

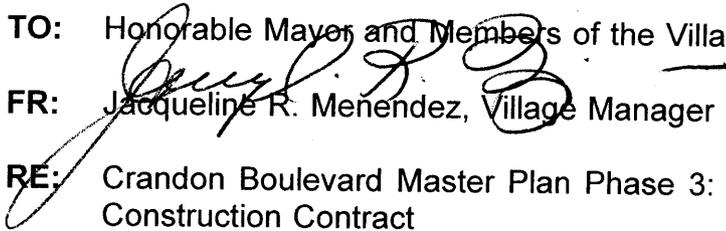


VILLAGE OF KEY BISCAYNE

Office of the Village Manager

Village Council
Robert Oldakowski, *Mayor*
Robert L. Vernon, *Vice Mayor*
Enrique Garcia
Steve Liedman
Jorge E. Mendia
Thomas Thornton
Patricia Weinman

Village Manager
Jacqueline R. Menendez

DT: October 3, 2005
TO: Honorable Mayor and Members of the Village Council
FR:  Jacqueline R. Menendez, Village Manager
RE: Crandon Boulevard Master Plan Phase 3: Engineering and Construction Contract

RECOMMENDATION

It is recommended that the Village Council approve the attached resolution which engages the services of Corzo, Castella, Carballo, Thompson, and Salmon, P.A. (C3TS) to prepare the Crandon Boulevard Phase Three final design, permitting, bidding, and construction documents.

BACKGROUND

The Crandon Boulevard Master Plan recommends improvements to Crandon Boulevard and Harbor Drive from the entrance of the Village to the State Park. Phase One improvements include McIntyre Street and the intersection with Crandon Boulevard. Phase One was funded under the Civic Center Project. Phase Two improvements include Crandon Boulevard from the entrance to McIntyre Street and on Harbor Drive from Crandon Boulevard to Fernwood Road and is currently under construction. Phase Three improvements include work from McIntyre Street to the State Park.

The attached resolution approves the preparation of Design, Permitting, and Construction Plans for Phase Three in the amount of \$358,580. The County will provide funds to the Village through an increase in the toll at the entrance to the Causeway. 3CTS estimates the cost of construction will be approximately \$4.2 million which will be funded with proceeds from the toll and grants and a developer contribution at 580 Crandon Boulevard.

Subj: **Construction Cost Estimate for Phase 3 - Crandon Boulevard**
Date: 10/03/2005 2:13:18 PM Eastern Daylight Time
From: rcastella@c3ts.com
To: VKBBZP@aol.com

Jud, we have reviewed the estimates completed in 2003 for the Master Plan and compared it to actual construction figures for Phase 2, as well as other recent construction costs for similar improvements, and also taken into account current steel and concrete prices. Based on all of this information, we feel the construction of Phase 3 will cost approximately \$4.2 Million.

Ramon Castella, P.E.
Principal

Corzo Castella Carballo Thompson Salman P.A.
901 Ponce de Leon Blvd., Suite 900
Coral Gables, Florida 33134
Voice 305.445.2900 ext.235
Email rcastella@c3ts.com

RESOLUTION NO. 2005- _____

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF KEY BISCAYNE, FLORIDA, AUTHORIZING THE FURTHER PROCUREMENT OF ENGINEERING SERVICES INCLUDING DESIGN, PERMITTING, BIDDING AND CONSTRUCTION ADMINISTRATION ENGINEERING SERVICES FOR CRANDON BOULEVARD IMPROVEMENTS - PHASE III FOR THE VILLAGE OF KEY BISCAYNE, FROM THE FIRM OF CORZO CASTELLA CARBALLO THOMPSON SALMAN, P.A. ("C3TS"); PROVIDING FOR APPROVAL OF WORK AUTHORIZATION PURSUANT TO CONTINUING CONTRACT; PROVIDING FOR IMPLEMENTATION; PROVIDING FOR EFFECTIVE DATE.

WHEREAS, pursuant to Resolution No. 98-34, the Village of Key Biscayne entered into a series of continuing contracts with engineering firms for necessary services; and

WHEREAS, the engineering firm of Corzo Castella Carballo Thompson Salman, P.A. ("C3TS") is under a continuing contract to the Village as authorized by Resolution No. 98-34, and as supplemented by authority of Resolution No. 2004-30 (for Crandon Boulevard Phase II); and

WHEREAS, the Village finds that it is in the best interest of the Village to utilize C3TS for the purpose of performing all necessary engineering services for Crandon Boulevard Improvements - Phase III, in accordance with the attached Work Authorization and with the Village Manager's memorandum, which accompanies this Resolution.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE VILLAGE COUNCIL OF THE VILLAGE OF KEY BISCAYNE, FLORIDA, AS FOLLOWS:

Section 1. Recitals Adopted. That each of the recitals stated above is hereby adopted and confirmed.

Section 2. Work Authorized, Specification of Funds. That pursuant to the existing continuing contract between C3TS and the Village, the performance of additional engineering services for design, permitting, bidding and construction administration services for the Crandon Boulevard Improvements – Phase III, is hereby authorized, subject to the funding source and any limitations set forth in the above referenced Village Manager's memorandum.

Section 3. Agreement Approved. That the Village Manager is hereby authorized to execute the Work Authorization in substantially the form attached hereto, for the engineering work authorized hereunder between the Village and C3TS, once approved by the Village Attorney as to form and legal sufficiency.

Section 4. Implementation. That the Village Manager is hereby authorized to take any necessary action to implement the purposes of this Resolution and the Work Authorization.

Section 5. Effective Date. That this Resolution shall be effective immediately upon adoption hereof.

PASSED AND ADOPTED this _____ day of October, 2005.

ROBERT OLDAKOWSKI, MAYOR

ATTEST:

CONCHITA H. ALVAREZ, CMC

VILLAGE CLERK

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

Village Attorney

103.001/Resolutions/Engineering Services for Phase III of Civic Center with C3TS 9.27.2005



Engineers
Architects
Planners

WORK AUTHORIZATION

April 12, 2005

Village of Key Biscayne
88 West McIntyre Street
Key Biscayne, Florida 33149

Attention: Mr. Jud Kurlancheek, AICP
Director, Building, Zoning and Planning

Reference: Crandon Boulevard Improvements – Phase III
(from Galen/McIntyre to Bill Baggs State Park Line)
Final Design, Permitting, Bidding & Construction Phases
Village of Key Biscayne, Florida

Dear Mr. Kurlancheek:

The firm or Corzo Castella Carballo Thompson Salman, P.A. (C3TS) is pleased to submit this proposal for professional services for the Village of Key Biscayne to perform the final design, construction documents, permitting and provide bidding and construction administration services for Phase 3 of the Crandon Boulevard Improvements.

EB0005022
AAC002142

I. Project Scope

The third phase in the implementation of the Crandon Boulevard Master Plan will focus on the south half of the overall Master Plan project. Phase 3 will consist of the master-planned improvements along Crandon Boulevard starting at the McIntyre/Galen intersection and terminating at Bill Baggs Cape Florida State Park. The improvements shall be in general accordance with the Crandon Boulevard Master Plan, prepared by C3TS and dated February, 2004.

II. Scope of Services

Project kick-off meeting

The project design kick-off meeting will include members of the C3TS design team (project manager, civil engineers, architect, landscape architect and electrical engineer) and Village of Key Biscayne personnel from the various departments involved with the project, and personnel from Miami-Dade County Public Works. In the meeting, the goals and scope of the project, the schedule and the budget will be discussed in detail in order to establish a shared expectation of project success. The lines of communication will be established to ensure a timely response to issues, and a well coordinated and well executed project. Minutes of the meeting will be prepared and distributed to all attendees, and other interested parties.

Task A Design Survey

Right-of-way and topographic survey along the project route. The specific scope of survey services from Ford Armenteros Manucy is attached to this proposal.

Task B **Final Design & Permitting**

Based on the approved Crandon Boulevard Master Plan, final construction documents and specifications will be prepared to include:

- Typical Sections
- Demolition Plans
- Maintenance of Traffic and Phasing Plans
- Roadway Plans & Profile
- Drainage Plans & Profile
- Construction Details
- Architectural Streetscape & Street Furniture Plans
- Bus Shelter Construction Plans
- Entrance Features Construction Plans
- Landscaping & Irrigation Plans
- Pavement Marking & Signing Plans
- Signalization Plans
- Lighting Modification Plans
- Erosion Control Plans (NPDES)

A preliminary (30%), a pre-final (90%), and a final (100%) cost estimate for the project will be prepared and submitted concurrently with the 30%, 90% and 100% plan submittals, which are scheduled for this project. The Project Manual will be prepared to include front-end bid documents, construction contract provisions and technical specifications.

C3TS will file and process the permits for these projects. It is anticipated that a Miami-Dade County Public Works permit and a Miami-Dade DERM permit will be required for the project. Additionally, an erosion and sedimentation control permit shall be required through the Florida Department of Environmental Protection.

During the design process, we will work with staff and the Crandon Boulevard Implementation Committee in the development of the design, and present project updates to the Village Council every other month, or at project milestones.

Task C **Bid Phase Services**

During the bidding phase, C3TS will provide project manual, including bid form and tabulations, specifications and contract documents, attend pre-bid conference, answer contractor inquiries, and provide addenda as needed, evaluate and tabulate bids and provide recommendation for award.

Task D **Construction Administration**

During the construction phase, it is our understanding that C3TS will provide Construction Administration services as follows:

- Prepare Contract Documents, Notice of Award and Notice to Proceed.
- Attend pre-construction conference and prepare minutes for distribution.
- Shop drawing review.
- Attend periodic progress meetings and prepare minutes for distribution.
- Respond to Contractor request for information (RFI) and clarification/ interpretation of contract documents.
- Coordinate utility concerns and issues with regard to conflicts.
- Process all Construction correspondence and maintain files.
- Review and Make Recommendations for Contractor payment requisitions.
- Review and Make Recommendations for Contractor change order requests, if any.
- Provide part-time resident inspector (approximately 20 hours per week).
- Provide final inspection, punch-list, and contract close-out.
- Coordinate materials and density testing.
- Provide photographic history of project in digital format.

Task E **Reimbursables**

All permit fees will be paid for by C3TS, and invoiced to the Village as direct reimbursable costs. Any fees associated with additional reproducibles not provided for in Section III of this scope shall also be invoiced to the Village as direct reimbursable expenses. It is not anticipated that travel expenses will be needed for this project, but should it become necessary to provide inspections, meet with out-of-town individuals/agencies or make presentations on behalf of the Village for any purposes, these expenses shall also be included as reimbursable costs. A lump sum fee shall be established that should cover all of the potential reimbursable costs. Portions of that fee shall be billed as necessary to cover costs on a monthly basis.

III. **Deliverables Format**

The construction drawings will be delivered in 11" x 17" format. The Project Manual and Specifications will be delivered in 8-1/2" x 11" format and in electronic Word format, also on CD. One set of plans shall be delivered to each Contractor, as well as the Village, during the cost estimating phases of the project. A record set plus one additional copy to be used for reproductions shall be provided to the Village for the purposes of assembling the final hard bid packages. All reproductions for the final hard bid shall be provided by the Village. Additionally, a total of seven (7) sets of construction documents (includes signed and sealed plans plus specification documents) shall be supplied to the Village for permitting purposes. All copies of plans and specifications needed for procuring permits applied for by C3TS (i.e. – MDCPW, DERM, etc.) shall be provided by C3TS.

IV. Fees

The total fees for this project have been calculated in the attached Manhour Estimates spreadsheet. The fee for these services is broken down as follows:

Task A – Design Survey	\$22,050	
Task B– Final Design Phase.....	\$214,750	
Task C – Bid Phase.....	\$10,210	
Task D – Construction Phase	\$104,070	
Task E – Reimbursables.....	<u>\$7,500</u>	
Fee Total	<u>Lump Sum</u>	\$358,580

The design and plan production services will be completed within 210 days from the issuance of the work authorization. This provides for completed plans by November 30, 2005 (assuming a May 1, 2005 start date). We will work with the Village to expedite permitting, however, the time required for permit review and issuance is not within our control. This project schedule is contingent upon timely reviews by the Village and all other reviewing agencies.

V. Insurance; Indemnification

C3TS shall maintain liability insurance related to the work undertaken by it hereunder as reflected on the Certificate of Insurance which is attached hereto as Exhibit "A", including the Village as Certificate Holder and additional insured for this work. Further, C3TS shall indemnify and hold harmless Village, its officers and employees in accordance with and as authorized by Section 725.08, as if said statute was incorporated herein verbatim.

This proposal will be subject to the terms of the signed Agreement between the Village of Key Biscayne and C3TS, P.A., for Professional Services dated 07/15/98.

If you have any questions, please do not hesitate to give me a call at (305) 445-2900 or e-mail at rcastella@c3ts.com. We thank you for the opportunity to offer these services, and look forward to our continued working relationship with the Village.

If this proposal is deemed acceptable to all parties, please sign in spaces provided.

Jacqueline Menendez
Village Manager
Village of Key Biscayne



Ramon Castella, P.E.
Principal/Vice President
C3TS, P.A.

FEE WORKSHEET SUMMARY

<u>Phase</u>	<u>Fee</u>
Design Survey	\$22,050
Final Design Phase	\$214,750
Bid Phase.....	\$10,210
Construction Phase.....	\$104,070
Reimbursables	\$7,500
Total:	\$358,580

FEE WORKSHEET

DATE: April 12, 2005

PROJECT: Crandon Boulevard - Phase III
 Final Design Services
 Village of Key Biscayne

Design Survey:

Task	Prin	PE/RA	EI/AI	Sr. Tech.	Tech.	Clerical
Survey Engineering Coordination	6	16	20	18	12	2
Sub-Total Hours	6	16	20	18	12	2
Billing Rate	135	95	80	65	55	45
Labor Cost	\$810	\$1,520	\$1,600	\$1,170	\$660	\$90
Labor Sub-Total						\$5,850

Survey Sub-Consultant \$16,200

Total **\$22,050**

Final Design Phase:

Task	Prin	PE/RA	EI/AI	Sr. Tech.	Tech.	Clerical
Streetscape						
Architectural Treatment Plans (14 shts. @ 1"= 20')	42	32	32	42	72	4
Streetscape Details (4 sheets)	60	32	32	42	72	4
Coordination w/ Landscaping, Lighting, Drainage & Utilities	6	16	16	24	12	4
Roadway and Drainage						
Key Sheet		2	4			
Typical Sections (2 sheets)	8	8	12	12	16	
Plan & Profile Sheets (10shts @ 1"= 20')	48	36	64	64	148	
Special Plan Details (3 sheets)	12	12	24	24	36	
Special Profiles (2 sheets)	4	16	24	16	16	
Cross Sections (2 sheets)	2	8	36	36	16	
Notes, Details & Schedules (3 sheets)	4	6	16	12	8	
Phasing & MOT Plans (2 sheets)	8	12	16	16	16	
Erosion Control Plans	2	4	6	12	20	
Demolition Plans	2	6	12	12	8	
Utility Conflict Details	2	6	8	16		
Pvmt. Marking, Signing & Signal Mods.						
PM&S Plan Sheets (6 sheets)	2	16	24	36	36	
Intersection Signal Details (6 shts.)	4	24	36	36	72	
Details and Notes		2	4	4	4	
General						
Coordinate and Review Mtgs.	48	48	24			4
Cost Estimates	8	16	24	24		2
Project Specifications	8	16	16			12
Project Manual / Bid Forms	2	8	12			6
Permitting:						
MDCPWD	16	24	24	8		8
DERM	2	6	8			2
Key Biscayne Building & Zoning	4	12	8			4
Final Design Phase Sub-Total Hours	294	368	482	436	570	50
Billing Rate	135	95	80	65	55	45
Labor Cost	\$39,690	\$34,960	\$38,560	\$28,340	\$31,350	\$2,250
Labor Sub-Total						\$175,150

Landscaping/Irrigation Sub-Consultant	\$38,000
Reproduction Costs (Submittals and Permitting Printing)	\$1,600
Total	\$214,750

Bid Phase:

Task	Prin	PE	EI	Sr. Tech	Tech.	Clerical
Preparation of RFQ	6	6	6	6		8
Pre-submittal Conference	4	4	4			2
Contractor Inquiries and Addendum	2	6	4	4		6
Review of RFQ Pkgs. + Pre-qual.mtg.	12	6	6			6
Bid Tabulation & Recomm. For Award	2	4	8	4		2
Bid Phase Sub-Total Hours	26	26	28	14	0	24
Billing Rate	135	95	80	65	55	45
Labor Cost	\$3,510	\$2,470	\$2,240	\$910	\$0	\$1,080
Labor Sub-Total						\$10,210

Total \$10,210

Construction Phase: (Assumes 7 month continuous construction period)

Task	Prin	PE/RA/CM	EI/AI	Insp.	Clerical
Pre-construction Conference & Activities	6	10	4	12	6
Shop Drawing Review		12	24		4
Bi-weekly Meetings	24	60	30		24
Contractor RFI and Clarifications	24	48	24		12
Contractor Payment Requisitions	8	24	24	36	8
Contractor Change Order & Requests	8	18	12		4
Full-time Resident Inspection (40 hrs/wk)	12	120	48	600	48
Final Inspection & Close-out	8	24	24	16	8
Construction Phase Sub-Total Hours	90	316	190	664	114
Billing Rate	135	95	80	55	45
Labor Cost	\$12,150	\$30,020	\$15,200	\$36,520	\$5,130
Labor Sub-Total					\$99,020

Landscaping/Irrigation Sub-Consultant	\$4,500
Materials and Supplies - Field	\$550
Total	\$104,070

Reimbursables:

Allowance for permit fees and additional reproduction	\$7,500
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