

RESOLUTION NO. 19-203

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, AUTHORIZING A DESIGN TASK ORDER TO STANTEC CONSULTING SERVICES, INC. FOR GREENE STREET SIDEWALK AND PAVING IMPROVEMENTS FROM WHITEHEAD STREET TO ELIZABETH STREET, IN AN AMOUNT NOT TO EXCEED \$50,497.00; AUTHORIZING ANY NECESSARY BUDGET ADJUSTMENTS; AUTHORIZING THE CITY MANAGER TO EXECUTE NECESSARY DOCUMENTS UPON CONSENT OF THE CITY ATTORNEY; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, in Resolution No. 17-207, the City Commission approved a three-year contract with an option for one two-year extension with Stantec Consulting Services, Inc. for General Engineering Consulting Services.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA AS FOLLOWS:

Section 1: That the attached design task order for Stantec Consulting Services, Inc. for Greene Street Sidewalk and Paving Improvements from Whitehead Street to Elizabeth Street, is hereby approved in an amount not to exceed \$50,497.00.

Section 2: That funds from the Infrastructure Fund account #102-4102-541-6300 (Project Number II41021902 Repaving) will be used to finance this project, and any necessary budget adjustments are approved.

Section 3: That the City Manager is authorized to execute necessary documents, upon consent of the City Attorney.

Section 4: That this Resolution shall go into effect immediately upon its passage and adoption and authentication by the signatures of the presiding officer and Clerk of the Commission.

Passed and adopted by the City Commission at a meeting held this 16th day of July, 2019.

Authenticated by the presiding officer and Clerk of the Commission on July 16, 2019.

Filed with the Clerk on July 17, 2019.

| | |
|------------------------------|---------------|
| Mayor Teri Johnston | <u>Yes</u> |
| Vice Mayor Sam Kaufman | <u>Yes</u> |
| Commissioner Gregory Davila | <u>Yes</u> |
| Commissioner Mary Lou Hoover | <u>Absent</u> |
| Commissioner Clayton Lopez | <u>Absent</u> |
| Commissioner Billy Wardlow | <u>Yes</u> |
| Commissioner Jimmy Weekley | <u>Yes</u> |



TERI JOHNSTON, MAYOR

ATTEST:



CHERYL SMITH, CITY CLERK



THE CITY OF KEY WEST
Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

EXECUTIVE SUMMARY

Date: June 28, 2019
To: Jim Scholl, City Manager
From: Kelly Crowe, P.E., City Engineer
Cc: Greg Veliz, Assistant City Manager
Steve McAlearney, Engineering Director
Mark Finigan, Finance Director
Subject: Design Task Order
Greene Street Sidewalk and Paving Improvements

Action Statement

Authorize City Manager approval of a Design Task Order to Stantec Consulting Services, Inc., in the amount of \$50,497 for the Greene Street Sidewalk and Paving Improvements from Whitehead Street to Elizabeth Street.

Background

Located in the heart of Old Town Key West, Greene Street is heavily travelled by pedestrians, bicyclists, motorists and delivery vehicles. In the recent past, a combination of trench failures and cyclical wear have caused the pavement to deteriorate significantly. To improve the safety of all users, it is recommended that the pavement along this portion of Greene Street be rehabilitated by means of a mill and pave project.

In addition to mill and pave improvements, staff is proposing to upgrade the Americans with Disabilities Act (ADA) curb ramps at the corners of Duval Street and Greene Street to be compliant with current standards. Sidewalks will also be repaired and brought into ADA compliance throughout the project limits as needed.

Stantec Consulting Services, Inc. (Stantec) was requested by the City to prepare a proposal for design services in accordance with their General Engineering Services Agreement with the City (Resolution 17-207).

MEMORANDUM

As indicated in the attached Stantec proposal dated June 20, 2019, design services will be performed as a lump sum fee and include, but not limited be to:

- Survey
- Horizontal and Vertical Geometry and Layout
- Surface Drainage
- Construction Drawings
- Specifications
- Cost Estimate

Bid document assembly will be performed by Engineering Services Staff.

Stantec's proposed fee breakdown is as follows:

| | |
|-----------------------------------|------------------|
| Design and Permitting (lump sum) | \$ 36,922 |
| Survey Sub-Consultant | \$ 12,575 |
| Reimbursable Expenses (allowance) | \$ <u>1,000</u> |
| Total Fee | \$ 50,497 |

Purpose and Justification

The 2017 Right of Way (ROW) Contract identifies Greene Street to be repaved from Duval Street to Simonton Street; however, it is Engineering Services opinion that the entire road segment from Whitehead Street to Elizabeth Street be rehabilitated to improve safety. Curb ramps will be brought into compliance with current standards as required by Title II of the Americans with Disabilities Act in conjunction with mill and pave projects.

Financial Issues

Staff reviewed the Stantec Fee Worksheet and found the proposed labor hours appropriate for the required scope of work and hourly rates consistent with Stantec's General Engineering Services Agreement with the City.

Funds for design will be used from account #102-4102-541-6300, Project Number II41021902, Repaving. Upon approval, a purchase order will be issued to Stantec Consulting Services, Inc., for the not-to-exceed fee of \$50,497.

Recommendation

Staff recommends authorizing City Manager approval of a Design Task Order for the Greene Street Sidewalk and Paving Improvements to Stantec Consulting Services, Inc., in the amount of \$50,497.



901 Ponce de Leon Boulevard Suite 900
Coral Gables FL 33134

June 20, 2019

City of Key West
1300 White St
Key West, Florida 33040

**Attention: Eric Augst
Special Project Designer**

**Reference: Greene Street Improvements from Sunset Lane to Elizabeth Street
(Approximately 1,500 LF)**

Dear Mr. Augst,

We are pleased to present this proposal of professional engineering and surveying services for your consideration.

Scope of Project:

The City of Key West would like to undergo improvements on Greene Street from Sunset Lane to Elizabeth Street (approximately 1,500 linear feet). The desired scope of work will consist of asphalt milling and resurfacing, sidewalk repairs (removal and replacement if needed), upgrades to ADA sidewalk access and upgrades to pavement marking and signing. It is our understanding that no grading plan or new drainage will be required.

Scope of Services:

Design and Survey

Our scope includes obtaining a boundary and topographic survey for use in our design (see attached proposal). Typical section will be provided to City for approval. Existing asphalt will be milled 1.5 inches and resurfaced/restriped. We will also specify ADA ramp upgrades along the east side of the street. No new drainage will be provided. Stantec will develop a geometry layout plan and profile, pavement marking and signage plans, and utility coordination will be performed including notification to existing utility companies and request for as-builts. Stantec will provide profiles for the centerline of the road including top of curb east and west; however, no existing utilities will be shown on the plans. We will provide plans for review by the City at schematic phase, 60% and 90% stages. We have also included 2 site visits to review the design plans in the field and prepare an estimate of probable construction cost. Specifications will be provided in word document and PDF.

Exclusions: Drainage, geotechnical/environmental investigation/testing, irrigation, landscaping, lighting/electrical.

Post Design Phase:

Not included, but a proposal can be provided if needed.



June 20, 2019
Eric Augst
Page 2 of 2

Reference: Greene Street Improvements

Terms and Conditions:

All terms and conditions shall be per our Agreement for General Engineering Services (dated 10/13/17) and all fees shall be as follows:

| | |
|---|-----------------|
| Design and Survey Phase (Lump Sum) | \$49,497 |
| Reimbursables and Additional Services (Allowance) | \$1,000 |
| Total: | \$50,497 |

EXCLUSIONS

Scope of services does not include the following items:

- Geotechnical and Environmental services.
- Drainage plan.
- Lighting and Irrigation plans.
- Landscaping plans.
- Public Meetings.
- Presentation Boards.
- Bid package.
- Post Design Services.

We are ready to begin working on this assignment upon your authorization to proceed. If acceptable to you, we will accept a signed copy of this form as your written authorization to proceed with the assignment.

Thank you,

Stantec Consulting Services Inc.

Sean Compel, P.E., LEED AP
Senior Associate
Tel: 305-445-2900
Fax: 305-445-0869
sean.compel@stantec.com

City of Key West

Approved by:

| | | |
|------------|-----------|-------|
| _____ | _____ | _____ |
| Print Name | Signature | Date |

FEE WORKSHEET

DATE:

May 28, 2019

PROJECT:

Greene Street Improvements - City of Key West

Design Services (Lump Sum):

| Task | Principal | Project Manager | Engineer (PE) | Engineer (EI) | Senior Tech | Data Processor |
|--|-----------|-----------------|---------------|---------------|-------------|-----------------|
| Field review -site conditions | | | 12 | 12 | | |
| Drawing Setup and Coordination with survey | | 4 | | 4 | 6 | |
| Geometry layout including Plan and profile | 2 | 8 | 25 | 30 | 40 | |
| Construction Sections, Details, Notes, Key Sheet | | 2 | 4 | 12 | 12 | |
| Pavement marking and signage | | 2 | 8 | 16 | 20 | |
| Specifications | | 2 | 12 | 12 | | 6 |
| Quantities & Cost Estimates | | 2 | 3 | 8 | | |
| QA/QC | 4 | 6 | | | | |
| Sub-Total Hours | 6 | 26 | 64 | 94 | 78 | 6 |
| Billing Rate | 212 | 175 | 165 | 110 | 125 | 75 |
| Labor Cost | \$1,272 | \$4,550 | \$10,560 | \$10,340 | \$9,750 | \$450 |
| Labor Sub-Total | | | | | | \$36,922 |
| Survey Sub-consultant (Fl. Keys Land Surveying) | | | | | | \$12,575 |
| Reimbursable (Allowance): | | | | | | \$1,000 |
| Total | | | | | | \$50,497 |



FLORIDA KEYS LAND SURVEYING

19960 OVERSEAS HIGHWAY, SUGARLOAF KEY, FL 33042

PHONE: (305) 394-3690

EMAIL : FKLSemail@gmail.com

www.floridakeyslandsurveying.net

SURVEY WORK ORDER

June 20, 2019 (REVISING THE PREVIOUS 05/21/2019 PROPOSAL)

RE: Topographic Survey of a portion of Greene Street and Sunset Lane, Key West, Fl

Stantec

C/O Carlos Herdocia

305-445-2900 ext. 2224

Carlos.herdocia@stantec.com

SCOPE OF WORK: Topographic Survey illustrating the approximate right of ways and the improvements on Greene Street, between Elizabeth Street and Fitzpatrick Street, to be used for design purposes. The project limits are outlined in red on the attached sketch, supplied to FKLS by the client and/or their agent.

- Field locate all improvements, including but not limited to fences, structures, edge of pavement and solid surfaces within the said right of way.
- Field locate all above ground utilities within the said right of way.
- Topographic data at 50 foot cross sections, including elevations 10' feet into private property (where feasible) and at the right of way, top of curb, base of curb, edge of pavement and center of the road.
- Horizontal coordinates will be referenced to grid north, based on the 2011 Adjustment of the North American Datum of 1983 (NAD 83/2011), of the Florida State Plane Coordinate System (Transverse Mercator Projection), East Zone.
- Elevations will be in feet and based on the National Geodetic Vertical Datum of 1929 (NGVD 1929).

| | |
|---|------------|
| 1) FIELDWORK – 5 Days of a 1-3 Man Conventional Field Crew @ \$1,680.00 Day = | \$8,400.00 |
| 2) AUTOCAD DRAFTING – 22 Hours @ \$150.00 Hour = | \$3,300.00 |
| 3) PROFESIONAL SURVEYOR AND MAPPER – 5 Hours @ \$175.00 Hour = | \$875.00 |

TOTAL SURVEY COST & TERMS:

\$12,575.00 due upon completion

TERMS AND CONDITIONS: Full payment is due upon completion. All invoices are to be paid in full upon receipt. All invoices not paid within 30 days shall bear interest at the rate of 18% per annum, one and one-half percent (1.5%) per month of the total outstanding balance due. Should money due under this proposal be collected through an attorney at law or similar collection means, the obligated party shall additionally be responsible for paying all court costs and collection fees.

Accepted By: _____ Date: _____
PRINT NAME SIGNATURE



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