



ITEM NO. 14B2

## North Bay Village Recommendation Memorandum

**DATE:** November 9, 2021

**TO:** Honorable Mayor, Vice Mayor and Members of the Village Commission

**FROM:** Delroy Peters,

**SPONSORED BY:** Commissioner Rachel Streitfeld

**SUBJECT:** Approval of Work Order and Budget Amendment to Fund a Traffic Study in Justification of the Installation of Accessible Pedestrian Signals - *Village Manager, Dr. Ralph Rosado (CIP Manager, Delroy Peters)*

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### **RECOMMENDATION**

**A RESOLUTION OF THE COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AUTHORIZING THE VILLAGE MANAGER TO ISSUE AMENDMENT #2 TO BCC ENGINEERING WORK ORDER 002 TO FUND A TRAFFIC STUDY IN ORDER TO JUSTIFY THE INSTALLATION OF ACCESSIBLE PEDESTRIAN SIGNALS RELATED TO THE TREASURE ISLAND ADA SIDEWALK IMPROVEMENTS PROJECTS (PHASE II) IN THE AMOUNT OF \$23,941 FOR WORK ORDER 002 AMENDMENTS; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

Resolution to approve an amendment to BCC Work Order 002 in an amount not to exceed \$8,542, and a budget amendment to increase the project cost in account Road & Street Improvements (A/C #115-18-541-6308) by \$8,542 using account Appropriation of Fund Balance (A/C #115-00-389-3890).

### **BACKGROUND AND ANALYSIS**

North Bay Village contracted BCC Engineering under its North Bay Village agreement for General Professional Engineering and Architectural Services Contract RFQ 2019-055, dated November 6, 2019. The Village required Civil Engineering services to assist with design and permitting documents for the Treasure Island ADA Sidewalk Improvements Project (Phase II). Work Order 002 was issued to BCC in the amount of \$57,787.60 to carry out the design

efforts.

The consultant submitted 60% design plans to the Florida Department of Transportation (FDOT), the project funding agency, for approval. FDOT then requested that NBV carry out a Cultural Resource Assessment Study (CRAS). This study request changed project scope and resulted in amendment #1 to the work order, called Work Order 005, for \$14,969. The Village Manager approved the change since it fell below the \$15,000 limit required for commission approval.

As a part of the project, NBV desires to incorporate Accessible Pedestrian Signals (APS) into the improvements of the four (4) intersections providing access from the 79th Street Causeway into Treasure Island. Additionally, the commission wishes to have APS located at the crossing at NBI/HI. Based on the request, the consultant was asked to assess this fifth intersection to install APS. However, improvements at this fifty intersection are not part of the Treasure Island ADA Sidewalk Improvement Project, but staff will propose incorporating the improvements into another future project.

The APS would provide audible tones, activated by a push-button, to assist pedestrians crossing the intersections. Since the 79th Street Causeway is a state road, FDOT needs to approve this pedestrian feature before its installation. FDOT's Traffic Engineering Manual (TEM) stipulates that an engineering study shall be conducted prior to the District Traffic Operations Engineer granting full approval of these pedestrian features.

The consultant will perform the engineering traffic study that the Village can use to justify installing the APSs. The proposed fee for the analysis is \$8,542.

The current costs to date associated with the project are:

- Original sum: \$57, 787.60 (see attached Work Order 002, 2021-05-14)
- Amendment #1: \$14,968 (see attached Work Order 005, 2021-09-09)
- Amendment #2: \$8, 542 (See attached Work Order proposed, "Amendment to Work Order 002-2021-26-10")

The sum of the amendments is now \$23,941 (\$14,968 + \$8,542). Since this sum is now above the \$15,000 threshold, the commission's approval is required for amendment #2.

A budget amendment will provide for payment of the 2nd amendment to Work Order 002. The following transfer will occur: Increase the project cost in account Road & Street Improvements (A/C #115-18-541-6308) by \$8,542 using account Appropriation of Fund Balance (A/C #115-

00-389-3890).

**BUDGETARY/FINANCIAL IMPACT (Finance Dept.)**

Increase the Project cost/Account Roads & Streets Improvements (115-18-541-6308) by \$8,542 using Appropriation of Fund Balance (115-00-389-3890). Work Order 002 was paid under PO 008313, which was encumbered as of 9/30/2021 in CITT fund.

**PERSONNEL IMPACT**

NONE



**North Bay Village  
Budget Amendment Form**

<b>Department: Capital Projects</b>	<b>Date: 11/09/2021</b>
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**Fund(s) to be changed: Fund 115 CITT Fund**

<b>GL Account</b>	<b>GL Line Item</b>	<b>Transfer to:</b>	<b>Transfer from:</b>
<a href="#">115.18.541.6308</a>	Road & Street Improvements	\$ 8,541.00	
<a href="#">115.00.389.3890</a>	Appropriation of Fund Balance		8,541.00
<b>TOTAL (Columns must be equal)</b>		<b>\$ 8,541.00</b>	<b>\$ 8,541.00</b>

**Description:**

Use of CITT Fund Balance for the change order necessary for the Traffic Study/ Treasure Island ADA Sidewalk Improvement Project. The Design/Planning portion of this project is encumbered as of 9/30/21 in the CITT Fund.



**RESOLUTION NO. 2021-071**

**A RESOLUTION OF THE COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AUTHORIZING THE VILLAGE MANAGER TO ISSUE AMENDMENT #2 TO BCC ENGINEERING WORK ORDER 002 TO FUND A TRAFFIC STUDY IN ORDER TO JUSTIFY THE INSTALLATION OF ACCESSIBLE PEDESTRIAN SIGNALS RELATED TO THE TREASURE ISLAND ADA SIDEWALK IMPROVEMENTS PROJECTS (PHASE II) IN THE AMOUNT OF \$23,941 FOR WORK ORDER 002 AMENDMENTS; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, North Bay Village ("Village") issued Request for Qualifications No. 2019-055 (the "RFQ") and contracted with BCC Engineering (the "Consultant") for General Professional Engineering and Architectural Services for a two year term from November 6, 2019 and expiring on November 5, 2021; and

**WHEREAS**, pursuant to the Agreement and consistent with the scope of services, the Village Commission requested Consultant to provide civil engineering services to assist with design and permitting documents for the Treasure Island ADA Sidewalk Improvements Project (Phase II) and Work Order 002, attached hereto as Exhibit "A" was issued in the amount of \$57,787.60; and

**WHEREAS**, amendment #1 was issued to Work Order 002 in the amount of \$14,988, identified as Work Order 005, and attached hereto as Exhibit "B"; and

**WHEREAS**, proposed amendment #2 in the amount of \$8,542, attached hereto as Exhibit "C" to fund a traffic study, will exceed the authority of the Village Manager's purchasing authority of \$15,000 when combining the cost of both amendments to Work Order 002, and

**WHEREAS**, the Village Commission desires authorizes the Village Manager to issue a second amendment to Work Order 002 for the traffic study which is consistent

with the services contemplated under Work Order 002 and the Agreement; and

**WHEREAS**, the Village Commission finds that this Resolution is in the best interest and welfare of the residents of the Village.

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AS FOLLOWS:**

**Section 1. Recitals.** That each of the above-stated recitals are hereby adopted, confirmed, and incorporated herein.

**Section 2. Authorization.** That the Village Commission hereby authorizes the Village Manager to issue the second amendment to Work Order 002 to the Consultant for the traffic study consistent with the scope of Work Order 002, attached hereto as Exhibit "A" and the Agreement previously executed, with a total cost to the Village for the two amendments to Work Order 002 in the amount of \$23,941.

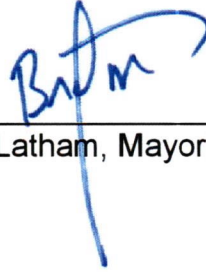
**Section 3. Implementation.** The Village Manager and the Village Attorney are hereby authorized to take such further action as may be necessary to implement the purpose and provisions of this Resolution, including issuing a work order.

**Section 4. Effective Date.** That this Resolution shall be effective immediately upon adoption.

The foregoing Resolution was offered by Commissioner Dr. Chervony who moved its adoption. The motion was seconded by Commissioner Streitfeld and upon being put to a vote, the vote was as follows:

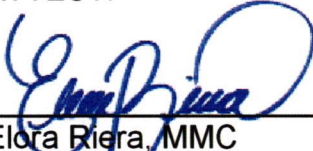
Mayor Brent Latham	<u>YES</u>
Vice Mayor Marvin Wilmoth	<u>ABSENT</u>
Commissioner Richard Chervony	<u>YES</u>
Commissioner Rachel Streitfeld	<u>YES</u>
Commissioner Julianna Strout	<u>ABSENT</u>

**PASSED AND ADOPTED** on this 9<sup>th</sup> day of November, 2021.



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Brent Latham, Mayor

ATTEST:



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Elora Riera, MMC  
Village Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

*Robert Meyers*

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Weiss Serota Helfman Cole & Bierman, PL  
Village Attorney

