

RESOLUTION NO. 2020-020

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING A PURCHASE ORDER WITH CRAVEN THOMPSON AND ASSOCIATES, INC. IN THE AMOUNT OF ONE HUNDRED FIVE THOUSAND FOUR HUNDRED DOLLARS AND ZERO CENTS (\$105,400.00) FOR SURVEYING AND ENGINEERING DESIGN SERVICES FOR THE HANCOCK ROAD GUARDRAIL IMPROVEMENTS; AUTHORIZING THE TOWN ADMINISTRATOR TO EXECUTE THE PURCHASE ORDER; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town desires to install guardrails along Hancock Road; and

WHEREAS, the Town's Drainage and Infrastructure Advisory Board has ranked and prioritized this project; and

WHEREAS, this project is specifically named in the Fiscal Year 2019-2020 Town Budget (Account # 101-5100-541-63320 – Transportation: Infrastructure – Guardrails); and

WHEREAS, the Fiscal Year 2019 General Appropriations Act provided the Town with an appropriation of Three Hundred Seventy-Five Thousand Dollars and Zero Cents (\$375,000.00) in the Economic Development Transportation Projects for guardrail installation on Hancock Road; and

WHEREAS, the Town budgeted Four Hundred Seventy-Five Thousand Dollars and Zero Cents (\$475,000.00) 000 for this improvement in Account # 101-5100-541-63320 (Infrastructure – Guardrails); and

WHEREAS, pursuant to Resolution No. 2019-067 the Town entered into an agreement with the Florida Department of Transportation to accept this funding; and

WHEREAS, these improvements must be completed by June 30, 2022; and

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

WHEREAS, on September 12, 2019, pursuant to Resolution No. 2019-058, the Town approved a continuing contract for surveying services with Craven Thompson and Associates, Inc.; and

WHEREAS, on November 21, 2019, pursuant to Resolution No. 2020-003, the Town approved a continuing contract for engineering services with Craven Thompson and Associates, Inc.; and

WHEREAS, Craven Thompson and Associates, Inc. provided a proposal for surveying and engineering services for this project in the amount of One Hundred Five Thousand Four Hundred Dollars and Zero Cents (\$105,400.00); and

WHEREAS, the Town Council believes the approval of this purchase order for the surveying and engineering of the guardrails along Stirling Road is in the best interest of the health, safety, and welfare of its residents; and

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

Section 1. The above-referenced recitals are true and correct and are incorporated herein by reference.

Section 2. The Town Council hereby approves a purchase order in the amount of One Hundred Five Thousand Four Hundred Dollars and Zero Cents (\$105,400.00) for the surveying and engineering of the guardrails along Stirling Road in substantially the same form as that attached hereto as Exhibit "A".

Section 3. The Town Council hereby authorizes the Mayor, Town Administrator, and Town Attorney to execute purchase orders 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 and proper to effectuate the intent of this Resolution.

Section 4. This Resolution shall become effective immediately upon adoption.

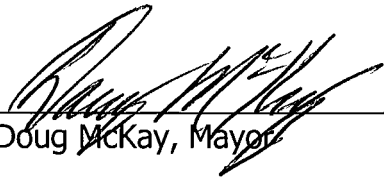
PASSED AND ADOPTED by the Town Council of the Town of Southwest

Ranches, Florida, this 13th day of February 2020 on a motion by

C/m Jablonski and seconded by C/m Hartmann.

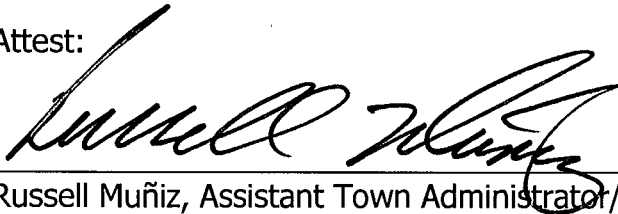
McKay	<u>yes</u>
Schroeder	<u>yes</u>
Amundson	<u>yes</u>
Hartmann	<u>yes</u>
Jablonski	<u>yes</u>

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
36500547.1

January 9, 2020

Mr. Rod Ley, P.E.
Public Works Director / Town Engineer
Town of Southwest Ranches
13400 Griffin Road
Southwest Ranches, Florida 33330-2628

**RE: HANCOCK ROAD - GUARDRAIL IMPROVEMENT PROJECT
FROM STIRLING ROAD TO GRIFFIN ROAD
CTA PROPOSAL NO. 2020-T04-010**

Dear Rod,

The firm of Craven Thompson & Associates, Inc. is pleased to provide the following proposal for professional engineering and surveying services, for the above referenced project per our A Continuing Contract for Professional Engineering Services, RLI No. 19-005 dated November 21, 2019. Our scope is as follows:

CRAVEN THOMPSON



& ASSOCIATES INC.

Engineers
Planners
Surveyors
Landscape Architects

I. SURVEYING SERVICES

- 1.1 Topographic Survey of Stirling Road (CTA Task No. 11050)
Prepare a topographic survey of Hancock Road within the Town Limits, covering approximately 6,800 linear feet with a canal running along the east side of the road. The survey will meet all the current surveying requirements of the Board of Professional Surveyors and Mappers of the State of Florida, as defined in Chapter 5J-17, Florida Administrative Code and include the following:
- The survey will include the finding or establishing of survey control monumentation for the existing right-of-way, and adjacent properties, in order to tie all improvements to.
 - Establish a Baseline of Survey along the route for Engineering Plans and Design.
 - The project will include from the west right-of-way of Hancock Road, to the east top of bank of the canal where its accessible, with cross-sections of the canal as defined below.
 - The location of all aboveground visible improvements, including pavement, slabs, fences, signs, mailboxes, overhead wires and utility features, within the limits of this survey, as defined above.
 - Underground utility lines painted or flagged by a Contractor will be located under a separate Task and added to the survey.

- Trees are not included within the scope of this project, unless they are between the canal and the edge of pavement for Stirling Road.
- Locations of the edge of pavement, topo of bank and water's edge, will be located every hundred (100) feet, due to the shape of the existing top of bank, and to verify locations for design of the proposed guard rail system. Additional locations will be taken on areas that have eroded to less than three (3) feet, from the edge of Stirling Road pavement, to the top of bank.
- Rims, inverts, and pipe sizes will be measured on any drainage structures found along the route, if accessible and physically unobstructed. Otherwise, they will be noted on the drawing.
- Private driveways, headwalls and culverts along the canal will be located in the field, where they are accessible and not obstructed by fences, gates, or security systems, including dogs.
- 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.
- Benchmarks will be provided on Survey Control set on, or immediately adjacent to the project, and shown on the survey for future construction.
- The preparation of the survey drawing will be in AutoCAD Civil 3D, version 2019 or higher, drawing file format, and provided along with hard copy signed and sealed surveys.

Lump Sum..... \$36,000.00

Approximate time of completion: Six to Seven (6-7) weeks, after receipt of Notice to Proceed (weather permitting).

1.2 Engage and Subcontract Underground Utility Location and Designations
(CTA Task No. 12050)

Engage, subcontract and coordinate with an underground utility location contractor, to perform the research and coordination with utility companies, and perform locations and designations of all utilities within the subject property along the pavement and east of the pavement to the water's edge. Locate and designate the utilities by painting or flagging on the ground, coordinate with CTA Survey Crew in the field, and provide a separate sketch in AutoCAD of your findings.

Lump Sum..... \$17,000.00

Approximate time of completion: Twenty (20) work days after receipt of Authorization to proceed.

- 1.3 Locate Underground Utility Markings and Update Survey (CTA Task No. 12050)
The survey crew will field locate all utility lines painted or flagged by the underground utility location contractor, and then coordinate with the contractor to review the locations and designations, and add them to the survey drawings.

Lump Sum..... \$2,500.00

Approximate time of completion: One (1) week after the utility location contractor finishes marking the lines in the field.

II. CIVIL ENGINEERING SERVICES

- 2.1 Engineering Plans (CTA Task No. 31030)

Prepare engineering design plans for the installation of new guardrail, reshaping and stabilizing canal banks and miscellaneous roadway work. The plans shall include General Notes and Specifications, PG & D Plans, Details and Cross Sections. Plans will be designed in accordance with Town of Southwest Ranches Standards, Broward County and Central Broward Water Control District. Task will include a cost estimate and preparation of Technical Specifications.

Lump Sum..... \$40,100.00

- 2.2 Prepare and Process Permit Applications (CTA Task No. 31080)

Prepare and process permit applications and supporting documents through appropriate state and local agencies including:

- Town of Southwest Ranches
- Central Broward Water Control District
- Broward County (if necessary)

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

- 2.3 Bidding Assistance (CTA Task No. 31115)

Prepare for and attend a pre-bid meeting, answer RFI's, revise Bid Documents, prepare Addendum, review Bid Schedules and overall coordination with Town during the bidding process. This task shall include two (2) meetings with the Town staff.

Lump Sum..... \$4,800.00

Services Not Included

- Traffic Studies
- Environmental Analysis or Permitting
- Army Corp of Engineers, FDEP or Broward County Dredge and Fill Permitting
- Any service not listed

To be Provided by Town

- Permit fees
- Any atlas, GIS, documents related to this Project.

Mr. Rod Ley, P.E.
CTA Proposal No. 2020-T04.010
January 15, 2020
Page 4

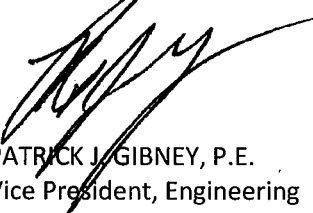
Acceptance

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.



PATRICK J. GIBNEY, P.E.
Vice President, Engineering

PJG/tg

Attachment

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

Firm Name

Date

Telephone Number

Facsimile Number