

RESOLUTION No. 2007-50-557

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS, FLORIDA, AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AND ATTEST, RESPECTIVELY, THAT CERTAIN AGREEMENT BETWEEN THE CITY OF MIAMI GARDENS AND CRAVEN THOMPSON & ASSOCIATES, INC., FOR ENGINEERING SERVICES IN CONNECTION WITH THE CITY'S LIVABLE NEIGHBORHOOD INITIATIVE PROGRAM, A COPY OF WHICH IS ATTACHED HERETO AS EXHIBIT A; PROVIDING FOR INSTRUCTIONS TO THE CITY CLERK; PROVIDING FOR THE ADOPTION OF REPRESENTATIONS; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City has established a Livable Neighborhood Initiative Program, to provide funding from Community Development Block Grant funds for infrastructure improvements, and

WHEREAS, the City has identified areas know as Vista Verde, Kings Garden and Garden Circle for public work improvements, and

WHEREAS, the City staff has prepared a Request for Qualifications in accordance with Florida's Consultant Competitive Negotiation Act in order to retain a professional engineer to provide assessment/field survey services as well as to review current infrastructure and to prepare construction documents for the Livable Neighborhood Initiative Program, and

WHEREAS, proposal document #06-07-008 was advertised on December 18, 2006, with a broadcast notice sent to 1,165 firms, and

WHEREAS, proposals were opened on January 4, 2007, and seven proposals were received, and

WHEREAS, a staff Selection/Evaluation Committee was created, and held presentations on February 7, 2007, and

WHEREAS, City staff ranked Craven Thompson & Associates, Inc., as number one, and

WHEREAS, the City staff recommends that the City Council enter into an agreement with Craven Thompson & Associates, Inc., to provide the engineering services for the Livable Neighborhood Initiative Program,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS, FLORIDA, as follows:

Section 1. ADOPTION OF REPRESENTATIONS: The foregoing Whereas paragraphs are hereby ratified and confirmed as being true, and the same are hereby made a specific part of this Resolution.

Section 2. AUTHORITY: The Mayor and City Clerk are hereby authorized and directed to execute and attest, respectively, that certain Agreement between the City of Miami Gardens and Craven Thompson & Associates, Inc., for engineering services in connection with the City's Livable Neighborhood Initiative Program, a copy of which is attached hereto as **Exhibit A**.

Section 3. INSTRUCTIONS TO THE CITY CLERK: The City Clerk is hereby authorized to obtain three (3) fully executed copies of the subject Agreement, with one to be maintained by the City; with one to be delivered to Craven Thompson & Associates, Inc., and with one to be directed to the Office of City Attorney.

Section 4. EFFECTIVE DATE: This Resolution shall take effect immediately upon its final passage.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS AT ITS REGULAR MEETING HELD ON MARCH 14, 2007.

ATTEST:



RONETTA TAYLOR, CMC, CITY CLERK



SHIRLEY GIBSON, MAYOR

**CITY OF MIAMI GARDENS
PROCUREMENT DEPARTMENT**

**EVALUATION RANKING SHEET
RFQ#06-07-008 – Livable Neighborhood Engineering Services
January 4, 2007**

By signing this form as an Evaluator, I certify that I have no conflict of interest

Signed _____
Dated: _____

Company	Evidence of ability, capacity & skill of firm to perform (max. 125 pts.)	Quality, depth & scope of response (max. 100 pts.)	Successful experience & background in similar services (max. 125 pts.)	Background & experience of personnel (max. 125 pts.)	Firm(s) located in CMG (max. 25 pts.)	Total (max. 500 pts.)
A.D.A. Engineering, Inc.	91	75	101	111	0	378.0
Craven Thompson & Associates, Inc.	125	100	120	123	0	468.0
Urban Resource Group – Kimley-Horn Associates	123	95	106	117	12.5	453.5

Comments:

CITY OF MIAMI GARDENS
NONEXCLUSIVE PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT is made and entered into this 14 day of March, 2007 by and between the City of Miami Gardens, a Florida municipal corporation, (hereinafter referred to as "City"), and Craven Thompson & Associates, Inc., authorized to do business in the State of Florida, (hereinafter referred to as "Consultant") and jointly referred to as the Parties.

WITNESSETH:

WHEREAS, the City desires to hire the Consultant on a nonexclusive basis to provide engineering services (Services) as expressed in the City's Request for Qualifications No.06-07-008, which was advertised on December 18, 2006, and to which Consultant responded, a copy of which is also incorporated herein by reference, and as more particularly described below, and

WHEREAS, the Consultant has expressed the capability and desire to perform the Services described in Exhibit "1" attached hereto and incorporated herein by reference, as described in the City's Request for Qualifications and Consultant's response thereto, and

WHEREAS, the City's Request for Qualifications No. 06-07-008 was undertaken in accordance with Section 287.055, Florida Statutes, Florida's Consultant Competitive Negotiation Act and the parties hereto have complied with all the requirements therein, and

WHEREAS, the Consultant and City desire to enter into an agreement,

NOW, THEREFORE, in consideration of the mutual terms and conditions, the Parties agree as follows:

ARTICLE 1

1.1 The above Recitals are incorporated herein by reference. The following documents are incorporated and made part of this Agreement:

- Specifications prepared by the City in its Request for Qualifications No. 06-07-008 (Exhibit 1).
- Proposal submitted to the City prepared by the Consultant dated January 4, 2007, (Exhibit 2).

1.2 All exhibits may also be collectively referred to as the "Documents." In the event of any conflict between the Documents or any ambiguity or missing specification or instruction, the following priority is established:

- This Agreement and any attachments.
- Exhibit 1
- Exhibit 2
- Specific direction from the City Director of Community Development (or designee).

ARTICLE 2

SERVICES AND RESPONSIBILITIES

2.1 General

2.1.1 The Consultant agrees, to perform for the benefit of the City, part or all of the Services set forth and described in this Agreement and as provided for in Sections 2 through 5 and the Documents including, but not limited to, infrastructure, traffic, environmental, civil engineering services, surveying, roadway improvements and etc. Consultant shall perform the Services in accordance with standard industry practice. The Consultant shall guard against defects in its work or its consultants or sub-consultants work.

2.2 Preliminary Services

2.2.1 The Consultant shall prepare preliminary studies and reports, feasibility studies, utility rate studies, financial and fiscal studies and evaluation of existing facilities; preparation of schematic layouts and sketches where required; opinions of construction costs, and shall consult and confer with the City as may be necessary for the City to reach decisions concerning the subject matter. The Consultant shall attend meetings with the City Council and City staff as may be required.

During this phase, the Consultant shall advise the City, based on Consultant's professional opinion and the current project conditions and reasonably foreseeable conditions, of the completeness of existing data and its suitability for the intended purposes of the project; advise the City on the necessity to obtain data from other sources; identify and analyze requirements of governmental authorities having jurisdiction to approve the design of the project; provide analyses of the City's needs for surveys, site evaluations and comparative studies of prospective sites and

solutions; and prepare and furnish six (6) copies of a report setting forth the Consultant's findings and recommendations.

2.2.2 Preliminary design services to be performed by the Consultant shall include consultation and advice concerning the extent and scope of proposed work and preparation of preliminary design documents consisting of design criteria, preliminary drawings, and shall outline specifications as well as preliminary estimates of probable construction costs. This phase will also include preparation of a preliminary site plan or schematic drawings when appropriate. Up to six (6) copies of the preliminary design documents shall be furnished to the City. The City shall determine the exact number needed.

2.2.3 Upon authorization of the City, the Consultant shall provide advice and assistance relating to operation and maintenance of project or other systems; evaluate and report on operations; assist the City in matters relating to regulatory agency operations review or operating permit noncompliance; assist with startup and operator training for newly installed or modified equipment and processes, and in the preparation of operating, maintenance and staffing manuals for the project.

2.3 Basic Services

2.3.1 The Consultant shall, consult and advise the City in the following manner: specifying the extent and scope of the work to be performed; prepare detailed construction drawings and specifications; revise and update, where necessary, previously designed construction plans and specifications, whether in whole or in part, to be incorporated into the proposed work, and prepare contract documents and a final estimate of construction costs. The final design services shall be provide in an electronic format, and shall also include furnishing up to (6) copies of plans and specifications to the City. The City shall determine the exact number needed.

Final design services shall also include preparation of permit applications as may be required by such agencies having review authority over the project. These applications shall include, but not be limited to site plan approvals, driveway permits or other permits. These services also consist of meeting at the staff level and meeting with the appropriate governing body and the City. Unless specifically provided for under the final design phase, permit application services do not include applications requiring environmental impact statements or environmental assessments, consumptive use permits or landfill permits.

- 2.3.2 The Consultant, based upon the approved design documents and any adjustments authorized by the City, project schedule or construction budget, shall prepare for approval by the City, design development documents consisting of drawings and other documents to fix and describe the size and character of each project's infrastructure, which shall include but not be limited to drainage, sidewalks, lighting, and roadway improvements and any other requirements or systems, materials and such other elements as may be appropriate. The Consultant shall also advise the City of any adjustments to the preliminary estimate of construction costs.
- 2.3.3 The Consultant, based upon City approved design development documents and any further adjustments in the scope or quality of each project or in the construction budget, shall prepare construction documents within the number of calendar days specified within any notice issued by the City. The construction documents shall consist of drawings and specifications setting forth in detail the requirements for the construction of each project.
- 2.3.4 The Consultant shall assist the City in the preparation of the necessary proposal information and forms.
- 2.3.5 The Consultant shall advise the City of any adjustments to previous preliminary estimates of construction costs indicated by changes in requirements or general market conditions.
- 2.3.6 The Consultant shall submit to the City, for each project, electronic format and six (6) copies of the construction documents, and a further revised estimate of total construction costs.
- 2.3.7 Consultant shall include in the construction documents a requirement that the construction contractor shall provide a final as-built survey of each project by a registered surveyor, and provide marked up construction drawings to Consultant so that the Consultant can prepare and deliver to the City the record drawings in the form required by the City and as required.
- 2.3.8 Prior to final approval of the construction documents by the City, the Consultant shall conduct a preliminary check of any work products to ensure compliance with requirements of any local, state or federal agency from which a permit or other approval is required. The Consultant shall insure that all necessary approvals have taken place.
- 2.3.9 The Consultant shall signify responsibility for the construction documents and drawings prepared pursuant to this Agreement by affixing a signature,

date and seal as required by Chapters 471 and 481, Florida Statutes, if applicable. The Consultant shall comply with all of its governing laws, rules, regulations, codes, directives and other applicable federal, state and local requirements.

2.4 The Consultant, following the City's approval of the construction documents and of the latest preliminary estimate of construction costs, shall, when so directed and authorized by the City, assist the City in obtaining bids or negotiated proposals and assist in awarding and preparing contracts for construction.

2.4.1 The Consultant shall review and analyze the proposals received by the City, and shall make a recommendation for any award based on the City's Procurement Ordinance.

2.4.2 Should the lowest responsible, responsive proposal, as recommended by Consultant, exceed the estimated total construction costs of the final design plan by less than 25% for small projects (equal to or less than \$1 million) or 10% for large projects (more than \$1 million), Consultant, at no additional cost to the City, shall meet with the City's representatives to identify ways to reduce costs to bring the project cost to within the estimated total construction costs of the final design plan. Should the lowest responsible, responsive proposal, as recommended by Consultant, exceed 25% for small projects or 10% on large projects, Consultant shall, meet with the City to identify ways to reduce costs to bring the project cost within the estimated total construction costs, and if after meeting with the City it is determined that the Consultant made an error or omission when preparing the estimated total construction costs of the final design plan, Consultant will be required to redesign portions of the project to bring the cost of the project within the estimated total construction costs of the final design plan, at no additional expense to the City. If the project is not advertised for bids within 3 months after delivery of final design plans, through no fault of Consultant or if industry-wide prices are changed because of unusual or unanticipated events affecting the general level of prices or times of delivery in the construction industry, the established construction cost limit may be adjusted as determined by the City, if necessary. If the City expands a project scope of work after the Consultant renders the estimated construction costs of the final design plans, the Consultant shall not be responsible for any redesign without compensation, which shall be mutually agreed to by the parties hereto. Under no circumstances shall the Consultant be held liable for damages or be required to perform any services without compensation if the lowest responsive proposal is less than the estimated total construction costs of the final design plan.

- 2.4.3 The Consultant shall provide the City with a list of recommended, prospective bidders.
- 2.4.4 The Consultant shall attend all pre-proposal conferences.
- 2.4.5 The Consultant shall recommend any addenda, through the City's representative, as appropriate to clarify, correct, or change proposal documents.
- 2.4.6 If Pre-Qualification of bidders is required as set forth in the request for proposal, Consultant shall assist the City, if requested, in developing qualification criteria, review qualifications and recommend acceptance or rejection of the bidders.
- 2.4.7 If requested, Consultant shall evaluate proposals and bidders, and make recommendations regarding any award by the City.
- 2.5 The City shall make decisions on all claims regarding interpretation of the construction documents, and on all other matters relating to the execution and progress of the work after receiving a recommendation from the Consultant. The Consultant shall check and approve samples, schedules, shop drawings and other submissions for conformance with the concept of each project, and for compliance with the information given by the construction documents. The Consultant shall also prepare change orders, assemble written guarantees required of the contractor, and approve progress payments to the contractor based on each project schedule of values and the percentage of work completed.
- 2.5.1 The City shall maintain a record of all change orders which shall be categorized according to the various types, causes, etc. that it may be determined are useful and necessary for its purpose. Among those shall be change orders, which are identified as architectural/engineering errors or omissions. An error determined to be caused solely by the Consultant and the costs of which would not otherwise have been a necessary expense to the City for the project shall be considered for purposes of this agreement to be an additional cost to the City, which would not be incurred without the error.
- 2.5.2 If the Consultant is not the construction manager for the construction, the City shall notify the Consultant within 3 days of the discovery of any architectural/engineering error or omission so that the Consultant can be part of the negotiations resolving the claim between the City and the contractor. So long as the total additional cost of construction for all errors caused solely by the Consultant remain less than Five Percent (5%) of the total construction cost of the project, the City shall not look to the Consultant and/or its insurer for reimbursement for

additional costs caused by errors and omissions. However, the Consultant shall be required to provide, at no cost to the City, services including redesign if necessary to resolve the error or omission. Should the sum of the additional construction costs for errors in total exceed Five Percent (5%) of the total construction cost, the City shall be entitled to recover the full and total additional cost to the City as a result of Consultant errors and omissions from the Consultant. To obtain such recovery, the City shall deduct from the Consultant's fee a sufficient amount to recover all such additional cost to the City up to the amount of the Consultant's insurance deductible. Should additional costs incurred by the City exceed the Consultant's insurance deductible, the City shall look to the Consultant and the Consultant's insurer for the remaining amount of additional construction costs incurred by the City. The recovery of additional costs to the City under this paragraph shall not limit or preclude recovery for other separate and/or additional damages, which the City may otherwise incur.

- 2.6 The Consultant shall carefully review and examine the contractor's schedule of values, together with any supporting documentation. The purpose of such review and examination will be to protect the City from an unbalanced schedule of values which allocates greater value to certain elements of each project than is indicated by industry standards, supporting documentation, or data. If the schedule of values is not found to be appropriate, it shall be returned to the contractor for revision or supporting documentation. After making such examination, when the schedule of values is found to be appropriate, the Consultant shall sign the schedule of values indicating informed belief that the schedule of values constitutes a reasonable, balanced basis for payment of the Contract price to the contractor.
- 2.7 The Consultant shall perform on-site construction observation of each project based on the construction documents in accordance with Paragraph 2.12 of this Agreement. The Consultant's observation shall determine the progress and quality of the work, and whether the work is proceeding in accordance with the construction documents. The Consultant shall provide the City with a written report of each site visit in order to inform the City of the progress of the work. The Consultant shall endeavor to guard the City against defects and deficiencies in the work of contractors, and make written recommendation to the City where the work fails to conform to the construction documents. Based on such observation and the contractor's application for payment, the Consultant shall determine the amount due to the contractor and shall issue certificates for payment in such amount. These certificates will constitute a representation to the City, based on such observations and the data comprising the application for payment that the work has progressed to the point indicated. By issuing a certificate for payment, the Consultant will also represent to the City that, to the

best of its information and belief, based on what its observations have revealed, the work is in accordance with the construction documents. The Consultant shall conduct observations to determine the dates of substantial and final completion and issue a recommendation for final payment.

- 2.8 The Consultant shall revise the construction drawings and submit record or corrected drawings to the City to show those changes made during the construction process, based on the marked up prints, drawings and other data furnished by the contractor.
- 2.9 The Consultant shall attend regularly scheduled progress meetings on site.
- 2.10 The Consultant shall prepare construction change orders for the City's approval. Consultant shall not authorize any changes in the work or time, no matter how minor, without prior written approval of City.
- 2.11 Each project's construction or demolition shall be considered complete upon compilation of a punch list by Consultant, written notification to contractor by Consultant of all releases of lien, and written recommendation by Consultant of final payment to the contractor, which shall be left to the sole decision of the City.
- 2.12 Resident Project Services. During the construction progress of any work the Consultant will, if authorized by the City, provide resident project inspection services to be performed by one or more authorized employees ("Resident Project Representative") of the Consultant. Resident Project Representatives shall provide extensive inspection services at the project site during construction. The Resident Project Representative will endeavor to provide protection for the City against defects and deficiencies in the work of the contractor(s). Resident project inspection services shall include, but is not limited to, the following:
- Conducting all preconstruction conferences;
 - Conducting all necessary construction progress meetings;
 - Observation of the work in progress, to the extent authorized by the City;
 - Receipt, review coordination and disbursement of shop drawings and other submittals;
 - Maintenance and preparation of progress reports;
 - Field inspection and approval of materials for conformance to the specifications;

- ❑ Field observation and verification of quantities of equipment and materials installed;
- ❑ Verification of contractors' and subcontractors' payrolls and records for compliance with applicable contract requirements;
- ❑ Maintenance at each project site, on a current basis, of all drawings, specifications, contracts, samples, permits, and other project related documents, and at the completion of each project, deliver all such records to the City;
- ❑ Preparation, update and distribution of a project Budget with each project Schedule;
- ❑ Notification to the City immediately if it appears that either each project schedule or each project budget will not be met;
- ❑ Scheduling and conducting monthly progress meetings, at which City, Engineer, General contractor, Trade contractor, Utilities Representative, Suppliers, can jointly discuss such matters as procedures, progress, problems and scheduling;
- ❑ Recommending courses of action, and enforcing courses selected by the City, if so directed by the City, if the General and/or Trade contractors are not meeting the requirements of the plans, specifications, and construction contract;
- ❑ Development and implementation of a system for the preparation, review, and processing of change orders;
- ❑ Maintenance of a daily log of each project;
- ❑ Recording the progress of each project, and submission of written monthly progress reports to the City, including information on the contractors' work, and the percentage of completion;
- ❑ Determination of substantial and final completion of work and preparation of a list of incomplete or unsatisfactory items and a schedule for their completion;
- ❑ Securing and transmitting to the City required guarantees, affidavits, releases, key manuals, record drawings, and maintenance stocks; and
- ❑ Providing artwork, models, or renderings as requested by the City.

The Resident Project Representative shall also investigate and report on complaints and unusual occurrences that may affect the responsibility of the Consultant or the City in connection with the work. The Resident Project Representative shall be a person acceptable to the City, and the City shall have the right to employ personnel to inspect the work in progress, provided, however, that such personnel as are employed by the City and such personnel will be responsible directly to the City in the performance of work that would otherwise be assumed and performed by the Consultant.

ARTICLE 3

ADDITIONAL SERVICES

- 3.1 When authorized pursuant to a written work authorization, the Consultant shall furnish the following additional services:
- Preparation of applications and supporting documents for private or governmental grants, loans or advances in connection with any particular project.
 - Services to make measured drawings of or to investigate existing conditions or facilities, or to verify the accuracy of drawings or other information furnished by or to the City.
 - Services resulting from significant changes in the general scope, extent or character of any particular project or its design including, but not limited to, changes in size, complexity, the City's schedule, character of construction or method of financing, and revising previously accepted studies, reports, design documents or Construction Contract Documents when such revisions are required by changes in laws, rules, regulations, ordinances, codes or orders enacted subsequent to the preparation of such studies, reports or documents, or are due to any other causes beyond the Consultant's control.
 - Providing renderings or models for the City's use.
 - Preparing documents for alternate bids requested by the City for work that is not executed or documents for out-of-sequence work.
 - Investigations and studies involving, but not limited to, detailed consideration of operations, maintenance and overhead expenses; providing value engineering during the course of design; the preparation of feasibility studies, cash flow and economic evaluations, rate schedules and appraisals; assistance in obtaining financing for a project; evaluating processes available for licensing and assisting the City in obtaining process licensing; detailed

quantity surveys of material, equipment and labor, and audits or inventories required in connection with construction performed by the City.

- Assistance in connection with bid/proposal protests, rebidding or renegotiating contracts for construction, materials, equipment or services, unless the need for such assistance is reasonably determined by the City to be caused by the Consultant (e.g., defective plans and/or specifications which inhibit contractors from submitting bids), in which event there shall be no additional cost for the provision of such services.
- Providing any type of property surveys or related engineering services needed for the transfer of interests in real property, and field surveys for design purposes and engineering surveys and staking to enable contractor to proceed with their work, and providing other special field surveys.
- Preparing to serve or serving as a Consultant or witness for the City in any litigation, arbitration or other legal or administrative proceeding.
- Additional services in connection with a project not otherwise provided for in this Agreement.
- Services in connection with a work directive change or change order requested by the City.

3.2 When required by the Construction Contract Documents in circumstances beyond the Consultant's control, and upon the City's authorization, it will furnish the following additional services:

- Services in connection with work changes necessitated by unforeseen conditions encountered during construction.
- Services after the award of each contract in evaluating and determining the acceptability of an unreasonable or excessive number of claims submitted by contractor, except to the extent such claims are caused by the errors or omissions of the Consultant.
- Additional or extended services during construction made necessary by (1) work damaged by fire or other cause during construction, (2) a significant amount of defective or negligent work of any contractor, (3) acceleration of the progress schedule involving services beyond normal working hours, or (4) default by any contractor; provided, however, if a fire occurs as a direct result of errors or omissions in the design by the Consultant or if the Consultant negligently fails to notify the contractor of the status of their workmanship pursuant to Consultant's duties as described in the contract documents, the

Consultant's additional construction services related to the remedy shall be deemed part of basic services and compensated as such.

- Services in connection with any partial utilization of any part of a project by City prior to substantial completion.
- Services to evaluate the propriety of substitutions or design alternates proposed by the contractor and involving methods of construction, materials, or major project components either during bidding and/or negotiation services or construction contract award. The cost of such services shall be borne by the contractor, and this requirement shall be included in the construction contract.
- Services in making revisions to drawings and specifications occasioned by the acceptance of substitutions proposed by the contractor, unless such substitutions are due to a design error by the Consultant, in which case such services shall be deemed basic services. Except when caused by a design error by the Consultant, the cost of such services shall be borne by the contractor, and this requirement shall be included in the construction contract.

ARTICLE 4

CITY'S RESPONSIBILITIES

- 4.1 The City shall do the following in a timely manner so as not to delay the services of the Consultant:
- 4.1.1 Designate in writing a person to act as the City's representative with respect to the services to be rendered under this Agreement. Such person shall have complete authority to transmit instructions and receive information with respect to the Consultant's services for a particular project.
 - 4.1.2 Provide all criteria and full information as to the City's requirements for the project, including design objectives and constraints, space, capacity and performance requirements, flexibility and expandability, and any budgetary limitations.
 - 4.1.3 Assist the Consultant by placing at the Consultant's disposal all available information pertinent to the project including previous reports and any other data relative to design or construction of the project.
 - 4.1.4 Furnish to the Consultant, if required for performance of the Consultant's services (except where otherwise furnished by the Consultant as Additional Services), the following:

- 4.1.4.1 Data prepared by, or services of others, including without limitation borings, probings and subsurface explorations, hydrographic surveys, laboratory tests and inspections of samples, materials and equipment;
- 4.1.4.2 Appropriate professional interpretations of all of the foregoing;
- 4.1.4.3 Environmental assessment and impact statements;
- 4.1.4.4 Property, boundary, easement, right-of-way, topographic and utility surveys;
- 4.1.4.5 Property descriptions;
- 4.1.4.6 Zoning, deed and other land use restrictions;
- 4.1.4.7 Approvals and permits required in the City's jurisdiction and those from outside agencies unless such approvals and permits are the responsibility of the Consultant, all of which the Consultant may use and rely upon in performing services under this Agreement; and
- 4.1.4.8 Arrange for access to and make all provisions for the Consultant to enter upon the City's property as required for the Consultant to perform services under this Agreement.

ARTICLE 5

SEQUENCE OF SERVICES AND TIME FOR PERFORMANCE

- 5.1 This Agreement shall commence upon the execution by both parties and shall continue for one (1) year or until project(s) is completed in full, unless terminated sooner as provided for in this Agreement. The Consultant understands and acknowledges that the Services to be performed during the one (1) year term will be governed by this Agreement, and that there is no guarantee of future work being given to the Consultant.
- 5.2 Consultant shall submit to the City, at least five (5) days prior to actually commencing services, a schedule of services and expenses for approval by the City before any services commence. The City reserves the right to make changes to the sequence as necessary to facilitate the services or to minimize any conflict with operations.

- 5.3 The City will require the Consultant to provide a stated completion schedule. Failure of the Consultant to meet the stated schedule will constitute a default, for which payment for services may be withheld until default is cured. Time extensions will be reviewed, upon request, for extenuating circumstances.
- 5.4 When the Consultant has exceeded the stated completion date, including any extension for extenuating circumstances, which may have been granted, a written notice of Default will be issued to the Consultant and payment for services rendered shall be withheld.
- 5.5 Should the Consultant exceed the assigned completion time, the City reserves the right not to issue to the Consultant any further work authorizations until such time as there is no longer in a default and the Consultant has demonstrated, to the City's satisfaction, that the reasons for tardy completion have been addressed and are not likely to be repeated in subsequent work authorizations. This restricted issuance provision may result in the Consultant not being issued all of the planned work the City anticipated in this Agreement. The Consultant shall have no right to the balance of any work, or to any compensation associated with these non-issued work authorizations, due to the Consultant being in Default.
- 5.6 Should the Consultant remain in Default for a time period of fifteen (15) consecutive calendar days, the City may, at its option, retain another Consultant to perform any work arising out of this Agreement and/or terminate this Agreement.

ARTICLE 6

DELAY IN PERFORMANCE/SUSPENSION OR ABANDONMENT

- 6.1 City shall be entitled to withhold progress payments to Consultant for services rendered until completion of services to the City's satisfaction.
- 6.2 A delay due to an Act of God, fire, lockout, strike or labor dispute, manufacturing delay, riot or civil commotion, act of public enemy or other cause beyond the control of Consultant, or by interruption of or delay in transportation, labor trouble from whatever cause arising and whether or not the demands of the employees involved are reasonable and with City's power to concede, partial or complete suspension of City's operations, compliance with any order or request of any governmental officer, department, agency, or committee shall not subject City to any liability to Consultant. At the City's option, the period specified for performance of services shall be extended by the period of delay occasioned by any such circumstance, and services omitted shall be made or performed during such extension, or the services so omitted shall extend this Agreement for a

period equal to such delay. During this period such delay shall not constitute a delay by the Consultant.

- 6.3 If a project is suspended for the convenience of the City for more than six months, or abandoned in whole or in part for the convenience of the City under any phase, the City will give written notice to the Consultant of such project abandonment or suspension. The Consultant will be compensated only for work completed prior to abandonment or suspension. The City will not be liable for overhead, or any other cost direct or indirect, that the Consultant may incur outside of any direct costs associated with a project. If a project is resumed after having been suspended for an excess of six months, the Consultant's further compensation may be renegotiated, but the City shall have no obligation to complete the project.

ARTICLE 7

COMPENSATION AND METHOD OF PAYMENT

- 7.1 City agrees to compensate Consultant for the services performed pursuant to the provisions of this Agreement based on the hourly rates, a copy of which is attached as **Exhibit "A"**, or as otherwise agreed to between the parties and set forth in a written amendment to this Agreement.
- 7.2 The Consultant shall submit to the City for approval, prior to actual performance, the anticipated number of hours to be expended and the personnel to be assigned to each project. If the services are performed in accordance with the City's approved expenditure of hours and utilization of personnel, the Consultant shall be entitled to invoice for work authorizations as they are completed. The Consultant shall submit an original invoice and one copy to the City. This will be considered the official request for payment. The invoices shall include the following information:
- Invoice number for each work order and date;
 - Amount previously billed;
 - Amount due this invoice.
- 7.3 The City shall pay Consultant within thirty (30) days of receipt of any invoice the total shown to be due on such invoice, provided the City has accepted the Consultant's performance, and provided that no sums are disputed.

ARTICLE 8

OWNERSHIP OF DOCUMENTS

- 8.1 All documents, design plans and specifications resulting from the professional services rendered by the Consultant under this Agreement shall be deemed the sole property of the City, and the City shall have all rights incident to the sole ownership. Consultant agrees that all documents maintained and generated pursuant to this contractual relationship between City and Consultant shall be subject to all provisions of Chapter 119.01 et. seq. Florida Statutes.
- 8.2 The Consultant shall agree to indemnify and hold harmless the City, from liabilities, damages, losses, and costs, including but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the Consultant and other persons employed or utilized by the Consultant.

ARTICLE 9

COURT APPEARANCE, CONFERENCES AND HEARINGS

- 9.1 This Agreement shall obligate the Consultant to prepare for and appear in litigation or any other proceeding on behalf of the City for any dispute arising out of this Agreement. Except for litigation caused by errors or omissions of the Consultant, Consultant shall be compensated for such litigation support services at its prevailing rates for such services.
- 9.2 The Consultant shall confer with the City during the performance of the Services regarding the interpretation of this Agreement, the correction of errors and omissions, the preparation of any necessary revisions to correct errors and omissions or the clarification of service requirements, all without compensation.

ARTICLE 10

REPRESENTATIONS

- 10.1 The Consultant shall furnish all services, labor, equipment, and materials necessary and as may be required in the performance of this Agreement and all services performed under this Agreement shall be done in a professional manner.
- 10.2 The Consultant represents, with full knowledge that the City is relying upon these representations when entering into this Agreement with the Consultant, that the Consultant has the professional expertise, experience and manpower to perform the services as described in this Agreement.

- 10.3 The Consultant shall be responsible for technically deficient designs, reports or studies due to Consultant's errors and omissions, for four years after the date of final acceptance of the services by the City or as provided under Florida law, which ever is greater. The Consultant shall, upon the request of the City, promptly correct or replace all deficient work due to errors or omissions which fall below the recognized standard of care, without cost to City. The Consultant shall also be responsible for all damages resulting from the Consultant's documents. Payment in full by the City for services performed does not constitute a waiver of this representation.
- 10.4 All services performed by the Consultant shall be to the satisfaction of the City. In cases of disagreement or ambiguity, the City shall decide all questions, difficulties and disputes of whatever nature that may arise under this Agreement. The City's decision on all claims or questions is final.
- 10.5 The Consultant warrants and represents that all of its employees, other consultants and sub-consultants are treated equally during employment or retention without regard to race, color, religion, gender, age or national origin.
- 10.6 The Consultant represents that it has not employed or retained any company or person, other than a bona fide employee working solely for the Consultant, to solicit or secure this contract and that it has not paid or agreed to pay any company or person other than a bona fide employee working solely for the Consultant any fee, commission, percentage fee, gifts or any other considerations contingent upon or resulting from the award or making of this contract. For breach or violation of this representation, the City shall have the right to cancel this Agreement without liability to the Consultant or any third party. Execution of this Agreement by Consultant shall act as the execution of a truth-in-negotiation certificate certifying that wage rates and costs used to determine the compensation provided for in this Agreement are accurate, complete, and current as of the date of this Agreement

ARTICLE 11

NOTICES

All notices or other communications which shall or may be given pursuant to this Agreement shall be in writing and shall be delivered by personal service, or by registered mail addressed to the other party at the address indicated or as may be changed from time to time. Such notice shall be deemed given on the day on which personally served, or if by mail, on the date of actual receipt.

Consultant: Craven Thompson & Associates, Inc.
3563 NW 53rd Street
Ft. Lauderdale, FL 33309

Attention: Robert Cole

City: City of Miami Gardens
1515 N W 167th Street; Bldg. 5 Suite 200
Miami Gardens, Florida 33169
Attention: City Manager

With a copy to: Sonja Dickens
City Attorney
200 East Las Olas Blvd., Suite 1700
Fort Lauderdale, Florida 33301

ARTICLE 12

AUDIT RIGHTS

The City reserves the right to audit the records of the Consultant covered by this Agreement at any time during the execution of the Services and for a period three (3) years after final payment is made for any work performed.

ARTICLE 13

SUBCONTRACTING

- 13.1 No Services shall be subcontracted, assigned, or transferred under this Agreement without the prior consent of the City, which consent maybe withheld.
- 13.2 The Consultant shall be fully responsible to the City for all acts and omissions of any agents or employees, or approved subcontractors. Subcontractors shall have appropriate general liability, professional liability, and workers' compensation insurance, or be covered by Consultant's insurance. Consultant shall furnish the City with appropriate proof of insurance and releases from all subcontractors in connection with the work performed.

ARTICLE 14

TERMINATION

- 14.1 The City retains the right to terminate Consultant's services and/or this Agreement, with or without cause, upon ten (10) days written notice, at any time prior without penalty. City shall only be responsible to pay the Consultant for any service actually rendered up to the date of termination. Consultant shall not be entitled to any other amounts or damages, including but not limited to anticipated profits or consequential damages, special damages or any other type of damages upon termination by the City pursuant to this Article.

- 14.2 It is understood by the City and Consultant that any payment to Consultant shall be made only if Consultant is not in default under the terms of this Agreement.
- 14.3. Upon receipt of a Termination Notice and except as otherwise directed by the City, Consultant shall:
- 14.3.1 Stop work on the date and to the extent specified.
 - 14.3.2 Terminate and settle all orders relating to the terminated work.
 - 14.3.3 Transfer all work in progress, completed work, and other materials related to the terminated work to the City.

ARTICLE 15

DEFAULT

- 15.1 An event of default shall mean a breach of this Agreement by the Consultant. Without limiting the generality of the foregoing and in addition to those instances referred to as a breach, an event of default shall include the following:

Consultant has not performed services on a timely basis;

Consultant has refused or failed to supply enough properly skilled personnel;

Consultant has failed to make prompt payment to subcontractors or suppliers for any services after receiving payment from the City for such services or supplies;

Consultant has failed to obtain the approval of the City where required by this Agreement;

Consultant has failed in any representations made in this Agreement; or

Consultant has refused or failed to provide the Services as defined in this Agreement.

Consultant has filed bankruptcy or any other such insolvency proceeding and the same is not discharged within 90 days of such date.

- 15.2 In an Event of Default, the Consultant shall be liable for all damages resulting from the default, including:

- The difference between the amount that has been paid to the Consultant and the amount required to complete the Consultant's work provided the fees by the firm replacing the Consultant are reasonable and the hourly

rates do not exceed the Consultant's rates. This amount shall also include procurement and administrative costs incurred by the City.

Consequential damages and Incidental damages.

15.3 The City may take advantage of each and every remedy specifically existing at law or in equity. Each and every remedy shall be in addition to every other remedy given or otherwise existing and may be exercised from time to time and as often and in such order as may be deemed expedient by the City. The exercise or the beginning of the exercise of one remedy shall not be deemed to be a waiver of the right to exercise any other remedy. The City's rights and remedies as set forth in this Agreement are not exclusive and are in addition to any other rights and remedies available to the City in law or in equity.

ARTICLE 16

INDEMNIFICATION

The Consultant shall defend, indemnify and hold harmless the City, its officers and employees from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, through any appeal, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the Consultant and other persons employed or utilized by the Consultant in the performance of this Agreement.

The parties agree that 1% of the total compensation paid to the CONTRACTOR for performance of this Contract shall represent the specific consideration for the CONTRACTOR'S indemnification of the Owner.

ARTICLE 17

INSURANCE

17.1 Throughout the term of this Agreement, the Consultant shall maintain in force at its own expense, insurance as follows:

17.1.1 **Workers' Compensation:** Workers' Compensation Insurance with statutory limits, including coverage for Employer's Liability, with limits not less than \$1,000,000.

17.1.2 **General Liability:** Commercial General Liability with limits not less than \$1,000,000 each occurrence combined single limit for Bodily Injury and Property damage including coverage for contractual liability, personal injury, broad form property damage, products and completed operations. This coverage is required by the Consultant and any subcontractor or

anyone directly or indirectly employed by either of them. The City shall be named additional insured.

17.1.3 **Automobile Liability:** Comprehensive or Business Automobile Liability Insurance with not less than \$500,000 each occurrence combined single limit for Bodily Injury and Property Damage including coverage for owned, hire and non-owned vehicles as applicable. The Consultant and any of its approved subcontractors shall take out and maintain this insurance coverage against claims for damages resulting from bodily injury, including wrongful death and property damage which may arise from the operations of any owned, hired or non-owned automobiles and/or equipment used in any endeavor in connection with the carrying out of this Agreement. The City shall be named as an additional insured.

17.1.4 **Professional Liability:** The Consultant, its officers, employees and agents will provide the City a Certificate of Insurance evidencing professional liability insurance with limits of not less than \$2,000,000 aggregate with respect to acts, errors or omissions in connection with professional services to be provided under this Agreement and any deductible is not to exceed \$50,000 for each claim. Consultant represents it is financially responsible for the deductible amount.

The Consultant shall maintain professional liability insurance during the term of this Agreement and for a period of four (4) years from the date of completion of each project. In the event that Consultant goes out of business during the term of this Agreement or the four (4) year period described above, Consultant shall purchase Extended Reporting Coverage for claims arising out of Consultant's negligent acts errors and omissions during the term of the Professional Liability Policy.

17.1.5 **Subcontractors Insurance:** Subcontractors shall be required to maintain Worker's Compensation, General Liability, and Professional Liability Insurance when necessary in the amounts required by the Consultant. Each subcontractor shall furnish to the Consultant two copies of the Certificate of Insurance and Consultant shall furnish one copy of the Certificate to the City, and shall name the City as an additional insured.

17.2 All insurance policies required of the Consultant shall be written by a company with a Best's rating of B+ or better and duly authorized and licensed to do business in the State of Florida and be executed by duly licensed agents upon whom service of process may be made in Miami-Dade County, Florida. The City may accept coverage with carriers having lower Best's ratings upon review of financial information concerning Consultant and the insurance carrier.

- 17.3 The required insurance shall be proved under occurrence-based policies, which Consultant shall maintain continuously throughout the term of this Agreement
- 17.4 Any deductibles or self-insured retentions must be declared to and approved by the City Manager or designee prior to the start of work under this Agreement. The City reserves the right to request additional documentation, financial or other such documentation as well as such additional insurance as the City Manager deems appropriate, prior to giving approval of the deductible or self-insured retention and prior to executing the Agreement. The City manager or designee, prior to the change taking effect, must approve any changes to the deductibles or self-insured retentions made during the term of this Agreement or during the term of any policy.

ARTICLE 18
ATTORNEYS FEES

If any legal action or other proceeding is brought for the enforcement of this Agreement, or because of an alleged dispute, breach, default or misrepresentation in connection with any provisions of this Agreement, the successful or prevailing party or parties shall be entitled to recover reasonable attorney's fees, expenses and court costs, including appellate fees incurred in that action or proceeding, in addition to any other relief to which such party or parties may be entitled.

ARTICLE 19
CODES, ORDINANCES, AND LAW

The Consultant shall abide and be governed by all applicable local, state and federal codes, ordinances, and laws, rules, regulations and directives regarding the Consultant's Services.

ARTICLE 20
ENTIRETY OF AGREEMENT

This Agreement and its attachments constitute the sole and only Agreement of the parties and sets forth the rights, duties, and obligations of each party. Any prior agreements, promises, negotiations, or representations not expressly set forth in this Agreement are of no force or effect.

ARTICLE 21

NON-EXCLUSIVE AGREEMENT

The professional services to be provided by the Consultant pursuant to this Agreement shall be nonexclusive, and nothing shall preclude the City from engaging other firms to perform similar professional services.

ARTICLE 22

GOVERNING LAW; VENUE

This Agreement shall be construed and enforced according to the laws of the State of Florida. Venue shall be in Miami-Dade County, Florida.

ARTICLE 23

INDEPENDENT CONTRACTOR

Consultant and its employees and agents shall be deemed to be independent contractors, and not City agents or employees. The Consultant, its employees or agents shall not attain any rights or benefits under the City's retirement plan or any rights generally afforded the City's classified or unclassified employees. The Consultant shall not be deemed entitled to the Florida workers' Compensation benefits as a City employee.

ARTICLE 24

NONDISCRIMINATION

Consultant agrees that it shall not discriminate as to race, sex, color, creed, national origin, or disability, in connection with its performance under this Agreement.

ARTICLE 25

AMENDMENTS

No amendments to this Agreement shall be binding on either party unless in writing and signed by both parties.

ARTICLE 26

CONDUCT/CONFLICT OF INTEREST

Consultant covenants that no person under its employ who presently exercises any functions or responsibilities on behalf of the City in connection with this Agreement has

any personal financial interest, direct or indirect, with contractors or vendors providing professional services on projects assigned to the Consultant, except as fully disclosed and approved by the City. Consultant further covenants that, in the performance of this Agreement, no person having such conflicting interest shall be employed.

ARTICLE 27

OTHER PROVISIONS

- 27.1 Title and paragraph headings are for convenient reference and are not a part of this Agreement.
- 27.2 No waiver or breach of any provision of this Agreement shall constitute a waiver of any subsequent breach of the same of any other provision, and no waiver shall be effective unless made in writing.
- 27.3 Should any provision, paragraph, sentence, word or phrase contained in this Agreement be determined to be invalid, illegal or otherwise unenforceable under the laws of the State of Florida by a court of competent jurisdiction, such provision, paragraph, sentence, word or phrase shall be deemed modified in order to conform with Florida law. If not modifiable to conform to such law, then it shall be deemed severable, and in either event, the remaining terms and provisions of this Agreement shall remain unmodified and in full force an effect.
- 27.4 This Agreement is binding upon the parties hereto their heirs, successors and assigns.
- 27.5 The preparation of this Contract has been a joint effort of the parties, and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the parties than the other. It is the parties further intention that this Contract be construed liberally to achieve it's intent.
- 27.6 This Agreement may not be assigned by the Consultant
- 27.7 Consultant warrants that it is duly authorized and licensed to do business in the State of Florida, county of Miami-Dade.

IN WITNESS WHEREOF, this Agreement is effective as of the date first written above.

WITNESSES:

Martha DiGirolamo

Signature

Martha DiGirolamo
Print Name:

Tammy Taylor
Signature

Tammy Taylor
Print Name:

ATTEST:

Ronetta Taylor

Ronetta Taylor, CMC
City Clerk

APPROVED AS TO FORM:

Sonja K. Dickens

Sonja K. Dickens, City Attorney
127081_1.DOC

CONSULTANT

Craven Thompson & Associates, Inc.

By: Robert D. Cole, III

Print Name Robert D. Cole, III

Title: Executive Vice President

CITY OF MIAMI GARDENS

By: Shirley Gibson
Shirley Gibson, Mayor

Date: 3/14/2007

EXHIBIT "A"

CONSULTANT COMPENSATION RATES

1. Fee estimate for projects with a total construction cost up to \$1,000,000.00 for projects profiles as stated in the scope of projects:

Civil Engineering – Roads, Parking Lots, Utilities – 20% Lump Sum of the construction costs

2. Hourly rate schedule for personnel including overhead and profit.

Principals	\$210.00
Project Manager	\$175.00
Consultant / Engineer	\$115.00
CADD Operator	\$80.00
Junior Consultant / Engineer	\$100.00
Drafting	\$70.00
Clerical	\$50.00
Sub-consultant	@ cost +5% overhead & 5% profit

No reimbursement for normal office procedures including but not limited to facsimiles, photo copies, regular postage, local mileage, blueprints and digital copies.

ACORD CERTIFICATE OF LIABILITY INSURANCE

OP ID JE
CRAVE-1

DATE (MM/DD/YYYY)
02/19/07

PRODUCER
Rogers, Gunter, Vaughn
Insurance, Inc.
1117 Thomasville Rd.
Tallahassee FL 32303
Phone: 850-386-1111 Fax: 850-385-9827

INSURED

Craven - Thompson & Assoc., Inc
3563 NW 53rd Street
Ft. Lauderdale FL 33309

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: The American Insurance Company	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	X	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual Liab GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	AZC80807783	10/15/06	10/15/07	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000
A		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	AZC80807783	10/15/06	10/15/07	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
		EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
		OTHER				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS
 *10 Days Notice for Nonpayment of Premium.
 RE: RFP# 06-07-008; Living Neighborhood Engineering Services.
 Additional Insured: City of Miami Gardens.

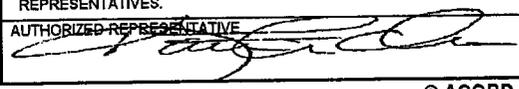
CERTIFICATE HOLDER

CITYMI6

City of Miami Gardens
1515 NW 167th Street
Building 5; Suite 200
Miami Gardens FL 33169

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL **30*** DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE


IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

DISCLAIMER

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/20/2007

PRODUCER (954) 315-5000 FAX (954) 315-5050
Corporate Insurance Advisors, LLC
100 NE 3rd Avenue
Suite 610
Ft. Lauderdale, FL 33301

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE

NAIC #

INSURED Craven Thompson & Associates, Inc.
3563 NW 53rd Street
Fort Lauderdale, FL 33309

INSURER A: Bridgefield Employers Ins. Co.

INSURER B: American Int'l Specialty Lines Ins Co

INSURER C: Zurich American Insurance Co.

INSURER D:

INSURER E:

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L TR INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$
B	EXCESS/UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input checked="" type="checkbox"/> RETENTION \$ 10,000	BE9037783	11/28/2006	11/28/2007	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below	830-32906	01/01/2007	01/01/2008	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input checked="" type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	OTHER Professional Liability	E0C930325104	03/30/2006	03/30/2007	\$2,000,000 Each "Claim" \$2,000,000 Aggregate \$50,000 Deductible

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS
 Professional Liability Retroactive Date 01/01/1961
 Waiver of Subrogation on Workers' Compensation.

Re: RFP#06-07-008; Livible Neighborhood Engineering Servcies
 *Except 10 day cancellation notice for non payment of premium.

CERTIFICATE HOLDER

City of Miami Gardens
1515 NW 167th St.
Building 5
Miami Gardens, FL 33169

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30* DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Mark Schwartz/DORAF

Mark R. Schwartz

IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

DISCLAIMER

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED FOR INFORMATION PURPOSES ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE OF LIABILITY INSURANCE DOES NOT AMEND, EXTEND, OR ALTER THE COVERAGE AFFORDED BY THE POLICIES LISTED

DATE: (MM/DD/YYYY) 02/20/2007

INSURERS:

PRODUCER or BROKER: **Marsh USA Inc.**
800 Market Street Suite 2600
St. Louis, MO 63101
Phone: (314) 512-2415

A: Discover Property and Casualty Ins. Co.

B:

C:

D:

E:

INSURED:

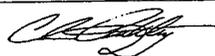
Craven Thompson Assoc. Inc. &
 Enterprise Rent-A-Car Company et al.
 600 Corporate Park Drive
 St. Louis, MO 63105

THE INSURANCE POLICIES LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD LISTED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE OF LIABILITY INSURANCE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES LISTED BELOW IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

COVERAGES:	INSURER LETTER	TYPE OF INSURANCE	POLICY NUMBER	EFFECTIVE DATE	EXPIRATION DATE	LIMITS
GENERAL LIABILITY COMMERCIAL GENERAL LIABILITY CLAIMS MADE OCCURENCE						
A AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS <input checked="" type="checkbox"/> See Below*			D187A00010 H20033	6/27/2006	6/27/2007	Combined Single Limit: \$1,000,000 Bodily Injury per Person: Bodily Injury per Acc. Property Damage:
GARAGE LIABILITY ANY AUTO						
EXCESS LIABILITY UMBRELLA OTHER Than UMBRELLA Form						
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						

DESCRIPTION:

Policy provides protection for any & all operations/jobs performed by the named insured. Certificate holder is included as an additional insured as their interest may appear. **Any vehicle leased from Enterprise Fleet Services where the contract includes auto insurance coverage. Waiver of Subrogation included where required by written contract. Insurance is Primary and Non-contributory.


 AUTHORIZED REPRESENTATIVE:

HOLDER:

VENDOR ID: 122 GPBR: 41

**Re: RFP #06-07-008; Livable
 Neighborhood Engineering Services
 City of Miami Gardens
 1515 NW 167th Street
 Miami Gardens, FL 33169**

CANCELLATION:

SHOULD ANY OF THE ABOVE POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

City of Miami Gardens

1515-200 NW 167th Street
Miami Gardens, Florida 33169



Mayor Shirley Gibson
Vice Mayor Oscar Braynon II
Councilman Melvin L. Bratton
Councilman Aaron Campbell
Councilman Andre Williams
Councilwoman Sharon Pritchett
Councilwoman Barbara Watson

MEMORANDUM

To: Mayor and City Council

From: Dr. Danny O. Crew, City Manager

Date: March 14, 2007

Re: Proposed Resolution authorizing the City Manager to negotiate and execute an agreement for the *Livable Neighborhood Initiative* engineering services

The Livable Neighborhood Initiative program provides funding from Community Development Block Grant for infrastructure improvements. City Staff has evaluated conditions of several neighborhoods and has identified three (3) priorities for these improvements. The areas are: Vista Verde, Kings Garden, and Garden Circle.

A request for qualifications was prepared in accordance with the Florida Consultant Competitive Negotiation Act to retain a professional engineer to provide assessment/field survey, review of current infrastructure and prepare construction documents for the livable neighborhoods initiative.

The proposal document #06-07-008 was advertised on December 18, 2006. A broadcast notice was sent to 1,165 firms. 26 proposal packages were requested and 7 proposals were received. The proposals were opened on January 4, 2007.

A Selection/Evaluation Committee consisting of Renee Farmer, Assistant City Manager; Daniel Rosemond, Community Development Director; Tom Ruiz, Public Works Director; Mariana Pitiriciu, Engineer I; and Pam Thompson, Procurement Manager evaluated the proposals. Of the 7 proposals, 3 firms were short listed and oral presentations were scheduled with these firms on February

**J-1) CONSENT AGENDA
RESOLUTION
CRAVEN THOMPSON &
ASSOCIATES, INC.**

7, 2007. The firms were A.D.A. Engineering, Inc.; Craven Thompson & Associates, Inc.; and Urban Resource Group – Kimley-Horn Associates.

Upon conclusion of the presentations, the committee ranked the firms (See attached results). The committee is recommending contracting with Craven Thompson & Associates, Inc. located in Ft. Lauderdale, Florida to provide the livable neighborhood engineering services.

Recommendation: That the City Council approve the attached resolution authorizing the City Manager to negotiate and execute an agreement with Craven Thompson & Associates, Inc.