



RESOLUTION # 2018-70

RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF WEST MIAMI AUTHORIZING THE ACTING CITY MANAGER TO EXECUTE THE NECESSARY DOCUMENTATION WITH TY LIN INTERNATIONAL FOR PREPARATION OF A DESIGN CRITERIA PACKAGE FOR A PROPOSED CITY OF WEST MIAMI POLICE DEPARTMENT SECOND STORY ADDITION AT CITY HALL 3,000 SF, ASSISTANCE IN THE PREPARATION OF THE DESIGN BUILD RFP AND SUPPORT IN THE PROCUREMENT OF A DESIGN- BUILD TEAM IN THE AMOUNT OF \$20,000.00 TO BE FUNDED BY IMPACT FEES; PROVIDING FOR EFFECTIVE DATE.

WHEREAS, the City of West Miami Administration has determined that the City of West Miami Police Department at City Hall located at 901 SW 62 Avenue is in need of expansion and renovation; and

WHEREAS, the City Administration has recommended, pursuant to the Professional Engineering Services Agreement entered into by and between the City of West Miami and TY Lin International on April 18, 2018, that TY Lin International prepare a Design Criteria Package (DCP) for the purpose of expanding the West Miami Police Department building to adding a second story, assisting in the preparation of the bid documents and provide support in the procurement of a Design-Build team; and

WHEREAS, the Design Criteria Package shall be designed by Ty Lin, International and shall consist of approximately 2,500 square feet of new office space on the second level of the existing Police Station; and

WHEREAS, it is anticipated that the cost of the expansion/renovation project shall be approximately \$600,000.00; and

WHEREAS, the cost of the services to be provided by TY Lin International pursuant to their proposal attached as Exhibit A is \$20,000.00.

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND THE CITY COMMISSION OF THE CITY OF WEST MIAMI THAT:

SECTION 1. The aforementioned statements are true and correct and adopted as is fully stated herein.

SECTION 2. The City Manager's recommendation is hereby accepted and the City Manager is hereby authorized to enter into an agreement with TY Lin International in the amount of \$20,000.00 for services more fully described in the attached Exhibit A.

SECTION 3. Funding for the work to be provided by TY Lin International pursuant to Exhibit A shall come from

SECTION 4. This Resolution shall take effect immediately upon passage by the City Commission and signature of the Mayor.

PASSED AND ADOPTED this 5th day of December, 2018.

Approved:



EDUARDO H. MUÑINA, MAYOR

Attes



ANN

ERK

APPROVED AS TO FORM AND SUFFICIENCY:



JOSE A. VILLALOBOS, CITY ATTORNEY

ROLL CALL VOTE:

MAYOR EDUARDO H. MUÑINA	<u>Y</u>
VICE-MAYOR RHONDA A. RODRIGUEZ	<u>N</u>
COMMISSIONER CANDIDA BLANCA	<u>Y</u>
COMMISSIONER JUAN M. BLANES	<u>Y</u>
COMMISSIONER LUCIANO L. SUAREZ	<u>Y</u>

November 28, 2018

City of West Miami
Juan Pena
Acting City Manager
901 SW 62 Ave
West Miami, Florida 33144

Re: Design Criteria Professional Services in Support of a Request for Design Build Services for the Police Department Addition at City Hall

T.Y. Lin International (TYLI) is pleased to provide you with this proposal for Design Criteria Professional Services in support of the preparation of a Request for Design Build Services (RDBS) related to the construction of the City of West Miami Police Department second story addition at City Hall located at 901 SW 62 Avenue. TYLI is proposing to provide the scope of work as described in exhibit "A" of this proposal for a lump sum fee of \$20,000.00. The scope includes the following tasks:

- Preparation of a Design Criteria Package for the infrastructure components of the City of West Miami Fitness Center Building at the Rec Center.
- Assistance in the preparation of a proposal for the posting of a Request for Design Build Services solicitation package.
- Support the City of West Miami during the procurement process.

It is the intent of TYLI to complete the Design Criteria Package for procurement of a Design-Builder by March of 2019.

We appreciate the opportunity to assist the City in this exciting and ambitious project and look forward to working side by side with you and your staff to achieve the goal of an effective alliance in developing the Police Department Addition project.

Francisco J. Alonso, P.E.
Project Manager

EXHIBIT "A"

SCOPE OF SERVICES FOR CONSULTING ENGINEERING SERVICES DESIGN CRITERIA PROFESSIONAL SERVICES IN SUPPORT OF A REQUEST FOR DESIGN BUILD SERVICES (ROBS)

1 PURPOSE

The purpose of this Exhibit is to describe the scope of work and the responsibilities of T.Y. Lin International (TYLI) and the City of West Miami (CWM) in connection with the preparation of a Design Criteria Package (DCP) and support for the creation of a Request for Design Build Services (ROBS). Per the Professional Engineering Services Agreement executed and ratified by Council on April 1st, 2018, TYLI will provide the following services.

2 SCOPE OF WORK

This Project consists of the preparation of a Design Criteria Package for the proposed Police Department Addition to the second story of City Hall, located at 1700 SW 62 Avenue, assistance in the preparation of the ROBS and assistance and support in the procurement of a Design-Build team.

The DCP will be based upon the concept design developed by TYLI for a building layout identifying the building space allocation, general layout, and design approach. The building addition gross footprint will be approximately 2,500sf (roughly 35-feet by 70-foot area), and chiefly constitute new commercial office space on the second level above the existing Police Station. CWM has not provided a fixed project construction budget but anticipates funding of at least \$600,000. The first floor of the facility shall remain operational throughout construction.

The Design Criteria Professional TYLI will perform the duties of Consultant as specified in this Scope of Work (SOW).

2.1 Design Criteria

TYLI will develop a Design Criteria package and prepare a detailed Scope of Services that contains a schematic design with sufficient information for the prospective proposers to submit a detailed technical proposal, plans, specifications and bids to complete the project to 100% design and construction for the proposed building based upon the attached conceptual drawings. The Scope of Services will include guidelines for the following categories:

- a) Building/Site demolition

- b) Site development
- c) Utility Demands
- d) Facility design
- e) Materials selection
- f) Structural systems
- g) MEP systems
- h) Budget
- i) Schedule
- j) Specifications

2.2 Request for Design-Build Services

TYLI will prepare a complete bid package for the City of West Miami for public advertisement of the Request for Design **Build** Services. TYLI will assure that the documents for advertisement are consistent with the City's intended project scope, Design Criteria guidelines, budget and project schedule.

2.3 Procurement Support

TYLI will provide appropriate personnel to attend meetings and to assist the City of West Miami during the procurement of the Design Build team in order to ensure compliance with the Design Criteria. This may include assisting with responses to RFI's pertaining to the ROBS, reviewing the bid packages for compliance and providing recommendations to the selection committee if necessary.

3 SERVICES TO BE PERFORMED BY THE CITY

- Topographic Surveys will be provided by City.
- Project data currently on file that may assist in the design process.
- All available information in the possession of City pertaining to utility companies whose facilities may be affected by the proposed construction and facilitate obtaining relevant information from utility companies.
- Access to site and provide information on available site areas for construction staging area and storage of construction materials
- Provide comments following the review of project deliverables.

4 SERVICES NOT INCLUDED

- Environmental investigation for contamination or other environmental concerns.
- Materials testing.
- Product Control Approvals.
- Final Permitting (by design-build contractor).
- Construction Phase Services: A proposal for Construction Management and Inspection Services will be provided in a separate submittal.

5 SCHEDULE OF WORK - TIME OF PERFORMANCE

TYLI shall submit the deliverables and perform the Work as depicted below:

<i>SCHEDULE OF DELIVERABLES</i>	
Deliverable	Delivery Date
Design Criteria Package	NTP + 6 weeks
Request for Design Build Services	+ 2 weeks
Review by City	+ 2 weeks
ROBS and DCP Final Submittal	+ 2 weeks
Owner's Representative (through DB selection)	+ Procurement Time (4 weeks)

6 COMPENSATION

TYLI shall perform the Work detailed in this Proposal for a Lump Sum fee of **\$20,000.00** (Twenty Thousand Dollars and 00/100).

<i>SCHEDULE OF COMPENSATION</i>	
Deliverable or Task	Fee
Design Criteria Package (DCP)	\$12,500
Request for Design Build Services (ROBS)	\$5,000
Procurement Support	\$2,500
TOTAL:	\$20,000.00

7 ADDITIONAL SERVICES

Additional services not specifically described under "Scope of Work" will be performed upon written approval

Submitted by:

Francisco J. Alonso, PE – Project Manager
TY Lin International

Recommended By: _____

Juan Pena - Acting City Manager
City of West Miami