



Vanderbilt Beach M.S.T.U.

Advisory Committee
8300 Radio Road
Naples, FL 34104

OCTOBER 5, 2023, 2:00 PM

Committee Members and Project Manager will meet at
Admin Center Classroom at St. John's Church
625 111TH Ave., Naples, FL

All others are encouraged to attend via Zoom video conference

AGENDA

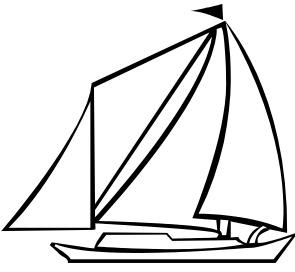
- I. **Call to order and Pledge of Allegiance**
- II. **Attendance**

Advisory Committee	Bruce Forman - Chairman (11/13/2023)
	Bill Sjostrom - Vice Chairman (11/13/2024)
	Mark Weber (11/15/2025)
	Gabriella R. Miyamoto (11/13/2023)
	William Harris (11/13/2024)
Staff	Aaron Gross, Ground Zero Landscaping
	Judy Sizensky– Project Manager
	Rosio Garcia – Operations Coordinator
	Wendy Warren, Transcriptionist
- III. **Approval of the agenda**
- IV. **Approval of the Minutes – September 7, 2023**
- V. **Landscape Maintenance Report - Aaron Gross, Ground Zero Landscape**
- VI. **Vanderbilt Drive Refurbishment – Judy Sizensky**
 - A. Regatta Corner of VB Dr and VB Beach Rd-bid documents are with Procurement under review.
 - B. Crosswalks (5 with 1 alternate) along VB Dr.-Bid sent out to General Contractors-due back October 17, 2023.
 - C. Vanderbilt Dr Landscape- Vanderbilt Beach Rd to Bluebill-New work order to complete plans will be issued after 1st week of October.
- VII. **Project Manager Report Judy Sizensky**
 - A. Budget FY 23 October 2023
 - B. Phase IV Utility Burial Status-Complete. Estimate to refurbish Marina Bay received-to discuss.
 - C. Greenway Multi-use Bike Path-Vanderbilt Drive-Estimate from surveyor received-to discuss.
- VIII. **Old Business**
 - A. Potential Future Projects
- IX. **New Business**
 - A. Applications for open seats on Advisory Committee received. A vote will be taken.
- X. **Public Comment**
- XI. **Adjourn**

NEXT MEETING DATE

NOVEMBER 2, 2023

ADMIN CENTER CLASSROOM ST. JOHN'S CHURCH



Vanderbilt Beach M.S.T.U

Advisory Committee

8300 Radio Road
Naples, FL 34104

SEPTEMBER 7, 2023

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Forman called the meeting to order at 2:04 P.M. Roll call was taken, and a quorum of five was established. The Pledge of Allegiance was recited.

II. ATTENDANCE

Advisory Committee: Bruce Forman – Chairman
William Sjostrom – Vice Chair
Mark Weber
Gabriella R. Miyamoto
William Arell Harris

Staff: Judy Sizensky - Project Manager
Rosio Garcia – Operations Coordinator

Others: Aaron Gross – Ground Zero Landscaping
Wendy Warren - Transcriptionist

III. APPROVAL OF AGENDA

Vice Chair Sjostrom moved to approve the Agenda of the Vanderbilt Beach MSTU Advisory Committee. Second by Ms. Miyamoto. Carried unanimously 5 - 0.

IV. APPROVAL OF MINUTES

Ms. Miyamoto moved to approve the minutes of the July 13, 2023, Vanderbilt Beach MSTU meeting as presented. Second by Vice Chair Sjostrom. Carried unanimously 5 - 0.

V. LANDSCAPE MAINTENANCE REPORT – Aaron Gross, Ground Zero Landscaping

Mr. Gross reported:

- Conner Park landscaping was refurbished with Bougainvillea, Ixora, to replace plants and shrubs damaged by Hurricane Ian.
- The area was mulched, and the plant material is being hand watered due to unseasonably dry weather conditions.
- The Parks and Recreation Department repaired the irrigation between the County parking area and the north side of Bluebill Avenue by the parking lot where the MSTU replaced the Cocoplum hedge with Clusia.

VI. VANDERBILT DRIVE REFURBISHMENT – Mike McGee, McGee & Associates

A. Regatta Corner of Vanderbilt Beach Drive and Vanderbilt Beach Road

- A Request for Quote (RFQ) was distributed to all contractors on the Collier County General Contractors Contract #19-7525 for the renovation project at the NW corner of Vanderbilt Beach Road and Vanderbilt Drive at The Regatta Vanderbilt Beach.
- The single bid submitted by Capital Construction was significantly higher than the *Opinion of Cost* provided by the projects Architect and Engineer.
- The project will now be coordinated through the Procurement Division and a Scope of Work (SOW) for the project posted on Bid-Sync for quotes from General Contractors.
- McGee & Associates combined the engineering and irrigation drawings onto one sheet and stamped the drawings.
- The contract will be awarded to the lowest qualified bidder.
- Consideration will be given to coordinating the work required for the landscape projects at Vanderbilt Drive and The Regatta Vanderbilt Beach with the crosswalk project.

B. Crosswalks (5) Along Vanderbilt Beach Drive

- Trebilcock Consulting Solutions and McGee & Associates completed engineering and construction plans for five (5) ADA compliant paver crosswalks on Vanderbilt Drive.
- Three (3) of the crosswalks will be installed at The Anchorage, The Dunes of Naples, and Marina Bay on completion of Phase IV construction.
- A Request for Quote (RFQ) was distributed to the vendor(s) on Collier County General Contractors Contract #19-7525.

The Anchorage

Refurbishment of landscape for property damaged by Phase IV construction is complete.

Marina Bay Landscaping

Ms. Sizensky, Mr. Gross, Ground Zero Landscaping, and a representative from MasTec, will meet with Marina Bay Board Members to finalize landscape planting to replace material damaged during Phase IV construction. Ground Zero Landscaping will provide a cost quote for the project.

An ADA compliant paver crosswalk, abutting curbs, will be installed to eliminate water puddling.

The Dunes of Naples

Design plans will be prepared, and Homeowner Association approval secured, for enhancement of landscaping along the narrow strip of roadway at The Dunes of Naples. Swales and gutters may be conducive to a simulated Japanese waterway.

Bench Installations

The Dunes of Naples

- Solid Pave installed a paver pad and Madison style bench, with plaque commemorating Charlie Arthur, at The Dunes of Naples.

Moraya Bay

- A commemorative bench pad at the Moraya Bay Beach Tower will be constructed at a higher elevation, surfaced with pavers and a Madison style bench installed.

- The area will be surveyed to ensure Right of Way (ROW) compliance and provision for ADA access.
- Irrigation will be modified, and sod replaced.

Le Dauphin

- A Madison style bench will be re-installed in the vicinity of Le Dauphin Condominiums on the west side of Vanderbilt Drive. The existing bench pad will be evaluated for safety, replaced if necessary, and surface pavers installed.

C. Vanderbilt Dr Landscape – Vanderbilt Beach Road to Bluebill Avenue Landscape West Side Vanderbilt Drive

- The environmentally conscious design, from Palm Court to Bluebill Avenue, includes Christmas Palm trees at the intersections, ground covers and a storm water *Rain Garden* in the west Right of Way (ROW). Drawings include a Landscape Planting Plan, an Irrigation Plan, and a Plant Schedule for reference. Conformance to the twenty-four (24) inch high sightline standard at intersections will be ensured.
- A drip line irrigation system will be installed to ensure adequate water flow to the landscaping.
- McGee and Associates will submit an *Opinion of Cost* on completion of final construction drawings.
- The Collier County General Contractors Contract #19-7525 will be utilized.
- On completion of McGee & Associates plans, a Scope of Work (SOW) will be prepared, an Invitation to Bid will be sent to all contractors on the contract.
- The Road Maintenance Division will review and endorse the plans with consideration for impact on utilities on the roadway.

McGee & Associates will present a final updated version of the Vanderbilt Drive Landscape renovation construction drawings previously presented at the February 2, 2023, meeting for Committee consideration at the October 5, 2023, meeting.

VII. PROJECT MANAGER REPORT – Judy Sizensky

A. FY-23 Budget for September

Vanderbilt Beach MSTU Fund Budget 1617 dated September 7, 2023

Purchase Orders

1. Century Link – Engineering Design & Supervision, Phase IV Utility Project.
2. Ground Zero Landscaping –
 - Incidentals are for landscape refurbishment and miscellaneous.
 - Ground Maintenance includes Conner Park and irrigation repairs.
3. MasTec North America – Contract for burial of conduit and placing of equipment for Florida Power & Light, Comcast cable and Century Link for Phase IV.
4. McGee & Associates – Landscape Architecture – Refurbishment of Vanderbilt Drive and Regatta Landscaping and miscellaneous projects.
5. Premier Staffing – Transcription Services.
6. Q Grady Minor & Associates - West Vanderbilt Drive Sidewalks.
7. Stantec Consulting – CEI Professional Services, Phase IV Utility Project.
8. Site One Landscape Supply – Irrigation Parts & Pumps.

9. Solid Pave, LLC – Concrete Footers.
10. TreeTop Products – Benches.

Budget Summary

- a. Current Ad Valorem tax, Line 1, is \$1,702,200.00, an increase of 14.3% over FY-22, of which \$1,555,315.42 has been collected and a balance of \$146,884.58 remains to collect.
- b. Transfers and Contributions, Line 13, in the amount of \$4,439,041.27, is a carry-over of unexpended FY-22 funds (minus a 5% reserve of \$86,700).
- c. Total Revenue, Line 14, Budgeted at \$6,169,241.27, including investment interest, transfers, and contributions, is \$4,519,460.52 after Expenditures of \$1,649,780.75.
- d. Operating Expense, Line 36, is budgeted at \$5,305,541.27 with current Commitments of \$1,280,615.88, Expenditures of \$294,782.84, and a Budget Remainder (unspent operating funds) of \$3,730,142.55 available within budget for additional operating expenses as neeeded. Capital Outlay, Line 38, budgeted at \$650,000.00, is for the current fiscal year long term projects, consistent with the MSTU ordinance and upon a motion from the Advisory Committee.
- f. Transfer to Fund 111, Line 39, in the amount of \$91,000.00, for MSTU Staff salaries and accrued County overhead related to MSTU operations, has been transferred and a balance of \$0 remains for transfers.
- g. Of the \$13,500.00 budgeted for Transfer to the Property Appraiser, Line 41, \$12,998.29 has been expended leaving a balance remaining of \$501.71.
- h. Transfer to the Tax Collector, Line 42, in the amount of \$34,200.00 is for collection of MSTU millage as part of the annual County tax bill, currently 0.5000 mills. \$31,768.23 has been transferred; the remaining balance is \$2,431.77.
- i. Of the \$75,000.00 budgeted, for anticipated Maintenance and Capital projects in future fiscal years as identified in the Asset Management Plan, \$0 has been spent and a balance of \$75,000 remains.
- j. Total Budget, Line 46, lists FY-23 M.S.T.U. budgeted funds at \$6,169,241.27; with tabulated Commitments of \$1,280,615.88, Expenditures of \$430,549.36, and a Budget Remainder (total unspent funds) of \$4,458,076.03. The budget amount of \$6,169,241.27 does not change during the fiscal year.

General

- a. Available funds are sufficient to satisfy outstanding invoices for Phase IV Utility Burial Project, landscaping at the Regatta of Naples at Vanderbilt Beach Road and Vanderbilt Drive, the Vanderbilt Drive landscape renovation project, and the crosswalks.
- b. MasTec has an outstanding financial commitment of \$1,038,882.77 for Phase IV construction.
 - The third payment is in process.
 - **Ms. Sizensky** will prepare an *Executive Summary* for final payment approval from the Board of County Commissioners (BCC).
- c. A schedule reduction in irrigation frequency reduced the monthly water bill significantly.
- d. FY-23 millage rate of 0.5000 will fund future projects, as well as the existing MSTU assets identified in the Capital Asset Management Plan, updated annually.
- e. Funds not spent in FY-23 (fiscal year 2023) will be carried forward into FY-24.
- f. Funds collected by the Vanderbilt Beach MSTU cannot be utilized outside of the MSTU.

B. Phase IV Utility Burial Status

- The Phase IV Utility Burial Project is completed.
- MasTec removed the overhead cable and the two (2) utility poles on either side of the bridge.
- Florida Power & Light (FPL) removed the utility poles on the north section of Vanderbilt Drive.

C. Greenway Multi-Use Bike Path – Vanderbilt Drive North of Blue Bill

A ten (10) foot bike and pedestrian path north of the Dunes of Naples entrance cannot be navigated at high tide or during extreme rain events.

RWA Engineering surveyed the area to determine the feasibility of installing an asphalt surface and curb. A proposal is being prepared for submission at the October meeting.

Ms. Sizensky will request the Road Maintenance Division to assume responsibility for maintenance of the bike and pedestrian path.

VIII. OLD BUSINESS

A. Potential Future Projects

1. Refurbish Bridge of Channel on Bluebill

The Committee suggested cleaning the waterway bridge and/or researching the application of a veneer stone.

The Project Manager will meet with the Road Maintenance Division to discuss the project.

2. Install Sidewalks East and West Side of Gulf Shore Drive

The Road Maintenance Division is considering sidewalk installation on the east side of Gulf Shore Drive for 2025. Design and fund allocation are required; sidewalks must conform to the County code and be ADA compliant. A bike path should be incorporated into the project design. Drainage would have to be redesigned to accommodate the installation. Project timeline depends on coordination with Road Maintenance and Capital Planning.

The Project Manager will meet with the Road Maintenance Division to discuss the project.

3. Install 8” reuse water line from US41 to Conner Park.

Vanderbilt Drive’s current annual water bill is approximately \$35,000 and Conner Park’s approximately \$30,000 per year. An investigation to determine if underwriting the cost of a reuse water line installation from US 41 to Conner Park is in process. One potential quote placed the cost at \$550,000 for the conversion which would supply water to Connor Park and Vanderbilt Drive.

Ms. Sizensky met with the Division Manager for Reuse Water Management to propose a reuse water line installation from US 41 to Conner Park to supply water to Connor Park and Vanderbilt Drive. He noted the County and Environmental Protection Agencies are very cautious about placement of reclaimed water lines and do not want to place them close to wastewater service. As a result, the project is not of interest currently.

Ms. Sizensky will continue to research options.

4. Pedestrian Lighting Varying Places

Lighting options for pedestrian safety and visual enhancement on Vanderbilt Drive will be researched.

IX. NEW BUSINESS

None

X. PUBLIC AND COMMITTEE COMMENTS

None

XI. ADJOURN

There being no further business for the good of the County, the meeting was adjourned by order of the Chair at 2:49 P.M.

VANDERBILT BEACH M.S.T.U. ADVISORY COMMITTEE

Bruce Forman, Chair

The minutes approved by the Board/Committee on _____, 2023 “as submitted” [___] or “as amended” [___].

NEXT MEETING DATE:

OCTOBER 5, 2023 - 3:00 P.M.

Claussen Family Center at St. John’s Church

625 111th Avenue

Naples, FL 34108

VANDERBILT MSTU
FUND 161700000
October 5, 2023

	Vendor	Item	FY23	PO#	Budget	Commitments	Expenditures	Total
1					\$ (1,756,300.00)	\$ -		\$ (1,756,300.00)
2					\$ -	\$ -		\$ -
3					\$ -	\$ -		\$ -
4					\$ (28,000.00)	\$ -		\$ (28,000.00)
5					\$ -	\$ -		\$ -
6					\$ (1,784,300.00)	\$ -	\$ -	\$ (1,784,300.00)
7					\$ 14,300.00	\$ -		\$ 14,300.00
8					\$ 36,200.00	\$ -		\$ 36,200.00
9					\$ -	\$ -	\$ -	\$ -
10					\$ (4,780,100.00)	\$ -	\$ -	\$ (4,780,100.00)
11					\$ (1,115,858.77)	\$ -	\$ -	\$ (1,115,858.77)
12					\$ 89,200.00	\$ -	\$ -	\$ 89,200.00
13					\$ (5,806,758.77)	\$ -	\$ -	\$ (5,806,758.77)
14					\$ (7,591,058.77)	\$ -	\$ -	\$ (7,591,058.77)
15					\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
16	Collier County	Indirect Cost		Direct Pay	\$ 8,700.00			\$ 8,700.00
17	Collier County	Real Property Department		Direct Pay	\$ 1,000.00	\$ -		\$ 1,000.00
	Ground Zero Landscaping Serv	Landscape Incidentals			\$ 100,000.00			\$ -
	Ground Zero Landscaping Serv	Landscape Incidentals			\$ -			\$ -
	Real Property	Easement			\$ -			\$ -
18					\$ 100,000.00	\$ -	\$ -	\$ 100,000.00
	Century Link	Engineering Design & Supervision					\$ -	
	Ground Zero Landscaping Serv.	Ground Maintenance			\$ 6,569,658.77			
	Stantec Consulting	CEI Prof. Services						
	McGee & Associates	Landscape Arch. Serv.						
	McGee & Associates	Landscape Arch. Serv.						
	Mastec North America	Bury & Activate overhead utilities		4500210804		\$ 1,038,882.77	\$ -	
	Ground Zero Landscaping Serv.	Ground Maintenance						
	Red wing	Boots						
	Clerk of Courts	EASEMENT RECORDING UTILITY BURIAL PROJECT						
	Gordon Electric	Couplings						
	Q Grady Minor	WO West Vanderbilt Dr Sidewalks		4500225615		\$ 76,976.00		
	Treetop Products	Benches						
19					\$ 6,569,658.77	\$ 1,115,858.77	\$ -	\$ 5,453,800.00
20					\$ 100.00	\$ -		\$ 100.00
21	FPL	Electricity			\$ 700.00			\$ 700.00
22	Collier County Utility	Water & Sewer			\$ 50,000.00			\$ 50,000.00
23	St. John the Evangelist	Meeting Room Rental			\$ 1,000.00			\$ 1,000.00
25	Collier County	Insurance General			\$ 600.00			\$ 600.00
26	Site One	Irrigation Parts			\$ 5,000.00			\$ 5,000.00
27					\$ 5,000.00			\$ 5,000.00
28					\$ 2,000.00			\$ 2,000.00
29					\$ 1,000.00			\$ 1,000.00
30	Premier Staffing	Transcriptionist Serv.			\$ 2,500.00			\$ 2,500.00
31		Office Supplies			\$ 200.00			\$ 200.00
32	JM Todd	Monthly CPC (shared) (monthly lease)			\$ 200.00	\$ 362.62		\$ (162.62)
33	Amazon	Hard Hat		PCARD				\$ -
34					\$ 3,000.00	\$ -		\$ 3,000.00
35	Solid Pave Inv.	Concrete Footers			\$ 500.00			\$ 500.00
36					\$ 6,761,158.77	\$ 1,116,221.39	\$ -	\$ 5,644,937.38
37					\$ 650,000.00	\$ -	\$ -	\$ 650,000.00
38					\$ 650,000.00	\$ -	\$ -	\$ 650,000.00
39					\$ 96,000.00	\$ -		\$ 96,000.00

VANDERBILT MSTU
 FUND 161700000
 October 5, 2023

40	TRANSFERS				\$ 96,000.00	\$ -	\$ -	\$ 96,000.00
41	Budget Trans from Appraiser				\$ 14,300.00	\$ -		\$ 14,300.00
42	Budget Trans from Tax Collector				\$ 36,200.00	\$ -		\$ 36,200.00
43	TRANSFERS CONST				\$ 50,500.00	\$ -	\$ -	\$ 50,500.00
44	RESV For Capital Out				\$ 33,400.00	\$ -	\$ -	\$ 33,400.00
45	RESERVES				\$ 33,400.00	\$ -	\$ -	\$ 33,400.00
46	TOTAL BUDGET				\$ 7,591,058.77	\$ 1,116,221.39	\$ -	\$ 6,474,837.38

2,068,487,415	FY 10 Final Taxable Value
2,005,897,752	FY 11 Final Taxable Value
1,910,384,837	FY 12 Final Taxable Value
1,904,053,751	FY 13 July 1 Taxable Value
1,945,640,639	FY 14 July 1 Taxable Value
2,044,186,286	FY 15 July 1 Taxable Value
2,195,715,846	FY 16 July 1 Taxable Value
2,385,578,106	FY 17 July 1 Taxable Value
2,560,181,524	FY 18 July 1 Taxable Value
2,673,862,805	FY 19 July 1 Taxable Value
2,805,690,115	FY 20 July 1 Taxable Value
2,874,630,743	FY 21 July 1 Taxable Value
2,977,182,419	FY22 July 1 Taxable Value
3,404,417,979	FY23 July 1 Taxable Value
3,512,537,975	FY24 July 1 Taxable Value
3.28%	
FY 24	FY 23

Total Available Balance \$ 6,474,837.38
 Plus Committed And Not Spent \$ 1,116,221.39

Estimated Cash \$ 7,591,058.77

**Estimated Cash Less
 Uncollected Ad Valorem Taxes \$ 5,834,758.77**

Actual Cash

Prepared on 10/02/23

GROUND ZERO LANDSCAPING

Services Inc.

1907 Fairfax Circle

Naples Fl. 34109

239-821-3472 Phone 239-597-7365 Fax

Bill To:

Collier County County Commiss
 Att:Accounts Payable
 3299 Tamiami Tr. E.
 Ste 700
 Naples, Fl. 34112-5749

Estimate

Number: **E643**

Date: **September 13, 2023**

Ship To:

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PO Number	Terms	Project
4500223582		Vanderbilt Bch. MSTU

Date	Description	Hours	Rate	Amount
	Marina Bay landscape repairs			
	truck and operator	16.00	55.00	880.00
	Bobcat and operator	8.00	105.00	840.00
	Labor	40.00	38.00	1,520.00
	Supervisioin	8.00	50.00	400.00
	Pallets Bahia sod	5.00	95.00	475.00
	Variegated arbigcola	25.00	7.50	187.50
	Mulch	70.00	2.79	195.30
	15% markup	1.00	128.67	128.67
	tax	1.00	60.04	60.04
Total				\$4,686.51



September 15, 2023

Ms. Judy Sizensky
MSTU Project Manager II
Public Transit and Neighborhood Enhancement (PTNE)
8300 Radio Road
Naples, FL 34104

**Subject: Vanderbilt Drive Sidewalk Improvements from station 132+00 to 156+00 – Design & Construction Phase Services
Collier County Contract #18-7432-CE - RWA Inc. Project No. 180121.00.11**

Dear Ms. Sizensky:

Please accept this letter as our proposal to provide professional services in the areas of civil engineering and survey for the subject project. The work order to perform this assignment will be subject to the provisions of Contract #18-7432-CE “Professional Services Library Civil Engineering Category” awarded to RWA Inc. (Consultant) by Collier County (County).

This proposal provides for sidewalk improvements and all related project documents. This proposal also provides for necessary support services for right of way permitting, bidding phase and construction phase services.

Outlined below is the anticipated Scope of Services for the project.

Task 1 – Civil Design and Construction Plans

Consultant will provide the following professional services to the County:

- a. Provide sidewalk improvement plans that would include proposed cross slope, re-grading of adjacent swale and/or lowering of grade along the proposed low edge of the sidewalk.
- b. Prepare engineer’s opinion of probable cost (OPC) for final plans.

Task 2 – Supplemental Survey

Consultant will provide the following professional services to the County:

- a. Update and supplement the attached 2019 survey within the proposed limit of construction from station 132+00 to Station 156+00.

Task 3 – Right of Way Permit

Consultant will provide the following professional services to the County:

- a. Consultant will prepare and submit the right of way application for the proposed improvements within the limits of construction along Vanderbilt Drive as required by Collier County and the Land Development Code.
- b. Create site specific SWPPP, provide necessary information to SWPPP sub-contractor for filing of NOI application to FDEP. The implementation and maintenance of a pollution prevention plan is specifically excluded.

Note: It has been assumed this Project will require up to two (2) sufficiency responses to reach permit approval for each permit application process. Additional submittals and coordination resulting from incomplete agency reviews will be billed to the Client on a T/M/E basis.

Task 4 – Traffic Control Plan

Consultant will provide the following professional services to the County:

- a. Create a traffic control plan along Vanderbilt Drive for the scope of work from Station 132+00 to 156+00 to accommodate the revised sidewalk. A minimum single lane will be maintained as a local street as part of the traffic control approach. Applicable FDOT and Collier County criteria and standards will be used.
- b. Assume two submittals will be needed. Project bidding will be based on a lump sum approach.
- c. Assist project team by responding to right of way permit review comments during reviews, as applicable.

Task 5 – Bidding Assistance

Consultant will provide the following professional services to the County:

- a. Prepare a Bid Tabulation for the sidewalk improvements and related construction items.
- b. Attend pre-bid coordination meeting. This meeting will generally clarify and define requirements for Project and allow contractor to review the available Project information.
- c. General coordination with County and contractors.
- d. Prepare related addendums associated with the bidding.
- e. Once bids are opened, the Consultant will confirm that the required components of the bids have been submitted. Consultant will conduct an analysis of the bids and will provide a recommendation on award of the contract after the review of the bid components for the project.

Task 6 – Construction Administration

Consultant will provide the following professional services to the County:

6.1 - Services During Construction

- a. Attendance at one (1) pre-construction meeting with the Collier County.
- b. Provide assistance during construction to answer contractor questions related to the construction plans.
- c. Review shop drawings/submittals.
- d. Review and approval of pay applications submitted by the contractor.

- e. Provide up to two (2) site visits per month to observe construction and installation of the site infrastructure. The services during construction scope assumes that Client will provide their own contract manager and field representative to coordinate with the Contractor. During regular site visits provide a status report of construction activity designed by RWA, Inc.

Note: It is assumed site visits will last two (2) hours each over a nine (9) month period for purposes of this proposal. If the construction duration exceeds this estimated time, additional services will be required.

- f. Attend two (2) field inspections prior to project closeout.

Note: Additional trips due to incomplete construction or additional phases will require additional fees. Construction management is not included in services during construction. If a higher level of construction observation and management is desired additional services will be required.

6.2 - Project Certifications

- a. Prepare record drawings, from the as-built survey provided by the contractor, of civil engineering infrastructure as required for certification by the civil engineer.
- b. Consultant will visit the site to certify that the improvements are in substantial compliance with the approved plans and prepare a Letter of Substantial Completion for engineering.
- c. Prepare certificate of construction completion to Collier County.

6.3 - Preliminary Improvements Acceptance

- a. Prepare, submit, and support preliminary acceptance checklist items as applicable and required by the Collier County right of way. CEI will provide signed and sealed as-builts to close out the right of way permit.
- b. County attorney shall prepare and provide all required legal documents.
- c. County's contractor shall provide the required construction related documentation, certifications, warranty, surveys and/or inspections for acceptance as necessary.

Note: The scope for acceptance and certification assumes the work will be completed in one phase.

Professional Service Fees

The professional service fee estimates for the associated scope of services are listed below.

<u>Scope of Services</u>	<u>Fee</u>	<u>Type</u>
1.0 Civil Design and Construction Plans	\$ 16,750	Fixed
2.0 Supplemental Survey	\$ 5,500	Fixed
3.0 Right of Way Permit Application and support	\$ 7,750	Fixed
4.0 Traffic Control Plan	\$ 7,500	Fixed
5.0 Bidding Phase Assistance	\$ 5,500	Fixed
6.0 Construction Administration	<u>\$ 15,500</u>	<u>T/M/E</u>
TOTAL	\$ 58,500	

Project Assumptions:

- This proposal will remain valid for 90 days from the date of issuance.
- The services to be provided by the Consultant are expected to have a duration of 547 days from the Notice to Proceed date issued by the County.
- All tasks will be performed on a one-time basis.
- These assumptions are inclusive of any supplemental notes provided within the scope of services.
- County will provide any supplement instructions to Consultant that will need to be considered as part of this assignment along with the County's written Notice to Proceed.
- CEI will provide signed and sealed as-builts to close out the right of way permit.
- This proposal assumes that no SFWMD ERP or environmental permitting will be required.
- Task 1 can be complete in 6 weeks from the Notice to Proceed date and assumes a 2 day County review period and a 3 day response to comments.
- Based on an expedited Right of Way review process this would take 1 month from completion of plans. If normal process applies this would take 2 months for receipt of Right of Way permit.

Thank you for this opportunity to provide Professional Services to Collier County and for considering RWA, Inc. for this project. Should you have any questions or require additional information, please feel free to contact me at (239) 597-0575.

Sincerely,



Christopher O. Wright, P.E.
CEO

Potential Future Project for Discussion As of May 4, 2023

1. **Refurbish bridge of channel on Bluebill**

The Committee suggested cleaning the waterway bridge and/or researching application of a veneer stone.

PM will meet with new Road Maintenance Management as soon as possible.

2. **Install Sidewalks east and west side of Gulf Shore Drive**

The Road Maintenance Division is considering sidewalk installation on the east side of Gulf Shore Drive for 2025. Design and fund allocation are required; sidewalks must conform to County code and be ADA compliant. A bike path should be incorporated into the project design. Drainage would have to be redesigned to accommodate the installation.

Project timeline depends on coordination with Road Maintenance and Capital Planning.

PM will discuss with Road Maintenance during planned meeting.

3. **Install 8" reuse water line from US41 to Conner Park.**

Vanderbilt Drive has currently annual water bills of around \$35,000 and Conner Park has current water bills of around \$30,000 per year. This is an investigation to see if it makes financial sense to underwrite the cost of the actual water line. One potential quote placed the cost at \$550,000 for the conversion which would supply water to Conner Park and Vanderbilt Drive. Reuse Water management hasn't agreed to allow this as of this writing.

4. **Pedestrian Lighting varying places**

Advisory Board Application Form

Collier County Government
3299 Tamiami Trail East, Suite 800
Naples, FL 34112
(239) 252-8400

Application was received on: 9/8/2023 1:00:14 PM.

Name: Bruce Forman **Home Phone:** 239-566-8593

Home Address: 11116 Gulfshore Drive

City: Naples **Zip Code:** 34108

Phone Numbers

Business:

E-Mail Address: bbayview@aol.com

Board or Committee: Vanderbilt Beach Beautification MSTU Advisory Committee

Category:

Place of Employment: Retired

How long have you lived in Collier County: more than 15

How many months out of the year do you reside in Collier County: I am a year-round resident

Have you been convicted or found guilty of a criminal offense (any level felony or first degree misdemeanor only)? No

Not Indicated

Do you or your employer do business with the County? No

Not Indicated

NOTE: All advisory board members must update their profile and notify the Board of County Commissioners in the event that their relationship changes relating to memberships of organizations that may benefit them in the outcome of advisory board recommendations or they enter into contracts with the County.

Would you and/or any organizations with which you are affiliated benefit from decisions or

recommendations made by this advisory board? No

Not Indicated

Are you a registered voter in Collier County? Yes

Do you currently hold an elected office? No

Do you now serve, or have you ever served on a Collier County board or committee? Yes

The Vanderbilt Beach MSTU

Please list your community activities and positions held:

Golf member of The Quarry Golf Club

Education:

Master in Public Health - Univ. of Medicine and Dentistry, Rutgers Univ.

Experience / Background

Member of. VBMSTU

Advisory Board Application Form

Collier County Government
3299 Tamiami Trail East, Suite 800
Naples, FL 34112
(239) 252-8400

Application was received on: 9/16/2023 2:07:32 PM.

Name: Gabriella Rehmann Miyamoto **Home Phone:** 609-933-7103

Home Address: 164 Heron Avenue

City: Naples **Zip Code:** 34108

Phone Numbers

Business:

E-Mail Address: g.miyamoto@comcast.net

Board or Committee: Vanderbilt Beach Beautification MSTU Advisory Committee

Category: Advisory Committee

Place of Employment: Ringling College of Art & Design, Sarasota (part-time)

How long have you lived in Collier County: 5-10

How many months out of the year do you reside in Collier County: 9-12

Have you been convicted or found guilty of a criminal offense (any level felony or first degree misdemeanor only)? No

Do you or your employer do business with the County? No

NOTE: All advisory board members must update their profile and notify the Board of County Commissioners in the event that their relationship changes relating to memberships of organizations that may benefit them in the outcome of advisory board recommendations or they enter into contracts with the County.

Would you and/or any organizations with which you are affiliated benefit from decisions or recommendations made by this advisory board? No

Are you a registered voter in Collier County? Yes

Do you currently hold an elected office? No

Do you now serve, or have you ever served on a Collier County board or committee? Yes

Vanderbilt Beach Beautification MSTU Advisory Committee

Please list your community activities and positions held:

Welcome to Florida International Club (Southwest Florida Chapter); Gateway Villas Condo Association, Treasurer and Director; Lecturer, FGCU Academy

Education:

JD, UC Berkeley School of Law, University of California, Berkeley, California; MA (Art History), Rutgers University, New Jersey; BS (Chemical Engineering) and BA (Political Science), Stanford University, Palo Alto, California

Experience / Background

Practiced Corporate Law for 15 years; Worked as a Chemical Engineer at Bechtel Petroleum for 2 years; Served as a part-time University Lecturer/Adjunct Instructor for over 12 years in New Jersey and Florida