

RESOLUTION NO. 2022-007

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING A PURCHASE ORDER IN THE AMOUNT OF FORTY-SIX THOUSAND EIGHT HUNDRED DOLLARS AND ZERO CENTS (\$46,800.00) WITH CRAVEN THOMPSON AND ASSOCIATES FOR PROFESSIONAL SERVICES FOR THE SW 185TH WAY AND SW 63RD STREET DRAINAGE IMPROVEMENTS; AUTHORIZING THE EXECUTION OF THE PURCHASE ORDER; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town desires to construct a drainage improvement in Country Estates near SW 185th Way and SW 63rd Street; and

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

WHEREAS, the Town partially budgeted for this specific project in the FY 2022 approved Budget - Municipal Transportation Fund account #101-5100-541-63260 (Infrastructure - Drainage); and

WHEREAS, professional design services are needed to complete the construction; and

WHEREAS, the Town has a continuing contract for Engineering Services with Craven Thompson and Associates; and

WHEREAS, the Town received a proposal from Craven Thompson and Associates, for surveying and engineering design for the improvements in the amount of Forty-Six Thousand Eight Hundred Dollars and Zero Cents (\$46,800.00); 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. The recitals above are true and correct and are incorporated herein by reference.

Section 2. The Town Council hereby approves a Purchase Order with Craven Thompson and Associates in the amount of Forty-Six Thousand Eight Hundred Dollars and Zero Cents (\$46,800.00) for professional services relating to the drainage improvements, in substantially the same form as that attached hereto as Exhibit "A".

Section 3. 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. This Resolution shall become effective immediately upon its adoption.

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

Ranches, Florida, this 18th day of November 2021 on a motion by

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

Breitkreuz
Hartmann
Allbritton
Jablonski
Kuczenski

yes
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0
0

Ayes
Nays
Absent
Abstaining

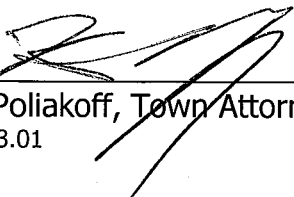
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Steve Breitkreuz, Mayor

Attest:


Russell Muñiz, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:


Keith Poliakoff, Town Attorney
1001.743.01

October 22, 2021

*e-mail: rley@southwestranches.org
eaceti@southwestranches.org*

Ms. Emily McCord Aceti, P.E.
Community Service Manager
Town of Southwest Ranches
13400 Griffin Road
Southwest Ranches, FL 33330-2628

**RE: SW 63RD STREET - DRAINAGE PROJECT
FROM SW 185TH WAY TO SW 190TH AVENUE CANAL
CTA PROPOSAL NO. 2021-T04.352**

Dear Emily:

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 Continuing Contract for Professional Engineering Services, RLI No. 19-005, dated November 21, 2019. Our scope is as follows:

I. SURVEYING SERVICES

1.1 Topographic Survey of SW 163rd Street (CTA Task No. 11050)

Prepare a topographic survey of SW 63rd Street within the Town Limits, covering approximately 2,000 linear feet, from the canal approximately 600 feet east of SW 185th Way, westerly to the canal lying approximately 330 feet west of SW 188th Avenue. The westerly 1,350 feet of the project was previously surveyed in April of 2018 and will be revisited and checked for any changes. The easterly 650 feet of the project is gated and unpaved and being used as access to a private barn and horse-riding arena. The Town will need to assist in notifying the current owners and providing our field crews access to survey.

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 edge of water of the existing canal 650 feet east of SW 185th Way, to the east edge of water of the canal where its accessible, with cross-sections of the canal as defined below.

CRAVEN THOMPSON



& ASSOCIATES INC.

Engineers
Planners
Surveyors
Landscape Architects

3563 NW 53rd Street
Fort Lauderdale, FL 33309-6311
Phone: (954) 739-6400
Fax: (954) 739-6409

- 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 are not part of this scope, except as noted herein.
- Trees (not considered as invasive species by Broward County) 3" in diameter and above will be located and named with their common name only. Dense shrubbery or hedges within the right-of-way will be located on the edges only, not individual trees or bushes.
- 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 road 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..... \$8,500.00

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

II. CIVIL ENGINEERING SERVICES

- 2.1 Engineering Plans (CTA Task No. 31030)
Prepare engineering design plans for the installation of new drainage system in SW 63rd Street from SW 185th Way to the Canal east of SW 190th Avenue. The plans shall include General Notes and Specifications, PG&D Plans, Details and Cross Sections. Plans will be designed based on available as-built information of existing utilities and 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. Roadway improvements and test hole locates on existing utilities are not included.

Lump Sum..... \$18,800.00

- 2.2 Geotechnical Services (CTA Task No. 31006)
Perform two (2) Usual Open Hole Percolation tests for the design of an exfiltration trench system in SW 63rd Street.

Lump Sum..... \$2,000.00

2.3 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 ERL (if necessary)

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

2.4 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.....\$4,300.00

III. CONSTRUCTION ADMINISTRATION

3.1 Construction Management (CTA TASK NO. 31120)
Attend pre-construction meeting with City staff and contractor. Review and approve shop drawings. Perform periodic site reviews as required to determine if the work being performed in a manner that conforms to the contract documents. Attend project meetings, respond to contractor request for information. Two (2) to three (3) visits per week are anticipated to occur over an eight (8) week time period.

Provide certification to permitting agencies based on the contractor's provided as-built drawings, documents, etc. as necessary to close out the permits.

Hourly, Not to Proceed.....\$8,200.00

TOTAL FEES.....\$46,800.00

SERVICES NOT INCLUDED

- Test Hole Locations
- 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.

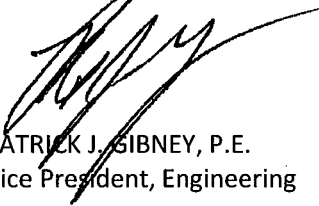
Acceptance

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. SIBNEY, P.E.
Vice President, Engineering

PJG/tg

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