



Hazen and Sawyer
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**CITY OF HALLANDALE BEACH
RFP #FY2015-2016-025**

HAZEN AND SAWYER

**Technical Assistance During Construction of Transfer Pumps Replacement
July 10, 2020**

In accordance with Resolution #2017-006, RFP #FY 2015-2016-025 CCNA Design High Services Pumps and Transfer Pumps at City of Hallandale Beach Water Treatment Plant, the following scope of services is provided by Hazen and Sawyer (CONSULTANT) as requested by the City of Hallandale Beach (CITY).

BACKGROUND

Under this work authorization, CONSULTANT shall provide engineering assistance during the construction of the Transfer Pumps Replacement project as detailed in the following scope of services.

SCOPE OF SERVICES

TASK 1 – ENGINEER SERVICES DURING CONSTRUCTION

The CITY will provide overall project management and coordination between the CITY, Contractor and CONSULTANT. Services to be provided by CONSULTANT shall be limited as follows:

- 1.1. General Management: CONSULTANT shall provide engineering services during construction. Management activities shall include project coordination with the CITY, coordinating and scheduling observation of CONSULTANT's engineering staff during testing, coordination of shop drawing review, and general correspondence with CITY and the construction contractor.
- 1.2. Shop Drawings: CITY will receive and log submittals from the Contractor. CITY will forward technical submittals for CONSULTANT's review. CONSULTANT shall review technical submittals and provide CITY the technical review electronically for return to the Contractor. CITY will review other submittals that the Contractor is required to submit. This scope of services assumes up to 60 submittals will require CONSULTANT's technical review.
- 1.3. Request for Information (RFI) Response: CONSULTANT shall provide interpretations of the contract documents, plans and specifications. CONSULTANT shall respond to up to 15 RFIs. Non-technical RFIs shall be the responsibility of the CITY
- 1.4. Change Support: CONSULTANT shall develop and process field orders, work change directives, and construction contract change orders. Six change orders are assumed.
- 1.5. Inspections Services: CONSULTANT shall provide inspections of construction on a periodic but routine basis up to the limits of the budget for this subtask. CONSULTANT shall prepare site visit reports and photos and transmit electronically to the CITY.
- 1.6. Engineering Observations and Startup: CONSULTANT shall perform periodic site-visits by engineering staff related to mechanical, electrical, structural, and instrumentation and controls disciplines to confirm compliance with the technical specifications and drawings. Engineers shall also assist during startup to confirm the facility operates as intended by the design.

- 1.7 Construction Meetings: CITY will prepare for and oversee the periodic construction meetings. CONSULTANT shall participate in construction meetings. Attendance at up to 12 meetings is assumed.
- 1.8 FDEP Certifications and Record Drawings: Florida Department of Environmental Protection (FDEP) Certification and Record Drawings: Prior to placing this project into service, CONSULTANT's engineer-of-record shall submit, at a minimum, the following to the FDEP for evaluation and approval for operation, as provided in Rules 62-555.340 and 62-555.345, Florida Administrative Code (FAC):
 - a. The engineer's Certification of Construction Completion and Request for Clearance to Place Permitted PWS Components Into Operation {DEP Form 62-555.900(9)};
 - b. Bacteriological test results for the pump station.
 - c. Certified record drawings, if there are any changes noted for the permitted project.

ASSUMPTIONS

The following assumptions were made in preparation of the above scope:

1. The CITY will provide inspection services if needed to supplement part-time inspection services provided by CONSULTANT under Task 1.5. CONSULTANT will provide discipline engineers to verify construction of key elements under Task 1.6.
2. A construction field office for the Engineer's use is not required under this project.
3. CITY will review and approve payment applications by the Contractor.
4. The CITY will perform bacteriological clearance testing required by the Florida Department of Environmental Protection (FDEP).
5. Materials testing called for in the specifications, such as concrete slump testing, asphalt compaction testing, etc. shall be performed by a testing lab retained by the Contractor.
6. Soil in vicinity of the excavations needed for this project are not contaminated.
7. Special inspection services, if required by the Building Department, will be provided by the CONTRACTOR.
8. The construction period is estimated to be 330 calendar days from the CONTRACTOR's notice to proceed to final completion. If additional time is provided to the CONTRACTOR, the CONSULTANT's fee for additional inspection services will be adjusted accordingly.
9. Payment to CONSULTANT shall be through a check; P-card payment is not included.

SCHEDULE OF COMPLETION

The Schedule for the major work tasks is summarized below:

Task	Description	Duration for task/subtask (days)	Calendar Days From Notice To Proceed
1	Engineer Services During Construction	330	330

COMPENSATION

Compensation shall be made to CONSULTANT as indicated in the table below.

Task	Description	Compensation Type	Estimated Fee
1	Construction Management Services		
1.1	General Management	Lump Sum	\$33,028
1.2	Shop Drawings	Lump Sum	\$49,593
1.3	RFIs	Lump Sum	\$25,000
1.4	Change Support	Lump Sum	\$10,569
1.5	Inspection Services	Time and Materials	\$16,740
1.6	Engineering Observation & Startup	Time and Materials	\$32,446
1.7	Construction Meetings	Lump Sum	\$7,927
1.8	DEP Certification and Record Drawings	Lump Sum	\$10,312
TOTAL			\$185,615

AUTHORIZATION - HAZEN AND SAWYER



Accepted: Janeen M. Wietgreffe, P.E.
Associate Vice President

July 10, 2020

Date: