

**RESOLUTION NO. 2016-051**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA APPROVING A PURCHASE ORDER WITH ERDMAN ANTHONY FOR CONSTRUCTION ENGINEERING INSPECTION SERVICES FOR THE SW 190<sup>TH</sup> AVENUE EXTENSION ROADWAY IMPROVEMENTS; AUTHORIZING THE TOWN ADMINISTRATOR TO EXECUTE THE PURCHASE ORDER; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the State of Florida Fiscal Year 2014-15 General Appropriations Act provided the Town with an appropriation of \$243,000 in the Economic Development Transportation Projects for the 190th Extension from SW 49th Street to Griffin Road; and

**WHEREAS**, the Town, pursuant to Resolution 2015-018, has entered into an agreement with the Florida Department of Transportation (FDOT) to accept the funds; and

**WHEREAS**, this project is specifically named in the FY 2015-2016 Town Budget; and

**WHEREAS**, these improvements must be completed by December 31, 2016; and

**WHEREAS**, Construction Engineering Inspection (CEI) Services are mandated by FDOT to complete the construction; and

**WHEREAS**, on June 20, 2014, the Town advertised a Request for Letters of Interest (RLI #14-007) for a continuing contract for professional engineering services; and

**WHEREAS**, pursuant to Resolution 2015-005 the Town approved a continuing contract for engineering services with Erdman Anthony; and

**WHEREAS**, on July 14, 2016, Erdman Anthony provided a proposal in the amount of Twelve Thousand One Hundred Fifty Five Dollars (\$12,155.00) to complete the required CEI services for the SW 190<sup>th</sup> avenue extension roadway improvements; and

**WHEREAS**, the Town Council believes that the approval of this work proposal to complete the extension of SW 190<sup>th</sup> Avenue 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 the work proposal for the construction engineering inspection services 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 work proposal 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 11th day of August, 2016 on a motion by

Vice Mayor McKay and seconded by Council Member Fisikelli

Nelson  
McKay  
Breitkreuz  
Jablonski  
Fisikelli

Yes  
Yes  
Yes  
Yes  
Yes

Ayes  
Nays  
Absent  
Abstaining

5  
0  
0  
0

Jeff Nelson, Mayor

Attest:

Russell Muñiz  
Russell Muñiz, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:

Keith Poliakoff  
Keith Poliakoff, Town Attorney

## EXHIBIT A



July 14, 2016

Rod Ley, P.E.  
Public Works Director/Town Engineer  
Town of Southwest Ranches  
13400 Griffin Road  
Southwest Ranches, Florida 33330-2628  
Via email: [RLey@southwestranches.org](mailto:RLey@southwestranches.org)

**SUBJECT: SW 190<sup>th</sup> Avenue CEI Services**

Dear Mr. Ley:

Erdman Anthony is pleased to submit this proposal for Professional Engineering Services to the Town of Southwest Ranches (Client), in connection with the subject project.

### Project Understanding

We will provide Construction Phase Services for the SW 190th Avenue improvement project from SW 45th Street to Griffin Road as shown on the construction drawings prepared by Craig A. Smith & Associates. Based on our understanding of the project, Erdman Anthony is pleased to present the following proposed scope of services for your consideration.

### Scope of Work and Deliverables

#### Project Start-up and Ongoing Activities

Attend the Pre-Construction Meeting with the Contractor, Town and Engineer Of Record (EOR) and initiate project management and reporting activities.

Deliverables: agendas, minutes and other associated documents

**Shop Drawing Reviews** (N/A - Shop drawing submittals will be reviewed by the EOR)

#### Construction Observation

Monitor the Contractor's on-site construction activities and inspect materials entering into the work in accordance with the plans, specifications, and special provisions for the Construction Contract to determine that the project is constructed in reasonable conformity with such documents. Maintain detailed accurate records of the Contractor's daily operations and of significant events that affect the work. It is assumed that the construction will be substantially completed within 45 days. Provide two on-site inspection visits each week to witness construction work (estimate based on two (2) hours on site each visit). Attend one pre-final inspection and one final inspection.

Deliverables: Inspection reports.

#### Project Closeout

Review Test Reports and Record Drawings (prepared by the contractor) for compliance with the plans. It is assumed that the Owner and other team members such as the surveyor will prepare the Final Documents and our effort will be limited to review.

Deliverables: Memorandum/report

### Assumptions/Clarifications

- Erdman Anthony may rely upon the accuracy and completeness of any information, requirements, reports, data, surveys, and instructions (information) provided by Client unless expressly stated otherwise with respect to such information.
- Erdman Anthony shall use that degree of usual and customary professional skill and care ordinarily exercised by members of its profession under similar circumstances practicing in the same or similar locality at a similar time.
- Erdman Anthony will be promptly paid for services performed.

### Schedule

Erdman Anthony will begin work on the project after receipt of a fully executed agreement.

### Compensation

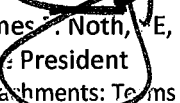
Erdman Anthony proposes to complete the above described scope of services in accordance with the terms, conditions and rate schedule established in our Continuing Contract For Professional Services executed November 13, 2014 between the Town Of Southwest Ranches and Erdman Anthony Of Florida, Inc. The attached spreadsheet identifies the staff hours and fee anticipated for the work described above. We will notify the Town if it appears that this budgeted amount will be exceeded.

**Expenses:** Reimbursable expenses including printing, copying and mileage will be invoiced at the rate that is charged to Erdman Anthony by the vendor/IRS mileage allowance.

Thank you for your interest in utilizing Erdman Anthony's services for this project. We would appreciate an opportunity to further discuss any questions you may have with regard to this proposal or our services in general and appreciate your time and consideration in reviewing the proposal.

If you have any questions or require additional information, please contact me at 561-753-9723. We look forward to working with you and continuing our successful relationship.

Sincerely,  
ERDMAN ANTHONY

  
James J. Noth, PE, PSM  
Vice President  
Attachments: Terms & Conditions

**ESTIMATE OF WORK EFFORT AND COST**

Name of Project: **SW 190th Ave** from SW 48h ST to Griffin Road **CONSTRUCTION OBSERVATION SERVICES**  
 SW Ranches RLI No. 16-0711

Date: **07/14/2016**  
 James F. Nolt, PE, PSM

Staff Classification	Total Staff Hours From "SH Summary"	Principal	Expert Witness Testimony	VP/Corp Manager	Senior Project Manager	Project Manager	PE	Senior Project Engineer	Project Engineer	Tech OADD	Admin Assistant	SH By Activity	Salary Cost By Activity	Deliverables	
														Scale	No. of Sheets
Project Meetings	8	0	\$200.00	\$175.00	\$150.00	\$125.00	\$120.00	\$115.00	\$85.00	\$75.00	\$55.00	8	\$1,600	n/a	
Roadway Plans	0											0	\$0	n/a	
Key Sheet												0	\$0	n/a	
Summary of Pay Items												0	\$0	n/a	
Drainage Map												0	\$0	n/a	
Typical Section												0	\$0	n/a	
Summary of Drainage Structures												0	\$0	n/a	
General Notes												0	\$0	n/a	
Plan Sheets												0	\$0	n/a	
Side Street Intersection Profiles												0	\$0	n/a	
Drainage Details												0	\$0	n/a	
Cross Sections @ 100' Intervals												0	\$0	n/a	
Stormwater Pollution Prevention Plan												0	\$0	n/a	
Erosion and Sediment Control Plan												0	\$0	n/a	
Roadway Soil Survey (by others)												0	\$0	n/a	
Signing & Pavement Marking Plans	0											0	\$0	n/a	
Key Sheet												0	\$0	n/a	
Tabulation of Quantities												0	\$0	n/a	
General Notes & Details												0	\$0	n/a	
Plan Sheets												0	\$0	n/a	
Supervision & QC Review	0	0										0	\$0		
<b>TOTAL LUMP SUM FEE DESIGN TASKS</b>												<b>8</b>	<b>\$1,600</b>		
Hourly Based Tasks	26											0	\$0	n/a	
Permit Submittals												0	\$0	n/a	
Utility Coordination												0	\$0	n/a	
Cost Estimates												0	\$0	n/a	
Specifications Package												0	\$0	n/a	
Construction Observation		6								18		28	\$3,130	n/a	
<b>TOTAL HOURLY TASKS</b>												<b>28</b>	<b>\$3,130</b>		
<b>Total Staff Hours</b>	<b>34</b>	<b>16</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>18</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>34</b>	
<b>Total Staff Cost</b>		<b>\$3,200.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,530.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,730.00</b>	<b>0</b>

<b>EXPENSES:</b>			
Blueprints/Repros	\$0		\$1,600.00
Permit Fees	n/a		\$3,130.00
Travel	\$1,425		\$1,425.00
Equipment/Supplies	\$0		\$6,165.00
<b>TOTAL EXPENSES</b>	<b>\$1,425</b>		<b>\$6,165.00</b>
<b>SALARY RELATED COSTS: (LUMP SUM FEE)</b>			<b>\$1,600.00</b>
<b>SALARY RELATED COSTS: (BUDGETED AMOUNT FOR HOURLY TASKS)</b>			<b>\$3,130.00</b>
<b>EXPENSES:</b>			<b>\$1,425.00</b>
<b>SUBTOTAL DESIGN FEE:</b>			<b>\$6,165.00</b>
Field Inspector/Representative	0	\$90.00 / hour	\$0.00
Junior Field Inspector	80	\$75.00 / hour	\$6,000.00
3D Laser Scanning	0	\$160.00 / hour	\$0.00
<b>SUBTOTAL Inspection/Survey FEE:</b>			<b>\$6,000.00</b>
Subconsultant:			\$0.00
Subconsultant:			\$0.00
<b>GRAND TOTAL FEE: (Budgeted Amount)</b>			<b>\$12,165.00</b>