

ADA Engineering, Inc.
8550 NW 33rd Street, Suite 202
Doral, FL 33122

Consultant Project Proposal

May 17, 2017

Dear Mr. Fabrikant:

ADA Engineering, Inc. (ADA) proposes to provide the services identified below for the project entitled Canal Bank Stabilization Project Phase II pursuant to the Professional Service Agreement provided by Town of Miami Lakes for Civil Engineering services, dated 11/23/2015

I. General

ADA will develop construction documents for Phase II Canal Bank Stabilization Project (RFQ-2015-72). Phase II will encompass the south portion of the NW 170th Street Canal (Golden Glades Canal) from NW 87th Avenue to the End Installation of Phase I (STA 81+65.50) at eastern property line of 7831 NW 169th Terrace (approximately 4,460 total linear feet of canal bank). In addition, ADA will provide limited Construction Phase services for this project.

II. Scope of Work

A. Task 1 – Phase II Pre-Design Services

1. Site Visit to Evaluate Existing Phase II Project Limit Conditions (1 half-day site visit)
2. Review available Survey and Geotechnical Information to be provided by the Town for Phase II of the project limits

B. Task 2 – Phase II Design Services

1. Phase II Design Development

- a. Slope Stability Analysis to be performed by Town's geotechnical engineer.
- b. Town's arborist will provide evaluation of proposed trees to be impacted as part of the design and provide the recommend mitigation to meet the Miami-Dade County tree ordinance. ADA will include the tree relocation on the canal bank design plans, based on the direction of the Town's arborist.

2. Phase II Construction Documents

- a. Construction Plans for Phase II limits (30%, 90%, 100% submittals; Cover sheet, general notes, legend and abbreviations, key map, survey control plan, 2 typical sections sheets, 8 plan sheets, 8 cross section sheets, and 4 detail sheets. Projected sheet count is 27 which assumes plans sheets at 1"=40' scale, cross sections every 100' with 6 cross sections per page and 4 detail sheets).
- b. Technical Specifications (Town of Miami Lakes to provide samples of Division 0 and 1 in electronic format with applicable Town Procurement language, General Requirements and Special Conditions. ADA will modify the sections with language specific to this project, and merge with developed technical specifications to complete the construction package).

c. Opinion of Probable Construction Cost (ADA will use recent contactor bid tab from Phase I to develop an accurate cost estimate with 30%, 90%, and 100% deliverables).

3. Permitting

a. Miami Dade County Department of Regulatory and Economic Resources (DRER) Class III Permit (ADA will attend pre-application meeting at DRER office, apply for Class III permit and respond to one (1) Request for Additional Information (RAI). Town will pay application fees.

b. Miami Dade County DRER Tree Removal or Relocation permit (if applicable) (ADA will work with the Town and their Landscape Architect to develop a Tree Disposition and Mitigation Plan to account for existing trees in conflict with proposed improvements)

C. Task 3 – Phase II Post-Design Services

1. Construction Administration

a. Pre-Construction Meeting (ADA will attend (1) Pre-Construction Meeting)

b. Review Shop Drawings & Respond to RFI's. Review of RFI will include activities proposed by the contractor in variation of the drawings. For budgeting purposes, assume a total of 10 applicable RFIs.

2. Construction Engineering Inspection (ADA will perform periodic daily inspections at the site to ensure the work is being accomplished in general compliance with the plans and specifications). For scoping purposes, assume 7 months of construction and 4 daily inspections per month.

3. Construction Completion Certification (ADA will perform a substantial completion walk-through, and create a punch-list of remaining work to be performed by the contractor. ADA will perform a second walk-through inspection to ensure all punch-list items were properly addressed.

4. ADA will review "record drawings" or "as-built drawings" to be prepared by others and provide engineering certification letter, if project is constructed within substantial compliance with the plans and specifications.

III. Subconsultants

The following Subconsultants will assist in the performance of the Services under the Agreement.

(add additional pages as needed)

| Subconsultant's Name | Specialty of Expertise |
|----------------------|------------------------|
| N/A | N/A |
| Enter Name | Enter Specialty |
| Enter Name | Enter Specialty |
| Enter Name | Enter Specialty |
| Enter Name | Enter Specialty |

IV. Schedule of Work – Time for Performance

Consultant will submit the deliverable and perform the Services as stated in the table below:

(add additional pages as needed)

| Schedule of Deliverables |
|--------------------------|
|--------------------------|

| Task, Sub-Task or Activity ID # | Major Task, Sub-Task Activity, or Deliverable | Duration (specify weeks or calendar days) | Delivery (cumulative weeks or calendar days) |
|--|--|---|---|
| A | Task 1 – Phase II Pre-Design Services | 1 month | NTP+1 month |
| B | Task 2 – Phase II Design Services | 4 months | NTP+5 months |
| C | Task 3 – Phase II Post-Design Services | In accordance with bid, award and construction schedule (~7 months) | NTP+In accordance with bid, award and construction schedule (~7 months) |
| Enter Text. | Enter Text. | Enter Text. | NTP+Enter Text. |
| Enter Text. | Enter Text. | Enter Text. | NTP+Enter Text. |
| Enter Text. | Enter Text. | Enter Text. | NTP+Enter Text. |

V. Compensation

Consultant shall perform the Work detailed in this Proposal for a total not to exceed amount of \$ 122,743.01 (One Hundred Twenty-Two Thousand, Seven Hundred Forty-Three US dollars and One Cent). The Consultant will be paid based on a fixed fee basis. The Town shall not be liable for any fee, cost, expense or reimbursable expense or other compensation beyond this amount unless approved in a supplemental Work Order. The fee may include an allowance for Reimbursable Expenses required in connection with the Work, in an amount not to exceed that stated in the table below. Reimbursable Expenses will be used and compensated for in accordance with the Agreement and must conform to the limitations of Florida Statutes § 112.061.

The following is a summary of the method and amount of compensation to be paid for each Task or Activity as identified in Section IV above.

| Schedule of Deliverables | | | |
|--|--|---------------------|----------------------------|
| Task, Sub-Task or Activity ID # | Major Task, Sub-Task Activity, or Deliverable | Fee Amount | Fee Basis |
| A | Task 1 – Phase II Pre-Design Services | \$3,250.90 | Hourly rate, not to exceed |
| B | Task 2 – Phase II Design Services | \$74,472.81 | Hourly rate, not to exceed |
| C | Task 3 – Phase II Post-Design Services | \$41,519.30 | Hourly rate, not to exceed |
| D | Principals Fee | \$1,000.00 | Hourly rate, not to exceed |
| Enter Text. | Enter Text. | \$Enter Fee | |
| Enter Text. | Enter Text. | \$Enter Fee | |
| | <i>Subtotal – Professional Fees</i> | \$120,243.01 | |
| | <i>Allowance for Reimbursable Expenses</i> | \$2,500 | |
| | TOTAL | | \$122,743.01 |

VI. Exclusions from Basic Services

The following services are not included in the Basic Services to be performed under this Work Order:

- Attend pre-bid or award meetings
- Prepare recommendation of award letter
- Slope stability analyses
- Topographical Survey Information
- Right-of-way Survey
- Title Search / Easement Designation
- Tree Survey / Mitigation Plan
- Geotechnical borings or analysis
- Canal dive inspections
- Ground-penetrating radar investigations
- Utility Location / Subsurface Utility Engineering (SUE)
- Drainage Basin Studies
- Prepare PowerPoint presentations for community workshops or open-house meetings
- Assessment of other canal sections
- Presentation to Town Council
- Advertise or distribution of Contract Documents for bidding
- Scheduling services
- Preparing construction "record drawings" or "as-built drawings"
- Permitting Fees
- Maintenance of Traffic Plan
- Traffic Studies
- Construction Staking
- Environmental Assessment Studies

VII. Town Furnished Documents & Data


Town of Miami Lakes to furnish:

- Front End (Division 0 and 1) Specification templates
- Topographic survey in AutoCAD format
- Geotechnical Study
- Tree survey with recommended tree mitigation for potential impacts to trees within the project limits.

VIII. Additional Services

The Town may include an allowance account under the approved Work Order for Additional Services that may be requested by the Town, which will be used at the sole discretion of the Town.

Name of Consultant



 Signature



 Senior Engineer / Office Lead

Name/Title

5/2/2017

Date

Town of Miami Lakes*

Dept. Approval:

Signature

Name/Title

Procurement:

Signature

Gary Fabrikant
Procurement Manager

Town Manager:

Signature

Alex Rey
Town Manager

Work Order No.:

(Assigned by the Town upon approval)

*The Town may at its sole discretion approve this Work Order Proposal by signing below of the Town may issue a separate Work Order for the Services.

TOWN OF MIAMI LAKES

Consultant Fee Proposal Worksheet

Consultant Name: A.D.A. Engineering, Inc.

Contract No.:

Date: 5/16/2017

Work Order No:

Project: Design Services for Canal Bank Stabilization Project

Project No.: RFQ 2015-72

Description: Canal Bank Stabilization Services

| | STAFF CLASSIFICATION | | | | | | | | | | | | | | | | |
|---|--|------------|--|------------|--|------------|---|------------|---|-------------|---|------------|--|------------|-------------|-------------|----------|
| Job Classification Assigned Staff Approved Rate | QA/QC Alberto D. Argudin Rate: \$85.00 | | Project Manager Alex Vazquez Rate: \$80.86 | | Sr. Engineer Jeff Vollat Rate: \$60.00 | | Project Engineer Jeff Hiscock Rate: \$49.52 | | Construction Mgr. Waddie Ruiz Rate: \$44.00 | | Engineer Intern Desiree Van Hemel Rate: \$32.00 | | CADD Misael Ramirez Rate: \$ 30.00 | | Staff Hours | Salary | Average |
| | Man hours | Cost/ Task | Man hours | Cost/ Task | Man hours | Cost/ Task | Man hours | Cost/ Task | Man hours | Cost/ Task | Man hours | Cost/ Task | Man hours | Cost/ Task | By | Cost By | Rate Per |
| Task | Man hours | Cost/ Task | Man hours | Cost/ Task | Man hours | Cost/ Task | Man hours | Cost/ Task | Man hours | Cost/ Task | Man hours | Cost/ Task | Man hours | Cost/ Task | Task | Task | Task |
| 1 A-1 Site Visit to Evaluate Existing Conditions (1 half day visit) | | | 4 | \$323 | 4 | \$240 | | | | | | | | | 8 | \$563 | \$70.43 |
| 2 A-2 Review Survey and Geotechnical Conditions | | | 2 | \$162 | | | 8 | \$396 | | | | | | | 10 | \$558 | \$55.79 |
| 3 B-2-1 30% Design Submittal (includes review meet | | | 2 | \$162 | 16 | \$960 | 24 | \$1,188 | | | 60 | \$1,920 | 60 | \$1,800 | 162 | \$6,030 | \$37.22 |
| 4 B-2-2 90% Design Submittal (includes review meet | | | 4 | \$323 | 24 | \$1,440 | 50 | \$2,476 | | | 80 | \$2,560 | 150 | \$4,500 | 308 | \$11,299 | \$36.69 |
| 5 B-2-3 100% Design Submittal (includes review meeting and s | | | 2 | \$162 | 8 | \$480 | 24 | \$1,188 | | | 60 | \$1,920 | 80 | \$2,400 | 174 | \$6,150 | \$35.35 |
| 6 B-3 Permitting Coordination (pre-app. mtg., apply, RAI) | | | 4 | \$323 | 4 | \$240 | 8 | \$396 | | | 20 | \$640 | 20 | \$600 | 56 | \$2,200 | \$39.28 |
| 7 C-1 Pre-Construction Meeting (1 meeting) | | | 2 | \$162 | | | 6 | \$297 | 6 | \$264 | | | | | 14 | \$723 | \$51.63 |
| 9 C-2 Review Shop Drawings and Respond to 4 RFI's | | | | | 12 | \$720 | 24 | \$1,188 | | | | | | | 36 | \$1,908 | \$53.01 |
| 10 C-3 Construction Engineering Inspection (periodic) | | | | | 8 | \$480 | | | 224 | \$9,856 | | | | | 232 | \$10,336 | \$44.55 |
| 11 C-4 Substantial Completion Walk-Through (2 site v | | | | | | | 12 | \$594 | | | | | | | 12 | \$594 | \$49.52 |
| 12 C-5 Review Record Drawings and Final Completion | | | 2 | \$162 | | | 12 | \$594 | | | | | | | 14 | \$756 | \$54.00 |
| 13 | | | | | | | | | | | | | | | | | |
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| 27 | | | | | | | | | | | | | | | | | |
| Total Staff Hours | | | 22 | | 76 | | 168 | | 230 | | 220 | | 310 | | 1,026 | | |
| Total Staff Cost | | | | \$1,778.92 | | \$4,560.00 | | \$8,319.36 | | \$10,120.00 | | \$7,040.00 | | \$9,300.00 | | \$41,118.28 | \$40.08 |

Total % of Work by Position

2.1%

7.4%

16.4%

22.4%

21.4%

30.2%

Note: Fee for the Principal(s) of the firm are not to be included above as the multiplier is not applicable to their hours. The fee is to be shown below and entered as a separ

Estimate of Principal's Fee

8 Total hours \$ 125.00 / hour = \$ 1,000.00

Survey Crew Cost

Total Hours

Hourly Rate

| | | | | |
|------------|-----|-----|----|---|
| 2 man crew | N/A | N/A | \$ | - |
| 3 man crew | | | \$ | - |
| 4 man crew | | | \$ | - |

Notes:

- This sheet is to be used by Prime Consultant to calculate the Grand Total Fee and one is to be used for each Subconsultant
- Manually enter fee from each subconsultant.
- Where applicable the basis for work activity descriptions shall be the FICE/FDOT Standard Scope and Staff Hour Estimation Handbook.
- Enter the multiplier value in the field after the word "multiplier" Maximum of 2 decimal points.
- Survey crew line is to be used where Consultant is providing survey crew. Use a Subconsultant line where another firm is performing the survey.

1 - SUBTOTAL ESTIMATED FEE: multiplier 2.90

Subconsultant: Sub 1

Subconsultant: Sub 2

Subconsultant: Sub 3

Survey Crew Fees (Where Prime is providing survey)

Principal's Fee Ivette O. Argudin

2 - SUBTOTAL ESTIMATED FEE:

Geotechnical Field/Lab Testing:

Subconsultant Survey Fee Sub name

Other Misc. Fee: Enter Fee Description

3 - SUBTOTAL ESTIMATED FEE:

Additional Services (Allowance)

Reimbursables (Allowance)

GRAND TOTAL ESTIMATED FEE:

\$119,243.01

\$ -

\$ 1,000.00

\$120,243.01

\$ -

\$ -

\$2,500.00

\$122,743.01