



## Memorandum

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## Memorandum

To: Honorable Mayor and Town Council

From: Rafael G. Casals, ICMA-CM, CFM

Date: January 20, 2021

Re: **Issuance of Purchase Order to SRS Engineering, Inc. to provide Professional Design Services for the Saga Bay Drainage South Sub-Basin Section 1.5 South Water Quality Improvement Project.**

### REQUEST

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, AUTHORIZING THE TOWN MANAGER TO ISSUE A PURCHASE ORDER TO SRS ENGINEERING, INC. FOR DESIGN SERVICES FOR THE SAGA BAY DRAINAGE SOUTH SUB-BASIN SECTION 1.5 SOUTH WATER QUALITY IMPROVEMENT PROJECT; AND PROVIDING FOR AN EFFECTIVE DATE.

### BACKGROUND AND ANALYSIS

On August 20, 2008, the Town Council adopted Resolution No. 08-50 approving the Stormwater Master Plan for the purpose of identifying opportunities to protect surface water quality and reduce flooding within the Town. The Stormwater Master Plan studied seventeen (17) sub-basins and is comprised of the following components:

- A review of existing stormwater and drainage data, reports, and plans available through the South Florida Water Management District (SFWMD), Miami-Dade County, and Town sources.
- A field inventory of existing drainage structures.
- A drainage atlas including the type, size, and general location of drainage infrastructure elements.
- Basin and Sub-Basin delineations based on available survey data and other sources.
- Hydrologic and hydraulic modeling analysis of the existing systems and their capacity to handle the 5-year/24-hour, 10-year/24-hour, 25-year/72-hour, 50-year/72-hour, and 100-year/72-hour storm events.
- Identification and analysis of alternatives for improvements needed to alleviate deficiencies identified in the hydrologic and hydraulic modeling phase.
- Development of an optional Capital Improvement Plan ("CIP") to implement the identified improvements.

On August 20, 2014, the Town adopted the 2010 Miami-Dade County Local Mitigation Strategy ("Local Mitigation Strategy") via Resolution No. 14-55 for the purpose of mitigating potential hazards within the Town. Due to the high priority identification areas listed in both the Stormwater Master Plan and the Local Mitigation Strategy, the Town would like to complete the Water Quality Improvements within an area identified as Saga Bay Drainage South Sub-Basin Section 1.5 South (the "Sub-Basin"). The Sub-Basin is located North of SW 207th Street, South of SW 203rd Street, East of SW 85 Avenue and West of SW 82nd Avenue.

On April 22, 2020, the Town Council adopted Resolution No. 20-14, authorizing the Town Manager to negotiate and execute a Non-Exclusive Professional Services Agreement (the "Agreement") between the Town and SRS Engineering, Inc. (the "Consultant"), in response to the Consultant's submission to Request for Qualifications (RFQ) No. 19-10 Professional Engineering Services. On July 14, 2020, the Town Manager executed the Agreement between the Town and Consultant.

Town Staff is seeking professional services to assist the Public Works Department in the Design Services (the "Services") for the Sub-Basin Water Quality Improvement Project (the "Project"). The design of this project will consist of preparation of roadway plans, drainage system analysis and improvements, utility coordination, permit preparation, and developing signing and marking plans. The Sub-Basin is developed with single-family residential and multifamily dwellings, located near Saga Lake Park. The current drainage system in this sub-basin consists of isolated French drains and catch basins. Roadside swales also provide some water quality pre-treatment and storage of roadway run-off.

The existing drainage infrastructure in the Sub-Basin does not discharge adequate runoff to meet the desired performance criteria adopted in the Town's Stormwater Master Plan. The capacity of the existing roadside swales and French drains are not sufficient to discharge the volume of runoff and treat pollutants. Based on the CIP recommendations listed in the Town's Adopted Stormwater Master Plan, the Town will use the requested funding to improve the existing drainage system by: adding supplementary catch basins; replacing some existing catch basins; installing an approximate 540 LF of 18" pipe; and installing approximate 865 LF of French drain. Existing catch basins will be modified to provide sediment traps (sumps) and pollution retardant baffles to protect the French drains. Additional French drains, catch basins, and/or manholes will provide water quality and water quantity treatment

As part of the purchase order, the Consultant will provide the following professional design services: obtaining a topographic and boundary survey, geotechnical testing consisting of seven (7) percolation tests, and assessing the existing field conditions to determine the appropriate scope of work. The drainage scope will include general notes, drainage plan and profiles, and construction details. Paving plans will include basic striping plans, notes, and typical sections of the proposed work. Quantities and cost estimates will be developed for bidding and budgeting purposes. New accessible ramps and sidewalk flags requiring replacement will be quantified by house number. No new landscaping or lighting is included in the scope.

Town Staff has determined that Consultant is the best suited to provide the Services for the Project

and has negotiated the proposed Services in an amount not to exceed \$79,930.00.

The Town's Stormwater Utility Fund will fund the proposed costs for the Design Services. Funding for the Design Services is included in the Town's Fiscal Year 2020-21 Operating Budget.

#### ASSOCIATED PURCHASE ORDER DOCUMENTS

The following documents are available for public review with the Town's Parks and Recreation Department.

- Saga Bay Drainage South Sub-Basin Section 1.5 South Project Map
- September 9 2020 - Saga Bay Drainage Sub-Basin Section 1.5 South Consultant Proposal

#### RECOMMENDATION

Town staff recommends that the attached Resolution be adopted, which authorizes the Town Manager to issue a Purchase Order in an amount not to exceed \$79,930.00 to SRS Engineering, Inc. to provide the Services for the Project.