



January 27, 2020

Carlos Acosta, P.E.
Public Works Department
Town of Miami Lakes
6601 Main Street, Suite 208
Miami Lakes, FL 33104
cacosta@miamilakes-fl.gov

Re: Professional Consulting Services for the Post Design Services (West Lakes Drainage and Roadway Improvement Project).

Dear Mr. Acosta:

Marlin Engineering, Inc. proposes to provide the services identified below pursuant to the Professional Services Agreement provided by the Town of Miami Lakes ("Town") for Continuing Civil Engineering Services for Miscellaneous Projects (2017-32), dated November 15, 2017

I. General

The project consists of providing Post Design Services for the West Lakes Drainage and Roadway Improvement Project.

II. Scope of Services

Task 1 – Post Design Services

- Provide field support and direction to the Contractor. Prepare a weekly observation report documenting contractor progress for pay application/certifications. (1 visit/week @ 3 hrs for 42 weeks) = **126 hours + 20 hours (Field Support by PM and Sr. Eng).**
- Provide written responses and/or revisions to all requests for information (RFIs) including assistance with the review and technical evaluation of Contractor's request for change orders and claims, permit close out support, and provide recommendations and cost evaluations to the Town during construction. (**80 hours** – 10 month construction duration).
- Shop Drawing Review (**8 hours**)
- Provide design revisions, as necessary (**100 hours**)
- Attend and participate in the pre-construction meeting (**6 hrs**).
- Attend Substantial Completion inspection and physical walk-through of the project (**4 hrs**).
- Review as-built drawings to verify that the Contract Drawings are properly noted to reflect actual construction (**8 hrs**).
- Attend Final Completion meeting and physical walk through of the project (**7 hrs**).

III. Subconsultants – Optional Services

The below listed subconsultants will assist in the performance of the Work.

Subconsultant Name	Specialty or Expertise
N/A	N/A

IV. Schedule of Work

SCHEDULE OF DELIVERABLES			
Task or Activity ID#	Major Task, Sub-Task, Activity, or Deliverables	Duration	Delivery Date
1	Post Design Services	42 weeks	Ongoing

V. Compensation

Consultant shall perform the work detailed in this Proposal for a Total fee of \$47,297.46. The City 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.

SUMMARY OF COMPENSATION			
Task or Activity ID #	Task Name and/or Activity Description	Fee Amount	Fee Basis
1	Post Design Services	\$47,297.46	Not to Exceed



VI. Additional Services

Additional services and unforeseen circumstances beyond established scope shall be negotiated in good faith and at the sole discretion of the Town.

VII. Project Manager

Consultant's Project Manager for this Project will be Jose Santiago, P.E.

Submitted by:

Jose L Santiago

Digitally signed by Jose L Santiago
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ou=A01427E0000016566EFD6600005
6E8, cn=Jose L Santiago
Date: 2020.02.27 05:53:40 -05'00'

Jose Santiago P.E., Vice President
Marlin Engineering, Inc

Reviewed and approval in concept recommended by:



Department Director



Town Manager



Procurement Manager



CITY OF MIAMI LAKES

Consultant Name: **Marlin Engineering, Inc.**
Contract No.:
Date: 2/27/2020
Work Order No:

Consultant Fee Proposal Worksheet

Project: **West Lakes Drainage and Roadway Improvements - Post Design**
Project No.:

Description:

STAFF CLASSIFICATION

Job Classification Assigned Staff Approved Rate	Project Manager Jose Santiago Rate: \$60.29		Senior Engineer Rafael Lagos Rate: \$60.00		Senior Inspector Ricardo Angulo Rate: \$35.00		Project Engineer Roxana Matamoros Rate: \$48.27		Rate:		Staff Hours		Salary		Average	
Task	Man hours	Cost/ Task	Man hours	Cost/ Task	Man hours	Cost/ Task	Man hours	Cost/ Task	Rate: Man hours	Cost/ Task	By	Task	Cost By Task	Task	Rate Per Task	Task
1 Field visits	4	\$241	16	\$960	126	\$4,410					146		\$5,611		\$38.43	
2 RFI and Revision Support	2	\$121	14	\$840			64	\$3,089			80		\$4,050		\$50.62	
3 Shop Drawing Review			4	\$240			4	\$193			8		\$433		\$54.14	
4 Design Support	10	\$603	10	\$600			80	\$3,862			100		\$5,065		\$50.65	
5 Attend pre-construction meeting	3	\$181			3	\$105					6		\$286		\$47.65	
6 Attend Substantial Completion Mtg and Wikthru					4	\$140					4		\$140		\$35.00	
7 Review as-built drawings			8	\$480	7	\$245					8		\$480		\$60.00	
9 Attend Final Competition Mtg and Wikthru											7		\$245		\$35.00	
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Total Staff Hours	19	\$1,145.51	52	\$3,120.00	140	\$4,900.00	148	\$7,143.96			359		\$16,309.47		\$45.43	
Total Staff Cost																
Total % of Work by Position	5.3%	14.6%	39.0%	41.2%												

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 separate

1 - SUBTOTAL ESTIMATED FEE: additional Services (All) multiplier 2.90 \$47,297.46

Subconsultant

Subconsultant

Subconsultant

Principal's Fee

\$ -

\$47,297.46

2 - SUBTOTAL ESTIMATED FEE: Geotechnical Field/Lab Testing

Survey Fee (or Survey Crew Fee)

Other Misc. Fee

3 - SUBTOTAL ESTIMATED FEE: Enter Fee Description

Additional Services (Allowance)

Reimbursables (Allowance)

\$47,297.46

GRAND TOTAL ESTIMATED FEE:

\$47,297.46

Estimate of Principal's Fee

Total hours

/ hour = \$

Notes

1. This sheet is to be used by Prime Consultant to calculate the Grand Total Fee and one is to be used for each Subconsultant

2. Manually enter fee from each subconsultant. Unused subconsultant rows may be hidden

3. Where applicable the basis for work activity descriptions shall be the FICE/FDOT Standard Scope

and Staff Hour Estimation Handbook

4. Enter the multiplier value in the field after the word "multiplier" Maximum of 2 decimal points