

May 29, 2018

Ms. Jeanine Athias, P.E.  
Assistant Director of Public Works/City Engineer  
Department of Public Works  
City of Hallandale Beach  
630 NW 2<sup>nd</sup> Street  
Hallandale Beach, Florida 33009

**RE: CITY OF HALLANDALE BEACH  
THREE ISLANDS SAFE NEIGHBORHOOD DISTRICT  
THREE ISLAND GUARDHOUSES AND TRAFFIC CALMING PROJECT  
CTA PROPOSAL NO. 2017-H07.166 (2<sup>nd</sup> REVISION)**

Dear Mariana,

The firm of Craven Thompson & Associates, Inc. (CTA) is pleased to provide you with the following proposal for professional surveying, civil engineering, and landscape architectural design services through our Continuing Service Contract FY 2013-2014-006, for the above referenced project.

The project area is located within the Three Islands Neighborhood on Three Islands Boulevard to Atlantic Shores Boulevard. The project consists of traffic calming, accessible ramps and crosswalks, landscaping and lighting at guard houses, electronic speed feedback signs, bike lane markings, guard house painting and gate arm replacement. The improvements are based on the ADA Engineering Study "Three Islands Guardhouses and Traffic Calming Project Master Plan Report" dated May 10, 2016.

Our specific scope is as follows:

**I. SURVEYING SERVICES**

**1.1 Design Survey (CTA Task No. 11290)**

Prepare a design survey for design purposes within the city-owned Right-of-Way along Three Islands Boulevard from the Guard House north of Hallandale Beach Boulevard to the City limits, west on Atlantic Shores Boulevard from Three Islands Boulevard to the Guard House and on Parkview Drive from the bridge to the City Limits. The total length of survey is approximately 6,000 LF of roadway. The survey will meet current surveying requirements of the Board of Professional Surveyors and Mappers of the State of Florida, as defined in Chapter 5J-17.050-.052, Florida Administrative Code.

- The survey will include the recovery of sufficient existing boundary and/or right-of-way monumentation to determine the right-of-way lines needed in order to tie all visible improvements to.
- Locations of all aboveground and visible improvements, including all pavement, slabs, fences, signs, overhead wires, trees, and utility features, within the limits of the existing platted rights-of-way.

**CRAVEN THOMPSON**



**& ASSOCIATES INC.**

Engineers  
Planners  
Surveyors  
Landscape Architects

3563 N.W. 53rd Street  
Fort Lauderdale, FL 33309-6311  
(954)739-6400  
Fax (954) 739-6409

- Locations to also include any large trees whose canopy overhangs the sidewalk or street, overhead wires, and fire hydrants within 5' of edge of sidewalk.
- Rims and invert elevations will be measured on all sanitary and drainage structures found within the project limits, if accessible and physically unobstructed, otherwise they will be noted on the drawing.
- Elevation datum will be relative to North American Vertical Datum of 1988 (NAVD88), and based on Palm Beach County, National Geodetic Survey (NGS) or Florida Department of Transportation (FDOT) benchmarks.
- The surveys will be in the projection: State Plane, Florida East Zone, NAD 83(90), US Survey feet.
- Two (2) benchmarks will be provided on, or immediately adjacent to, for future construction.
- The preparation of the survey drawing will be in AutoCAD Civil 3D, Version 2017 or higher, GIS/SHP files, drawing file format.
- The final deliverable will be provided in hard copy, signed and sealed surveys (22" x 34").

*Lump Sum..... \$17,645.00*

## **II. CIVIL ENGINEERING SERVICES**

- 2.1 **Final Paving and Grading Plans** (CTA Task No. 31030)  
 Prepare final paving and grading including, crosswalks, curbing, traffic calming, details and cross-sections for the Project Area. Plans will be submitted for review at 60% and 90% completion. Task also includes cost estimates at 60%, 90% and 100% completion.

*Lump Sum..... \$12,360.00*

- 2.2 **Final Pavement Markings and Signage Plans** (CTA Task No. 31035)  
 Prepare final pavement markings and signage plans including Speed Feedback Signs, Bicycle Lane charrows/delineations, cross walk markings and signage and details for the Project Area. Plans will be submitted for review at 60% and 90% completion. Task also includes cost estimates at 60%, 90% and 100% completion.

*Lump Sum..... \$5,480.00*

- 2.3 **Final Electrical Engineering Plans (Prepared by Hillers Electrical Engineering)**  
 Prepare final electrical plans for clubhouse lighting enhancements and Speed Feedback Signs. Plans will be submitted for review at 60% and 90% completion. Task also includes cost estimates at 60%, 90% and 100% completion.

*Lump Sum..... \$10,500.00*

- 2.4 **Prepare and Process Permit Applications** (CTA Task No. 31080)  
 Prepare and process the following permit applications and supporting documents through applicable state and local agencies. This includes the following entities:

- City of Hallandale Beach - Right of Way Permit
- Broward County Traffic Engineering Division.

*Lump Sum..... \$5,020.00*

- 2.5 Meetings with Client, Architect and Agencies (CTA Task No. 31100)  
Attendance at meetings with client and agencies, as required. It is anticipated that there will be a total of sixteen (16) hours of meetings for Engineering services.

*Hourly Not to Exceed* ..... \$3,780.00

- 2.6 Prepare Written Specifications (CTA Task No. 31130)  
Prepare technical specifications and bid schedule for the site civil aspects of the project. Front end documents, Contract and Bid Processing will be provided by the City.

*Lump Sum*..... \$2,420.00

### III. LANDSCAPE ARCHITECTURAL SERVICES

- 3.1 Conceptual Landscape Plan (both Guardhouse Locations) (CTA Task No. 21025)  
Prepare conceptual landscape plan for Client review and approval. Task will include conceptual planting design for both guardhouse medians as defined in the Traffic Calming Master Plan Report

*Lump Sum*..... \$3,150.00

- 3.2 Conceptual Landscape Plan (On Street Landscape Bulb-outs) (CTA Task No. 21025)  
Prepare conceptual landscape plan for Client review and approval. Task will include conceptual planting design for the proposed on-street planting bulb-outs as defined in the Traffic Calming Master Plan Report.

*Lump Sum*..... \$3,420.00

- 3.3 Final Landscape Plan (Guardhouse Locations) (CTA Task No. 21030)  
Following approval of the conceptual landscape design, CTA will prepare a set of landscape construction documents for both Guardhouse locations as approved. The plans will include a comprehensive plant list that will supply quantity and plant specifications for all trees/shrubs and complete landscape details that will be suitable for construction.

*Lump Sum*..... \$3,920.00

- 3.4 Final Landscape Plan (On Street Landscape Bulb-outs) (CTA Task No. 21030)  
Following approval of the conceptual landscape design, CTA will prepare a set of landscape construction documents for all on-street planting bulb-out locations as approved. The plans will include a comprehensive plant list that will supply quantity and plant specifications for all trees/shrubs and complete landscape details that will be suitable for construction.

*Lump Sum*..... \$3,920.00

3.5 Irrigation Plan (CTA Task No. 21035) **(Prepared by Masuen Consulting)**

Prepare 100% irrigation plans including details and specifications suitable for bidding and construction. Irrigation plan is to be finalized once the conceptual site and conceptual landscape plans have been approved by the City. Water source is assumed to be potable, but with the caveat of reclaimed water possible in the future, therefore a purple pipe system will be designed.

*Lump Sum.....\$7,500.00*

3.6 Attendance at Meetings (CTA Task No. 24000)

Task includes the attendance at meetings with the Client and/or other project team members for project design and coordination.

*Hourly, Not to Exceed .....\$3,000.00*

**IV. MISCELLANEOUS**

4.1 Reimbursable Expenses (CTA Task No. 31140)

Reimbursable expenses shall include printing, mylars, copying, postage, photographic services, long distance phone calls, Federal Express and courier services.

*Estimated Budget.....\$250.00*

**SUMMARY OF FEES**

|             |                                              |                    |
|-------------|----------------------------------------------|--------------------|
| <b>I.</b>   | <b>SURVEYING SERVICES.....</b>               | <b>\$17,645.00</b> |
| <b>II.</b>  | <b>CIVIL ENGINEERING SERVICES .....</b>      | <b>\$39,560.00</b> |
| <b>III.</b> | <b>LANDSCAPE ARCHITECTURAL SERVICES.....</b> | <b>\$24,910.00</b> |
| <b>IV.</b>  | <b>REIMBURSABLE EXPENSES .....</b>           | <b>\$250.00</b>    |
|             | <b>GRAND TOTAL.....</b>                      | <b>\$82,365.00</b> |

## **DELIVERABLES**

### **At 60%**

- only digital format (one single PDF)
- Survey PDF files and AutoCAD files
- all technical reports if available at this phase
- Opinion of probable cost
- Bid Item List

### **At 90%**

- Only Digital (One single PDF file)
- Technical specifications
- All technical reports
- Opinion of probable cost
- Bid Item list

### **At 100%**

- Design Plans Digital - PDF electronic signed and sealed if allowed
- Design Plans Three hard copies signed and sealed
- Technical specification signed and sealed one PDF and one hard copy
- Bid Item List

## **SCHEDULE**

60% Submittal - 12 weeks from NTP

90% Submittal - 12 weeks from receiving 60% comments from the City

100% Submittal - 8 weeks from receiving 90% comments from the City, Permitting Agencies and Broward County Traffic Engineering Division.

## **SERVICES NOT INCLUDED**

Additional services will be performed as authorized in writing by the Client. Additional services include but are not limited to the following:

1. Environmental consulting services.
2. Material testing.
3. Maintenance of Traffic Plans
4. Construction Observation Services.
5. Renderings.
6. Any services required in connection with threatened or endangered species.
7. Services required by additional governmental regulations which might be put into effect after the date of this agreement.
8. Any additional services requested by Client.
9. Traffic Analysis or Study.

## **INFORMATION PROVIDED BY OTHERS**

1. Permit applications fees and recording fees.

**CRAVEN THOMPSON & ASSOCIATES, INC.  
HOURLY FEE SCHEDULE**

**Civil Engineering Services**

|                                          |            |
|------------------------------------------|------------|
| Principal Engineer .....                 | \$200/Hour |
| Senior Supervising Engineer .....        | \$185/Hour |
| Senior Engineer .....                    | \$135/Hour |
| Project Engineer .....                   | \$115/Hour |
| Engineering Senior CADD Technician ..... | \$95/Hour  |

**Land Surveying & Mapping Services**

|                                                |            |
|------------------------------------------------|------------|
| Principal Surveyor .....                       | \$165/Hour |
| Professional Land Surveyor .....               | \$125/Hour |
| Project Surveyor .....                         | \$115/Hour |
| Survey CADD / GIS Tech .....                   | \$85/Hour  |
| Survey Field Crew (1-Man Crew) .....           | \$92/Hour  |
| Survey Field Crew (2-Man Crew) .....           | \$130/Hour |
| Survey Field Crew (3-Man Crew) .....           | \$160/Hour |
| Survey Crew with Laser Scan (3-Man Crew) ..... | \$260/Hour |

**Landscape Architecture and Planning Services**

|                                                         |            |
|---------------------------------------------------------|------------|
| Principal Landscape Architect / Principal Planner ..... | \$165/Hour |
| Senior Supervising Landscape Architect .....            | \$150/Hour |
| Senior Landscape Architect .....                        | \$135/Hour |
| Landscape Architect .....                               | \$125/Hour |
| Project Landscape Designer .....                        | \$115/Hour |
| Project Planner .....                                   | \$115/Hour |

**Construction Administration Services**

|                                           |            |
|-------------------------------------------|------------|
| Director of Construction Management ..... | \$145/Hour |
| Senior Field Representative .....         | \$95/Hour  |
| Field Representative .....                | \$85/Hour  |

**Miscellaneous**

|                |           |
|----------------|-----------|
| Clerical ..... | \$75/Hour |
|----------------|-----------|

**Acceptance**

This proposal and fee schedules are based on acceptance within 90 days of the date of preparation. If not accepted by you within that time period, we reserve the right to re-evaluate the terms and conditions contained herein.

The above will be subject to the terms and conditions as specified in the Contract Documents. If the proposed work and fees contained herein are agreeable with you, please provide a Purchase Order and a Notice to Proceed.

Should you have any questions regarding the above, please do not hesitate to call.

Sincerely,

**CRAVEN THOMPSON & ASSOCIATES, INC.**



PATRICK J. C. BNEY, P.E.  
Vice President, Engineering

PJG/tg

**ACCEPTANCE OF PROPOSAL:** The above fees, terms, conditions, and specifications are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined.

**THIS PROPOSAL ACCEPTED BY:**

\_\_\_\_\_  
Name & Title

\_\_\_\_\_  
Firm Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Facsimile Number