



# 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:** April 5, 2006

**TO:** Honorable Mayor and Council Members

**FR:** Jacqueline R. Menendez, Village Manager

**RE:** Key Biscayne Community School Field Project

### RECOMMENDATION

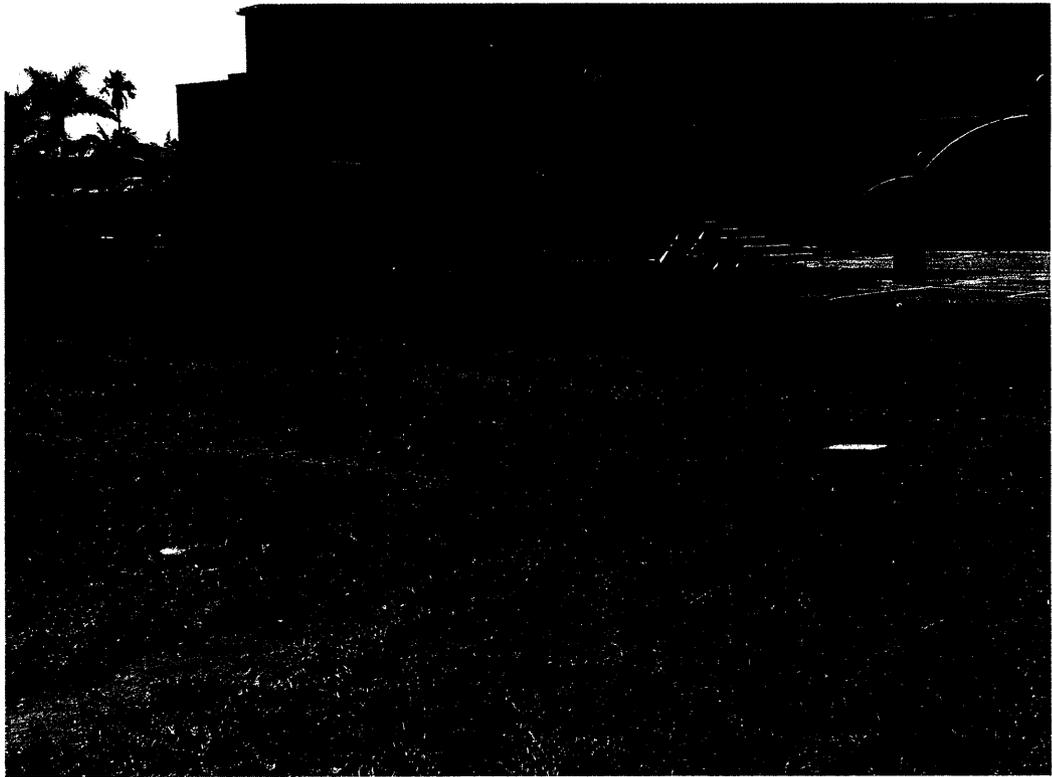
It is recommended that the Village Council approve the agreement with Post Buckley Schuh and Jernigan, Inc., for the design work on the playing field improvements. The cost of these services will not exceed \$90,000 and will be funded from the Future Land Acquisition line item.

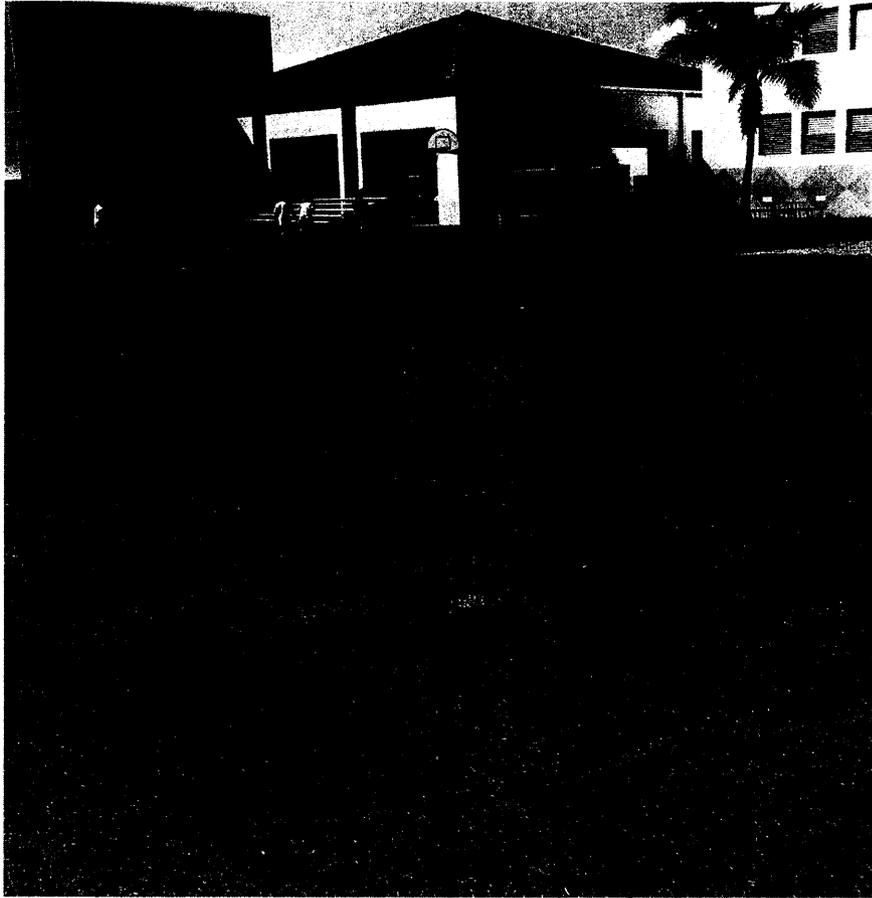
### BACKGROUND

On June 18, 2003, the School Board of Miami-Dade County renewed the lease of the playfield area at the Key Biscayne Elementary School until December 31, 2013. This lease states that the Village of Key Biscayne will be responsible for the maintenance of the fields and in return the Village is able to utilize the facilities outside of school operation hours. The Village has invested in capital improvements in the past. The Village of Key Biscayne leveled, re-sod, and added an irrigation system for the fields, prior to the construction of the middle school, in accordance with this agreement.

During the construction of the middle school and basketball court the field and irrigation system were damaged. Please refer to the attached pictures to see the current condition of the field:







Should the contract with PBS&J be approved the work can be completed during this summer. A funding source for this project has yet to be determined.

### **PROJECT DESCRIPTION**

The proposed project is divided into the following three elements:

1. Field Construction: This includes re-grading, permitting, drainage, and irrigation plans.
2. Field Lighting: This aspect of the project includes the electrical engineering, permitting, purchase and installation of lights.
3. Basketball Structure: This includes the reorientation of the basketball courts, design and construction of a metal building.

The agreement before you addresses the engineering required for the first two elements of the project.

### **PROJECT BUDGET**

# SKYLINE MANAGEMENT GROUP

VKB Community School

3/23/2006

## SPORTS FIELD

Description	Quantity	Unit Cost	Extension
<b>BASKET BALL COURT</b>			
Site Preparation incl. Demo.	1 EA	\$ 50,000.00	\$ 50,000.00
Slab on Grade	14375 SF	\$ 5.25	\$ 75,468.75
Metal Building	14375 SF	\$ 42.50	\$ 610,937.50
Cushioned Surface	14375 SF	\$ 6.35	\$ 91,281.25
Court Lighting	14375 SF	\$ 8.25	\$ 118,593.75
Basket Ball Equipment	2 CT	\$ 7,500.00	\$ 15,000.00
Restrooms	2 EA	\$ 12,500.00	\$ 25,000.00
Contingency	1 LS	\$ 50,000.00	\$ 50,000.00
Engineering and Professional Fees	1 LS	\$ 180,000.00	\$ 180,000.00
<b>Subtotal Basket Ball Courts</b>			<b>\$ 1,216,281.25</b>
<b>BASE BALL FIELD</b>			
Regrade & Sod Ball Field	1 EA	\$ 150,000.00	\$ 150,000.00
Relocate Backstop	1 EA	\$ 7,500.00	\$ 7,500.00
Rebuild Dugouts	2 EA	\$ 3,750.00	\$ 7,500.00
Ball Field Lighting	1 EA	\$ 150,000.00	\$ 150,000.00
Base B Equipment (cages, etc.)	2 EA	\$ 3,250.00	\$ 6,500.00
Portable Bleachers	3 EA	\$ 2,250.00	\$ 6,750.00
Contingency	1 LS	\$ 50,000.00	\$ 50,000.00
Engineering and Professional Fees	1 LS	\$ 95,000.00	\$ 95,000.00
<b>Subtotal Ball Field</b>			<b>\$ 473,250.00</b>
<b>Total Project Budget</b>			<b>\$ 1,689,531.25</b>

**RESOLUTION NO. 2006-**

**A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF KEY BISCAYNE, FLORIDA, CONCERNING DESIGN WORK FOR IMPROVEMENT OF PLAYING FIELD WHICH IS UTILIZED BY THE VILLAGE AT THE KEY BISCAYNE COMMUNITY SCHOOL; AUTHORIZING DESIGN OF PLAYING FIELD IMPROVEMENTS; APPROVING WORK AUTHORIZATION BETWEEN THE VILLAGE AND POST BUCKLEY SCHUH AND JERNIGAN, INC., FOR DESIGN WORK ON PLAYING FIELD IMPROVEMENTS; PROVIDING FOR EFFECTIVE DATE.**

**WHEREAS**, the Village Council desires to authorize the expenditure of Village funds for the design of playing field improvements (the "Project"), upon lands utilized by the Village pursuant to an Agreement with the Miami-Dade School Board, at the Key Biscayne Community School facility of the School Board, as described in the Village Manager's Memorandum, marked as Exhibit "A" and attached hereto; and

**WHEREAS**, it is necessary to expeditiously proceed with the design of the Project; and

**WHEREAS**, the Village Council finds, upon advice from the Village Attorney, that the design of the Project, at a cost not to exceed \$90,000.00, is exempt from competitive bidding, as a professional service, pursuant to Section 2-87(2) of the Village Code, and complies with Section 287.055, Florida Statutes, as work under a continuing contract as authorized by said statute; and

**WHEREAS**, the Village Council finds that it is in the best interest of the Village to proceed as indicated in 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 the design activities for the playing field improvements (the "Improvements") as described herein and in Exhibit "A", attached hereto, are hereby approved and authorized, subject to each of the following conditions:

- a. That the fee for professional services for the design of the Improvements shall not be more than \$90,000.00;
- b. That the fund amount and source for the design work items are hereby authorized and approved as described in Exhibit "A".

**Section 3. Agreement Approved.** That the Village Manager is hereby authorized to enter into a work authorization with Post Buckley Schuh and Jernigan, Inc., for the design work (the "Agreement"), in a form and substance approved by the Village Attorney, which is consistent with the requirements of this Resolution, and such Agreement is hereby approved, subject to approval of the Village Attorney as to form and legal sufficiency.

**Section 4. Implementation.**

- A. That the Village Manager is hereby authorized to take any and all action necessary to implement the purposes of this Resolution and the Agreement. \_\_
- B. That the construction phase of the Project shall be subject to prior Council consideration and approval by adoption of a capital project authorizing Resolution of the Village Council.

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

PASSED AND ADOPTED this 11th day of April, 2006.

\_\_\_\_\_  
MAYOR ROBERT OLDAKOWSKI

ATTEST:

\_\_\_\_\_  
CONCHITA H. ALVAREZ, CMC, VILLAGE CLERK

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

\_\_\_\_\_  
VILLAGE ATTORNEY

*Transmitted Via: U.S. Mail/Facsimile*

April 4, 2006

Mr. Todd Hofferberth  
Director, Department of Parks and Recreation  
Village of Key Biscayne  
88 West McIntyre Street  
Key Biscayne, FL 33149

RE: Key Biscayne Community School – Sport Activity Field

File: 01-1530.02

Dear Mr. Hofferberth:

As per your request we are submitting our scope and fee proposal to provide Professional Services for the preparation of plans and permitting associated with the re-grading, drainage, irrigation, and sight lighting of the sport activity field at Key Biscayne Community School. The sport activity field will consist of a baseball field (turf), basketball courts, dirt running path, bleachers, and batting cages. The proposal does not include any architectural service which will be completed by the Village

Based on the information you have provided in our initial meeting, we will deliver a set of plan for the following:

- Surveying
- Site Preparation including Grading
- Drainage system
- Irrigation system
- Site Lighting and Wiring Plan

PBS&J will review the site and existing conditions such as existing irrigation systems, drainage patterns, current site lighting, access and current use patterns.

PBS&J will prepare grading, site lighting, drainage and irrigation plans for the project. It is anticipated that 17 sheets including detail sheets will be required. Required specifications will be provided as required by the School Board. Please review attachment no. 1 for a more detailed scope of services.

Mr. Todd Hofferberth  
Village of Key Biscayne  
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PBS&J will prepare permit applications on behalf of the Village and submit the permit packages to the Miami-Dade Department of Environmental Resources Management (DERM) for review and approval of the proposed drainage system. PBS&J will also prepare necessary permit applications for the tie-in to the existing water main. It is anticipated that this will include review by the Department of Health, DERM and the Miami-Dade Water and Sewer Department.

It is also anticipated that since the project will involve the School Board, it may necessitate board meetings. The fees for four coordination meetings have been included. The fees for the attendance of additional meetings (City, County, or Client) cannot be determined and will therefore be invoiced on a time charge basis. The proposed turf and irrigation systems will also be coordinated with maintenance staff such that installed systems meet Village requirements.

## **Deliverables**

Plans	5 Copies
Permits	1 Copy

## **Schedule and Budget**

### ***Schedule***

This project will be completed by 120 days. PBS&J will provide plans for permitting. Every effort will be made to expedite the permitting process, but the time required for the project is dependent on the permitting agencies review time.

### ***Budget***

PBS&J is proposing a lump sum fee of \$83,000 to complete the work as described herein.

## **Exceptions**

- Any application or review fees associated with permits.
- Any services beyond design and permitting services.
- Colored presentation plans and/or renderings have not been included. These plans would be provided at a negotiated fee.
- Any architectural and structural services.

We appreciate the opportunity to submit this proposal, and look forward to working with the

Mr. Todd Hofferberth  
Village of Key Biscayne  
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Village on this project. If you have any questions, please call me at (305) 514-3218.

Sincerely,

PBS&J

Patricia A. Carney, P.E., DEE  
Associate Vice-President  
Program Manager  
Water / Wastewater Program

PAC/jp

SCOPE OF SERVICES  
ATTACHMENT NO. 1

Task 1.0 - Civil Services

A. Surveying

1. Establishment of horizontal and vertical controls.
2. Verify the location of visible surface improvements within, upon, across, abutting and adjacent to the Project Area.
3. Acquire spot elevations at 25-foot interval
4. Locate all trees within Project Area, together with diameter of same. (Will not be identified by species or common name.)
5. Prepare Specific Purpose Survey Map and Report

B. Drainage

1. Prepare a site layout plan for Phase I submittal to MDCPS for review and approval.
2. Based on the approved Phase I prepare a demolition plan, and preliminary grading plan for MDCPS review and approval. (Phase II).
3. Meet with DERM for storm water permitting.
4. Preparation of finalized site layout, grading and detail sheets. This step includes final submittal to MDCPS.
5. Assist with DERM Water Control Permit, Department of Health and Miami Dade Water and Sewer Department in permitting.

#### Task 2 0 - Landscaping Services

1. A review of the site and its existing conditions will be preformed including such things as existing irrigation systems, vegetation, drainage patterns, access, condition of existing athletic facilities and current use patterns.
2. The proposed athletic facilities, turf and irrigation systems will be coordinated with maintenance staff to insure installed elements meet Village requirements and to insure proper maintenance.
3. A proposed layout plan of the athletic facilities, including a little league field (no pitcher's mound), two hard surface basketball courts and two batting cages, plus turf establishment and irrigation system will be developed.
4. All proposed landscape and irrigation will be coordinated with other disciplines at PBS&J. Connection to the municipal water system for irrigation will be coordinated to assure required water pressures and quantities for a fully operational irrigation system.

#### Task 3.0 - Electrical Services – Site Lighting

1. Services will include a site visit prior to design.
2. Provide baseball field site lighting/wiring plan, as well as light pole details. Electrical Specifications and Notes will be included on plans.
3. Perform Lighting, Voltage Drop, and Power Riser Diagram & Feeder Calculations. Calculations will also include structural calculation for pole foundation/wind loading.
4. Services will include power company coordination for electrical service.



# Miami-Dade County Public Schools

*giving our students the world*

**Administrative Director**  
Ana Rijo-Conde, AICP

**Miami-Dade County School Board**

Dr. Michael M. Krop, Chair  
Dr. Robert B. Ingram, Vice Chair  
Agustin J. Barrera  
Frank J. Bolaños  
Frank J. Cobo  
Perla Tabares Hantman  
Betsy H. Kaplan  
Dr. Marta Pérez  
Dr. Solomon C. Stinson

June 19, 2003

**Superintendent  
of Schools**  
Merrett R. Stierheim

Ms. Jacqueline R. Menendez, Village Manager  
Village of Key Biscayne  
88 West McIntyre Street  
Key Biscayne, Florida 33149

**Re: Renewal of Lease Agreement between The School Board of Miami-Dade County and the Village of Key Biscayne for use of the playfield area at Key Biscayne Elementary School located at 150 W. McIntyre Street**

Dear Ms. Menendez:

We are in receipt of your letter dated March 4, 2003 requesting the renewal of the above-referenced lease agreement. Please be advised that the School Board, at its June 18, 2003 meeting, approved the renewal of the lease agreement for the period beginning January 1, 2004 and ending December 31, 2013.

Should you have any questions concerning the foregoing, please feel free to call me at (305) 995-2867.

Very truly yours,

Marta M. Cil  
Real Estate Specialist

MMC:rr  
L-1407

cc: Ms. Ana Rijo-Conde  
Mr. Fernando Albuerne  
Ms. Ana M. Rasco  
Mr. Michael A. Levine