

5001 SW 74TH COURT, SUITE 201, MIAMI, FLORIDA 33155
 TEL: 305-662-8887 FAX: 305-662-8858
 WWW.SRS-CORP.COM EB-00007317



September 9, 2020

Town of Cutler Bay
 Department of Public Works
 10720 Caribbean Blvd., Suite 105

Cutler Bay, FL 33189

ATTN: Mr. Alfredo Quintero
 Director of Public Works

Re: **Saga Bay (South) - Roadway and Drainage Improvements**

Dear Mr. Quintero,

We appreciate this opportunity to prepare this Proposal for Professional Services for the referenced project. In accordance with our Agreement for Professional Engineering Services, we are submitting our understanding of the Scope of Work and Fee Proposal to provide Professional Consulting Engineering Services in connection with the referenced project.

SCOPE OF WORK

The scope of work for this project is to provide engineering design, preparation of construction documents, plans processing and permitting (Town of Cutler Bay, Miami-Dade County Public Works, and Miami-Dade County Regulatory and Economic Resources (RER), and provide limited construction phase support services to the Town of Cutler Bay for the construction of roadway and drainage improvement for the Saga Bay 1.5 – South Sub-Basin.

The Saga Bay 1.5 – South Sub-Basin project limits are on Exhibit “A”, attached. Proposed roadway and drainage improvements (approx. 4,380 LF) shall include new drainage systems as recommended in the Town’s Stormwater Master Plan for Sub-Basin Saga Bay 1.5 -South, roadway milling and resurfacing, pavement repairs, replace existing asphalt driveways with new concrete driveways, ADA ramps, and replace broken sidewalks within the project limits.

Our **Basic Professional Services** will consist of:

- **90% Submittal** – This phase will consist of a 90% design submittal including copies of geotechnical reports, topographical survey, utility designates, preparation of base plans, drainage calculations, analysis of the proposed drainage system, design layout of proposed roadway plan and profile, preparation of summary of quantities, pavement marking and signage plans, signage and marking quantities, SWPPP, specifications, and engineer’s estimate of probable construction cost. Services provided during this phase including the following:

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- Coordinate and attend meetings with Town of Cutler Bay staff and local regulatory agencies including Miami-Dade County Public Works and RER to establish design guidelines and permit submittal requirements.
- After the initial meeting with Town staff, the first step will be to gather all available data concerning the project site and associated design requirements. This task includes conducting a utility search and identification of existing utilities, existing traffic controls, review roadway designs standards, etc.
- Contract and coordinate with the Surveyor to obtain survey information required for design. The survey will obtain all topography and right of way information within the limits of our project.
- SRS shall contract and coordinate with Hadonne Corp. to perform Utility Designate in order to establish the Horizontal location of the existing Water Main.
- Contract and coordinate with a geotechnical test lab to prepare geotechnical report with recommendations for design and to conduct soil borings and percolation tests, as required for roadway and drainage design.
- Conduct a pre-design field site visit and inspection of existing roadways. This task includes reviewing existing survey information and verifying it with existing field conditions.
- Once the survey, geotechnical and utilities information is gathered, the design base maps (existing conditions) are prepared. The base maps will include all topographical and boundary information, road centerline and right of ways, easements, and existing utilities. The base map shall be prepared in AutoCAD format at a scale of 1 inch = 40 feet or as needed.
- Conduct a drainage study of project area. Drainage calculation will be prepared. Drainage system shall consist of an interconnected exfiltration trench system with no discharge to the canal or water bodies.
- Preparation of project title sheet.
- Preparation of general notes sheet.
- Preparation of summary of quantities sheet.
- Preparation of typical cross sections sheet.
- Preparation of paving and drainage plan and profile sheets.
- Preparation of drainage structures section sheets.
- Preparation of summary of drainage structures.
- Preparation of roadway pavement marking and signage.
- Preparation of signage and marking quantities sheet.
- Preparation of miscellaneous details sheets.

- Preparation of Stormwater Pollution Prevention Plans.
- Preparation of project specifications.
- Preparation of engineer's estimate of probable construction cost.
- Meeting with RER, if necessary, to discuss project and permit requirements.
- Submit 90% complete construction documents including, geotechnical reports, topographical survey, utility designates, drainage calculations report, design of proposed roadway paving and drainage plan and profile, preparation of summary of quantities, pavement marking and signage plans, signage and marking quantities, SWPPP, specifications, and engineer's estimate of probable construction cost..
- Submit copies of 90% complete construction documents to Town of Cutler Bay for review and comments.
- **100% Submittal** – will consist of the finalizing construction documents for the project. This work will include the finalizing construction drawings, updating specifications and construction cost estimate. Prepare applications and documentation for approval by regulatory agencies. Services provided during this phase include the following:
 - Progress meeting with Town and County staff to review comments from previous submittal and discuss project and permit requirements.
 - Prepare and process permits applications and documentation for approval.
 - Prepare the Standard Drainage Permit application, report, drainage calculations and supporting documentation for submittal to the RER for permitting the proposed drainage system.
 - Prepare drawings for submittal to Town of Cutler Bay Public Works for review and permitting of the roadway and pavement marking and signage.
 - Prepare the NPDES Notice of Intent application for submittal to the FDEP for notice of stormwater discharge and approval of the erosion control system.
 - Submit 100% complete construction documents including project drawings, technical specifications, and copies of approved project drawings, permit applications and approvals.
 - Submit copies of 100% complete construction documents and permit applications to Town of Cutler Bay and RER for their review and approval.
- **Bid and Award Phase Services** – will consist of pre-construction support services including attending pre-bid meeting, responding to pre-bid request for information, and review of bids.
 - Attend pre-bid meeting
 - Provide supplemental information and/or clarification of construction documents to prospective bidders during the bid solicitation process.

- Review bid submittals and attend bid-opening meeting.
- **Construction Phase Services** – will consist of limited construction support services including attending pre-construction meeting with City, responding to request for information, and review and approval of shop drawings.
 - Attend pre-construction meeting (1) and prepare minutes for distribution.
 - Review and process shop drawings.
 - Respond to Contractor request for information and clarification of contract documents.
 - Review and recommend Contractor change order requests, if any.

Our Additional Professional Services, if requested by you in writing which are not within the scope of this contract and would be negotiated as per our contract agreement with the Town of Cutler Bay.

- ***Environmental engineering and permitting associated with site contamination issues, including testing of soil and ground water for contamination.***
- Design of Street Lighting and Landscaping.
- Design of drainage system with discharge to canal or water body.
- Design of drainage well systems.
- Submittal to MD-DTPW for review and approval.
- Providing construction observation site visits and inspection services.
- Preparation of "As-built" drawings or easement documents.
- Additional construction phase services other than those mentioned above.
- Other professional engineering services as may be requested by you.

SUBCONSULTANTS

The following are professionals contracted by SRS Engineering, Inc. to assist in the preparation of the work outlined above.

- **NELCO Testing and Engineering Services, Inc.** (Geotechnical Engineering)
- **Hadonne Corp.** (Surveying and Utility Designate)

September 9, 2020

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COMPENSATION

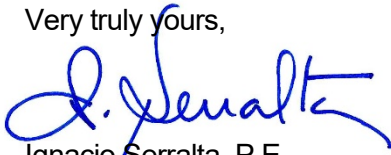
Our Engineering Fees for the above described Basic Services will be a lump sum amount of **SEVENTY-NINE THOUSAND NINE-HUNDRED THIRTY DOLLARS (\$79,930.00)**. Our fees for Basic Services include the cost of regular expenses. Our fee does not include the permitting, plan review, or other fees. Payment will be based on monthly invoicing as a percentage of completion of work as follows:

Surveying, Utility Designate, and Geotechnical	\$ 26,840.00
90% Submittal	\$ 45,865.00
100% Submittal	\$ 3,825.00
Bid and Award Phase Services.....	\$ 1,100.00
Construction Phase Services	\$ 2,550.00
Total fee	\$ 79,930.00

We would expect to commence our services promptly after receipt of your acceptance of this proposal.

This Proposal and our standard contract agreement with the Town represent the entire understanding between Town of Cutler Bay and SRS Engineering, Inc. in respect to the Project and may only be modified in writing when signed by both of us. If it satisfactorily sets forth your understanding of our agreement, we would appreciate you signing both copies of this Proposal and returning one (1) copy to us, retaining a copy for your files.

Very truly yours,



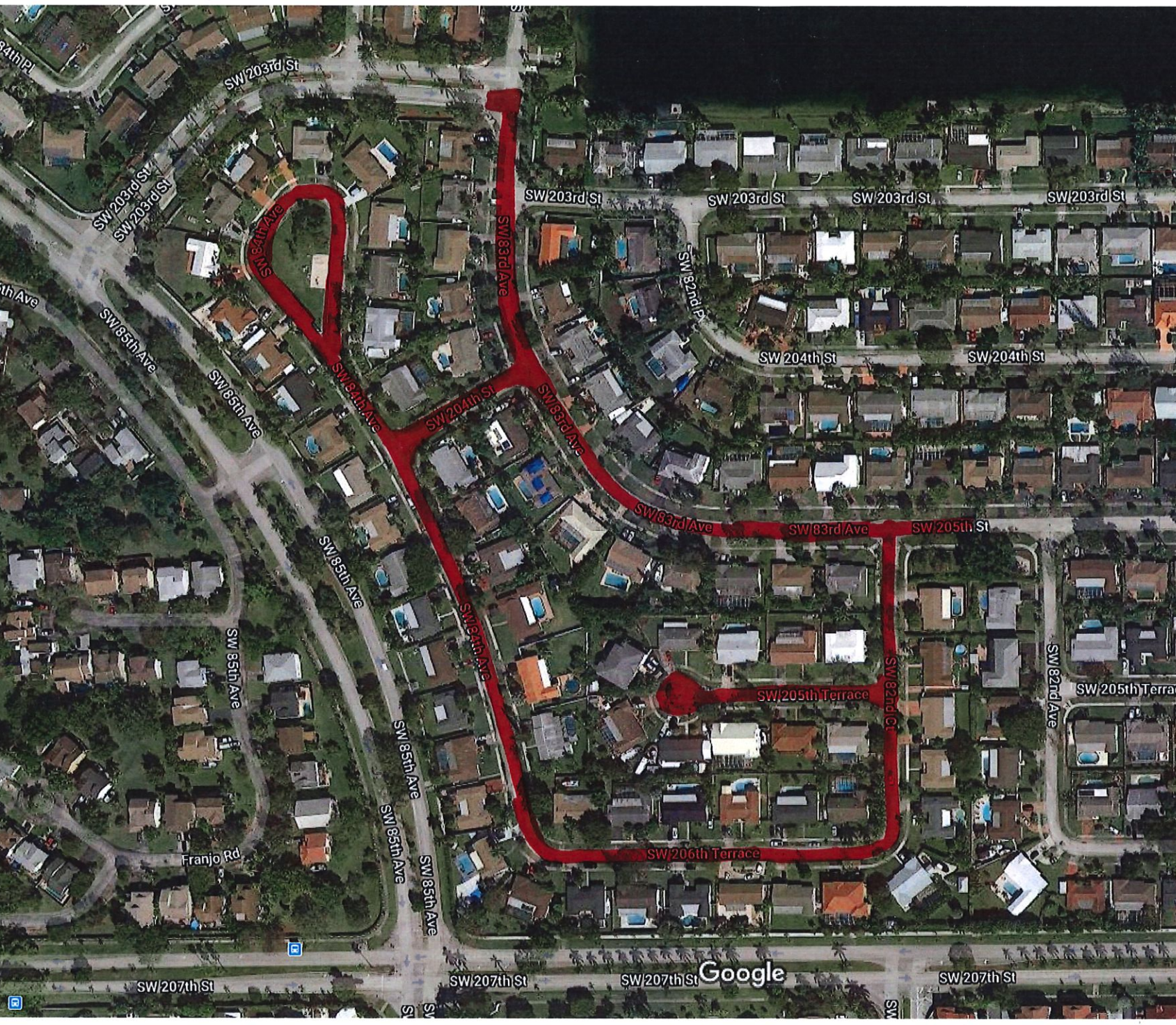
Ignacio Serralta, P.E.
President

Accepted this _____ day of _____, 2020

Title _____

saga bay south.con.docx







ENGINEERING COST BREAKDOWN
Town of Cutler Bay
Saga Bay 1.5 (South)
Roadway and Drainage Improvements

DATE: 9/9/2020

ACTIVITY BY SRS	PRINCIPAL		PROJECT MGR		ENGINEER		CAD TECH		CONST. MGR.		CONST. INSP.		CLERICAL		TOTAL	TOTAL
	HRS	RATE	HRS	RATE	HRS	RATE	HRS	RATE	HRS	RATE	HRS	RATE	HRS	RATE	HOURS	COST
ROADWAY DESIGN		\$230.00		\$185.00		\$120.00		\$95.00		\$116.00		\$86.00		\$65.00		
PROJECT MANAGEMENT & COORDINATION	3	\$230.00	6	\$185.00		\$120.00		\$95.00		\$116.00		\$86.00	2	\$65.00	11	\$1,930.00
FIELD INVESTIGATIONS		\$230.00	3	\$185.00	6	\$120.00		\$95.00		\$116.00		\$86.00		\$65.00	9	\$1,275.00
CONDUCT UTILITY SEARCH		\$230.00	1	\$185.00	4	\$120.00	8	\$95.00		\$116.00		\$86.00		\$65.00	13	\$1,425.00
PREPARATION OF BASE PLANS		\$230.00	1	\$185.00	16	\$120.00	24	\$95.00		\$116.00		\$86.00		\$65.00	41	\$4,385.00
PREPARE DRAINAGE REPORT & CALCULATIONS		\$230.00	1	\$185.00	12	\$120.00	4	\$95.00		\$116.00		\$86.00		\$65.00	17	\$2,005.00
TYP. CROSS SECTIONS		\$230.00	1	\$185.00	6	\$120.00	16	\$95.00		\$116.00		\$86.00		\$65.00	23	\$2,425.00
PAVING AND DRAINAGE P&P		\$230.00	6	\$185.00	32	\$120.00	64	\$95.00		\$116.00		\$86.00		\$65.00	102	\$11,030.00
DRAINAGE STRUCTURE PROFILES		\$230.00	1	\$185.00	6	\$120.00	12	\$95.00		\$116.00		\$86.00		\$65.00	19	\$2,045.00
SUM. OF QUANTITIES/STORM DRAINAGE TABLE		\$230.00	1	\$185.00	8	\$120.00	12	\$95.00		\$116.00		\$86.00		\$65.00	21	\$2,285.00
PAVEMENT MARKING AND SIGNAGE		\$230.00	3	\$185.00	16	\$120.00	32	\$95.00		\$116.00		\$86.00		\$65.00	51	\$5,515.00
SWPPP		\$230.00	1	\$185.00	8	\$120.00	16	\$95.00		\$116.00		\$86.00		\$65.00	25	\$2,665.00
GEN. NOTES AND MISC. DETAILS		\$230.00	1	\$185.00	8	\$120.00	10	\$95.00		\$116.00		\$86.00		\$65.00	19	\$2,095.00
PREPARE CONSTRUCTION COST ESTIMATES		\$230.00	1	\$185.00	8	\$120.00	8	\$95.00		\$116.00		\$86.00		\$65.00	17	\$1,905.00
PREPARE TECHNICAL SPECIFICATIONS		\$230.00	2	\$185.00	16	\$120.00	8	\$95.00		\$116.00		\$86.00	1	\$65.00	27	\$3,115.00
PREPARE 90% DESIGN PLAN	3	\$230.00	3	\$185.00	3	\$120.00	1	\$95.00		\$116.00		\$86.00	1	\$65.00	11	\$1,765.00
SUBMIT TO RER OF REVIEW AND COMMENTS	2	\$230.00	3	\$185.00	5	\$120.00	3	\$95.00		\$116.00		\$86.00		\$65.00	13	\$1,900.00
PREPARE 100% DESIGN PLAN	3	\$230.00	4	\$185.00	2	\$120.00	2	\$95.00		\$116.00		\$86.00	1	\$65.00	12	\$1,925.00
BID PHASE SERVICES		\$230.00	4	\$185.00	3	\$120.00		\$95.00		\$116.00		\$86.00		\$65.00	7	\$1,100.00
CONSTRUCTION PHASE SERVICES		\$230.00	6	\$185.00	12	\$120.00		\$95.00		\$116.00		\$86.00		\$65.00	18	\$2,550.00
TOTAL	11	\$230.00	49	\$185.00	171	\$120.00	220	\$95.00	0	\$116.00	0	\$86.00	5	\$65.00	456	\$53,340.00

ACTIVITY BY OTHERS	DESCRIPTION	COST
HADONNE	TOPOGRAPHICAL SURVEY & Utility Designate	\$22,840.00
NELCO	GEOTECHNICAL REPORT AND TESTING	\$3,750.00
TOTAL =		\$26,590.00

SUMMARY

ACTIVITIES BY SRS (Salaries)	\$53,340	X	1.00	\$53,340.00
ACTIVITIES BY OTHERS				\$26,590.00
Estimated OUT OF POCKET EXPENSES including reproduction costs, etc.				\$0.00

TOTAL THIS PROPOSAL = \$79,930.00



PROPOSAL / AGREEMENT

Wednesday, September 09, 2020

SENT VIA: ignacio@srs-corp.com

Submitted to:

Ignacio Serralta, P.E.
SRS Engineering, Inc.
5001 SW 74 Court, Suite 201
Miami, Florida 33155

In reference to:

Surveying Services for the project as shown on the attached Exhibit "A" located within the City of Cutler Bay, FL.

Dear Mr. Serralta:

Pursuant to your request regarding a fee estimate for surveying and mapping services for the above referenced project. **HADONNE (HC)** is pleased to submit the following proposal for your consideration:

Project Understanding:

The main purpose of this Survey is for the Design Consultant (SRS) to design drainage structures, milling and resurfacing of the existing asphalt in addition to sidewalks repairs.

Scope of Services:

Limited Topographic Survey of the area outlined in Exhibit "A"

- 1) Take Elevations shots along the crown of the road at 25-foot intervals.
- 2) Take elevations cross sections at 25-foot intervals.
- 3) Collect all above ground visible features within the Survey area (tree, walks, driveways, mailboxes, signs, MH, CB, valves, etc.)
- 4) Collect Invert Information of all accessible Inlets and Manholes.
- 5) Provide Land XML Files with all survey pints and 3D database.
- 6) Provide the most recent available aerial photos.
- 7) Prepare a Digital Terrain Module (DTM) of the existing Ground.
- 8) Perform Utility Designate in order to stablished the Horizontal location of the existing Water Main.

Deliverables:

Five signed and sealed copies of the resulting Map of Topographic Survey along with the resulting CAD (DWG format), LandXML and PDF files.

Time of Completion:

We have estimated four calendar weeks to submit a preliminary survey and three weeks for the final submittal of the Topographic Survey.

Schedule of Fees:

3 Man Survey Crew	80 Hours	@	\$ 150.00	Per Hour	\$ 12,000.00
Surveyor & Mapper	16 Hours	@	\$ 130.00	Per Hour	\$ 2,080.00
Survey/CADD Technician	90 Hours	@	\$ 95.00	Per Hour	\$ 8,550.00
Clerical	3 Hours	@	\$ 70.00	Per Hour	\$ 210.00

Total Professional Fee: **\$ 22,840.00**

Qualifications: County and / or Municipality Fees are not included in this Proposal and are the Client's responsibility. Rule of Law: All field and office efforts in connection with this project will be performed in strict accordance with the applicable provisions of the "Minimum Standards of Practice for Land Surveying in the State of Florida", pursuant to Rule 5J17-05 Florida Administrative Code. Requests for service not specifically enumerated in this Proposal will be addressed via separate response if so required and an additional charge will apply per HC's hourly rates for calendar year 2020. Our ability to perform is and will be completely influenced by the Client's ability to make the site available and to eliminate all conditions that may interfere with HC's ability to furnish services, and weather conditions. HC will require a 48-hour, prior written notice before field work can be performed. This notice should be sent via facsimile or email to HC.

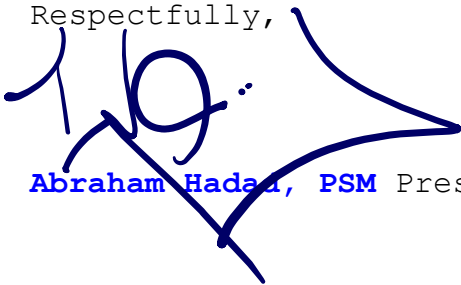
By signing below, I APPROVE AND ACCEPT this letter as a legal contract and read and agree to the payment terms as set forth above.

By: _____ Date: _____
(Authorized Signature)

(Typed or printed name) Title: _____

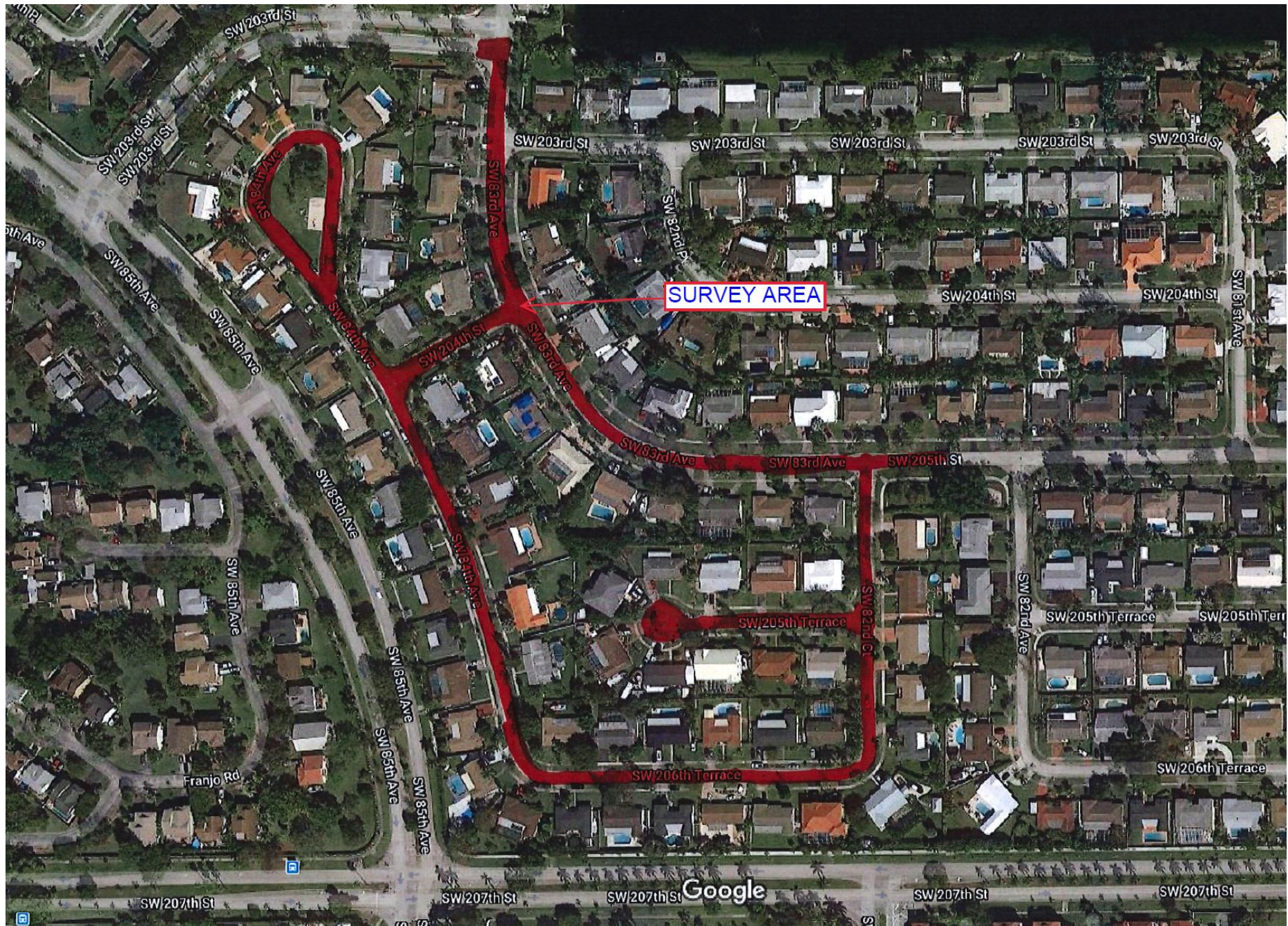
I thank you for this opportunity to present this proposal for your consideration and look forward to your favorable response. In the interim, if there is anything, we can do to be of service in this or any other matter, please do not hesitate to call me directly at +1(305) 266-1188.

Respectfully,

A handwritten signature in blue ink, appearing to read '119' followed by a stylized flourish.

Abraham Hada, PSM President

EXHIBIT "A"





NELCO
TESTING & ENGINEERING SERVICES, INC.

Letter of Proposal

September 1st, 2020

SRS Engineering, Inc.
5001 SW 74th Court, Suite 201
Miami, Florida 33155

Attention: Ignacio Serralta, P.E.

Reference: Cutler Bay Roadway/Drainage Improvements
SW 205th Street & 83rd Avenue
Cutler Bay, Florida

Thank you for requesting a proposal for our services at the above referenced project.
We hereby propose to perform the following:

7 Percolation Tests (per SFWMD - 15 feet deep) @ \$300.00 each-----	\$2,100.00
Asphalt Core Extraction & Base Thickness (including sampling, asphalt and base thickness measurement, and restorations)	
7 Cores @\$75.00 each -----	\$ 525.00
Percolation Test-Hole Restorations (total 105' @\$5.00/foot)-----	\$ 525.00
Public Utility Location/Layout Coordination-----	\$ 200.00
Drill Rig/Equipment /Personnel Mobilization-----	\$ 400.00
(Standard fee of \$ 200.00 per day/per trip)	

Total Amount-----\$3,750.00

- Please note site is to be accessible for entry & performance of work. Any clearing necessary is to be performed by others. This proposal is based on site being accessible with truck-mounted drilling equipment.
- Net Pay: 30 Days

NOTE:

Conducting the above referenced tests involves driving a heavy truck-mounted drill rig or the mobilization of other heavy drilling equipment (i.e. tri-pod) into the property, and drilling holes into the ground. We will not assume responsibility for damage to privately owned underground utilities (such as sprinklers, street lighting, etc.), septic tanks or other underground structures which may result from drilling activities or mobilization of drilling equipment if not identified prior to mobilization to the site. We will also not be responsible to damage of lawn or soft ground which may result from the use or movement of this equipment on the property. The information contained in this document is intended to be used as a proposal of project specific fees as requested, based on information given and intended for the explicit use of the client. It shall remain confidential – disclosure of any kind to third parties for any purpose is strictly forbidden.

Nelco Testing and Engineering Services, Inc. is pleased to assist you with this project. If you have any questions or need further assistance, please call us at (305) 259-9779.

Respectfully Submitted,
Nelco Testing and Engineering Services, Inc.


Ulysses Batista, Executive V.P.

ACCEPTANCE OF PROPOSAL

Signature

Date