

RESOLUTION NO. 16 - 2384

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, APPROVING WORK AUTHORIZATION NO. 98 SEAWALL GRANT APPLICATION AND MANAGEMENT FOR THE SURFSIDE SEAWALL REPLACEMENT PROJECT PHASE II; AMENDING THE TOWN'S BUDGET FOR FISCAL YEAR 2015/2016; TRANSFERRING FUNDS IN AN AMOUNT OF \$65,257.73 FROM THE STORMWATER FUND TO THE CAPITAL PROJECTS FUND ACCOUNT NO. 301-4400-541-6340; APPROPRIATING FUNDS IN THE CAPITAL PROJECTS FUND; AUTHORIZING THE EXPENDITURE OF THE AMOUNT NOT TO EXCEED \$65,257.73 FROM THE CAPITAL PROJECTS FUND ACCOUNT NO. 301-4400-541-6340 FOR SURFSIDE SEAWALL REPLACEMENT PROJECT PHASE II FOR PROFESSIONAL ENGINEERING SERVICES; PROVIDING FOR AUTHORIZATION AND APPROVAL; PROVIDING FOR IMPLEMENTATION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the bid submittals to the Request for Proposal No. 2014-003 for the Surfside Seawall Replacement were presented at the July 8, 2014 Town Commission meeting; and

WHEREAS, at the April 14, 2015 Commission meeting, the Town Commission directed staff to contract with the lowest bidder PAC Comm, Inc.; and

WHEREAS, in order to meet the budget amount for the replacement of the seawalls, the project was divided into two phases (Phase I and Phase II).

WHEREAS, Phase I was completed by Pac Comm, Inc. and was managed by Calvin, Giordano & Associates, Inc. ("CGA") in 2015; and

WHEREAS, CGA submitted Work Authorization No. 98 (Attachment "A") to provide the required inspections and oversight to ensure the Phase II Project is completed according to the plans and specifications and to be certified by a Professional Engineer; and

WHEREAS, the proposed pricing for the scope of work which includes grant management is below industry average and is being offered for an amount not to exceed \$65,257.73 or 7.77% of the total cost of the Phase II Project; and

WHEREAS, the cost of the Phase II Project was not budgeted for the 2015/2016 Fiscal Year and requires a budget amendment and appropriation of an amount not to exceed \$65,257.73 from the Stormwater Fund to be transferred to the Capital Projects Fund, Account No. 301-4400-541-6340; and

WHEREAS, it is in the best interest of the Town to approve Work Authorization No. 98 and to amend the 2015/2016 Fiscal Year Budget and to authorize the transfer of funds in the amount of \$65,257.73 from the Stormwater Fund to the Capital Projects Fund; to authorize the expenditure of the amount not to exceed \$65,257.73 from the Capital Projects Fund, Account No. 301-4400-541-6340 for the Surfside Seawall Replacement Project Phase II for Professional Engineering Services.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and incorporated into this Resolution by this reference.

Section 2. Approval. The Town Commission approves Work Order No. 98 (Attachment "A") for the Surfside Seawall Replacement Project Phase II.

Section 3. Budget Amendment. The Town Commission hereby authorizes the Town Manager to amend the budget for 2015/2016 Fiscal Year and to transfer funds in an amount of \$65,257.73 from the Stormwater Fund to the Capital Projects Fund Account No. 301-4400-541-6340.

Section 4. Authorization and Approval to Expend Funds. The Town Commission hereby approves and authorizes the Town Manager and/or designee to expend funds in an amount not to exceed \$65,257.73 from the Capital Projects Fund, Account No. 301-4400-541-6340 for the Surfside Seawall Replacement Project Phase II for Professional Engineering Services.

Section 5. Implementation. The Town Manager is hereby authorized to take any and all action necessary to implement this Resolution.

Section 6. Effective Date. This Resolution shall take effect immediately upon adoption.

PASSED and ADOPTED on this 14th day of June, 2016.

Motion by Commissioner Karukin,

Second by Commissioner Gielchinsky

FINAL VOTE ON ADOPTION

Commissioner Daniel Gielchinsky


Commissioner Michael Karukin

Commissioner Tina Paul

Vice Mayor Barry Cohen

Mayor Daniel Dietch

yes
yes
yes
absent
yes



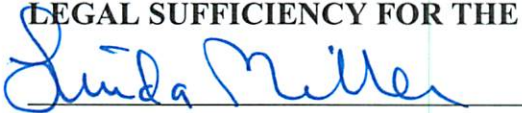
Daniel Dietch, Mayor

ATTEST:

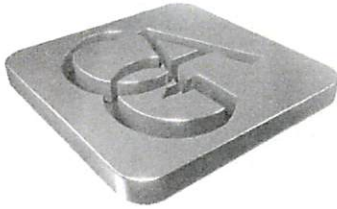


Sandra Novoa, MMC, Town Clerk

**APPROVED AS TO FORM AND
LEGAL SUFFICIENCY FOR THE TOWN OF SURFSIDE ONLY:**



Linda Miller, Town Attorney



Calvin, Giordano & Associates, Inc.
EXCEPTIONAL SOLUTIONS™

May 25, 2016

Mr. Guillermo Olmedillo
Town Manager
TOWN OF SURFSIDE

9293 Harding Avenue
Surfside, FL 33154

RE: Work Authorization No. 98
Seawall Grant Application & Management
CGA Proposal No. 12-5247.1

Dear Mr. Olmedillo,

Enclosed for your review and approval is Work Authorization No. 98 for Seawall Grant Application & Management. The scope of the project includes prepare grant application for additional funding.

The Scope of Services to be furnished under this Work Authorization includes Civil Engineering, Construction and Government Consulting as shown on the attached Work Authorization.

The Basis of Compensation is hourly based upon the established rates pursuant to the Professional Services Agreement between the Town and CGA, plus reimbursables, for a total not to exceed \$65,257.73.

Sincerely,

CALVIN, GIORDANO & ASSOCIATES, INC.

Dennis J. Giordano
President

Building Code Services
Coastal Engineering
Code Enforcement
Construction Engineering
and Inspection
Construction Services
Contract Government
Data Technologies
and Development
Emergency Management
Services
Engineering
Environmental Services
Facilities Management
Indoor Air Quality
Landscape Architecture
Municipal Engineering
Planning
Public Administration
Redevelopment
and Urban Design
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TOWN OF SURFSIDE

Seawall Grant Application & Management

PROJECT DESCRIPTION

1. SCOPE OF SERVICES

Calvin, Giordano & Associates, Inc. will perform the following services based on our understanding of the project requirements:

I. Professional Engineering Services

A. Civil Engineering

1. Grant Procurement & Management

- Prepare and submit application to the Florida Inland Navigation District (FIND) for a Waterways Assistance Funding Grant to provide up to a 50% match for construction costs to repair the remaining 4 seawalls as designed. These seawalls may be found at the terminus of the following streets:

- Bay Dr.

- 90th St.

- 93rd St.

- 94th St.

- (Please note that the seawall at 92nd St. is not eligible as it does not provide access to the general public)

- Provide a PowerPoint presentation to FIND Commission as part of the application process
- Coordinate meetings as required
- Assist in requesting permit extensions for DERM, FDEP & USACE permits
- Manage grant and make quarterly progress reports as required
- Assist in submitting appropriate close-out documentation upon completion of construction

2. Engineering During Construction

- Update plans and specifications to reflect project phasing
- Attend Pre-Construction Conference
- Respond to design-related RAI's as required throughout construction
- Provide periodic site visits
- Assist in project/permit close-out

II. Professional Government Consulting Services

- A. Manage processing of all grant applications, requests for reimbursements and required paperwork.**

- B. Manage contract documents and negotiations with prime contractor for CO to add additional seawalls back to original bid scope.**
- C. Manage and resolve any conflicts which arise during construction.**
- D. Manage project closeout including all required documentation for permits, Town and grants.**

III. Professional Construction Services

- A. Contract coordination - efforts shall be limited to coordination of the Contract Documents with the understanding that the second phase of work shall be awarded to PAC COM, Inc. by way of a change order to the original contract / Contractor. Project shall not be rebid or re-advertised.**
 - 1. Assist with the preparation of front end / contract documents. Coordinate with Town Clerk and Town Attorney for contract execution.**
 - 2. Schedule, and conduct a pre-construction meeting at Municipality location; record / prepare / distribute meeting minutes. Assist in addressing Contractors inquiries and concerns.**
 - 3. Coordinate, prepare and distribute pre-construction RFI's, and distribute as addendum to contract documents.**
- B. Construction Administration & Inspection**
 - 1. Make daily inspections for compliance with plans and specifications to determine, in general, if the work is being completed in conformance with the intent of the Contract Documents. Make interim inspections for substantial and final completion.**

- 2. Attend Town and resident outreach meetings.**
- 3. Attend meeting with Contractor and appropriate regulatory agencies when requested and necessary for consultation or conferences in regard to construction of the project.**
- 4. Issue interpretations and clarifications of the Contract Documents, and assist in the evaluation of requested deviations from the approved design or specifications. In connection therewith, review, prepare and process any work change directives or change orders requested by the Contractor, or the Town.**
- 5. Assist in the review and processing of shop drawings, samples and other data which the Contractor is required to submit. Log and process all submittals.**
- 6. Review as-builts provided by the Contractor.**
- 7. Review and process closeout packages.**
- 8. Review and process Contractor's payment requests.**
- 9. Plan, direct, and coordinate all phases of construction observation services.**
- 10. Provide Construction Engineering Services project liaison throughout the construction phase. Coordinate with Town's consultant for special inspections.**
- 11. Communicate and assist in reporting any resident concerns or complaints.**

12. Conduct construction progress meetings at Municipality location for the duration of the construction project (assumed effort of 4 meetings).

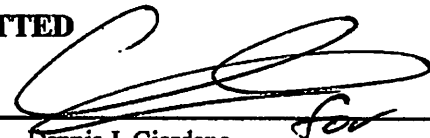
13. Special Inspection services are EXCLUDED from this contract. CGA will assist the Town in contracting directly with a Special Inspector, similar to what was done for Phase I Seawall Project.

2. BASIS OF COMPENSATION:

Hourly rates with an estimated fee of \$62,150.00 plus reimbursables at \$3,107.50 with a total not to exceed amount of \$65,257.50. Payments to be made monthly.

3. SUBMITTED

Submitted by:


Dennis J. Giordano

Date:

5/19/16

4. APPROVAL

Approved by:

Guillermo Olmedillo, Town
Manager

Date:

**TOWN OF SURFSIDE
WORK AUTHORIZATION ESTIMATE DATE**

WORK AUTHORIZATION NO. 98
PROJECT NAME Seawall Grant Application & Management
CGA Proposal No. 12-5247.1
DESCRIPTION prepare grant application for additional funding

TITLE	RATE	HOURS/UNITS	COST
Clerical	\$74.26	22	\$1,633.72
Construction Management Director	\$127.31	62	\$7,893.22
Director Engineering V	\$159.14	1	\$159.14
Engineer II	\$106.09	150	\$15,913.50
Inspector	\$83.00	10	\$830.00
Project Manager IV	\$137.92	115	\$15,860.80
Sr Inspector	\$95.48	208	\$19,859.84
			\$62,150.22

SUB-CONSULTANTS	COST
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LABOR SUBTOTAL	\$62,150.22
REIMBURSABLE SUBTOTAL	\$3,107.51
TOTAL	\$65,257.73

Reviewed by: _____
Guillermo Olmedillo, Town Manager