



AGENDA ITEM REQUEST FORM

Item No. 116

Municipal Services

Department

Don Prince

Department Director

REGULAR
COMMISSION MTG
Meeting Dates - 7:00 PM

DEADLINE TO
Town Clerk

Sept 27, 2011

Sept 16 (5:00 pm)

*Subject to Change

Presentation

Reports

Consent

Ordinance

SUBJECT TITLE: Street Resurfacing Analysis

EXPLANATION: Many of the streets in Town are experiencing cracking, pot holes and general deterioration due to their age. The 5 year CIP provides funds to resurface streets. In an effort to properly budget and prioritize the resurfacing of the Town's streets, a detailed analysis should be performed by a qualified firm. In response to the Commission inquiries, a search of the minutes was completed and has revealed that the Town has not done an analysis of the town's roads.

Staff obtained proposals from two firms on the continuing services list. Mathews Consulting submitted the proposal (**exhibit 1**) that is in the Town's best interest. The \$16,454 price for the analysis and prioritization of the Town roads was also the lower of the two proposals.

The FY12 Recommended Budget includes funds in the Capital Project fund account # 300-576-130-500-629 for the Street Resurfacing Analysis.

EXPECTED OUTCOME:

We recommend the Town Manager be authorized to execute a Work Order with Mathews Consulting for the Street Resurfacing Analysis in the amount of \$16,454.

EXHIBITS: Exhibit 1: Mathews Consulting Proposal

Reviewed by Town Attorney

Yes No

Town Manager Initials CA

**TOWN OF LAUDERDALE BY-THE-SEA
WORK AUTHORIZATION FOR PROFESSIONAL SERVICES**

Contractor: Mathews Consulting, Inc.			
Address: 477 S. Rosemary Ave, Suite 330, West Palm Beach, FL 33401			
Contract No.		Work Authorization No.: 2	
Agreement Description: Continuing Professional Services Contract		Effective Date _____	
P.O. # For Work Authorization:		Budget	
Brief Task Description: Perform a pavement assessment for Town roads and provide a methodology for the prioritization of the areas in need of repair.			
In accordance with the above referenced agreement, you are authorized to perform the tasks detailed in attached Exhibit A (Scope of Services). All required services will be completed on or before: <u>See Exhibit "C"</u>			
The total amount or the limiting amount of the compensation will be: \$ _____ unless additional services are authorized by the Town in writing.			
Compensation elements are as follows:			
	Method of Compensation (Lump Sum, Hourly NTE)	Amount (\$)	Project Code
Total			
Other Notes: <i>This Work Authorization is subject to the same terms and conditions of the <u>Continuing Professional Services Contract</u> dated <u>8/3/2011</u>.</i> Please acknowledge receipt of, and agreement with, this Work Authorization by signing and dating and returning three (3) original signed copies to the Town Manager. <u>The Town will send you one fully executed copy.</u>			
Town of Lauderdale by-the-Sea Approval:			
Constance Hoffmann, Town Manager	_____	_____	
	(Signature)	(Date)	
June White, Town Clerk	_____	_____	
	(Signature)	(Date)	
Contractor Acceptance:			
Contractor Name: David Mathews, P.E.	_____	_____	
Title: Vice President, Mathews Consulting	(Signature)	(Date)	

Approved as to Form 7/2011 HK

Pavement Condition Study

Background

The Town of Lauderdale by the Sea was incorporated in 1947. In 2001, additional land north of the Town was annexed into the Town limits. The Town is approximately 1.5 square miles with approximately 14 miles of local roadway. Many of the roads are experiencing cracking, spalling, and general deterioration due to their age. Mathews Consulting (Consultant) will conduct field studies to determine the condition of all Town roads, identify areas requiring repair work and provide a methodology for prioritization of that work.

Scope of Services

Task 1: Data Collection

1. Consultant shall review existing files and information available from the Town, of previously constructed roadway improvement projects. The Town shall provide Consultant the map of all Town roadways. This includes one meeting with Town staff.
2. The northern, recently annexed, portion of the Town's roadways were resurfaced approximately four (4) years ago. Consultant to review as-built information provided by the Town.
3. Consultant shall perform a visual survey of all Town roadways (approximately 14 miles) to assess the condition of the roadway pavement section. A ranking system shall be developed which identifies the level of need for reconstruction work tied to the estimated remaining service life of the road. The condition survey will utilize the *2009 Flexible Pavement Condition Survey Handbook*, by the Florida Department of Transportation for evaluation methodology and scoring.

Task 2: Cost Evaluation and Phasing Plan

1. The Consultant shall develop a phasing and prioritization plan for implementation of the roadway improvements. The phasing plan shall be structured so as to group required improvements that are within relative close proximity and prioritization.
2. A general opinion of construction cost for the recommended improvements will be provided.

Task 3: Final Report

1. Consultant shall prepare the report entitled "Town of Lauderdale-by-the-Sea Pavement Condition Study" which will include a condition report for each roadway pavement section, digital photograph log and the associated ranking. A total cost per phase will be provided. The data will be summarized in tabular format with the recommended improvements prioritized by their ranking. The improvements will also be depicted on a color map graphic. Three (3) copies of the report shall be submitted in draft form for review by the Town. The Consultant shall attend one (1) review meeting with Town staff to review results of the draft report.

2. Consultant shall submit three (3) hard copies and one (1) electronic copy of the Final “Town Lauderdale-by-the-Sea Pavement Condition Study” which shall incorporate the Town’s comments.
3. Consultant shall provide in house quality control and quality assurance throughout the project.

Assumptions

Work described herein is based upon the assumptions listed below. If conditions differ from those assumed in a manner that will affect the Scope of Work, Consultant shall advise the Town in writing of the magnitude of the required adjustments. Changes in completion schedule or compensation to Consultant will be negotiated with the Town. Key assumptions include:

- Ocean Boulevard and Commercial Boulevard are State Roads and will not be included in the Report.
- Preparation of documents for obtaining easements or additional right-of-way is not included.
- No geotechnical work such as pavement cores, or survey work is included.
- Review will be of the roadway pavement surface only. It is assumed that the sidewalk, swales, striping, signage and curbing are adequate and review of these elements will not be included in the scope of this report.
- Roadway drainage systems will not be reviewed.

Exhibit B

Task Description	Labor Classification and Hourly Rates							Total Labor	Sub-Consultant Services
	Principal Engineer \$147.60	Senior Project Engineer \$135.30	Engineer I \$110.70	Sr. Construction Inspector \$100.45	Senior Eng. Tech. \$99.43	Clerical \$61.00			
Task 1 - Data Collection									
Meet with Town and review existing information	4		6				\$1,255		
Perform visual assessment			24				\$2,657		
Subtotal Task 1	4	0	30	0	0	0	\$3,911		\$0
Task 2 - Cost Evaluation and Phasing Plan									
Construction Opinion of Cost	1		12				\$1,476		
Phasing/Prioritization Plan	1		16		4		\$2,317		
Subtotal Task 2	2	0	28	0	4	0	\$3,793		\$0
Task 3 - Final Report									
Prepare Draft Report	1		30		6	4	\$4,309		
Prepare Final Report	1		12		6	4			
Meeting with Town	4		4						
QA/QC	4						\$590		
Subtotal Task 3	10	0	46	0	12	8	\$4,900		\$0
Labor Subtotal Hours	16	0	104	0	16	8			
Labor Subtotal Costs	\$2,362	\$0	\$11,513	\$0	\$1,591	\$488	\$12,604		\$0
Labor Total Costs	\$15,954								
Subconsultant Costs Total	\$0								
Subconsultant Multiplier	1.1								
Subconsultant Total	\$0								
Reimbursable Expenses	\$500								
Project Total	\$16,454								

Exhibit C
Work Authorization Schedule

SCHEDULE

The schedule for the completion of the Work Authorization is as follows:

<u>Task</u>	<u>Task Duration</u>	<u>Completion Date</u>
Task 1: Data Collection	3 Weeks	
Task 2: Cost Evaluation and Phasing Plan	3 Weeks	
Task 3: Final Report	2 Weeks	

Exhibit D-1 Staff Time Estimate

CONTRACTOR NAME - Summary / Total

- (P160) Permits Coordinator
- (A130) Administrative Assistant
- (A170) Delivery / Logistics Personnel
- (P320) Psm / Director Of Surveying
- (S791) Survey / G.I.S. Field Crew
- (S755) Survey C.A.D.D. Technician
- (S890) Plat Processing Coordinator

Format in Oakland Park Work Authorization

<p><u>Administration</u></p> <p>(P291) Principal In Charge/Project Director</p> <p>(A130) Administrative Assistant</p> <p>(P160) Permits Coordinator</p> <p>(A170) Delivery / Logistics Personnel</p> <p>Sub Total</p>
<p><u>Engineering / landscape Architecture</u></p> <p>(P270) Principal Eng. / Principal Landscape Architect / Principal Planner / Sr. Project Manager</p> <p>(P315) Sr. Project Eng. / Sr. Landscape Architect / Sr. Planner</p> <p>(S555) Project Engineer / Landscape Architect / Planner</p> <p>(S630) Sr. C.A.D.D. Technician / Designer</p> <p>(C180) C.A.D.D. Technician / Graphics Technician (All Disciplines)</p> <p>Sub Total</p>
<p><u>Construction</u></p> <p>(F135) R.P.R. / Field Inspector</p> <p>Sub Total</p>
<p><u>Surveying</u></p> <p>(P320) Psm / Director Of Surveying</p> <p>(S791) Survey / G.I.S. Field Crew</p> <p>(S755) Survey C.A.D.D. Technician</p> <p>(S890) Plat Processing Coordinator</p> <p>Sub Total</p>

Personnel	Hourly Rate	Hours per Task									Totals	
		Task 1	Task 2	Task 3	Task 4	Task 5	Task 6	Task 7	Task 8	Task 9	Hrs	Cost
Administration											0	\$0
											0	\$0
											0	\$0
Sub Total (hours)		0	0	0	0	0	0	0	0	0	0	\$0
Engineering / Landscape Arch												
Specific Discipline											0	\$0
											0	\$0
											0	\$0
											0	\$0
											0	\$0
											0	\$0
Sub Total (hours)		0	0	0	0	0	0	0	0	0	0	\$0
Surveying												
											0	\$0
											0	\$0
											0	\$0
Sub Total (hours)		0	0	0	0	0	0	0	0	0	0	\$0
Cost per Task (\$)		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Budget \$ per Task		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Subconsultants												
Total Labor and Subconsultants		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Direct Expenses												\$0
Work Authorization Total												\$0

Exhibit D-2 Staff Time Estimate

SubContractor NAME