

**CITY OF MARATHON, FLORIDA  
RESOLUTION 2015-69**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARATHON, FLORIDA, APPROVING PROJECT AGREEMENT WITH CHEN MOORE & ASSOCIATES, INC., FOR DESIGN SERVICES FOR THE AVIATION BLVD. MULTI-USE TRAIL, IN AN AMOUNT NOT TO EXCEED \$113,500.00; AUTHORIZING THE CITY MANAGER EXECUTE AGREEMENT; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the City of Marathon (the “City”) has been awarded funding for the development of a Multi-Use Trail along Aviation Blvd. from the FDOT, and;

**WHEREAS**, the City Council requested that the City retain the services of a qualified Engineering Firm for the design of the project, and;

**WHEREAS**, the City published an RFQ for qualified firms to provide such services and retained several firms under a continuous service contract, and;

**WHEREAS**, Chen-Moore and Associates is qualified for this work, and;

**WHEREAS**, Chen Moore and Associates submitted a proposal reviewed by staff and the City Attorney and recommend approval of the work authorization for an amount not to exceed \$113,500.00 as provided on Exhibit “A.”

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARATHON, FLORIDA, THAT:**

**Section 1.** The above recitals are true and correct and incorporated herein.

**Section 2.** The City Council hereby approves the Project Agreement for Design Services for the Project, in an amount not to exceed \$113,500.00 and authorizes the City Manager to execute the Project Agreement as provided on Exhibit “A.”

**Section 3.** This resolution shall take effect immediately upon its adoption.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF MARATHON, FLORIDA, THIS 23<sup>TH</sup> DAY OF JUNE, 2015.**

**THE CITY OF MARATHON, FLORIDA**

  
\_\_\_\_\_  
**Chris Bull, Mayor**

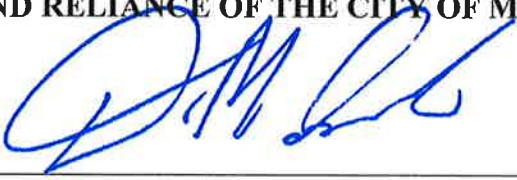
AYES: Keating, Kelly, Senmartin, Zieg, Bull  
NOES: None  
ABSENT: None  
ABSTAIN: None

**ATTEST:**

  
\_\_\_\_\_  
Diane Clavier, City Clerk

(City Seal)

**APPROVED AS TO FORM AND LEGAL SUFFICIENCY FOR THE USE AND RELIANCE OF THE CITY OF MARATHON, FLORIDA ONLY:**

  
\_\_\_\_\_  
Dirk Smits, City Attorney

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June 5, 2015 (Revised June 17, 2015)

SENT VIA E-MAIL ([solisc@ci.marathon.fl.us](mailto:solisc@ci.marathon.fl.us))

Mr. Carlos A. Solis, P.E.  
**City of Marathon**  
9805 Overseas Hwy.  
Marathon, FL 33050

**Subject: Airport Blvd Roadway and Hardscape Improvements  
CMA Proposal No. P15.100.013**

Dear Mr. Solis:

Chen Moore and Associates (CMA) is grateful for the opportunity to submit the attached Scope of Services to assist you in preparation of roadway and hardscape plans for over two miles of Airport Blvd. adjacent to the regional airport in the City of Marathon, FL. The project considers the shift of the existing roadway centerline to accommodate a shared 8' path. The path shall include specialty lighting, hardscape elements including benches, pavers and landscaping at various areas along the road. Traffic calming elements will also be considered along with considerations from the Public Works department. The estimated construction budget for this project is \$2.2 million.

The "Client" for the project is the City of Marathon.  
The "Consultant" is Chen Moore and Associates (CMA)

Sub-Consultants for this project shall be the following:

- Surveying – Longitude Surveyors
- Electrical – Project Caine

### **SCOPE OF SERVICES**

The scope of services our firm shall provide as per our recent discussions is as follows:

#### **LAND SURVEYING**

**Task 1 – Topographic/Route Survey and Utility Coordination-** Consultant shall perform the following:

- Establish a control traverse and bench marks at each location to support the topographic survey to be used for the design plans
- Elevations shall be based on North American Vertical Datum of 1988 (NAVD88) with conversions to NGVD 29.
- Obtain elevations at locations no more than 100 feet apart at high and low spots.
- Locate aboveground features within the survey limits according to the following schedule: pavement, driveways, swales, sidewalks, walls, fences, power and light poles, anchors, handrails,

storm manholes, catch basins, wire pull boxes, signs, risers, curbs, valve boxes, sanitary sewer, fire hydrants, valves, and overhead utilities.

- As-built storm and sanitary sewer structures with respect to rim and invert elevations.
- Locate trees 3" in diameter or larger.
- Locate pavement markings.
- Work shall be limited to within the right-of-way
- Tie in any subdivision corners, lot corners and plat corners, which can be located along the right-of-way lines. Depict right-of-way lines on the survey for informational purposes only. This will not constitute a boundary or right-of-way survey as defined in the Minimum Technical Standards for land surveying and mapping.
- Consultant shall prepare packages with GIS based maps to acquire available information from the utility providers for water, sewer, drainage, power, gas, cable as appropriate to acquire existing information.

## **CIVIL ENGINEERING**

**Task 2 – Design Development** – Consultant shall perform the following:

- Attendance at up to two meetings with the Client.
- Consultant shall review survey and as-builts from local utilities and field verify locations as per available accessibility.
- Preparation of an Opinion of Probable Cost based on the Design Development level plans.
- Design Development level plans based on the comments from the schematic phase including the demolition, paving, grading, drainage, utilities, signing and marking, details, specifications and pollution prevention plans.
- Sizing the stormwater pipe network within the site.

**Task 3 – Construction Documents (Permit and Bid Documents)** – Consultant shall perform the following:

- Attendance at up to two meetings with the Client.
- Consultant shall prepare construction documents, engineering plans and specifications for on-site improvements including demolition, existing conditions, roadway (and parking lot) paving, grading, utilities, signing, pavement markings, and stormwater pollution prevention plans as required for development of the Project. Plans shall include cross sections, profiles and detailed specifications for permitting and construction.
- Finalize plans post potential value engineering efforts per the design and construction team
- Update calculations per final version of the plans.

**Task 4 - Government Permitting** – Consultant shall perform the following:

- Consultant shall assist in the preparation of submittal packages and submit for government permits with the appropriate calculations and back-up to the following agencies:
  - City of Marathon
  - Florida Department of Transportation
  - Florida Department of Environmental Protection
  - Monroe County (if necessary)
  - South Florida Water Management District

- Federal Aviation Administration
- Florida Department of Environmental Protection for the National Pollution Discharge Elimination System (NPDES) permit
- Consultant shall revise plans and coordinate permits resubmittals

## **LANDSCAPE ARCHITECTURE**

**Task 5 – Design Development** – Consultant shall perform the following:

- Attendance at up to two (2) meetings with the Client/Owner.
- Site Visit to assess existing vegetation for removal and mitigation. Landscape architect shall field verify tree survey to be performed by a Florida Professional Licensed Surveyor.
- Preparation of a Project Narrative, if required
- Preparation of Design Development documents for site development of the project to include calculations for tree replacement mitigation and landscape buffers; due diligence on irrigation water use permitting and connection point to water supply, and tree removal/mitigation permits; landscape, hardscape, and irrigation plans, construction details, and specifications.
- Preparation of materials cut sheets for review with client in selecting finish materials for paving, site furnishings, pedestrian lighting, and planting palette.
- Preparation of a colored site plan

**Task 6 – Construction Documents (Permit and Bidding Documents)** - Consultant shall perform the following:

- Attendance at up to two (2) meetings with the Client/Owner.
- Preparation of 100% construction documents for site development of the project to include tree disposition, landscape, hardscape, and irrigation plans, construction details, and final specifications. Hardscape documents shall contain specialty paving, all fencing, site furnishings, seating, bicycle racks, and pedestrian lighting.
- Opinion of Probable Cost.
- Consultant shall update the Construction Documents with any Client, Owner, or regulatory agency comments
- Consultant shall prepare submittal packages and submit for irrigation consumptive use permits, as required
- Consultant shall revise plans and coordinate permit resubmittals if necessary

## **CONSTRUCTION ADMINISTRATION**

**Task 7 – Bidding Assistance and Pre-Construction** – Consultant shall perform the following:

- Attendance at a prebid meeting
- Preparation of bid related documents and specifications to support procurement department and assist the procurement department with necessary documents through the bidding process
- Responding to requests for information during the bidding process
- Consultant shall attend pre-construction conference meetings
- Review material shop drawings for the project

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**The basis for the above scope of services and associated fee(s) are based on the following:**

- Construction services including inspections, coordination meetings during construction, responses to RFI's and closeout shall be by others per the Client.
- Work shall comply with applicable building and regulatory codes.
- Geotechnical services, if required beyond previous reports (i.e. Standard Penetration Tests, Asphalt Cores, Percolation Testing), shall be provided by the Client.
- Irrigation mainline will need to run the length of the project.
- There is no existing vegetation within the project limits requiring Tree Mitigation permitting.
- The point of connection for the proposed irrigation system will be the municipal water supply.
- There are no known threatened or endangered species within the project limits.

**Information to be provided by client**

- Filing and permit application fees, review fees, impact fees or any other associated assessments by other governments/agencies.
- Geotechnical information including percolation tests for drainage
- Copies of all relevant data, including correspondence, traffic reports, plans or information in Client's possession which may be beneficial to the work effort performed by Consultant.
- Previous reports and assessments.

**SCHEDULE AND FEES**

Consultant is prepared to begin work upon receiving Notice to Proceed from the Client. A formal project schedule shall be submitted upon receipt of a formal Notice to Proceed.

The total lump sum fee for this project will be divided as follows:

Task(s)	Task Description	Lump Sum Fees	Hourly NTE Fees	Total Fees
	<i>Land Surveying</i>			
Task 1	Topographic/Route Survey and Utility Coordination	\$23,000.00	\$0.00	\$23,000.00
	<i>Civil Engineering</i>			
Task 2	Design Development	\$18,500.00	\$0.00	\$18,500.00
Task 3	Construction Documents (Permit and Bid Documents)	\$25,500.00	\$0.00	\$25,500.00
Task 4	Government Permitting	\$0.00	\$16,000.00	\$16,000.00
	<i>Landscape Architecture</i>			
Task 5	Design Development	\$11,500.00	\$0.00	\$11,500.00
Task 6	Construction Documents (Permit and Bid Documents)	\$15,500.00	\$0.00	\$15,500.00
	<i>Construction Administration</i>			
Task 7	Bidding Assistance and PreConstruction	\$3,500.00	\$0.00	\$3,500.00
	<b>PROJECT TOTAL</b>	<b>\$97,500.00</b>	<b>\$16,000.00</b>	<b>\$113,500.00</b>

Reimbursable expenses have been estimated in the lump sum figures above.

Should you have any questions, please do not hesitate to contact me at my office at +1 (786) 497-1500 x1077, my cell phone at +1 (954) 260-3987 or send me an electronic message at [jacosta@chenmoore.com](mailto:jacosta@chenmoore.com).

Respectfully submitted,



CHEN MOORE AND ASSOCIATES  
Jose L. Acosta, P.E.  
Vice President

JLA/jla

Attachment(s): Exhibit A and B



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Miami, FL 33130  
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Fax: +1 (786) 497-2300  
[www.chenmoore.com](http://www.chenmoore.com)

**EXHIBIT A**

**AGREEMENT FOR PROFESSIONAL SERVICES - WORK AUTHORIZATION**

CMA Project Name: Airport Blvd Roadway and Hardscape Improvements  
Client Name: City of Marathon  
Client Contact: Mr. Carlos A. Solis, P.E.  
Client Address: 9805 Overseas Hwy, Marathon, FL 33050  
Client Phone/Cell: +1 (305) 289-5008 / +1 (305) 289-4123  
Client E-mail: [solisc@ci.marathon.fl.us](mailto:solisc@ci.marathon.fl.us)

CMA Project No. P15.100.13  
Agreement Date: June 5, 2015 (Revised June 17, 2015)


FEE: Lump Sum of \$97,500.00 and Hourly Not to Exceed of \$16,000.00

RETAINER: N/A

Notice to Owner: N/A

The undersigned agree to the General Conditions/Provisions noted on the Master Contractor Agreement between Chen Moore and Associates and the City of Marathon dated February 2, 2013. Any additional requested services will be addressed in a separate agreement.

**CHEN MOORE AND ASSOCIATES, INC. (CONSULTANT)**

  
\_\_\_\_\_  
Authorized Signature  
JOSE L. ACOSTA, VICE PRESIDENT  
\_\_\_\_\_  
Print Name/Title  
7/10/15  
\_\_\_\_\_  
Date

**CITY OF MARATHON (CLIENT)**  
  
\_\_\_\_\_  
Authorized Signature  
MICHAEL H. PUTO  
\_\_\_\_\_  
Print Name/Title  
7/8/2015  
\_\_\_\_\_  
Date





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 Miami, FL 33130  
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[www.chenmoore.com](http://www.chenmoore.com)

**2015-16 CMA Rate Schedule**

<b><u>Professional Services</u></b>	<b><u>Hourly Rates</u></b>
Project Administrator/Clerical	\$60.00
Technician	\$75.00
Senior Technician	\$85.00
Staff Engineer/Landscape Architect/Planner	\$90.00
Construction Specialist	\$100.00
Project Engineer/Landscape Architect/Planner	\$100.00
Senior Construction Specialist	\$135.00
Senior Engineer/Landscape Architect/Planner	\$135.00
Senior Project Manager	\$155.00
Principal	\$215.00
<b><u>In-house Reimbursable Expenses</u></b>	<b><u>Rate</u></b>
Mileage (per mile)	\$0.75
Color Copies (<8 1/2" X 11") (per copy)	\$1.00
Color Copies (<11" X 17") (per copy)	\$2.00
Blackline Prints (<24" X 36") (per sheet)	\$2.20
Official Record Docs (per page)	\$1.00
<i>Out of Pocket Expenses</i>	<i>Cost + 15%</i>

NOTE: These rates are subject to change after December 31, 2015.