

RESOLUTION NO. 2016 - 008

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA APPROVING A PURCHASE ORDER IN THE AMOUNT OF \$59,800.00 WITH CRAVEN THOMPSON AND ASSOCIATES, INC. FOR SURVEYING SERVICES FOR PHASE TWO OF THE TRANSPORTATION SURFACE AND DRAINAGE ONGOING REHABILITATION (TSDOR) ROADWAY IMPROVEMENTS; AUTHORIZING THE EXECUTION OF THE PURCHASE ORDER; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Drainage and Infrastructure Advisory Board (DIAB) and Town Council have approved the first four years of the TSDOR 21-year plan subject to annual review and amendment those roads scheduled for construction five (5) fiscal years and beyond; and

WHEREAS, the second group of roads scheduled for construction FY 2017 have been reviewed by the Town's legal staff and have been determined to have no encumbered right of way issues; and

WHEREAS, surveying services are needed to complete the construction; and

WHEREAS, on December 18, 2013, the Town advertised a Request for Letters of Interest (RLI #13-010) for a Continuing Contract for Professional Engineering Services; and

WHEREAS, on September 15, 2014, by Resolution 2014-056, the Town Council approved three Continuing Contracts for Surveying Services; and

WHEREAS, the Town has Continuing Contracts for Surveying Services with Craven Thompson and Associates, Inc., Winningham and Fradley, Inc., and Keith and Associates, Inc.; and

WHEREAS, the Town received proposals from Craven Thompson and Associates, Inc. for surveying Phase Two of the TSDOR Roadway Improvements in the amount of \$59,800.00; and

WHEREAS, the Town Council believes that the Purchase Order is in the best interest of the health, safety, and welfare of its residents.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Southwest Ranches, Florida:

Section 1: Recitals. The recitals above are true and correct and are incorporated herein by reference.

Section 2: Authorization. The Town Council hereby approves entering into a Purchase Order with Craven Thompson and Associates, Inc. in the amount of \$59,800.00 to survey the second group of the TSDOR roadway improvements, in substantially the same form as that attached hereto as Exhibit "A".

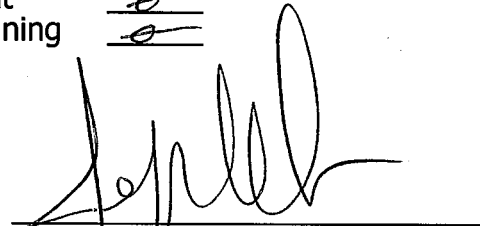
Section 3: Approval. The Town Council hereby authorizes the Town Administrator to execute the Purchase Order in substantially the same form as that attached hereto as Exhibit "A" and to make such modifications, additions and/or deletions which they deem necessary to effectuate the intent of this Resolution.

Section 4: Effective Date. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED by the Town Council of the Town of Southwest Ranches, Florida, this 10th day of December, 2015, on a motion by C/M Breitkreuz and seconded by Vice Mayor McKay.

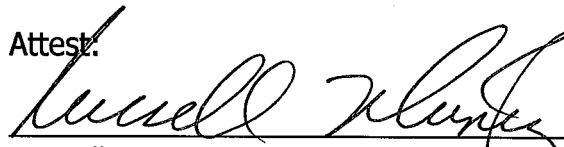
Nelson	<u>Yes</u>
McKay	<u>Yes</u>
Breitkreuz	<u>Yes</u>
Fisikelli	<u>Yes</u>
Jablonski	<u>Yes</u>

Ayes	<u>5</u>
Nays	<u>0</u>
Absent	<u>0</u>
Abstaining	<u>0</u>



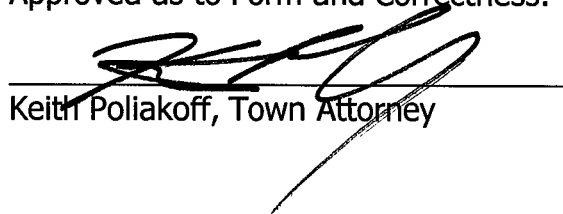
Jeff Nelson, Mayor

Attest:



Russell Muniz, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:



Keith Poliakoff, Town Attorney

September 22, 2015

e-mail: csaunier@southwestranches.org
eaceti@southwestranches.org

Mr. Clete J. Saunier, P.E.
Public Works Director / Town Engineer
Town of Southwest Ranches
13400 Griffin Road
Southwest Ranches, FL 33330-2628

RE: **TOPOGRAPHIC SURVEYS OF RIGHTS-OF-WAY FOR:**

- APPALOOSA TRAIL (5,950 LINEAL FEET)
- MELALEUCA ROAD (8,737 LINEAL FEET)
- SW 56TH STREET (1,355 LINEAL FEET)
- SW 128TH AVENUE (1,200 LINEAL FEET)

CT&A PROPOSAL NO. 2015-T04-332 REV2

CRIVEN THOMPSON



& ASSOCIATES INC.

Engineers
Planners
Surveyors
Landscape Architects

Dear Clete:

The firm of Craven Thompson & Associates, Inc. is pleased to provide the following revised proposal for professional surveying services, for the above referenced project. Our scope is as follows:

I. **SURVEYING SERVICES**

1.1 **TASK 1 - Topographic Survey of Appaloosa Trail** (CT&A Task No. 11050)

Prepare a topographic survey of Appaloosa Trail, from Old Sheridan Street north, to one hundred (100) feet north of Stirling Road, including one hundred (100) feet west of Appaloosa Trail, on Old Sheridan Street and Mustang Trail, and one hundred (100) feet east and west of Appaloosa Trail, on Luray and Stirling Roads, approximately 5,950 linear feet.

The survey will meet all of the current surveying requirements of the Board of Professional Surveyors and Mappers of the State of Florida, as defined in the Standards of Practice, Chapter 5J-17.050 - .052, Florida Administrative Code.

The purpose of this survey is for conventional roadway design to rehabilitate pavement and provide drainage swales.

The survey is to include the following scope:

3563 N.W. 53rd Street
Fort Lauderdale, FL 33309-6311
(954)739-6400
Fax (954) 739-6409

Survey Scope:

- The survey will include the finding or establishing of survey control baseline monumentation for the existing right-of-way, in order to tie all improvements to.
- Survey centerline and edges of pavement (horizontal and vertical).
- Locate all above-ground and visible utility features, including manholes, valve covers, etc., within pavement area.
- Determine water elevation in canal.
- Locate above-ground and visible improvements within R/W on the proposed swale side of the roadway, opposite the canal side. Improvements include utility features, fences, mailboxes, and trees.
- Locate all driveways.
- Cross sections at 200' intervals establishing elevations and locations of centerline of pavement, edges of pavement, centerline of swale (or ½ distance from edge of pavement to R/W), ground at R/W or boundary fence, and top of bank and water's edge, if adjacent to a canal.
- Set horizontal and vertical control for contractor's use during construction. Benchmarks at 1,000 foot intervals along the route.
- Private driveways, headwalls along the canal, will be located in the field, where they are accessible and not obstructed by fences, gates, or security systems, including dogs. Culverts on the canal side do not need to be located for this project.
- All elevations will be relative to North American Vertical Datum of 1988 (NAVD88) and based on National Geodetic Survey (NGS), or Florida Department of Transportation (FDOT) benchmarks.
- The preparation of the survey drawing will be in AutoCAD Civil 3D, version 2014 or higher, drawing file format, including all right-of-way lines and elements surveyed, per the above Survey Scope, including break lines and spot elevations.

Lump Sum:.....\$20,800.00

Approximate time of completion: Five (5) to six (6) weeks, after receipt of Notice to Proceed (weather permitting).

1.2 TASK 2 - Topographic Survey of Melaleuca Road (CT&A Task No. 11050)

Prepare a topographic survey of Melaleuca Road, from Old Sheridan Street north, to six hundred sixty (660) feet north of SW 56th Street, approximately 8,737 linear feet. The survey to include one hundred (100) feet east and west of Melaleuca Road, at the intersections of Old Sheridan Street, Mustang Trail, Luray Road and Stirling Road.

The survey will meet all of the current surveying requirements of the Board of Professional Surveyors and Mappers of the State of Florida, as defined in the Standards of Practice, Chapter 5J-17.050 - .052, Florida Administrative Code.

The purpose of this survey is for conventional roadway design to rehabilitate pavement and provide drainage swales.

The survey is to include the following scope:

Survey Scope:

- The survey will include the finding or establishing of survey control baseline monumentation for the existing right-of-way, in order to tie all improvements to.
- Survey centerline and edges of pavement (horizontal and vertical).
- Locate all above-ground and visible utility features, including manholes, valve covers, etc., within pavement area.
- Determine water elevation in canal.
- Locate above-ground and visible improvements within R/W on the proposed swale side of the roadway, opposite the canal side. Improvements include utility features, fences, mailboxes, and trees.
- Locate all driveways.
- Cross sections at 200' intervals establishing elevations and locations of centerline of pavement, edges of pavement, centerline of swale (or ½ distance from edge of pavement to R/W), ground at R/W or boundary fence, and top of bank and water's edge, if adjacent to a canal.
- Set horizontal and vertical control for contractor's use during construction. Benchmarks at 1,000 foot intervals along the route.
- Private driveways, headwalls along the canal will be located in the field, where they are accessible and not obstructed by fences, gates, or security systems, including dogs. Culverts on the canal side do not need to be located for this project.
- All elevations will be relative to North American Vertical Datum of 1988 (NAVD88) and based on National Geodetic Survey (NGS), or Florida Department of Transportation (FDOT) benchmarks.
- The preparation of the survey drawing will be in AutoCAD Civil 3D, version 2014 or higher, drawing file format, including all right-of-way lines and elements surveyed, per the above Survey Scope, including break lines and spot elevations.

Lump Sum:.....\$30,000.00

Approximate time of completion: Six (6) to seven (7) weeks, after TASK 1 (weather permitting).

1.3 TASK 3 - Topographic Survey of SW 56th Street (CT&A Task No. 11050)

Prepare a topographic survey of SW 56th Street, from Melaleuca Road, east to the dead end, approximately 1,355 linear feet.

The survey will meet all of the current surveying requirements of the Board of Professional Surveyors and Mappers of the State of Florida, as defined in the Standards of Practice, Chapter 5J-17.050 - .052, Florida Administrative Code.

The purpose of this survey is for conventional roadway design to rehabilitate pavement and provide drainage swales.

The survey is to include the following scope:

Survey Scope:

- The survey will include the finding or establishing of survey control baseline monumentation for the existing right-of-way, in order to tie all improvements to.
- Survey centerline and edges of pavement (horizontal and vertical).
- Locate all above-ground and visible utility features, including manholes, valve covers, etc., within pavement area.
- Determine water elevation in canal.
- Locate above-ground and visible improvements within R/W on the proposed swale side of the roadway, opposite the canal side. Improvements include utility features, fences, mailboxes, and trees.
- Locate all driveways.
- Cross sections at 200' intervals establishing elevations and locations of centerline of pavement, edges of pavement, centerline of swale (or ½ distance from edge of pavement to R/W), and ground at R/W or boundary fence.
- Set horizontal and vertical control for contractor's use during construction. Benchmarks at 1,000 foot intervals along the route.
- All elevations will be relative to North American Vertical Datum of 1988 (NAVD88) and based on National Geodetic Survey (NGS), or Florida Department of Transportation (FDOT) benchmarks.
- The preparation of the survey drawing will be in AutoCAD Civil 3D, version 2014 or higher, drawing file format, including all right-of-way lines and elements surveyed, per the above Survey Scope, including break lines and spot elevations.

Lump Sum:..... \$5,000.00

Approximate time of completion: Three (3) to four (4) weeks, after completion of TASK 2, (weather permitting).

1.4 TASK 4 - Topographic Survey of SW 128th Avenue (CT&A Task No. 11050)

Prepare a topographic survey of SW 128th Avenue, from SW 56th Street north, approximately 1,200 linear feet.

The survey will meet all of the current surveying requirements of the Board of Professional Surveyors and Mappers of the State of Florida, as defined in the Standards of Practice, Chapter 5J-17.050 - .052, Florida Administrative Code.

The purpose of this survey is for conventional roadway design to rehabilitate pavement and provide drainage swales.

The survey is to include the following scope:

Survey Scope:

- The survey will include the finding or establishing of survey control baseline monumentation for the existing right-of-way, in order to tie all improvements to.
- Survey centerline and edges of pavement (horizontal and vertical).
- Locate all above-ground and visible utility features, including manholes, valve covers, etc., within pavement area.
- Locate above-ground and visible improvements within R/W on the proposed swale side of the roadway. Improvements include utility features, fences, mailboxes, and trees.
- Locate all driveways.
- Cross sections at 200' intervals establishing elevations and locations of centerline of pavement, edges of pavement, centerline of swale (or ½ distance from edge of pavement to R/W), and ground at R/W or boundary fence.
- Set horizontal and vertical control for contractor's use during construction. Benchmarks at 1,000 foot intervals along the route.
- All elevations will be relative to North American Vertical Datum of 1988 (NAVD88) and based on National Geodetic Survey (NGS), or Florida Department of Transportation (FDOT) benchmarks.
- The preparation of the survey drawing will be in AutoCAD Civil 3D, version 2014 or higher, drawing file format, including all right-of-way lines and elements surveyed, per the above Survey Scope, including break lines and spot elevations.

Lump Sum:.....\$4,000.00

Approximate time of completion: Three (3) to four (4) weeks, after completion of TASK 3, (weather permitting).

Total Survey Cost (Tasks 1 – 4):.....\$59,800.00

Final delivery of all Tasks 1 - 4 will be approximately sixty (60) days after Notice to Proceed, on or before December 31st, 2015.

Scope of Services

The scope of services is limited by the specific terms of this proposal. Except as stated specifically herein, no other service will be provided except as "extra work", subject to the fees hereinafter set forth. The terms hereof shall be construed in favor of the firm and all inferences and implications shall be deemed to be for the benefit of the firm.

In reviewing this proposal for professional services, it should be understood that the above proposal items and their corresponding fees do not necessarily represent the full scope of services required for the project. Rather, it represents our best effort to set forth those services which we believe to be those requested by you, the Client, and/or those we can determine to be needed to accomplish a particular objective. However, we recognize and we ask that the Client recognize that as a project progresses the scope of service as originally defined may change in content to include work not initially identified. Several factors will cause this to happen:

1. Better understanding of the project and the Client's goals as progress on the project is made.
2. Additional requirements identified by the Client.
3. New laws or governmental agency requirements.

As these influences occur and are identified, we will advise you of same and seek your direction as to how you wish to proceed.

Work required as a result of the above will be "extra work" outside of the original scope of services. Upon your direction, we will perform the work under the "**Hourly Fee Schedule**" section of this proposal or we can provide you with a separate proposal should the scope so indicate.

Hourly Fee Schedule

CIVIL ENGINEERING SERVICES

Principal Engineer	\$195/Hour
Senior Supervising Engineer	\$175/Hour
Senior Engineer	\$130/Hour
Project Engineer	\$110/Hour
Engineering Senior CADD Technician	\$90/Hour

LAND SURVEYING & MAPPING SERVICES

Principal Surveyor	\$155/Hour
Professional Land Surveyor	\$120/Hour
Project Surveyor	\$110/Hour
Survey CADD / GIS Tech	\$80/Hour
Survey Field Crew (2-Man Crew)	\$125/Hour
Survey Field Crew (3-Man Crew)	\$155/Hour
Survey Crew with Laser Scan (3-Man Crew)	\$250/Hour

LANDSCAPE ARCHITECTURE AND PLANNING SERVICES

Principal Landscape Architect / Principal Planner	\$155/Hour
Senior Landscape Architect	\$130/Hour
Landscape Architect	\$120/Hour
Project Landscape Designer	\$110/Hour
Project Planner	\$110/Hour

CONSTRUCTION ADMINISTRATION SERVICES

Director of Construction Management	\$140/Hour
Senior Field Representative	\$90/Hour
Field Representative	\$80/Hour

MISCELLANEOUS

Clerical\$70/Hour

Hourly Charges

Hourly work will be billed at our current prevailing rates; however, these are subject to change due to increasing labor and material costs. Hourly work performed outside of normal business hours will be billed at one and a half times the current rates for overtime. No notice of change in prevailing rates shall be required. The firm's normal business hours are from 8:00 a.m. to 5:00 p.m., Monday through Friday.

Lump Sum Fees

The Lump Sum Fees set forth above are applicable for a period of six (6) months from the date of this proposal. If the work on any item to which a lump sum fee shall apply is not commenced within said period, the firm reserves the right to terminate this Agreement as it relates to said item. If the work is initiated but not concluded within said period, regardless of the reason therefore, the balance of the fee due shall be increased at the rate of one percent (1%) per month for each month the work continues until the work is complete. No prior notice of such adjustment shall be required.

Affidavits

When an Affidavit, Surveyor's Report, or separate Surveyor's Certificate is requested, there will be a minimum fee of \$150.00.

In addition, all research and calculation time required in the preparation of this affidavit, report or certificate will be charged at our normal hourly rates for the individuals preparing the affidavit.

Ownership of Documents

All documents including, but not limited to, drawings and specifications prepared in connection with the project constitute the work product of the firm and a portion of the instruments of service with respect to the project. Such documents and/or specifications constitute a portion of the integral services provided by the firm and, as such, are not intended or represented to be suitable for reuse by you or others or for extensions of the project or in connection with any other project. The firm specifically disclaims any responsibility and/or liability for or in connection with the reuse of such documents and/or specifications or any use thereof beyond the scope of the Project as set forth herein. By your execution of this proposal, you agree to indemnify and hold the firm harmless from all claims, damages, losses and expenses including, but not limited to, attorney's fees arising out of or resulting from the reuse or extended use of such documents or specifications.

Assignment

It should be expressly understood that this proposal is for the use of the executing Client and is not assignable or assumable by any third party.

LIABILITY

PURSUANT TO F.S. 558.0035, AN INDIVIDUAL EMPLOYEE OR AGENT MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE.

Invoicing and Payment

Work will be invoiced at the end of each month based on a proration of work completed to date, with payment expected upon receipt of the invoice by the Client. Client shall notify firm within ten (10) days of receipt of invoice should invoice be found to be unacceptable. Any invoice for which firm is not so notified shall be deemed to be acceptable for purposes of payment by Client.

If payment is not received within 45 days of the invoice date, Consultant may terminate this agreement or suspend work under the agreement without further notice, and a late charge of one and one-half percent (1-1/2%) per month on

outstanding balance shall accrue until delinquent balance is paid. Client agrees to pay all costs of collection, including reasonable Attorney fees, should such action be required.

Client's Responsibilities

1. The Client shall provide full information regarding requirements for the project including a program, which shall set forth the design objectives, constraints and expendability, special equipment and systems and site requirements.
2. The Client shall furnish a Legal Description of the property and the appropriate Title Information.

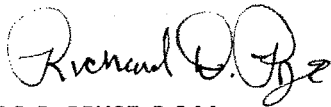
Acceptance

This proposal and fee schedules are based on acceptance within 30 days of the date of preparation. If not accepted by you within that time period, we reserve the right to re-evaluate the terms and conditions contained herein.

If the proposed work and fees contained herein are agreeable with you, please sign the enclosed copy of this letter and return same to our office. Should you have any questions regarding the above, please do not hesitate to call.

Sincerely,

CRAVEN THOMPSON & ASSOCIATES, INC.

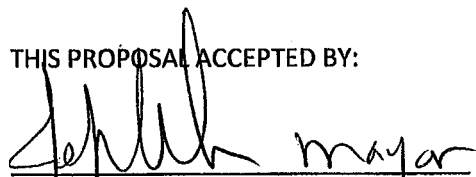


RICHARD D. PRYCE, P.S.M.
Vice President – Surveying/GIS

RDP/wg

ACCEPTANCE OF PROPOSAL: The above fees, terms, conditions, and specifications are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined.

THIS PROPOSAL ACCEPTED BY:



Name & Title

TOWN OF SOUTHWEST RANCHES

Firm Name

December 10, 2015

Date

(954) 434-0008

Telephone Number

(954) 434-1490

Facsimile Number