



Stantec

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September 3, 2013
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WORK ORDER FOR PROFESSIONAL SERVICES

TO: Town of Cutler Bay
 10720 Caribbean Boulevard
 Cutler Bay, Florida 33189

ATTENTION: Mr. Ralph Casals
 Town Manager

PROJECT NAME: Caribbean Boulevard Improvements
 Construction Support Services
 Town of Cutler Bay, Florida

The firm of Stantec Consulting Services, Inc. (Stantec) is pleased to submit this proposal for professional services to the Town of Cutler Bay to provide construction support services for Caribbean Boulevard Improvements.

I. Project Scope

Roadway improvement project along Caribbean Boulevard from Coral Sea Road to SW 87th Avenue, which generally includes the reconstruction of the existing two (2) lanes, with curb & gutter, continuous storm drainage system, bus shelters, bus bays, street lighting, landscaping and irrigation. Project will be funded by Miami-Dade County utilizing People's Transportation Plan (PTP) funds, and will be undertaken by the Town of Cutler Bay under a Joint Participation Agreement (JPA) with Miami-Dade County.

SCOPE OF SERVICES:

During the construction phase, Stantec will provide Construction support services as follows:

- Attend pre-construction conference.
- Shop drawing review including sub-consultants.
- Attend weekly progress meetings (approximately 80 total).
- Respond to Contractor request for information (RFI) and clarification/ interpretation of contract documents.
- Coordinate utility concerns and issues with regard to conflicts.
- Coordinate with Miami-Dade County including MDTA.
- Attend site visits as required to resolve field modifications (approximately 100 total)
- Review and Make Recommendations for Contractor contingency adjustments and change order requests, if any.
- Coordinate design changes and RFIs with landscape architect (sub-consultant).
- Coordinate contract clarifications with the Town and Contractor
- Complete design changes and issue plan revisions to the team

- Provide final inspection.
- Issue Project Certification upon completion.

III. Terms and Fees

All terms and conditions shall be per our Continuing Services Agreement for Engineering Services. Project duration includes one (1) month of pre-construction activities, twenty (20) months of construction, and two (2) months of post-construction. The total fees for this project (hourly not to exceed) have been calculated using an average of \$6,500 per month x 23 months. This average monthly fee is based upon the experiences and efforts required during the on-going the Old Cutler Road Improvement Project. These two projects are similar in scope, involve the same contractor, and include the same stakeholders. The fee and hourly rates for these services are as follows:

Construction Support Services (hourly not to exceed).....\$149,500

Principal (Registered Engineer) \$185/hr.
Project Manager (Registered Engineer) \$135/hr.
Project Engineer (E.I.) \$98/hr.
Inspector \$70/hr.
Clerical \$58/hr.

We are ready to begin working on this assignment upon your authorization to proceed. If acceptable to you, we will accept a signed copy of this form as your written authorization to proceed.

Thank you.

Stantec Consulting Services Inc.

Ramon Castella, P.E., LEED AP
Vice President

If this proposal is deemed acceptable, please sign in space provided.

Ralph Casals
Town Manager
Town of Cutler Bay