



VILLAGE OF KEY BISCAIYNE



Office of the Village Manager MEMORANDUM

Village Council
Mayra P. Lindsay, *Mayor*
Edward London, *Vice Mayor*
Franklin H. Caplan
Luis F de la Cruz
Gary R. Gross
Theodore Holloway
Michael E. Kelly

DATE: June 28, 2016
TO: Honorable Mayor and Council Members
FROM: John C. Gilbert, Village Manager
RE: Phase V Lighting Improvements Project
West Wood Drive, Fernwood Road and West Heather Drive

RECOMMENDATION

It is recommended that the Village Council approve the attached Resolution authorizing the Village Manager to issue a work order consistent with the proposal (attached as Exhibit "A") to EAC Consulting Inc., for engineering services relating to the Phase V Street Lighting Improvements Project. The amount of the work order is not to exceed \$83,802. Funding for this project is in the FY2016 Capital Improvements Plan.

BACKGROUND

This project was originally identified in the 2020 Vision Plan to provide installation of lighting on major streets with sidewalks. Phases one (I), two (II), three (III) and four (IV) have been completed on Harbor Drive and West Mashta Drive. Phase five (V) will provide street lighting to West Wood Drive, Fernwood Road and West Heather Drive.

This project consists of the installation of decorative LED lighting fixtures consistent with the fixtures used in the four (4) completed Phases. Project Management for this project will be done by Public Works.

The statement of work for the engineering services includes the following:

- Pre Design Services (Surveying, Geotechnical)
- Design and Construction Documents
- Permitting and Approvals
- Bid & Construction Procurement
- Support during Construction

The Phase V Street Lighting Improvements Project is estimated to BID in January 2017.

Reviewed by Mr. Chad Friedman from Weiss Serota Helfman Cole & Bierman as to form and legal sufficiency.

RESOLUTION NO. 2016-

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF KEY BISCAYNE, FLORIDA, AUTHORIZING THE VILLAGE MANAGER TO ISSUE A WORK ORDER, CONSISTENT WITH THE PROPOSAL ATTACHED AS EXHIBIT “A,” TO EAC CONSULTING, INC. FOR ENGINEERING SERVICES RELATING TO PHASE V OF THE VILLAGE LIGHTING IMPROVEMENTS PROJECT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Village of Key Biscayne (“Village”) issued Request for Qualifications No. 2016-02-09 (“RFQ”) for continuing professional engineering services; and

WHEREAS, pursuant to the RFQ, the Village Council selected the EAC Consulting, Inc. (the “EAC”) as one of the consultants to provide continuing professional engineering services and authorized the Village Manager to execute an agreement with EAC; and

WHEREAS, EAC has provided a proposal, attached as Exhibit “A,” for engineering services relating to Phase V of the Village Lighting Improvements Project (the “Project”); and

WHEREAS, the Village Council desires to authorize the Village Manager to issue a work order for the Project consistent with the proposal attached as Exhibit “A” and the professional services agreement entered into between the Village and EAC; and

WHEREAS, the Village Council finds that this Resolution is in the best interest and welfare of the residents of the Village.

NOW, THEREFORE, BE IT RESOLVED BY THE 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. Village Manager Authorized. The Village Manager is hereby authorized to issue a work order to EAC for the Project that is consistent with the proposal attached hereto as Exhibit “A” in an amount not to exceed \$83,802.00.

Section 3. Effective Date. That this Resolution shall be effective immediately upon adoption hereof.

PASSED AND ADOPTED this ____ day of _____, 2016.

MAYOR MAYRA PEÑA LINDSAY

ATTEST:

CONCHITA H. ALVAREZ, MMC, VILLAGE CLERK

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

VILLAGE ATTORNEY



June 13, 2016

Jud Kurlancheek, AICP, jkurlancheek@keybiscayne.fl.gov
 Village of Key Biscayne
 Building, Zoning and Planning Director
 Public Works Director
 88 W. McIntyre St, Suite 210
 Key Biscayne, FL 33149

**Re: Village of Key Biscayne (VKB) – Phase V Village-wide Lighting Improvements
 Street (Sidewalk) Decorative Lighting for Westwood Drive, Fernwood Road and West
 Heather Drive**

Dear Mr. Kurlancheek:

EAC Consulting, Inc., as part of its Continuing Services Contract with the Village's respectfully submits this design services proposal request to undertake the professional engineering tasks required for implementing new decorative lighting along the Westwood Drive, Fernwood Road and West Heather Drive corridors.

It is our understanding that the proposed lighting improvements shall be consistent with completed improvements undertaken by the Village as part of the Phase III and Phase IV Lighting projects along W. Mashta Drive and Harbor Drive.

Limits of Work

Roadway / Corridor	From	To	Length
Westwood Drive	Harbor Drive	Crandon Boulevard	2,750 feet
Fernwood Road	Harbor Drive	W. Mashta Drive	4,825 feet
West Heather Drive	Harbor Drive	Fernwood Road	2,650 feet

Statement of Work

Generally, our scope of work includes the following tasks:

- i. Boundary Surveying and Mapping of each corridor to include the following, but will not be limited to; paved areas, rights of way, utility castings, curb and gutters, signs, poles (including guy wires), trees, fences, and all other significant above ground features within the limits of the survey. All invert, pipe size, material and direction will be collected of all drainage and sanitary structures that may pose a conflict with the proposed location of the light poles. All control points will have Northing and Easting coordinates referenced to the Florida State Plane Coordinate System, based on the North American Datum of 1983/90. All elevations will be referenced to the National Geodetic Vertical Datum of 1929 (NGVD29).
- ii. Easement Verification Services - Public record data search find the existence to any easements affecting the available right of way. Please note that this scope does not include Title Searches.
- iii. Geotechnical Investigations Services – Two (2) Standard Penetration Test borings at 10 feet depth within each corridor to determine the subsurface soil properties.
- iv. Field Engineering & Data Collection
- v. Utility Coordination Services - Every attempt will be made to identify utility facilities within the corridor towards ensuring all conflicts that exist between utility facilities and proposed lighting construction project are addressed. As applicable, utility owners will be contacted to verify and ascertain the location of their respective facilities. This information shall properly depicted on the construction plans for easy reference and comprehension.
- vi. Electrical Design of the above mentioned street lighting. Electrical design includes new service point(s), coordination of agreements and miscellaneous design/construction details as required by FP&L. A lighting design analyses report shall be developed to provide analyses for each corridor

depending on in-situ field conditions. Each lighting calculation shall be properly identified as to the area that it covers. The report shall include the Lighting Design Criteria that will be used and shall include the evaluation of at the lighting design alternative. The alternative shall be properly described; and shall consider different pole heights and, lamp wattage to achieve desired illumination level. The report shall also include Voltage drop calculations and Load analysis calculations for each branch circuit.

- vii. Opinion of Probable Costs – This includes the development of construction costs based on recent historical cost trends. These costs will be developed at the 100% completion level and then reviewed and updated prior to the receipt of bids.
- viii. Engineering & Construction Documents (100% Plans Package & Technical Specifications)
- ix. Permitting & Jurisdictional Approvals
- x. Bid Package Compilation & Bid Assistance Services
- xi. Engineering Support during Construction (limited to Shop Drawing reviews, Response to RFIs, Close-out Inspections). It is our understanding that the Village will perform the required oversight for the construction phase.

Schedule

Our preliminary schedule for completion is estimated as follows:

- | | |
|--|--------------------------|
| o Pre Design Services (Surveying, Geotechnical, etc.,) | NTP+3 Weeks |
| o Design and Construction Documents | NTP+11 Weeks |
| o Permitting & Approvals | NTP+15 Weeks (projected) |
| o Bid & Construction Procurement | NTP+23 Weeks (projected) |
| o Construction Phase | TBD |

Deliverables

- Preliminary Lighting Layout Plans
- Permit Package – 100% Construction Plans
- Bid Package / Issued For Construction Plans

Compensation

Compensation for the varying tasks is on a lump sum basis that is based on the following breakdown and will be invoiced on a percentage basis in accordance with the completion at the time of billing.

o Design & Construction Documents	\$ 47,212.00
o Permitting & Jurisdictional Approvals	\$ 3,328.00
o Bid Package Compilation / Bid Assistance	\$ 7,432.00
o Limited Construction Support Services	\$ 4,260.00
Sub-Total:	\$ 62,232.00
o Boundary Surveying & Mapping	\$ 19,000.00
o Geotechnical Engineering Services	\$ 1,995.00
Sub-Total:	\$ 20,925.00
Printing/Reimbursable(s):	\$ 575.00
Total Compensation for this Work Order:	\$ 83,802.00

It is our understanding the statement of work will be undertaken under a work order to be being issued subject to the terms and conditions of the professional services agreement, dated May 20th, 2016 entered into between the Village and EAC Consulting, Inc.

We are ready begin working on this assignment. If the above fee proposal and the terms above are acceptable to you, please provide us with a Work Authorization / Work Order. Please feel free to contact me if any clarifications are required.

Thank you for the opportunity to be of service to the Village of Biscayne.

Sincerely,
EAC Consulting, Inc



Michael Adeife
Vice President, Civil Engineering

c.c: File
Tony Brown (VKB Public Works)
Marianna Dominguez-Hardie (VKB Public Works)
Evelyn Rodriguez (EAC)