

EXHIBIT "A"

ARCHITECTURAL/ENGINEERING SERVICES FOR THE DESIGN OF

GOLDEL ISLE TENNIS CENTER AND PARK

SCOPE OF SERVICES AND FEE SCHEDULE

Professional Architectural/Engineering services for the Golden Isle Tennis Center and Park Project for the City of Hallandale Beach. The project site includes (2) separate parcels with a total area of approximately 6.5 acres located in the vicinity of 100 Egret Drive and 424 Layne Boulevard in the City of Hallandale Beach. The scope of work for this project includes those facilities and amenities located on the (2) parcels as defined in RFP #FY 2015-2016-010 as identified below with a direct construction cost of \$5 million. All improvements will utilize existing services and utilities that are currently serving the site therefore no off site improvements are included.

Golden Isles Tennis Center – approximately 5 acres to include tennis courts (clay and hard courts), sports lighting, site parking, pro shop with offices, restrooms, storage, meeting room and concession, bocce ball courts.

Golden Isles Park –approximately 1.63 acres to include (2) regulation basketball courts, walking/exercise trail, playgrounds with rubberized surface and shade cover, passive open space, picnic area, parking.

The project will be generally sequenced based on the following design and post design phases.

Predesign and site planning services – Includes the coordination of all data and program information available or required to meet the project design criteria, review and compliance with land development regulations, process the project through required land development agencies, and coordinate with City staff for the completion of the project design. The predesign and planning phase will define the scope, including all building design and activities and help identify and establish all necessary compliance with permitting agencies having jurisdiction over this project. The following disciplines are anticipated during this phase and are included in our proposed fees: Architecture, Civil Engineering, Landscape Architecture, Mechanical, Plumbing and Electrical Engineering, Structural Engineering, Site Lighting Design, LEED Consulting , Traffic Engineering (as needed) and Community Outreach. Tasks included in this phase are as follows:

- Meetings with the Community, City Commission and City Administration to obtain input on the project requirements identified in the RFP.
- Meeting with City Staff, Consultants and regulatory agencies to review and define specific programmatic requirements for the project.
- Coordinate and meet with various City department personnel to define and confirm program and space requirements for the project
- Develop project program outlining specific goals and objectives to be included in final design

- Develop master plan based on programming and other information obtained for this project
- Coordinate and meet with the City to determine and define LEED goals and objectives.
- Complete a traffic impact statement (if required and approved by the City as an additive alternate).
- Document existing on and off site utilities, improvements and structures. Identify required agency approvals and permitting requirements including impact fees.
- Provide site plan, project information and assist with the preparation of documents to assist the City in the internal rezoning to obtain the required zoning and land use designations for the site.
- Preparation of conceptual design documents as needed for City staff approval
- Preparation of rendering and other design graphics and associated materials for use in the presentation of the proposed project to City staff and at public hearings (if required and approved by the City as an additive alternate).
- Review and coordination of the project design with the Construction Manager at Risk (CMAR)
- Attendance at required Community, City staff, Board, and City Commission meetings to present the project conceptual design.
- Determine/establish extent of telecommunications, site security, audio-visual, wi-fi, other low voltage items and any other technical operation equipment and design required for the Project

The following specific services are included in our scope of services:

- Programming
- LEED consulting
- Landscape Planning & Design
- Site Planning & Design
- Building Planning & Design
- Demolition Drawings
- Investigation of existing records and documents
- Coordination with permitting agencies
- Coordination of utilities for relocation with agencies (FP&L, etc) on/off site
- Coordination of utilities for relocation/extension of fiber optic cable for City Connectivity
- Coordination with the City for roadway vacation/ rerouting as may be required
- Coordinate development review processing with the City
- Develop presentation graphics
- Attend meetings

- A. **Preparation of Permit and Construction Documents** – Once the conceptual design is completed and land use and development approvals are in place with the City, County and other agencies having jurisdiction and we have been authorized to proceed with the preparation of permit and construction documents the design team will begin work on the development of Construction Documents Services These services will include plans and specifications as needed for the Construction Manager at Risk (CMAR) to obtain bids from qualified sub-contractors and to obtain necessary permits for construction. Disciplines included in this phase of the work include

Architecture, Structural Engineering, MEP Engineering services, Fire alarm and Fire protection Engineering services, Civil Engineering, Landscape and Irrigation design, LEED consulting and commissioning, and interior design services. The following milestones are typically anticipated.

- Schematic Design (15%) – provides confirmation of the project design following staff review and approval of the program and master plan and is the point where all program spaces are confirmed and the final design is approved.
- Construction Documents (30%) – is the point where the design including building systems and site improvements, landscape and civil systems as the basis for the work have been defined and the project is submitted for development review by the City. (DRC) At this point a more thorough review of the cost is made by the CMAR and if adjustments are required this is the time this takes place. Upon completion of the 30% CDs, an in-house review by all teams will converge for a thorough interdisciplinary review, among the City, Architect and CMAR.
- Permit and Construction Documents (60%) – includes all disciplines and is where decisions for all the required details and specifications are finalized in order for the project to continue with the construction documents, including drawings and specifications, for in-house review by the City. After completion of in-house review all teams will converge for a thorough interdisciplinary review, where all material selections are confirmed and all the final elements of design are finalized. Color board is presented and all low voltage needs are identified along with FF&E needs. In addition, there will be several itemized reviews of the anticipated cost of construction by the CMAR, one at 60% completion of documents and another at 90% completion. Upon receipt of the cost of construction at 60% the CMAR shall advise the City and Consultants if any modifications are needed to achieve the City's goal to build the project within the allocated construction funds. The City along with the CMAR and Consultants will meet to review the project and determine where costs can be reduced, if necessary, to bring the project within the original budget.
- Bid and Permit (90%) – The documents will be submitted for a dry run compliance review by the City's Building Department, along with other permits as may be required by each agency having jurisdiction. The consultant will initiate the preparation of the final book specification. The Consultants will respond to any preliminary review comments raised by the permitting authorities and implement required changes to the documents. Upon completion of the 90% CDs, an in-house review by all teams will converge for a thorough interdisciplinary review, between the City, Architect and CMAR. Consultant shall revise the 90% CDs to incorporate any changes made during the 90% interdisciplinary review. The revised set will be used by the CMAR to obtain bids and determine the project's Guaranteed Maximum Price (GMP).
- Bid and Permit (100%) – Consultant will finalize and submit final plans to the building department including addressing all 90% comments received from the building department and other outside agencies. Concurrently, the Architect will respond to building and other agencies final comments to complete the Construction Documents and obtain a permitted and approved set. A final conformance set of documents incorporating any additional comments received during final plan review will be issued to the CMAR for building purposes.

The following specific items are included in our scope of services:

- Architectural design and construction documents (drawings and specifications - including book specifications) for bidding, permitting and construction
- Structural design and construction documents
- MEP design including emergency generator, fire alarm and fire protection design and construction documents
- Landscape and irrigation design & construction documents
- Tree Removal/ Relocation plan
- Base interior and exterior signage
- Wayfinding signage design (as required and approved as an optional service by the City)
- Civil engineering to include design and construction documents for potable water, sanitary sewer, fire protection service to the building, storm drainage, site parking and paving including pavement markings and signage, design of playfields and other like amenities, site grading. Assumes existing off site services are available and adequate for connection.
- Preparation and processing of on/ off site engineering permit applications
- Telecommunications/data design terminal locations to be shown on the drawings. Detailed RCDD drawings if required to be completed as an optional service based on City approval)
- Interior design services for floor, wall and ceiling finishes.
- Roofing drawings.
- LEED Consulting services through design and construction.
- Terminal locations and conduit for all low voltage items including sound system design, interior and exterior building and site data needs, Wi-Fi, access control, and security systems to be shown on the drawings. Detailed RCDD drawings if required to be completed as an optional service based on City approval)
- Reimbursable expenses to include printing and other reproductions, overnight delivery, transportation and mileage, agency processing fees, etc. This is listed as an allowance and if unused will not be invoiced to the City.

B. **Construction Administration Services** – Provides for the Consultants to monitor the construction activities by the selected CMAR during the projected (18) month construction period by attending bi-weekly site visits to observe the work for general compliance with the design intent, respond to contractor RFI's, review shop drawings and submittals, and provide periodic reports to City staff as the construction progresses. Upon successful completion of construction, the Consultant will review the work and prepare a punch-list for the CMAR to complete. Upon completion, a final review and close out activities will be done resulting in a CO and contract close-out. The following typical services are included:

- Pre-construction meeting with CMAR and major subs
- LEED monitoring to insure compliance with LEED requirements.
- Attendance at site meeting every other week during the projected (12) month construction period
- Special Inspections by Consultants as required by permitting Agencies (to be completed as an optional service based on City approval)
- Respond to RFI's to assist and clarify the documents where needed.
- Review and approve submittals and shop-drawings to insure compliance with project requirements.

- Prepare punch-list review.
- Provide final project review and review required close-out documents, including warranties and maintenance documents.
- Provide record drawings based on as built documents provided by the CMAR.
- Review monthly payment applications from the CMAR for confirmation of work in place consistent with amounts being requested.
- Inspection of the facilities by the Architect at 11 months following substantial completion in coordination with the City Project Manager and CMAR of warranty and punch list items.

C. Timetable for Development of Improvements

The following preliminary timetable is hereby proposed. An actual project schedule will be prepared to track milestone events as best as possible.

- **Programming and Conceptual Design.** Within [TBD] days after the Effective Date, Consultant will meet with City staff and present a final programmatic and conceptual design for City approval.
- **Submission of Plans.** Within [TBD] days after the Effective Date, Consultant will submit required sets of the Development Plans to the City's Project Manager and to the City's Development Review Committee ("DRC") for their review and approval.
- **Planning and Zoning and Commission Approval.** Following approval of the Development Plans by the City Manager and the DRC, Consultant will coordinate with the Planning and Zoning Division to provide the necessary information for the Development Plans to be placed on an agenda for presentation to and approval by the Planning and Zoning Board and City Commission, as required by City Code.
- **Construction Document Phase.** Within [TBD] days after DRC approval, Consultant shall submit 90% construction documents to the City's Development Services Department for dry-run permit review. Within the Construction Document Phase, the City shall be provided the following time frame for document review: 10 days at 30% completion, 10 days at 60% completion, and 15 days at 90% completion.
- **Construction Administration Services.** Consultant's term for Construction Administration Services shall run 12 months, concurrent with that of the construction of the project

D. Fee Schedule

• Base Fee for architectural, structural and MEP services	\$ 315,572.00
• Civil Engineering Services	\$ 112,453.00
• LEED Consulting	\$ 27,500.00
• Landscape /Irrigation Design services	\$ 114,961.00
• Pre-Design/Programming Services	\$ 66,699.00
• Construction Administration (LEED incl above)	\$ 158,459.00

Lump Sum Sub Total \$ 795,644.00

- E. **Allowances and Additional Services:** The following items are provided as allowances and additional services and can be included if desired by the City at the following listed fees: The following items are not to exceed and shall be paid on a cost reimbursement basis . Funds not used shall be returned to the City upon completion of the project.

1. ADA Consulting	\$ 5,750.00
2. Telecomm Engineering (AV/LV/RCDD)	\$ 11,500.00
3. Presentation Graphics	\$ 5,000.00
4. Direct project expenses (reimbursables)	\$ 20,000.00
5. Special Inspections	\$ 10,000.00
6. Traffic Study	\$ 5,000.00
7. LEED Commissioning(Fundamental)	\$ 20,000.00
8. LEED Energy Modeling	\$ 8,000.00

Sub Total **\$85,250.00**

Grand Total (Lump Sum & Additional Services) **\$ 880,894.00**

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Add / Alternate for Pre-Design and Design Services associated with the programming, planning and conceptual design of a Nature Park adjacent to Golden Isles Tennis Center and Park.

1. Programming / Planning / Master Planning	\$14,950.00
2. Meetings	\$ 5,000.00
3. Reimbursable Expenses	\$ 2,000.00

Total Proposal cost if the City of Hallandale Beach elects to pursue all additional services and any Add/Alternate for conceptual design of nature park adjacent to Golden Isles.

\$902,844.00