

**Scope of Services  
For  
City of Hallandale Beach  
Bus Stop Improvements  
RFP FY# 2007-2008-005**

**Project Description**

The scope of services described herein, pursuant to **RFP FY# 2007-2008-005, Article 2, Sections 2.2a, 2.2c and 2.2d**, will deliver the final design documents and permitting necessary to reconstruct four (4) bus stops along A1A as part of the upcoming streetscape improvement project. The four selected bus stops are numbered 2, 4, 8, and 10 on exhibit A-1.

The E&R services will include: A) Perform a detailed site visit inspection of the proposed bus stop locations along the project A1A corridor. B) Review the final set of construction documents for the streetscape project to determine improvements at the existing bus stops, and match sidewalk patterns and color for the new bus stops. C) Utilize the existing streetscape survey to design bus stops. D) Recommend bus shelter type and manufacturer to be installed along the corridor. E) Obtain all permits required for the project including approval of drawings by the FDOT and the Broward County Mass Transit.

It will be noted that the City will provide Eisman & Russo with all of the existing electronic files associated with this project which includes: all CADD design files (AutoCAD and/or MicroStation), topographic survey, existing right-of-way information and any geotechnical or subsurface utility exploration (SUE) data that has been obtained. It is understood that no additional survey, geotechnical or SUE data will be necessary to complete the design. Should it be determined that additional information is needed, E&R will prepare and submit a separate fee proposal for these efforts.

**General Project Requirements**

Where appropriate or applicable to the project described herein, E&R will also perform the following detailed services (references are made to the original agreement for Miscellaneous Services between the City of Hallandale Beach and Eisman & Russo):

Additional Requirements

1. Coordinate efforts and correspond with the City Project Manager as appropriate throughout the design phase.
2. Perform complete QA/QC procedures prior to each submittal.
3. Support the City Project Manager with required bidding efforts.
4. Coordinate and correspond with utility companies, as necessary, to ensure that all known utility conflicts are identified and addressed for final adjustment or relocations during construction.
5. The Consultant shall work directly with the City Project Manager and will maintain the City Project Manager as the sole point of contact regarding this project.
6. The City Project Manager shall notify the Consultant in writing regarding changes to

the project that will require modification to the Consultant's work.

7. The City shall be the Owner of all final documents.

### **Project Document Requirements**

The Consultant will provide documents to the City Project Manager, as noted, for each of the design phases listed below:

Conceptual (30%) Review – Three (3) sets of conceptual plans including recommendations for bus shelter type and manufacturer and preliminary engineering estimate of construction cost.

100% Review – Three (3) sets of complete construction plans, specifications, engineering estimate of construction cost and any design calculations.

Final - Three (3) sets of Final (signed and sealed) construction plans and specifications, three (3) copies of the engineering estimate of construction cost, and copies of all obtained permits.

### **Project Schedule**

1. The **Conceptual (30%) Review documents** will be submitted for review no later than **14 days** after the anticipated Notice to Proceed and receipt of survey Cad files.
2. The **100% Review documents** will be submitted for review no later than **28 days** after receipt of all Conceptual (30%) Review comments from the City.
3. The **Final signed and sealed documents** will be submitted no later than **21 days** after receipt of all 100% Review comments from the City, FDOT and Broward Co. Mass Transit.

### **Notice to Proceed**

No work on this project shall be performed until a contract has been executed, signed and a work order has been issued by the City of Hallandale Beach, Florida.

### **Fee Summary**

Our fee for the Scope of Services described herein is a lump sum payment of **\$37,120.00** and a not to exceed amount of **\$2,240.00** as outlined in the Fee Schedule included as Exhibit A for a total contract fee of **\$39,360.00**.

Very truly yours,

***EISMAN & RUSSO, INC.***



Humberto Castellero, PE  
Transportation Manager

# Exhibit A

## Engineering Fee Estimate

### Bus Stop Improvements

Date: July 23, 2014

By: H. Castillero

Labor Rates		
Staff Position		Incl. OH & Profit
Project Manager		\$140.00
Design Engineer		\$125.00
Designer-Technician		\$110.00
CADD Operator		\$90.00
Field Inspector		\$110.00
Clerical		\$60.00

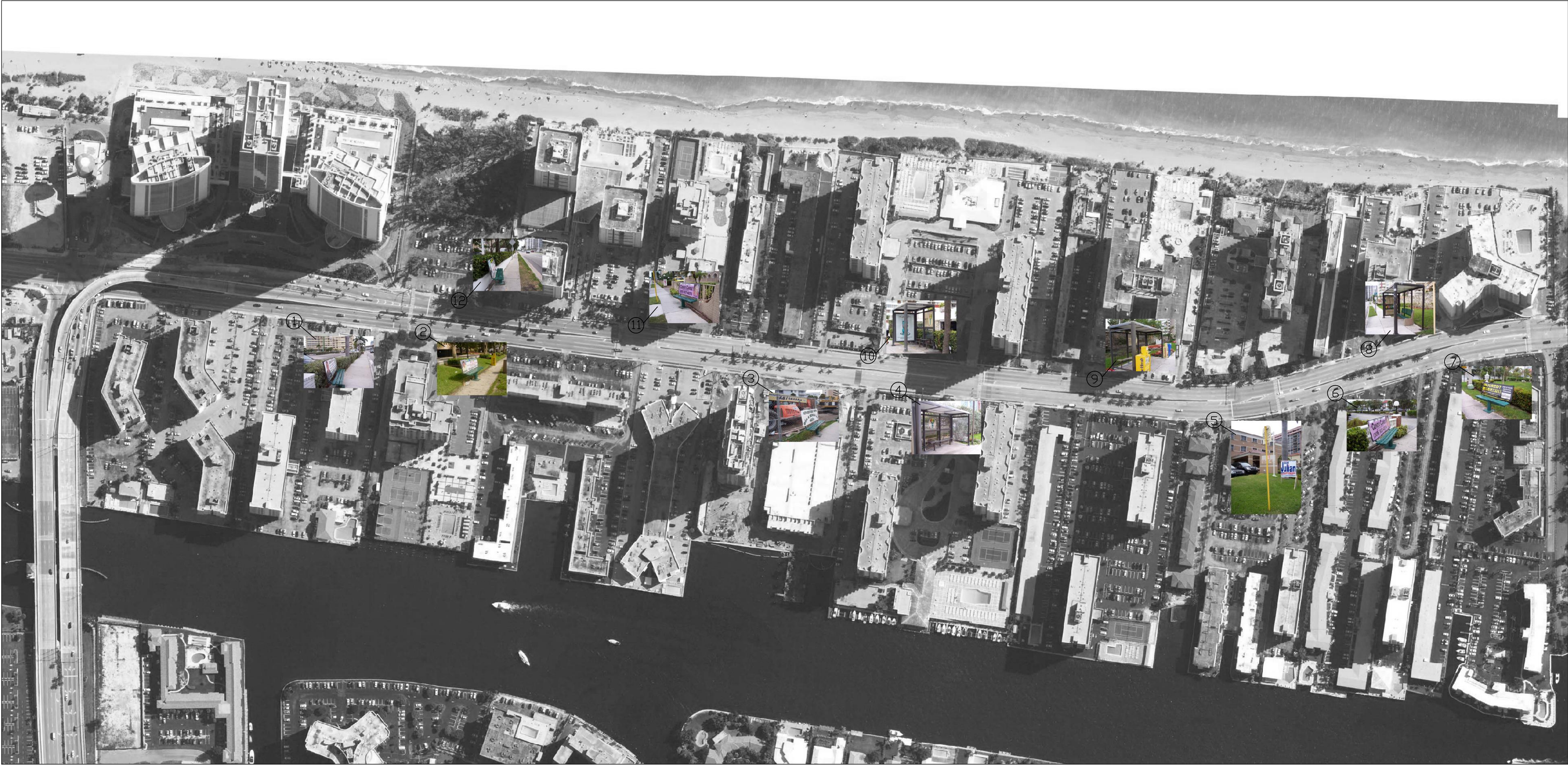
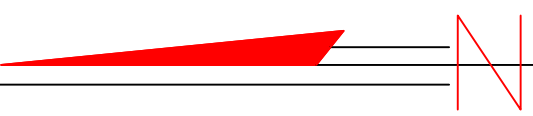

Description of Task	No. of Sheets		Project Manager	Design Engineer	Designer Technician	CADD Operator	Field Inspector	Clerical	Total Hours	Labor Costs
Records Research/Data Collection				2	8			2	12	\$1,250.00
Coordination for Approval of Plans by FDOT and Broward Co. Mass Transit			20	24					44	\$5,800.00
Permitting Efforts with the Water Management District			2	4		1		2	9	\$990.00
Complete Engineering Plans:										
Cover Sheet	1					4			4	\$360.00
General Notes	1			4	2	2			8	\$900.00
Bus Stop Plan	4			24	16	40			80	\$8,360.00
Construction Details & Notes	2			12	4	8			24	\$2,660.00
SWPPP	1			2		2			4	\$430.00
Client meetings			6	6					12	\$1,590.00
Site Inspection			16	16					32	\$4,240.00
Utility Coordination efforts			8					2	10	\$1,240.00
Develop Contract Documents/Specifications including New Shelters			8	16	12			4	40	\$4,680.00
Develop Engineer's Estimate of Construction Cost			2	8	8				18	\$2,160.00
Quality Control Process			4	4					8	\$1,060.00
Optional Work:										
Post Design Services (As Needed)			16						16	\$2,240.00
<b>SUB-TOTALS</b>	<b>9</b>		<b>82</b>	<b>122</b>	<b>50</b>	<b>57</b>		<b>10</b>	<b>321</b>	<b>\$37,960.00</b>

Description of Expense	8.5"x 11"		11"x 17"		24"x 36"		Mileage		Expense
	# Originals	# Copies	# Originals	# Copies	# Originals	# Copies	# Trips	Miles per Trip	
Mileage:									
Field Visits/Meetings							4	660	\$1,400.00
<b>SUB-TOTALS</b>							<b>4</b>	<b>660</b>	<b>\$1,400.00</b>

**Total Design Fee = \$39,360.00**




EXHIBIT A-1



Revisions  
No./By/Remarks/Approved

CADD File:  
Field Bk. No.0 Pg.  
Project No.

K.FIDDLER	05-07-07
Drawn by	Date
NAME	00-00-00
Chk'd by	Date
NAME	00-00-00
Aprv'd by	Date



The City of  
**HALLANDALE BEACH**  
DEPARTMENTS OF PUBLIC WORKS,  
UTILITIES, AND ENGINEERING

CITY MANAGER  
MIKE GOOD

DIRECTOR OF PUBLIC WORKS  
JENNY CHERETIS, P.E.

CITY ENGINEER

PROJECT MANAGER

BUS SHELTERS  
A1A

