Fall 2018. Of these 67 locations, 27 locations will be classification counts and other 40 locations will be standard directional counts (locations are provided in the attached table). The data collection will be collected during school season from May 2018 to December, 2018.

4.0 CONSULTANT RESPONSIBILITIES:

The Consultant's responsibilities remain the same as in the Original Agreement and any Supplemental Amendments to date shall remain the same.

City of Doral Continuing Service (sub to EAC Consultant, Inc.)

Task Work Order: 1

Task Description: Data Collection

Location/County: City of Doral

Date: 04/15/2018

ACTIVITY	Project Manager	Senior Engineer	Chief Engineer	Project Engineer	Architect	Senior Surveyor & Mapper	Engineering Technician	Secretary/Clerical	Staff Hours
Hourly Rates	\$ 170.00	\$ 164.00	\$ 200.00	\$ 130.00	\$ 110.00	\$ 130.00	\$ 63.00	\$ 73.49	
3-day Class Counts (27 Locations)	1.62			5.4		35.1	62.1	0	104.22
3-day Volume Counts (40 Locations)	4			8		36	60	0	108
Data Analysis	0.54			1.35		5.4	5.4		12.69
Traffic Report Update	0.54			2		4	10		16.54
									0
									0
									0
									0
									0
									0
									0
									0
TOTALS (Hours)	6.7	0	0	16.75	0	80.5	137.5	0	241.45

Notes: See attached scope.

3-day Class Counts

\$ 9,452.70

3-day Volume Counts

\$ 10,180.00

\$ 1,309.50

\$ 1,501.80

TWO Grand Total \$ 22,444.00

RESOLUTION No. 18-108

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 EAC CONSULTING INC., A PREQUALIFIED CITY VENDOR, TO PROCEED WITH THE 2018 CITYWIDE BIENNIAL TRAFFIC COUNTS AND REPORT IN AN AMOUNT NOT EXCEED \$25,074.00; APPROVING A BUDGET TRANSFER FROM TRANSPORTATION ACCOUNT NO. 101.80005.500650 (CONSTRUCTION IN PROGRESS) TO ACCOUNT NO. 101.80005.500340 (PROFESSIONAL SERVICES); 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, since the incorporation of the City of Doral (the "City") in 2003, the Public Works Department ("PWD") has conducted biennial traffic data collections to determine volumes and types of vehicles using the City of Doral Roadway Network; and

WHEREAS, the collected traffic data is used as a benchmark for comparison against traffic studies developed by private developments and to monitor traffic patterns and growth; and

WHEREAS, the PWD requested a proposal from EAC Consulting Inc. to perform the 2018 Citywide Biennial Traffic Counts & Report; and

WHEREAS, 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 November 2017; and

WHEREAS, Staff recommends that the City Council approve the Work Order with EAC Consulting Inc. to proceed with the 2018 Citywide Biennial Traffic Counts & Report in an amount not exceed \$25,074.00; and

WHEREAS, the PWD respectfully requests that the City Council approve the budget transfer of \$25,074.00 from Transportation account 101.80005.500650 (Construction in Progress) to account 101.80005.500340 (Professional Services) for proper allocation of funds.

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. The Work Order between the City of Doral and EAC Consulting Inc. to complete the Citywide Biennial Traffic Counts & Report; in an amount not to exceed \$25,074.00, a copy which is attached hereto as Exhibit "A", is hereby approved. The budget transfer of \$25,074.00 from Transportation account 101.80005.500650 (Construction in Progress) to account 101.80005.500340 (Professional Services) is hereby approved.

Section 3. Authorization. The City Manager is authorized to execute the work order and expend budgeted funds in furtherance hereof. The City Manager is authorized to transfer the funds from account 101.80005.500650 (Construction in Progress) to account 101.80005.500340 (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 Vice Mayor Rodriguez who moved its adoption. The motion was seconded by Councilmember Cabrera and upon being put to a vote, the vote was as follows:

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

PASSED AND ADOPTED this 13 day of June, 2018.



JUAN CARLOS BERMUDEZ, MAYOR

ATTEST:



CONNIE DIAZ, GMC
CITY CLERK

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



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