

**Scope of Services  
For  
City of Hallandale Beach  
A1A Bus Stop Improvements  
Additional Services  
RFP FY# 2013-2014-006**

**Project Description**

The scope of services described herein, pursuant to **RFP FY# 2013-2014-006**, will deliver the final design documents necessary to construct six (6) new bus shelters and pads along A1A. Preliminary design drawings for four of the six shelters were previously prepared by E&R in 2014. The scope of this project will update and finalize these plans, while adding a fifth and sixth shelter location.

The E&R services will include: A) Perform a detailed site visit inspection of the fifth and sixth shelter locations and add these additional shelter locations to the previous set of plans; B) Develop a final set of construction plans and technical specifications for the six new shelters while modifying the preliminary design to include the City's selected shelter (Brasco – Eclipse) and replace the lithocrete pads with solid colored concrete shelter pads (beige) to match the solid colored portions of the sidewalk constructed as part of the FDOT streetscape project; C) Coordinate with the shelter manufacturer and develop the final pad designs; D) Indicate the newly acquired shelter easements at each of the six locations; E) Review the final set of construction documents for the adjacent FDOT streetscape project to ensure no conflicts exist with the proposed new shelters; F) Coordinate with Broward County Mass Transit for review and approval of the final design.

It will be noted that the City will provide Eisman & Russo with all of the existing electronic files associated with the FDOT project which includes: all CADD design files (AutoCAD and/or MicroStation), topographic survey, existing right-of-way information and shelter easement surveys that have been obtained. It is understood that no additional survey, geotechnical or SUE data will be necessary to complete the design.

E&R anticipates that this project will be exempt from permitting through Broward County and SFWMD. If it is later determined that permitting is needed, E&R will submit a separate proposal for those efforts.

**General Project Requirements**

Where appropriate or applicable to the project described herein, E&R will also perform the following detailed services:

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:

90% Review - Three (3) sets of complete construction plans, specifications, and engineering estimate of construction cost.

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

### **Project Schedule**

1. The **90% Review documents** will be submitted for review no later than **45 days** after receipt of Notice to Proceed from the City.
2. The **Final signed and sealed documents** will be submitted no later than **14 days** after receipt of all 100% Review comments from the City 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 **\$12,920.00** as outlined in the Fee Schedule included as Exhibit A.

Sincerely,

**EISMAN & RUSSO, INC.**



Robert A. Kight, PE  
Project Manager

**Exhibit A**  
**Engineering Fee Estimate**  
**A1A Bus Stop Improvements**  
**Additional Services**

Date: March 10, 2017  
By: R. Kight

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
Final Engineering Plans:										
Cover Sheet	1					2			2	\$180.00
General Notes	1			1		2			3	\$305.00
Project Layout	1			1		2			3	\$305.00
Bus Stop Plans	6			6	12	24			42	\$4,230.00
Construction Details & Notes	2			4	2	8			14	\$1,440.00
SWPPP	1			1		2			3	\$305.00
Final Site Inspection			8						8	\$1,120.00
Broward County Transit Review			2		4	2			8	\$900.00
Utility Coordination efforts				4					4	\$500.00
Final Specifications			2	4	8				14	\$1,660.00
Final Engineer's Estimate of Construction Cost			1	2	4				7	\$830.00
Quality Control Process			3	3					6	\$795.00
<b>SUB-TOTALS</b>	<b>12</b>		<b>16</b>	<b>26</b>	<b>30</b>	<b>42</b>			<b>114</b>	<b>\$12,570.00</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							1	660	\$350.00
<b>SUB-TOTALS</b>							<b>1</b>	<b>660</b>	<b>\$350.00</b>

**Total Design Fee = \$12,920.00**