



March 5, 2018

Town of Cutler Bay
10720 Caribbean Boulevard Suite 105
Cutler Bay, Florida 33189

Attention: Alfredo Quintero

Reference: Gulfstream Road from Caribbean Blvd to SW 211 Street (Approximately 2,800 Linear Feet)

Dear Mr. Quintero,

We are pleased to present this proposal for professional engineering services for your consideration. We look forward to receiving authorization to proceed with this assignment.

Scope of Project:

The Town of Cutler Bay would like to improve Gulfstream Road from Caribbean Boulevard to SW 211th Street. The scope of improvements will include milling and resurfacing existing asphalt, sidewalk repair (up to two adjacent houses on cross street), ADA ramp repairs/replacement with detectable warning surfaces as needed, installation of curb and gutters at select intersections to control rutting, pavement marking and signage with high emphasis crosswalks at all intersection, bicycle sharrows and the installation of two solar speed check signs. Our scope does not include drainage or lighting.

It is our understanding the Town has secured funding through the Transportation Alternative Program (TAP) which is administered through Florida Department of Transportation (FDOT) District 6.

Scope of Services:

Design Phase

Our scope includes obtaining a topographic and boundary survey of the project limits. We will perform a site visit and assessment with photographs, and damaged sidewalk flags will be catalogued. Our plan set will include cover sheet, typical sections, geometry, pavement marking and signage, notes and details. An estimate of probable cost and a bid form will be provided. Landscaping plans will not be provided; however, a few new trees may be shown on the civil plans.

Permitting Phase

Plans will be submitted to Miami-Dade County Traffic Engineering Division for approval on the signage and striping and to FDOT District 6 for LAP related conformance. Our services include assistance and coordination to have plans reviewed and approved by the required departments. Formal electronic responses to FDOT will be required. Permit and review fees are not included in this proposal.



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Bid Phase

Not included.

Construction Support Phase

During the Post Design Phase, Stantec will provide Construction support services as follows:

- Attend pre-construction conference.
- Shop drawing review.
- Attend weekly progress meetings (approximately 12 total).
- Respond to Contractor request for information (RFI) and clarification/ interpretation of contract documents.
- Coordinate utility concerns and issues with regard to conflicts.
- Attend site visits as required to resolve field modifications (approximately 6 total).
- Review and make recommendations for Contractor contingency adjustments and change order requests, if any.
- Coordinate design changes and RFIs.
- 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.

Project duration includes three (3) months of construction. The total fees for this phase (hourly not to exceed) have been calculated using an average of \$5,301.00 per month x 3 months. This average monthly fee is based upon the experiences and efforts required during previously completed projects with the Town.

Exclusions:

- Electrical design
- Landscaping or irrigation design.
- Traffic studies
- Signalization improvements or plans
- Historic/Cultural Reviews
- Environmental Assessments or permitting
- Geotechnical investigation



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Terms and Conditions:

All terms and conditions shall be per our Professional Services Agreement RFQ #14-05 for Professional Engineering Services. Our fee schedule shall be as follows:

Design Phase (lump sum)	\$ 45,298
Permitting Phase (lump sum)	\$ 16,762
Construction Support Phase (hourly not to exceed).....	\$ 15,903
Total:	\$ 77,963

Contract Hourly Rates

Principal (Registered Engineer).....	\$202/hr.
Project Manager (Registered Engineer)	\$174/hr.
Project Engineer/Architect (Registered)	\$157/hr.
Project Engineer/Architect Intern (EI/AI)	\$115/hr.
Inspector	\$95/hr.
Clerical	\$60/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.

Sean Compel, P.E., LEED AP
Senior Associate
Tel: 305-445-2900
sean.compel@stantec.com

Town of Cutler Bay

Approved by:

Signature

Print Name

Date

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FEE WORKSHEET**DATE:**

5-Mar-18

PROJECT:

Gulfstream Rd

Design Phase	Principal	Project Manager	PE	EI	Senior Tech	Inspector
Survey Coordination		1	2			
project kick-off meeting		1		1		
Site visit and photo log (sidewalk assesment)			6	8		
Sidewalks reconstruction		2	2	8	12	
Key Sheet		1		2	4	
Typical Sections & Details			3	4	4	
Geometry and milling and resurfacing plans	1	2	6	8	42	
Signage and Striping plan		2	6	8	45	
Quantities and Estimate	1	2		8	5	
Specifications	1		4	8	2	
Sub-Total Hours	3	11	29	55	114	0
Billing Rate	\$ 202.00	\$ 174.00	\$ 157.00	\$ 115.00	\$ 100.00	\$ 95.00
Labor Cost	\$606	\$1,914	\$4,553	\$6,325	\$11,400	\$0
Sub-Total:						\$24,798

Survey Sub - Longitude: \$20,500**Geotechnical Sub - N/A: \$0****Design Sub-total: \$45,298**

County Permit Assistance Phase	Principal	Project	PE	EI	Senior Tech	Inspector
Compile permit sets		1			1	
Submit for permit to FDOT		1		3		
Submit for permit to Miami-Dade Co.		1		3		
Address comments and re-issue plans		40	10	8	60	
Sub-Total Hours	0	43	10	14	61	0
Billing Rate	\$ 202.00	\$ 174.00	\$ 157.00	\$ 115.00	\$ 100.00	\$ 95.00
Labor Cost	\$0	\$7,482	\$1,570	\$1,610	\$6,100	\$0
Sub-Total:						\$16,762

Construction Support Services: (3 months total)

Task	Prin	Project	PE/RA/CM	EI/AI	Inspector	Clerical
Pre-construction Conference & Activities		1	1			2
Shop Drawing Review	1	1	2	2		1
Weekly Meetings (Approx. 12 total)	1	25	2	1		
Site Visits (Approx. 6 Total)		12	4		11	
Contractor RFI and Clarifications		4	2	1		
Utility Coordination & Conflict Resolution		3	3	2	2	
Coord. w/ Miami-Dade County & FDOT		4	1			
Contingency Adjustments & Change Orders		3	2			1
Final Inspection & Close-out	1	3	2		3	2
Construction Support Sub-Total Hours	3	56	19	6	16	6
Billing Rate	\$ 202	\$ 174	\$ 157	\$ 115	\$ 95	\$ 60
Labor Cost	\$606	\$9,744	\$2,983	\$690	\$1,520	\$360
Labor Sub-Total						\$15,903

Total \$15,903**Total Fee Divided by 3 Months \$5,301****Total Fee:****\$77,963**