

To: The Honorable Mayor and Council Members

From: Alberto Destrade, Purchasing Director 

Date: June 28, 2016

RE: **A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH MIAMI, FLORIDA, AUTHORIZING THE CITY MANAGER AND CITY ATTORNEY TO NEGOTIATE AND EXECUTE A PROFESSIONAL SERVICES AGREEMENT, BETWEEN THE CITY OF NORTH MIAMI AND EBS ENGINEERING, INC., TO PROVIDE ROADWAY, TRAFFIC AND TRANSPORTATION ENGINEERING AND CONSULTING SERVICES FOR A RIGHT-OF-WAY CONDITION SURVEY OF CITY MAINTAINED STREETS, ALLEYWAYS AND SIDEWALKS, WITH A MANAGEMENT PROGRAM THAT WILL PRIORITIZE REPAIRS, REPLACEMENT AND IMPROVEMENTS OF SUCH RIGHT-OF-WAYS AT A COST NOT TO EXCEED ONE HUNDRED SEVENTY SIX THOUSAND DOLLARS (\$176,000.00), IN ACCORDANCE WITH THE TERMS, CONDITIONS AND SPECIFICATIONS CONTAINED IN THE REQUEST FOR QUALIFICATIONS # 12-14-15, CONTINUING ARCHITECTURAL AND ENGINEERING SERVICES; PROVIDING FOR AN EFFECTIVE DATE AND FOR ALL OTHER PURPOSES.**

RECOMMENDATION

Staff is requesting that Mayor and City Council authorize the City Manager and City Attorney to finalize and execute an agreement with the engineering consulting firm of EBS Engineering, Inc. (EBS), to prepare a study and assessment of the City's streets and rights-of-ways at a not-to-exceed cost of \$176,000.

BACKGROUND

On March 24, 2015, the City issued Request for Qualifications (RFQ) 12-14-15 "Continuing Architectural and Engineering Services" (Solicitation) in accordance with the Consultants Competitive Negotiation Act (CCNA) for the purpose of retaining experienced, licensed, and insured architectural and engineering firms to provide on a continuing, as-needed when-needed contract basis, the following specific professional services: Landscape Architecture/Interior Design, Roadway, Traffic & Transportation Engineering and Consulting, Water/Waste Water Engineering, Water Resources/Stormwater Design, Urban Planning & Design, and Environmental Engineering.

In response to this Solicitation, EBS submitted its qualifications to provide "Roadway, Traffic and Transportation Engineering Services" and was selected and included on the list of pre-qualified CCNA firms by the City Council on June 9, 2015 (see attached Resolution No. 2015-R-52).

As part of the City Manager’s comprehensive plan to improve the level of services provided to our community and to better evaluate the current condition of the City’s infrastructure, staff requested a proposal from EBS to prepare a study and assessment of the City’s streets and rights-of-ways which will also serve to identify and prioritize needed repairs, replacements and improvements.

SCOPE OF WORK

The scope of services to be performed by EBS includes, but is not limited to, the following:

1. Collection of field data to perform a right-of-way survey of the City’s streets (asphalt and concrete paver roadways).
2. Create a spreadsheet that will include physical characteristics, pavement types and street classifications for only those rights-of-ways maintained by the City.
3. Prepare a digital (electronic) report sorted by location and hyper-linked to visual images and detailed summary of findings.
4. Identify work requirements necessary to meet goals and objectives of the City (including cost estimates for the recommended solutions).
5. Prioritize projects to optimize spending and budgeting for future maintenance and repair projects based on:
 - Existing pavement structures
 - Existing soils and surface condition
 - Drainage assessment
 - Constructability Analysis
6. Spreadsheet of physical characteristics, pavement types, and street classifications.
7. Summary tables by both alphabetical/numerical and priority listing for the street system.
8. Typical Sections of conceptual drawings.
9. Table of work requirements necessary to meet stated goals and objectives of the City.
10. Table of scenarios for maintenance and repair (e.g. 5-Year, 10-Year, 20-Year and 25-Year projections).
11. Testing and design recommendations, and listing of planned improvements.

EBS will prepare and submit an initial draft report of their study and findings within 150 days from the City’s issuance of a notice to proceed. Moreover, the final and comprehensive report will be submitted by EBS within 60 days following receipt of the City’s comments and approval of the draft version.

Staff has negotiated a not-to-exceed fee of \$176,000 with EBS to provide the above described services and recommends award of this contract.

FUNDING SOURCE

Funding for this work will be allocated from the Mayor’s City-wide Capital Projects Fund.

ATTACHMENTS

Resolution

Resolution No. 2015-R-52

Proposal from EBS Engineering Inc.

RESOLUTION NO. _____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH MIAMI, FLORIDA, AUTHORIZING THE CITY MANAGER AND CITY ATTORNEY TO NEGOTIATE AND EXECUTE A PROFESSIONAL SERVICES AGREEMENT, BETWEEN THE CITY OF NORTH MIAMI AND EBS ENGINEERING, INC., TO PROVIDE ROADWAY, TRAFFIC AND TRANSPORTATION ENGINEERING AND CONSULTING SERVICES FOR A RIGHT-OF-WAY CONDITION SURVEY OF CITY MAINTAINED STREETS, ALLEYWAYS AND SIDEWALKS, WITH A MANAGEMENT PROGRAM THAT WILL PRIORITIZE REPAIRS, REPLACEMENT AND IMPROVEMENTS OF SUCH RIGHT-OF-WAYS AT A COST NOT TO EXCEED ONE HUNDRED SEVENTY-SIX THOUSAND DOLLARS (\$176,000.00), IN ACCORDANCE WITH THE TERMS, CONDITIONS AND SPECIFICATIONS CONTAINED IN THE REQUEST FOR QUALIFICATIONS # 12-14-15, CONTINUING ARCHITECTURAL AND ENGINEERING SERVICES; PROVIDING FOR AN EFFECTIVE DATE AND FOR ALL OTHER PURPOSES.

WHEREAS, on March 24, 2015, the City of North Miami (“City”) issued *Request for Qualifications # 12-14-15, Continuing Architectural and Engineering Services* (“RFQ”), for the purpose of retaining experienced, licensed, and insured architectural and engineering firms to provide on a continuing, as-needed when-needed contract basis, the following specific professional services: Landscape Architecture/Interior Design, Roadway, Traffic & Transportation Engineering and Consulting, Water/Waste Water Engineering, Water Resources/Stormwater Design, Urban Planning & Design, and Environmental Engineering; and

WHEREAS, the RFQ was undertaken in accordance with Florida’s Consultants’ Competitive Negotiation Act, under Section 287.055, Florida Statutes (2015); and

WHEREAS, in response to the RFQ, EBS Engineering, Inc. (“Consultant”) submitted its sealed qualifications for the provision of Roadway, Traffic & Transportation Engineering and Consulting (“Services”), and was subsequently selected by City administration as having those qualifications and references most advantageous to the City; and

WHEREAS, on June 9, 2015, the Mayor and City Council passed and adopted Resolution No. 2015-R-52, approving the selection of Consultant for the rendition of Services on a continuing, as-needed, when-needed contract basis; and

WHEREAS, City administration has identified the need for a right-of-way condition survey of City maintained streets, alleyways and sidewalks, to develop a management program that will prioritize repairs, replacement and improvements of such right-of-ways on a Citywide basis (“Additional Services”); and

WHEREAS, Additional Services will include, but not be limited to the following deliverables: 1) conceptual drawings, 2) spreadsheet of physical characteristics, pavement types, and street classifications, 3) findings by Districts, 4) table of projected pavement condition, 5) table of work requirements to meet stated City goals and objectives, 6) testing and design recommendations, and 7) table of scenarios for maintenance and repair; and

WHEREAS, the City administration respectfully requests that the Mayor and City Council authorize the City Manager and City Attorney to negotiate and execute a Professional Services Agreement for the provision of the aforementioned Additional Services, serving the public health, safety and welfare.

NOW THEREFORE, BE IT DULY RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH MIAMI, FLORIDA:

Section 1. Authority of City Manager and City Attorney. The Mayor and City Council of the City of North Miami, Florida, hereby authorize the City Manager and City Attorney to negotiate and execute a Professional Services Agreement, between the City of North Miami and EBS Engineering, Inc., to provide Roadway, Traffic and Transportation Engineering and Consulting Services for a right-of-way condition survey of City maintained streets, alleyways and sidewalks, with a management program that will prioritize repairs, replacement and improvements of such right-of-ways at a cost not to exceed One Hundred Seventy-Six Thousand Dollars (\$176,000.00), in accordance with the terms, conditions and specifications contained in the *Request for Qualifications # 12-14-15, Continuing Architectural and Engineering Services.*

Section 2. Effective Date. This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED by a _____ vote of the Mayor and City Council of the City of North Miami, Florida, this ___ day of _____, 2016.

DR. SMITH JOSEPH
MAYOR

ATTEST:

MICHAEL A. ETIENNE, ESQ.
CITY CLERK

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:

JEFF P. H. CAZEAU, ESQ.
CITY ATTORNEY

SPONSORED BY: MAYOR SMITH JOSEPH, D.O., PHARM. D.

Moved by: _____

Seconded by: _____

Vote:

Mayor Smith Joseph, D.O., Pharm. D.
Vice Mayor Alix Desulme
Councilman Scott Galvin
Councilwoman Carol Keys, Esq.
Councilman Philippe Bien-Aime

_____ (Yes) _____ (No)
_____ (Yes) _____ (No)
_____ (Yes) _____ (No)
_____ (Yes) _____ (No)
_____ (Yes) _____ (No)

June 2, 2016

City of North Miami
Purchasing Department
776 NE 125 Street
North Miami, Florida 33161

Attention: Mr. Alberto Destrade
Continuing Architectural and Engineering Services
Roadway, Traffic & Transportation Engineering & Consulting

Subject: Fee Proposal
Right-of-Way Condition Survey
Proposal Number: 01618

Dear Mr. Destrade:

EBS ENGINEERING, INC. (EBS), is pleased to submit this fee proposal to provide right-of-way condition survey for the above referenced contract. EBS team has a substantial amount of experience in roadway, traffic and transportation engineering and consulting services. It is our understanding that the City of North Miami requires of us to conduct a visual survey of its roadway and to develop a management program that prioritizes repairs, replacement and improvements. The proposed work would include a field survey of the right of way condition of the entire City maintained streets and alleys.

Scope of Services for Right-of-Way Condition Survey (ROWCS)

It is our understanding that the scope of work for this project will include the following tasks:

1. Collection of field data to perform a ROWCS of City maintained streets and alleys for both asphalt and concrete paver roadways.
2. Additional items to be identified in the ROWCS:
 - Pavement length and width of each street/alley segment.
 - Swale length and width on either side of each street segment
 - Sidewalk length and width on either side of each street segment
 - Curb and gutter needing repair.
 - Utilities (patches, water valves and manholes) needing repair.
 - Street segments with speed humps
 - Indicate if part of safe route to school
 - Landscaping

- Stormwater/drainage structures condition
3. Create a spreadsheet that will include physical characteristics, pavement types, and street classifications.

Preparation of Draft Report

4. Develop a "Draft" report of the survey with the following items:
 - A finalized spreadsheet containing all collected right of way data and recommended maintenance activities. We will follow the Pavement Condition Index for Road Pavement per ASTM D-6433.
 - Summary tables by both alphabetical/numerical and priority listing for the street system.
 - Begin and end descriptions will reflect centerline break points.
 - Development of a technical report with tables and figures to summarize the condition of the City maintained street system and its recommended maintenance needs.
 - Breakdown of findings by District.

The estimated time to complete these tasks is 150 days from Notice to Proceed (NTP).

Preparation of Final Draft Report

5. Prepare a final Right-of-Way Condition Survey Report signed and sealed by a Florida registered Professional Engineer. The final report will include the following additional information with input from City's Staff:
 - Purpose statement for establishing goals and objectives
 - Assessment of the current and projected pavement condition (obtain age of pavement for particular areas)
 - Determine various scenarios for maintenance and repair (for example: 5 Year Projection, 10 Year, 20 Year, 25 Year)
 - Identify work requirements necessary to meet goals and objectives of the City
 - Prioritize projects to optimize spending and budgeting for future maintenance and repair projects based on:
 - Existing pavement structures
 - Existing soils
 - Aesthetics
 - Drainage
 - Constructability
 - Surface texture

- Provide testing and design recommendations
- Develop typical section of conceptual drawing
- Breakdown of findings by District
- Develop planning level cost estimates
- Provide listing of planned improvements (from the City).
- "Final" report preparation incorporating City of North Miami's comments.

Deliverables

6. The deliverables to the City of North will include but not limited to the following:

a. **Draft Report with the following:**

- i. Spreadsheet of physical characteristics, pavement types, and street classifications.
- ii. Summary tables by both alphabetical/numerical and priority listing for the street system.
- iii. Typical Sections of conceptual drawing
- iv. Breakdown of findings by District

b. **Final Report with the following:**

- i. Spreadsheet of physical characteristics, pavement types, and street classifications.
- ii. Summary tables by both alphabetical/numerical and priority listing for the street system.
- iii. Typical Sections of conceptual drawing
- iv. Breakdown of findings by District
- v. Table of current and projected pavement condition (obtain age of pavement for particular areas)
- vi. Table of work requirements necessary to meet stated goals and objectives of the City
- vii. Table of scenarios for maintenance and repair (for example: 5-Year Projection, 10-Year, 20-Year, 25-Year).
- viii. Testing and design recommendations, and listing of planned improvements
- ix. Electronic database with Attributes for Google Earth.

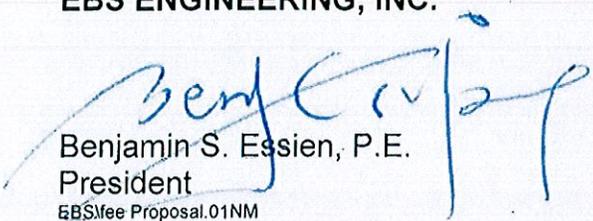
The Final Report will be completed and submitted to the City within 60 days from the submittal date of the Draft Report unless as otherwise required by the City.

Meetings as needed with City staff to review recommended strategies and techniques, including but not limited to consideration of different approaches for different street classifications (local streets, collector streets, alleys and concrete paver streets), etc.

EBS Engineering, Inc. agrees to perform the scope of work described in this proposal for a total amount not to exceed one hundred seventy-five thousand eight hundred forty-six dollars (\$175,846). Thanks in advance for giving us the opportunity to provide these services.

Sincerely,

EBS ENGINEERING, INC.


Benjamin S. Essien, P.E.
President

EBS\Fee Proposal.01NM

CITY OF NORTH MIAMI
RIGHT OF WAY CONDITION SURVEY

ID	Task Name	Duration	Start	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1	COLLECTION OF FIELD DATA	105 days	Tue 7/5/16														
2	DISTRICT 1	20 days	Tue 7/5/16														
3	DISTRICT 2	25 days	Tue 8/2/16														
4	DISTRICT 3	25 days	Tue 9/6/16														
5	DISTRICT 4	35 days	Tue 10/11/16														
6	CREATE SPREADSHEETS REPORTING FINDINGS	37 days	Sun 10/2/16														
7	PREPARATION OF DRAFT REPORT	25 days	Tue 11/22/16														
8	DEVELOP ATTRIBUTES FOR GOOGLE EARTH	30 days	Mon 10/31/16														
9	CITY STAFF REVIEW OF DRAFT REPORT	15 days	Thu 12/29/16														
10	PREPARE DRAFT FINAL REPORT	30 days	Thu 1/19/17														
11	CITY STAFF REVIEW OF DRAFT FINAL REPORT	15 days	Thu 3/2/17														
12	FINAL REPORT	30 days	Thu 3/23/17														

Project: Project1
Date: Fri 6/3/16

Task		Project Summary		Manual Task		Start-only		Deadline	
Split		Inactive Task		Duration-only		Finish-only		Progress	
Milestone		Inactive Milestone		Manual Summary Rollup		External Tasks		Manual Progress	
Summary		Inactive Summary		Manual Summary		External Milestone			