

RESOLUTION NO. 2022-

**A RESOLUTION OF THE VILLAGE OF PINECREST,
FLORIDA, AUTHORIZING THE VILLAGE MANAGER TO
EXECUTE AN AMENDMENT TO THE STANTEC
AGREEMENT FOR POTABLE WATER DISTRIBUTION
NETWORK CONSTRUCTION PROJECT
ADMINISTRATION; PROVIDING FOR AN EFFECTIVE
DATE.**

BE IT RESOLVED BY THE VILLAGE COUNCIL OF PINECREST, FLORIDA, AS FOLLOWS:

Section 1. That the Village Council hereby authorizes the Village Manager to execute the attached amendment to the Potable Water and Fire Hydrant System Construction Project agreement with H&R Paving approved by Resolution 2021-71.

Section 2. This resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 11th day of September, 2022.

Joseph M. Corradino, Mayor

Attest:

Priscilla Torres., CMC
Village Clerk

Approved as to Form and Legal Sufficiency:

Mitchell Bierman
Village Attorney

Consent Agenda

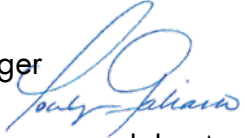


Yocelyn Galiano, ICMA-CM
Village Manager
manager@pinecrest-fl.gov

MEMORANDUM
Office of the Village Manager

DATE: September 6, 2022

TO: The Honorable Mayor and Members of the Village Council

FROM: Yocelyn Galiano, ICMA-CM, Village Manager 

RE: Resolution Authorizing the Village Manager to extend the Agreement for Construction Administration Services for the Potable Water Project with Stantec Consulting Services, Inc.

On July 15, 2021, the Village entered into an agreement with Stantec Consulting Services, Inc. to provide potable water construction administration. Their services would begin at the same time as the construction and would continue for a period of nine months. The original project was scheduled for completion on September 30, 2022, however, the completion date is now expected to be March 2023.

Attached is the new proposal for Stantec to provide construction administration for the remainder of the construction period for a fee of \$194,330.

I hereby respectfully recommend the Village Council adopt the attached resolution authorizing the Village Manager to extend the agreement for contract administration of the potable water project with Stantec Consulting Services for an additional six months in the amount of \$194,330.





Ponce de Leon Boulevard, Suite 900
Coral Gables, Florida 33134
Tel: (305) 445-2900

August 26, 2022

Village of Pinecrest
10800 Red Road
Pinecrest, FL 33156
305-669-6916

**Attention: Mr. David Mendez, P.E.
Public Works Director**

**Reference: Potable Water Distribution Network
Extended Construction Administration Phase**

Dear Mr. Mendez:

We are pleased to present this proposal for professional engineering services during construction. Stantec was previously authorized to complete construction administration services under the proposal signed and authorized December 8, 2021. The construction administration phase in that agreement was based on a duration of 9 months. This proposal extends our services another 6 months to an anticipated completion date of March 2023

SCOPE OF SERVICES:

Construction Administration Phase

Stantec will assist the Village during the construction phase and will perform the following tasks:

- a. Review product submittals.
- b. Payment application review and recommendation (one per month; 6 total).
- c. Attend weekly progress meetings.
- d. Observe and inspect contractor operations with one full-time inspector. It is anticipated that multiple crews will be required to complete this work. We expect that our inspector will be split to ensure proper coverage of the work areas. If work progresses quickly or is spread out to different areas, a second inspector may be warranted, thus requiring an additional service. Our fee is based on a standard 40-hour work week. No overtime or weekend hours are included.
- e. Answer contractors request for information and clarifications.
- f. Document daily activities.
- g. Collect required close-out documents from contractor and coordinate with M-DWASD for final conveyance documents. Execution of documents is by contractor/Village.

The following tasks were authorized under the original agreement and will be completed as part of that authorization: attendance at pre-construction meeting, as-built review, punch list inspection, and final inspection. If the construction phase extends beyond the anticipated additional 6 months, a fee for this additional service will be provided.



Assumptions

1. Existing conditions have not substantially changed, and existing surveys will be used.
2. Village staff will remain the primary point of contact for public inquiries and public request for information.
3. Scheduling of material testing is a contractor responsibility. Stantec to observe tests and review results.
4. Inspector's standard work week is 40 hours; night or weekend work will require overtime charges.

Exclusions

1. Overtime or weekend inspection work.
2. Public Involvement Services

Terms and Conditions:

All terms and conditions shall be per our Professional Services Agreement dated February 12, 2021. Our fees shall be lump sums as follows:

Extended Construction Administration Phase \$194,330

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.

Thank you,

Stantec Consulting Services Inc.

Sean Compel, P.E., LEED AP
Principal
Tel: 305-445-2900
sean.compel@stantec.com

Village of Pinecrest

Approved by:

Signature

Print Name

Date

FEE WORKSHEET

DATE: August 26, 2022

PROJECT: Village of Pinecrest
Villagewide Watermain - Extended CA Phase

| Construction Administration Phase (6 months) | Principal | Project Manager (P.E.) | Engineer (E.I.) | CAD Tech. | Inspector | Clerical |
|---|---------------------|------------------------------|--------------------|-----------|-----------|------------------|
| Prepare for and attend Pre-construction meeting | Previously included | | | | | |
| Submittal reviews | | 2 | 4 | | | |
| Daily Coordination, Management, ebuilder coordination | | 66 | 60 | | | |
| RFIs and Clarifications | | 28 | 52 | 40 | | |
| EOR Site visits | | 60 | | | | |
| Full-time Inspector | | | | | 1120 | |
| Weekly progress meetings | | 104 | | | | |
| Review Applications for Payment - 6 Total | | 12 | | | 12 | |
| As-built Review | Previously included | | | | | |
| Assistance with MDWASD Conveyance | | 8 | 16 | 2 | | |
| Punch List and Final Inspection | Previously included | | | | | |
| Sub-Total Hours | 0 | 280 | 132 | 42 | 1132 | 0 |
| Billing Rate | \$ 225.00 | \$ 191.00 | \$ 130.00 | \$ 115.00 | \$ 105.00 | \$ 75.00 |
| Labor Cost | \$0 | \$53,480 | \$17,160 | \$4,830 | \$118,860 | \$0 |
| Construction Administration Total | | | | | | \$194,330 |