

# MIAMI BEACH

OFFICE OF THE CITY MANAGER

NO. LTC # **381-2016**

LETTER TO COMMISSION

TO: Mayor Philip Levine and Members of the City Commission

FROM: Jimmy L. Morales, City Manager

DATE: September 16, 2016

SUBJECT: **KIMLEY-HORN AND ASSOCIATES, INC. CONSULTANT SERVICE ORDERS #2 AND #6 - PROCUREMENT TEAM TECHNICAL SCOPES OF WORK**

The purpose of this LTC is to provide the Commission with the Kimley-Horn and Associates, Inc., (referred to as "the KH Team") a change order to Consultant Service Order #2 (CSO #2) for Surveying and Mapping, and Consultant Service Order #6 (CSO #6) for Public Outreach required to support the environmental analysis and documentation for the Miami Beach Light Rail/Modern Streetcar project.

## **BACKGROUND**

On December 16, 2015, the Mayor and Commission adopted Resolution No. 2015-29247, accepting receipt of an unsolicited proposal from Greater Miami Tramlink Partners for a Light Rail/Modern Streetcar Project in Miami Beach, and authorizing the Administration to solicit alternative proposals for a public/private partnership ("P3") for an off-wire or "wireless" light rail/modern streetcar system from 5th Street, via Washington Avenue to the Miami Beach Convention Center (the "Project").

At the December 9, 2015 Commission meeting, the Mayor and City Commission approved the Resolution authorizing the Mayor And City Clerk to execute an agreement between the City of Miami Beach and Kimley-Horn and Associates, Inc., for the preparation of Environmental Analysis for Miami Beach transit projects including the Beach Corridor Transit Connection Project and related services. The services to be provided support the City staff in all aspects of advancing and implementing the preparation of environmental analysis for the Miami Beach Light Rail/Modern Streetcar project, including assisting the City with procurement activities and evaluation of proposals.

CSO #1 focused on preliminary activities to initiate the environmental work as well as initiate preparation of documents needed for the solicitation of alternative proposals. CSO #2 and CSO #3 authorized work needed for environmental analysis, compliance and documentation, and development of a preliminary funding plan. CSO #4 was issued on April 4, 2016 for Procurement Support Through Evaluation of Proposals and Support for Negotiation of the Interim Agreement. CSO #5 was issued on May 19, 2016 for Procurement Team Technical Scope of Work, to address the tasks necessary to develop the Technical Provisions (performance/prescriptive engineering, and construction standards and specifications) to serve as an exhibit for the interim agreement for the selected P3 Proposer.

## **CSO #2: Change order - Procurement Team Technical Scope of Work**

Based on the need to complete the survey and mapping for the entirety of the proposed route (preliminary preferred alternative) for the streetcar project, and the need to conduct survey of the proposed Vehicle Storage, Maintenance and Operations Facility site (the City's Public Works facility) the following changes are required for the Consultant's execution:

# KIMLEY-HORN AND ASSOCIATES, INC. CONSULTANT SERVICE ORDER #6 - PROCUREMENT TEAM TECHNICAL SCOPE OF WORK

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- Authorization (purchase order) to perform the survey and mapping for the segment of Dade Boulevard from Meridian Avenue to 23rd Street, which was included in CSO #2 as an optional corridor for survey and mapping.
  - Authorization to redirect budget (scope change) allocated for survey and mapping from the Base Corridors, deleting these corridors from the scope, and adding others based on Commission direction for changes to the alignment. Corridors deleted:
    - Alton Road: South Pointe Drive to 5<sup>th</sup> Street (Base Corridor)
    - South Pointe Drive: Alton Road to Washington Avenue (Base Corridor)
    - Washington Avenue: South Pointe Drive to 5<sup>th</sup> Street (Base Corridor)
- Corridors added:
- Dade Boulevard: Alton Road to Meridian Avenue
  - Dade Boulevard: 23<sup>rd</sup> Street to 250' northeast of 23<sup>rd</sup> Street
  - Alton Road: 17<sup>th</sup> Street to Dade Boulevard

The original CSO included budget for additional corridors that may need to be surveyed. The impact of these changes is \$60,751. This final authorization for CSO#2 brings the total NTE to \$508,318.

## **CSO #6: Procurement Team Technical Scope of Work**

This CSO includes the tasks necessary to conduct a proactive, comprehensive public involvement program required as part of the environmental process to inform area residents, the business community, public officials and other interested parties, and to document community and stakeholder comments in a Draft and Final Public Involvement Technical Report. The public involvement program will build project awareness, understanding of the project's purpose, modes and technologies considered, through a proactive public information program, and will facilitate a decision making framework that considers the perspectives of the community. Agency coordination meetings will be conducted to obtain an understanding of concerns and issues from partners, and review and permitting agencies, and to obtain resolution of any technical and institutional considerations, development of mitigation measures, as appropriate, and related commitments that will be documented in the PEIR and incorporated in the contract documents for the P3 team.

The public involvement process will follow the framework defined in the ***Public Involvement Plan (PIP) developed in CSO #3***. The PIP will be updated periodically (monthly as necessary) during the Project Environmental Impact Review (PEIR) process. The public involvement process will include a series of public meetings, open house events, one-on-one and small group meetings as well as social media tools to identify key issues, understand the concerns of the community, and respond to community concerns. A formal Public Hearing, performed consistent with requirements defined in State statutes, will be conducted after the Draft PEIR document has been approved for public review. Meetings will be formally documented and incorporated into the project file. At the conclusion of the project, a Public Involvement Technical Report (noted above) will be prepared and incorporated as an appendix to the environmental review document.

The Consultant will provide the services as set forth below in a Not To Exceed (NTE) amount of \$321,005. The effort is anticipated to take eight (8) months to complete. (See Attached)

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PROCUREMENT TEAM TECHNICAL SCOPE OF WORK**

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**Master Summary**

**Fee by Task**

CSO: #6

Project Name: Miami Beach LRT/Modern Streetcar

Task Name: Public Outreach

Date Prepared: 10-Aug-16

Task	Fee
<i>1.1 Public Stakeholder Meetings</i>	\$85,140
<i>1.2 Advertised Public Meetings</i>	\$89,980
<i>1.3 Section 106 Process</i>	\$26,780
<i>1.4 Renderings/3D Animation</i>	\$37,080
<i>1.5 Public Information Officer</i>	\$64,900
<b>Total All Tasks Labor</b>	<b>\$303,880</b>

<b>Total Labor</b>	<b>\$303,880</b>
<b>Misc. Expenses (4.5% of Labor)</b>	<b>\$13,674</b>
<b>Out of Town Travel Expenses (Estimated)</b>	<b>\$3,451</b>
<b>TOTAL CONTRACT LIMIT</b>	<b>\$321,005</b>

  
JLM/KOB/JRG/WAB  
Attachments