

RESOLUTION NO. 12-996

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MIAMI LAKES, FLORIDA, TO ENTER INTO AND AWARD CONTRACTS TO MARLIN ENGINEERING, INC. FOR THE WEST LAKES PHASES B, C, D AND E PROJECT TO PROVIDE ENGINEERING SERVICES, IN AN AMOUNT NOT TO EXCEED \$136,059, PAYABLE FROM THE CAPITAL PROJECT FUND-STORMWATER ACTIVITY RESERVE; AUTHORIZING THE TOWN MANAGER TO EXPEND BUDGETED FUNDS; AUTHORIZING THE TOWN MANAGER TO EXECUTE THE AGREEMENT; AUTHORIZING THE TOWN MANAGER TO TAKE ALL NECESSARY STEPS TO IMPLEMENT THE CONTRACTS; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Town of Miami Lakes (the "Town") issued a Request for Qualifications (RFQ) No. 2012-04, for provision of professional miscellaneous civil engineering services; and

WHEREAS, on February 14, 2012, the Town awarded Marlin Engineering. one of five contracts for engineering services; and

WHEREAS, after negotiations, the Town and Marlin Engineering reached an understanding of the scope and need of the West Lake project, also followed by a proposal for the surveying, geotechnical, engineering, permitting, FEMA application grant process and construction administration services; and

WHEREAS, the Town Council desires to authorize the Town Manager to award the contract for West Lakes Phases, B, C, E and D to Marlin Engineering for surveying, geotechnical, and engineering services.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF MIAMI LAKES, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The foregoing Recitals are true and correct and incorporated herein by this reference.

Section 2. Approval of the Contract. The Town Council hereby approves the award of the contract for miscellaneous civil engineering services for West Lakes Phases B, C, D, and E Project to Marlin Engineering, in an amount not to exceed \$136,059.

Section 3. Execution of the Contract. The Town Manager is authorized to execute contract award with Marlin Engineering., for engineering services related to West Lakes Phases B, C, D, and E Project; subject to the approval as to form and legality by the Town Attorney.

Section 4. Authorization of Town Manager. The Town Manager and/or his designee and the Town Attorney are authorized to take all steps necessary to implement the terms and conditions of the contract award.

Section 5. Authorization of Fund Expenditure. The Town Manager is authorized to expend budgeted funds to implement the terms and conditions of the contract award.


Section 6. Effective Date. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 12 day of June, 2012.

Motion to adopt by Mary Collins, second by Cesar Mestre.


FINAL VOTE AT ADOPTION

Mayor Michael Pizzi	<u>YES</u>
Vice-Mayor Ceasar Mestre	<u>YES</u>
Councilmember Mary Collins	<u>YES</u>
Councilmember Tim Daubert	<u>YES</u>
Councilmember Nelson Hernandez	<u>YES</u>
Councilmember Nick Perdomo	<u>absent</u>
Councilmember Richard Pulido	<u>YES</u>



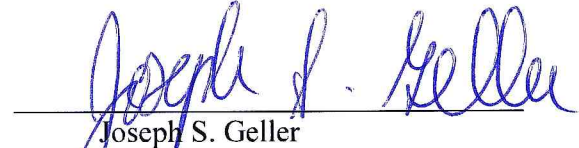
Michael Pizzi
MAYOR

Attest:



Marjorie Tejada
TOWN CLERK

Approve as to Form and Legal Sufficiency



Joseph S. Geller
GREENSPOON, MARDER, P.A.
TOWN ATTORNEY



Consultant Project Proposal

Date: July 24th, 2012

Dear Mr. Siaba:

Marlin Engineering, inc. proposes to provide the services identified below for the project entitled **“West Lakes Drainage Improvements”, Town of Miami Lakes**, pursuant to the Professional Services Agreement provided by Town of Miami Lakes for Civil Engineering services, dated April 19, 2012.

I. General

The project will primarily consist of drainage improvements including the replacement of existing catch basins, the addition of manholes, the addition of new pipe, the addition of French Drain, milling and resurfacing of roadway, and the replacement of existing signing and pavement markings. The project area shall be in the following sub-basins as denoted in the Stormwater Master Plan Update #2; West Lakes Sub-Basin A (Survey Only), West Lakes Sub-Basin B, West Lakes Sub-Basin C, West Lakes Sub-Basin D, West Lakes Sub-Basin E. The scope of work outlines the effort required for the production of the construction documents for the entire project.

II. Scope of Work

Task 1 – Pre-Design Services and Testing

A. Geotechnical Services (Percolation Tests)

1. Field Investigation
2. Engineering, Technical Services and Report Preparation

B. Survey (West Lake Sub-Basins A, B, C, D , and E)

1. Establish horizontal project control on the datum approved by the Town of Miami Lakes.
2. Perform a topographic survey and include the following features: back of sidewalk, front of sidewalk, back of curb, front of curb, flow line, edge of pavement, driveway entrances, existing utilities, existing trees (location only), and existing drainage structures.
3. Perform cross sections at 50 ft intervals
4. Locate underground data (XYZ, pipe size, invert elevation) for existing drainage structures within project limits.
5. Provide work zone safety as per Maintenance of Traffic standards adopted by the Town.
6. Perform Quality Control on survey deliverables.

Task 2 – Design Services

C. Roadway and Drainage Analysis/Plans

1. Public Involvement – Attendance of community and town meetings. Preparation of exhibits.
2. Specification Package Preparation – Prepare specifications and bid documents for the project as per Town of Miami Lakes requirements.
3. Contract Maintenance – Maintain contract files and prepare and submit monthly progress reports.
4. Project Manager Progress Meetings – Conduct monthly progress meetings.
5. Horizontal/Vertical Geometry Design file - Establish the master design files for the horizontal and vertical geometry, drainage structure features, utilities (including conflict location identification and adjustments).
6. Traffic Control Analysis – Develop general notes and phasing details for Maintenance of Traffic.
7. Calculate quantities of construction items and tabulate.
8. Prepare a construction cost estimate at each submittal.
9. Perform four field reviews throughout the project.
10. Perform quality control and peer review of contract documents.
11. Prepare a complete set of contract plans including Key Sheet, Summary of Bid Items, Typical Sections, General Notes, Paving and Drainage Plans, Miscellaneous Details including Signing and Pavement Markings.
12. Perform calculations for French Drain Design and prepare a Drainage Design Documentation Report.
13. Coordinate with utility owners for facilities within project limits and certify clearance for construction.
14. Prepare a drainage permit package and obtain approval from DERM.
15. Post Design Services including attendance at the pre-construction meeting, responses to Requests for Information, review of shop drawings, design revisions, and field meetings.

III. Subconsultants

The below listed subconsultants will assist in the performance of the Work.

Subconsultant Name	Specialty or Expertise
Geosol	Geotechnical Engineering

IV. Schedule of Work – Time of Performance

The anticipated length of service shall be thirty six (36) weeks commencing after the Notice to Proceed.



Consultant shall submit the Deliverables and perform the Work as depicted in the table below

SCHEDULE OF DELIVERABLES			
Task, Sub-Task or Activity ID	Major Task, Sub-Task, Activity, or Deliverables	Duration	Delivery Date
	Initial Submittal (50% Plans)	16 weeks	+16 weeks
	Final Submittal (90% Plans)	12 weeks	+28 weeks
	100% Plans	8 weeks	+36 weeks

V. Compensation

Consultant shall perform the work detailed in this Proposal for a Total fee of \$ 136,059 and 00 cents (100). The Town shall not be liable for any fee, cost, expense or reimbursable expense or other compensation beyond this amount unless approved in a supplemental Work Order. Said fee includes an allowance for Reimbursable Expenses required in connection with the work, which shall not exceed \$0,000.00. Said Reimbursable Expense shall be used in accordance with the Agreement Provisions and shall conform to the limitations of the Florida Statutes 112.061.

SUMMARY OF COMPENSATION			
Task or Activity ID #	Task Name and/or Activity Description	Fee Amount	Fee Basis
	Roadway and Drainage Design	\$79,652.73	Lump Sum
	Surveying (Sub-Basins A, B, C, D, E)	\$48,428.05	Hourly Rate, Not to Exceed
	Geotechnical Services (GEOSOL Inc.)	\$7,978.22	Hourly Rate, Not to Exceed
	Allowance for Contingencies		
	Allowance for Reimbursable Expenses		

VI. Additional Services

The Town may establish an allowance for additional services requested by the Town and for unforeseen circumstances, which shall be utilized at the sole discretion of the Town.
N/A

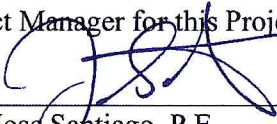
VII. DATA PROVIDED BY THE TOWN

The following information or documents are to be provided by the Town:
As-built information including survey and geotechnical information.

VIII. PROJECT MANAGER

Consultant's Project Manager for this Project will be

Submitted by:


7/30/12

Jose Santiago, P.E.
Marlin Engineering

Reviewed and approval in concept recommended by:



Department Director


7/31/12

Procurement Manager



Town Manager

TOWN OF MIAMI LAKES

Consultant Name: Martin Engineering, Inc.
 Contract No.: n/a
 Date: 7/30/2012
 Work Order No.: 1

Project: West Lakes Drainage Improvements Sub-Basin B, C, D, E
 Description: Consultant Fee Proposal Worksheet

Project No.:
 Description:

STAFF CLASSIFICATION

Job Classification Assigned Staff	Project Manager		Senior Engineer		Designer		Utility Coordinator		Senior Engineer		Position Title 7		Staff Hours		Salary		Average		
	Man hours	Cost/ Task	Man hours	Cost/ Task	Man hours	Cost/ Task	Man hours	Cost/ Task	Man hours	Cost/ Task	Rate:	Man hours	Cost/ Task	By	Task	Cost By	Task	Rate Per	Task
1 Public Involvement	8	\$438	8	\$471							\$58.82	16		16		\$909		\$56.82	
2 Specification Package Preparation	4	\$219	8	\$471	8	\$233						24		24		\$1,048		\$43.68	
3 Contract Maintenance	12	\$658										12		12		\$658		\$54.81	
4 Prime Consultant Progress Meetings	6	\$329										6		6		\$329		\$54.81	
5 Horizontal/Vertical Geometry Design File	6	\$329	8	\$471	24	\$752	12	\$350				50		50		\$1,901		\$38.03	
6 Traffic Control Analysis	1	\$55	2	\$118	4	\$125	1	\$29				8		8		\$327		\$40.87	
7 Quantities	4	\$219	6	\$353	16	\$501	6	\$175				32		32		\$1,249		\$39.02	
8 Cost Estimate	2	\$110	5	\$294	12	\$376	5	\$146				24		24		\$926		\$38.56	
9 Field Reviews	8	\$438	8	\$471								16		16		\$909		\$56.82	
10 Quality Control												16		16		\$941		\$58.82	
11																			
12 Key Sheet	1	\$55	2	\$118	4	\$125	1	\$29				8		8		\$327		\$40.87	
13 Summary of Bid Items	1	\$55	2	\$118	4	\$125	1	\$29				8		8		\$327		\$40.87	
14 Typical Sections	2	\$110	3	\$176	8	\$251	3	\$87				16		16		\$624		\$39.02	
15 General Notes	1	\$55	2	\$118	4	\$125	1	\$29				8		8		\$327		\$40.87	
16 Paving and Drainage Plans	10	\$548	20	\$1,176	46	\$1,442	20	\$583				96		96		\$3,749		\$39.05	
17 Miscellaneous Details including S & PM	2	\$110	2	\$118	12	\$376						16		16		\$603		\$37.71	
18																			
19 French Drain Design	8	\$438	22	\$1,294	58	\$1,818	8	\$233				96		96		\$3,783		\$39.41	
20 Drainage Design Documentation Report	8	\$438			40	\$1,254						48		48		\$1,892		\$35.25	
21																			
22 Utility Coordination	8	\$438										40		40		\$1,442		\$36.83	
23																			
24 Permitting	8	\$438	8	\$471	8	\$251						24		24		\$700		\$29.51	
25																			
26 Post Design Services	8	\$438	12	\$706	12	\$376						32		32		\$1,520		\$47.51	
27 FEMA Application	16	\$877										40		40		\$1,577		\$39.41	
Total Staff Hours	124		118		256			40		16		668		668					
Total Staff Cost		\$6,796.44		\$6,940.76		\$8,023.04		\$3,323.10		\$941.12						\$27,466.46		\$41.12	
Total % of Work by Position		18.6%		17.7%		38.3%		17.1%		2.4%									

Note: Fee for the Principal(s) of the firm are not to be included above as the multiplier is not applicable to their hours. The fee is to be shown below and entered as a separate fee.

Estimate of Principal's Fee / hour = \$ -

1 - SUBTOTAL ESTIMATED FEE: (multiplier 2.9)
 Geosol, Inc. (Office Work) \$79,652.73
 Geosol, Inc. (Field Work) \$4,055.42
 Survey Fee including A, B, C, D, E \$3,922.80
 Subcontractant: \$48,428.05

2 - SUBTOTAL ESTIMATED FEE:
 Geotechnical Field/Lab Testing: \$136,059.00
 Survey Fee (or Survey Crew Fee): \$
 Other Misc. Fee: \$

3 - SUBTOTAL ESTIMATED FEE:
 Additional Services (Allowance): \$136,059.00
 Reimbursables (Allowance): \$136,059.00

GRAND TOTAL ESTIMATED FEE: \$136,059.00