

**RESOLUTION NO. 2017-065**

**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 STIRLING ROAD GUARDRAIL IMPROVEMENTS; AUTHORIZING THE TOWN ADMINISTRATOR TO EXECUTE THE PURCHASE ORDER; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the State of Florida Fiscal Year 2016-17 General Appropriations Act provided the Town with an appropriation of \$300,000 in the Economic Development Transportation Projects for guardrail installation on Stirling Road; and

**WHEREAS**, pursuant to Resolution No. 2017-013 the Town entered into an agreement with the Florida Department of Transportation to accept this funding; and

**WHEREAS**, the Town is prepared to complete the project at an estimated total cost of \$350,000; and

**WHEREAS**, these improvements are required to be completed by June 30, 2019; 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 No. 2015-005 the Town approved a continuing contract for engineering services with Erdman Anthony; and

**WHEREAS**, this project is specifically named in the FY 2016-2017 Town Budget; and

**WHEREAS**, Erdman Anthony provided a proposal for CEI services for this project in the amount of Ten Thousand Four Hundred Thirty Dollars (\$10,430); and

**WHEREAS**, the Town budgeted \$350,000 for this improvement in Account # 101-5100-541-63320 (Infrastructure – Guardrails); and

**WHEREAS**, the Town Council believes the approval of this purchase order to complete the construction of guardrails along Stirling Road 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 above-referenced recitals are true and correct and are incorporated herein by reference.

**Section 2. Authorization.** The Town Council hereby approves a purchase order for the work described in the proposal 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 3. Approval.** The Town Council hereby authorizes the Mayor, Town Administrator, and Town Attorney to execute a purchase order for the work described in the proposal attached hereto as Exhibit "A," and to make such modifications, additions, and/or deletions which they deem necessary and proper to effectuate the intent of this Resolution.

**Section 4. Effective Date.** That this Resolution shall become effective immediately upon its adoption.

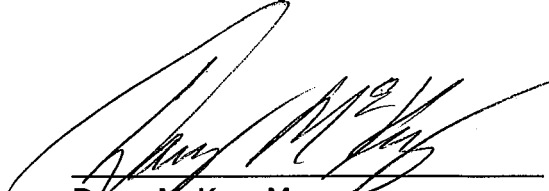
**PASSED AND ADOPTED** by the Town Council of the Town of Southwest

Ranches, Florida, this 28<sup>th</sup> day of September, 2017 on a motion by

Council Member Schroeder and seconded by Vice Mayor Breitkreuz.

McKay	<u>Ayes</u>
Breitkreuz	<u>Ayes</u>
Jablonski	<u>Ayes</u>
Fisikelli	<u>Ayes</u>
Schroeder	<u>Ayes</u>

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


  
\_\_\_\_\_  
Doug McKay, Mayor

Attest:



\_\_\_\_\_  
Russell Muñiz, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:

  
\_\_\_\_\_  
Keith Poliakoff, Town Attorney

114286387.1

July 12, 2017

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: Stirling Road Guardrail Phase 2 - 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 Stirling Road Guardrail Phase 2 project 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, FDOT, 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 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 (2.5) 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 F. North, PE, PSM  
Vice President

Attachments: Terms & Conditions

**ESTIMATE OF WORK EFFORT AND COST**

Name of Project: **Stirling Road Guardrail, Phase 2 CONSTRUCTION OBSERVATION SERVICES**  
 SW Ranches RLI No.  
 FDOT FM No. 436040-2-54-01

Date: **7/12/2017**  
 James F. Noth, PE, PSM

Staff Classification	Hours From "SH Summary - Firm"	Principal	Project Manager	PE	Project Engineer	Tech CADD	Admin Assistant		SH By Activity	Salary Cost By Activity	Deliverables	
		\$200.00	\$125.00	\$120.00	\$85.00	\$75.00	\$55.00				Scale	No. of Sheets
Hourly Based Tasks	24											
Plan Review		4							4	800	n/a	
Construction Observation		8			12				20	\$2,620	n/a	
<b>TOTAL HOURLY TASKS</b>									<b>24</b>	<b>\$3,420</b>		
Total Staff Hours	24	12	0	0	12	0	0	0	24			
Total Staff Cost		\$2,400.00	\$0.00	\$0.00	\$1,020.00	\$0.00	\$0.00	\$0.00		\$3,420.00		0

NOTE: Proposal is based on twelve (12) site visits.

**EXPENSES:**

Blueprints/Repros	\$0
Permit Fees	n/a
Travel (mileage and tolls)	\$1,010
Equipment/Supplies	\$0
<b>TOTAL EXPENSES</b>	<b>\$1,010</b>

SALARY RELATED COSTS: (LUMP SUM FEE)	\$0.00	
SALARY RELATED COSTS: (BUDGETED AMOUNT FOR HOURLY TASKS)	\$3,420.00	
<b>EXPENSES:</b>	<b>\$1,010.00</b>	
<b>SUBTOTAL DESIGN FEE:</b>	<b>\$4,430.00</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
Subconsultant:		\$0.00
<b>GRAND TOTAL FEE: (Budgeted Amount)</b>		<b>\$10,430.00</b>