

September 18, 2017

Etienne Bejarano
Parks & Recreation Director
Town of Cutler Bay
Cutler Ridge Park
10100 SW 200 Street
Cutler Bay, FL 33157

**RE: RFQ #15-06 "TOWN CENTER PLAZA - CONCEPTUAL PLANS
DESIGN AND COST ESTIMATE SERVICES"**

Dear Mr. Bejarano:

Thank you for the opportunity to offer the Town of Cutler Bay, our scope of services and fee for the preparation of "Town Center Plaza Construction Plans and Final Design Services" for the Town Center Plaza project. We are very excited about the opportunity to continue to work with you and your team on the next phase of Town Center Plaza project.

Opportunities to truly enhance the fabric of a Town are rare. With this project, the Town of Cutler Bay is unmatched in their ability to strengthen their Town Center by improving the aesthetic of the Town Center site while strengthening and supporting its sense of place. The Kimley-Horn Team flourishes in such an arena and we are passionate about creating beautiful and functional public environments for today with a response reaching into a sustainable future.

**TOWN CENTER PLAZA
CONCEPTUAL PLAN
PREFERRED OPTION REVISED**



This project offers the opportunity for the Town of Cutler Bay to be sustainable while enhancing this community where we live, work, and play. Therefore, our team offers creativity and technical expertise to provide the best service to you with sustainable solutions such as the selection of Florida friendly/native plant material and locally sourced specialty paving, the use of solar lighting as well as coordination with FPL regarding the use of solar panels in the proposed parking area and over the proposed stage/ restroom/ storage building.

PROJECT UNDERSTANDING

Kimley-Horn and Associates, Inc. understands that the Town of Cutler Bay is soliciting a proposal from Kimley-Horn to provide Professional Services for the "Town Center Plaza - Conceptual Plans Design and Cost Estimate Services" in accordance with the terms and conditions set forth in the "Town Center Plaza Conceptual Plans Design & Cost Estimate Services" RFQ #15-06 Non-Exclusive Professional Services Agreement.

The attached scope of services covers schematic design through construction phase services based on the "Town Center Plaza Conceptual Plan Preferred Option Revised" (see exhibit above) approved by the Town Council on January 18th, 2017. Following is a brief synopsis of the work done to date for this project as well as team qualifications and the estimated future project schedule.

PROJECT SYNOPSIS

Following is a breakdown of the project milestones to date:

- Advertisement Date: June 4, 2015
- Executed PSA Date: April 20, 2016
- Project Kick-Off: Completed on April 20, 2016
- **Task 1: Conceptual Design**- Preliminary and Final Conceptual Plans: Completed between April 20, 2016 through October 21, 2016.
- **Task 2: Opinion of Probable Costs**- Budget Level: Completed on January 6, 2017.
- **Task 3: Project Meetings & Public Engagement** - 5 public meetings: Completed on May 31, 2016, June 28, 2016, July 26, 2016, August 30, 2016 and October 22, 2016.
- Town Council approval of "Town Center Plaza Conceptual Plan Preferred Option Revised" on January 18th, 2017.
- Town Council approval of Resolution No. 17-34 on April 19th, 2017 authorizing the Town Manager to negotiate and issue an additional purchase order to Kimley-Horn and Associates, Inc. for the Town Center Plaza Construction Plans and Final Design Services.

TEAM QUALIFICATIONS

Following is a listing of the prime consultant and sub consultants on the project:

Kimley-Horn and Associates, Inc., is the prime consultant for this project responsible for the overall project management responsibilities as well as the design of the landscape architectural and civil engineering components. As one of the nation's premier planning and design consultants with 4 offices in South Florida and a well-earned reputation for combining creative ideas, technical excellence resulting in dynamic projects, we emphasize the development of a pleasing visual environments with a strong sense of place, while remaining sensitive to your budget and long-term maintenance obligations. By teaming with the following uniquely qualified sub-consultants, Kimley-Horn is committed to providing expertise to the Town of Cutler Bay:

- **Site Design Group, Inc.**, is a premier skate park design firm successfully completed dozens of municipal plaza and park designs nationwide. They are responsible for the design of the skate park components of the project.
- **Wolfberg Alvarez & Partners**, is a South Florida integrated full service architectural and engineering services firm with direct experience working with the Town of Cutler Bay. They are responsible for the design of the architectural, MEP and structural engineering components of the project.

- **Aquadynamics Design Group, Inc.**, is an aquatic design engineering company located in South Florida specializing in the design of pools and water features. They are responsible for the design of the water feature MEP and structural engineering components of the project.
- **Edward Dugger + Associates, P.A.**, is a South Florida architectural acoustics design, analysis and consulting firm. They are responsible for the design of the stage acoustical engineering lighting components of the project.
- **Construction Management Services, Inc.**, is a South Florida Construction Management business services company. They are responsible for providing opinions of probable costs for the project.
- **Nelco Testing and Engineering Services, Inc.** is a South Florida firm that provides geotechnical and environmental engineering services, and construction inspection and materials testing services to the development and construction communities. They are responsible for providing geotechnical engineering services for the project.
- **Longitude Surveyors, LLC**, is one of South Florida’s premier surveying & mapping companies. They are responsible for providing surveying services for the project.

ESTIMATED DESIGN AND CONSTRUCTION SCHEDULE

Based on “Town Center Plaza Conceptual Plan Preferred Option Revised”, the Kimley-Horn team will provide schematic design through construction phase services for the Town Center Plaza project. In addition, the scope of services also includes design improvements of the Town Center Building Main Entry Plaza.

Town Center Plaza Estimated Schedule		
Phase	Weeks	Dates
DESIGN PHASE		
Notice to Proceed	-	10/16/2017
Project Set Up / Sub Consultants Contracts	1	10/17/2017 - 10/23/2017
Conceptual Design	3	10/24/17 - 11/6/2017
Schematic Design	4	11/7/2017 - 12/4/2017
Schematic Design Review by Town staff	2	12/5/2017 - 12/19/2017
Holidays	-	12/20/17 - 1/2/2018
30% Contract Documents (DD's)	4	1/3/2018 - 1/31/2018
30% Contract Documents Review by Town staff	2	2/1/2018 - 2/14/2018
60% Contract Documents (CD's)	8	2/15/2018 - 4/16/2018
60% Contract Documents Review by Town staff	2	4/17/2018 - 4/30/2018
90% Contract Documents (CD's)	4	5/1/2018 - 5/28/2018
90% Contract Documents Review by Town staff	2	5/29/2018 - 6/11/2018
Final Contract Documents (CD's) (after receiving permitting comments)	4	10/1/2018 - 11/1/2018
Total Design Weeks	36	
PERMITTING PHASE		
Permitting (Starts following 90% CD Submittal)	16	5/29/2018 - 9/30/2018
Total Permtting Weeks	16	
ADVERTISEMENT, BIDDING & AWARD PHASE		
Advertisement, Bidding & Award (Starts at 90% CD Submittal)	8	5/29/2018 - 7/31/2018
Total Bidding Weeks	8	
CONSTRUCTION PHASE		
Construction (10 month estimated time)	40	8/1/2018 - 5/31/2019
Total Construction Weeks	40	
Total Weeks All Phases	100	

To the left is an estimate of the project schedule for the design, permitting, advertisement / bidding/ award and construction phases of the project.

CONSTRUCTION COST & FEE

Based on the Town Council approved “Town Center Plaza Conceptual Plan Preferred Option Revised” an opinion o probable costs was prepared for the project showing a probable construction cost of \$13,908,381. This amount does not include estimated construction costs for the Town Center Building Main Entry Plaza since this was not part of the scope of services.

Industry standard for the design and construction phase services for this type of project is approximately 7% - 10% of the estimated probable construction cost. Kimley-Horn's team fee for schematic design thru construction phase services for the Town Center Plaza is 7.1% of the estimated probable construction cost. In addition, the design and construction phase services fee also includes schematic design thru construction phase services for the Town Center Building Main Entrance Plaza which lowers the design and construction phase services to approximately 7.0% of estimated probable construction cost.

We look forward to continuing working with the Town of Cutler Bay on this great project.

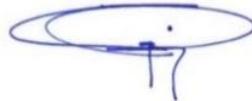
With Kimley-Horn, you should expect more and will experience better.

Thank you again for this opportunity!

Sincerely,



Aaron Buchler, P.E.
Senior Vice President



George Puig, RLA
Senior Project Manager