



Memorandum

Date: September 11, 2024

To: Honorable Mayor and Councilmembers

From: Rey Valdes
City Manager

Department: Carlos Arroyo
Public Works Director

Subject: **Work Order No. 1 – CHA Consulting, Inc., Construction Engineering and Inspection (CEI) services for Section 7 Traffic Calming Improvements**

Introduction

This memorandum provides the Public Works Department's (PWD) recommendation for the Mayor and the City Councilmembers to authorize the City Manager to execute Work Order No. 1 to CHA Consulting, Inc. for Project Management and Construction Engineering Inspection (CEI) Services during the construction phase of ITB #2024-09 Section 7 Traffic Calming Improvements in an amount not to exceed \$88,806.70.

Background

ITB #2024-09 Section 7 Traffic Calming Improvements was issued on June 28, 2024, and advertised on the City's Website, Vendor Registry and on DemandStar. A "non-mandatory" pre-bid meeting was held on July 8, 2024. Submittals were received and opened on July 30, 2024.

The PWD requested a proposal from CHA Consulting, Inc. for the provision of Project Management and Construction Engineering Inspection (CEI) Services during the construction phase of ITB #2024-09 Section 7 Traffic Calming Improvements. CHA Consulting, Inc. will provide day-to-day oversight of the construction, ensuring that the improvements are constructed consistent with the approved plans. The award recommendation for the

construction phase of ITB #2024-09 Section 7 Traffic Calming Improvements will be presented to the Mayor and the City Councilmembers at the September 11, 2024, Council Meeting.

Procurement

The contract between CHA Consulting, Inc. and the City of Doral was procured through the publicly advertised Request for Qualification (RFQ) #2023-08 process to select a pool of pre-qualified Engineering and Architecture firms. This group of ten (11) firms was approved by the City Council during the March 13, 2024, Council meeting via Resolution No. 24-54 (approved 5-0). The scope of services for this work order includes full-time Project Management and Construction Engineering and Inspection (CEI) services for the anticipated 180 calendar day duration of the project. CHA Consulting, Inc. prepared the attached proposal on a time and material basis with a not to exceed amount of \$88,806.70.

Attached please find "Exhibit A" which includes the proposal and fee estimate from CHA Consulting, Inc. for Project Management and Construction Engineering and Inspection (CEI) services.

Fiscal Impact:

Work Order No.1 for Project Management and Construction Engineering and Inspection (CEI) services will have a fiscal impact of \$88,806.70. Funding for this request is available from the Public Works Transportation Fund, "Construction in Progress" Account, Account Num. 101.80005.500650.

Strategic Plan Alignment

This item follows the Public Safety strategic initiative of the City's Strategic Plan as it addresses infrastructure improvements.

Recommendation

The City Staff respectfully requests authorization from the Mayor and City Councilmembers to execute the work order enclosed as part of "Exhibit A" to CHA Consulting, Inc. for Project Management and Construction Engineering and Inspection (CEI) services during the construction phase of ITB #2024-09 Section 7 Traffic Calming Improvements in an amount not to exceed \$88,806.70.