

CLIENT: Hallandale Beach CRA
400 South Federal Highway
Hallandale Beach, FL 33009

DISCIPLINE: Civil Engineering, Electrical Engineering, Surveying,
and Landscape Architecture

CONSULTANT: Calvin, Giordano & Associates, Inc.

WORK AUTHORIZATION NO.:

PROJECT: On-Street Parking Concept Plans & CRA Parking Lot
Design

CGA NO.: 19-2953

DATE: April 11, 2019

ATTENTION: Jeremy Earle, Ph.D., AICP, FRA-RA|
Assistant City Manager/CRA Executive Director

In accordance with RFP FY 2013-2014-006 Continuing Professional Services, the following scope of services is proposed by Calvin, Giordano & Associates, Inc. (CGA) as requested by the Hallandale Beach Community Redevelopment Agency (CRA) for the above referenced project. This proposal, when executed, shall be incorporated in and become an integral part of the Agreement for professional services between the CRA and CGA, hereafter referred to as the Agreement.

Background

The CRA owns a vacant lot at the NE corner of NE 3rd St and NE 2nd Ave and would like to construct a “temporary” parking lot that is a sustainable and simple design. CGA shall provide two schematic layouts for the parking lot and an associated opinion of probable cost to the CRA for review. CGA shall proceed with site plan, permitting and construction documents preparation for the one (1) option chosen by the CRA. Bidding Assistance and Construction Phase Services are not included in this proposal however they can be provided with an additional services agreement.

Also as part of this scope, CGA shall prepare a feasibility review for potential on-street parking on NE 1st Ave from NE 3rd St to NE 5th St and on NE 2nd Ave within the same limits. The feasibility review will also include the potential extension of the parking areas along the FEC tracks from NE 3rd to NE 5th both in the north and south directions.

The specific scope of services proposed is detailed as follows:

1) Project Management

- A. CGA shall provide project management and project coordination services throughout the design and permitting process. This will include the coordination of the design team, permitting, design, schedule, and adherence of design to construction budget, adherence of design to the CRA’s goals and objectives, and interactions with CRA Staff. This task will also include the prompt resolutions of any issues which may arise during the design

and/or permitting process. Monthly status updates shall be submitted to the CRA indicating percent complete for each task.

2) Feasibility Review for On-Street Parking and FEC Parking Lot Extension (\$12,060)

- A. Provide a Feasibility Review for additional parking in the following locations (note that this layout shall be designed utilizing an aerial photograph and will not be a surveyed base file- it shall be considered Conceptual in nature:
 - 1. On-Street Parking on NE 1st Ave from NE 3rd St to north of NE 5th St
 - 2. On-Street Parking on NE 2nd Ave from NE 3rd St to north of NE 5th St
 - 3. On-Street Parking on NE 5th St from NE 1st Ave to east of NE 2nd Ave
 - 4. Extend the parking lot north and south on NE 1st Ave along the FEC Railroad to accommodate additional spaces.
- B. Review existing conditions such as lane widths, existing trees, sidewalk width, existing right-of-way, sight distances to determine if on-street parking can be accommodated at the above referenced locations. Existing conditions will utilize an aerial and be field measured and observed. Topographic and Tree surveys for these areas are not included in this scope of work.
- C. Provide a conceptual plan layout of the available on-street parking locations and FEC parking area extensions based on the review of existing conditions for the City/CRA review.
 - 1. Attend a review meeting with CRA staff to address questions and comments on the layout
 - 2. Address CRA comments and provide the CRA with a revised conceptual layout.
- D. Provide a memorandum describing design considerations and challenges that may occur in placing on-street parking in some areas.
- E. Provide an engineer's opinion of probable cost for the proposed conceptual layout of parking.

3) Design, Permitting and Construction Documents Preparation for Proposed Parking Lot on NE corner of NE 3rd St and NE 2nd Ave (\$36,842.50).

- A. Boundary & Topographic the Proposed Parking Lot
 - 1. Prepare a Boundary and Topographic Survey for the parcels of land located at 203 and 207 N.E. 3rd Street. Said lots are a portion of Block E, Ben-Mel By the Sea, Plat Book 16, Page 3, Broward County Records and identified under Parcel Folio Numbers: 5142-22-12-0070 and 5142-22-12-0150
 - 2. The survey will be prepared in accordance with the standards as set forth by the Standards of Practice for Surveying and Mapping, Chapter 5J-17 of the Florida Administrative Code, pursuant to Florida Statutes Chapter 472.027.
 - 3. All boundary corners will be found or set and discrepancies (if any) between field measured values and record values will be noted.
 - 4. A survey report will be provided that will include the legal description, flood zone information for the subject property and other pertinent survey information.

5. In addition, any encumbrances or easements that may affect the property will be graphically shown on the Map of Boundary Survey (as provided to CGA via a current title commitment or recorded instrument by the client or their agent.).
6. Locate all above ground improvements within the parcels, with horizontal locations and vertical elevations being provided for such items as sidewalks, edge of pavement, parking lots, fences and visible above ground utilities
7. Visible above ground utilities refer to the visible structures (e.g., manholes, valve boxes, inlets, etc.) typically associated with storm drainage, sanitary sewer, potable water, electric, gas, telephone and cable television
8. Tree Survey – Not Applicable. There are no trees within the parking lot project site as the site has been recently cleared.

B. Schematic Design Phase

1. Prepare agenda, attend and prepare meeting minutes for a kick-off meeting to finalize and confirm CRA's goals and objectives for the park and its programming.
2. Prepare two (2) conceptual site plans of the parking lot for CRA review based on CRA's desire to have a "green, sustainable" design. Each site plan will include conceptual lighting, a schematic layout, and an engineer's opinion of probable cost in order for the CRA to determine which concept is preferred:
 - (a) Submit a revised site plan based on CRA feedback
 - (b) CRA to issue "go ahead" with conceptual site in writing
3. Submit one (1) Concept for CRA Site Plan Review.
 - (a) One (1) schematic site plan layout option is to be submitted to include:
 - (i) Site plan, preliminary Paving Grading & Drainage, Preliminary Planting Plan, and Photometric Plan.
 - (ii) Preliminary Engineering drawings to include a schematic infrastructure drainage plan depicting the general direction of surface water flow
 - (iii) Schematic planting plan with general location of planting shown to demonstrate no conflicts with existing or proposed infrastructure. No plant size, species, etc. are required to be shown.
 - (iv) Incorporation of City codes as would be expected for a formal site plan level submittal
 - (b) Attend one (1) DRC meeting with all relevant City/CRA staff and design team staff for a site plan review and feedback.
 - (c) Address the DRC comments

C. Design Development/Permitting Plans Phase

1. This phase includes utility coordination, subsurface investigation, pre-application meetings, and development of 90% plans for submittal to the CRA and permitting agencies.
2. Perform Geotechnical Engineering Services (performed by Nutting Engineers of Florida). Number, type, and location of tests to be completed during this phase to be

determined by the engineer. The remainder of the tests shall be completed in the Design Development Phase. The complete geotechnical scope includes:

- (a) Perform up to two (2) Standard Penetration Test (SPT) borings to a depth of 10 feet at locations specified by the CGA project manager.
- (b) Perform up to one (1) open-hole exfiltration tests in general accordance with South Florida Water Management District (SFWMD) specifications to a depth of six feet each to determine the hydraulic conductivity (k values) of the soils.
- (c) Perform up to one (1) double-ring infiltrometer tests (six hour test duration or stabilization) to analyze the drainage capabilities of the existing soils to facilitate retention areas.
- (d) Prepare a Geotechnical Report including a description of the findings, general site preparation, and foundation support design recommendations for support of the proposed construction.

3. Utility Coordination and Subsurface Investigation

- (a) This task shall provide information on the construction plans meeting Subsurface Utility Engineering Quality Level “A” as described by ASCE “Standard Guidelines for Depiction and Collection of Existing Subsurface Utility Data”. Data Acquisition is limited to available records and soft digs as noted below.

- (i) Utility Coordination to include creating an 811 Design Ticket, creating a utility matrix for tracking all utility coordination, responses and confirmation information, logging and inputting utility information into AutoCAD.

- a The CITY will provide drainage, water, and sewer as-builts.

- (b) Subsurface Utility Engineering (SUE)

- (i) Up to five (5) Utility Potholes are included to be performed by US Utility Potholing & Air Excavation. Surveying services will identify and stake proposed soft dig locations and as-built soft dig locations with measure down distances and other pertinent as-built utility information as identified by subsurface utility locations.

- (ii) Perform a site visit to verify results of the utility subsurface investigation.

- (iii) Add and properly annotate field verified utility information into AutoCAD.

4. Submit 90% Design Plans and Cost Estimate to the CRA to include:

- (a) Overall Site plan and Details
- (b) Survey
- (c) General Notes
- (d) Paving, Grading and Drainage Plans and Details
- (e) Signing and Pavement Marking Plan and Details
- (f) Tree Disposition Plan
- (g) Proposed Planting Plan, Details
- (h) Lighting Plans (For the parking lot)

5. Permitting

- (a) Pre-application Meetings with permitting agencies
 - (i) Hallandale Engineering Department
 - (ii) Broward County Surface Water Management License

- (b) Prepare and process permit applications through the above listed entities

D. Construction Documents Phase

1. Submit Final Plans and Specifications to the CRA for review
 - (a) Submit complete plans, technical specifications and cost estimate to the CRA
 - (b) Submit these plans and application to building department for a dry run/“preliminary review”
 - (c) Address all comments and make one (1) resubmittal in order to obtain building department approval, pending the contractor’s official submittal of the plans.
2. Provide Bid Documents to include:
 - (a) Final building department approved plans and specifications to the CRA for advertisement. Bid Package to include One (1) 24” x 36” set of plans signed & sealed, one (1) Technical Specifications Documents.
 - (b) Final Cost Estimate
 - (c) All Applicable Permits
 - (d) Provide a CD or jump drive containing pdf’s of the plans, Technical Specifications, and permits.

E. Quality Assurance/Quality Control

1. Review of the plans at each phased submittal by each professional of record as well as an in-house professional not directly involved with the project.
2. Complete a Constructability review prior to the “60% Design and 100% permit review purposes” submittals.

4) Miscellaneous Services/Assumptions

- A. The only services included in this contract are those identified above. No other Services are included in this contract.
- B. No offsite improvements or utility improvements are included in this scope.
- C. Irrigation plans are not included per client request to not have irrigation in the parking lot.
- D. Construction phase services are not included in this scope.

Reimbursable Expenses:

CGA and its consultants will be reimbursed for the printing of drawings and specifications, fees paid for securing approval of authorities having jurisdiction over the project, renderings, models and mock-ups required by CRA, as required. Reimbursable expenses and sub-consultant invoices will be billed directly to the CRA at a multiplier of 1.00. \$500.00 is included in the overall fees for reimbursable expenses, as needed.

Professional Fees:

Cost of the above referenced services are \$48,902.50 plus \$500 reimbursables for a total of \$49,402.50. Please contact me if you need any additional information.

AUTHORIZATION

By: _____ Date: _____

Chris Giordano
Senior Vice President,
Calvin, Giordano & Associates

By: _____ Date: _____

Jeremy Earle, Ph.D., AICP, FRA-RA|
Assistant City Manager/CRA Executive Director