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CLIENT: City of Hallandale Beach
400 South Federal Highway
Hallandale Beach, FL 33009

RE: FY 2018-2019-012 Continuing Professional
Services

DISCIPLINE: Civil Engineering

CONSULTANT: Calvin, Giordano & Associates, Inc.

WORK AUTHORIZATION NO.:

PROJECT: Hallandale Beach Stormwater 47 Year CDBG

CGA NO.: 21-4373

DATE: April 27, 2021

ATTENTION: Mr. Peter A. Kunen, P.E., CFM
Assistant Director of Public Works/City Engineer

In accordance to RESOLUTION #2020-054, RFP# FY 2018-2019-012 Continuing Professional Services, the following scope of services is provided by Calvin, Giordano & Associates, Inc. (CGA) as requested by the City of Hallandale Beach (CITY) for the above reference project. This proposal, when executed, shall be incorporated in and become an integral part of the Agreement for professional services between the CITY and CGA, hereafter referred to as the Agreement.

Background and Scope of work

1. Drainage improvements along NW 10th Street between NW 2nd Avenue and N Dixie Highway
2. ADA improvements at the intersection of NW 10th Street and NW 1st Avenue
3. ADA improvements at the intersection of NW 10th Street and NW 2nd Avenue

The construction plans will include a demolition plan, general notes, paving, grading & drainage plans and details, pavement marking and signage plans and details. CGA will prepare technical specifications and provide assistance for bidding as described below. Our specific scope of work is detailed as follows:

1) Task 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 City of Hallandale Beach's goals and objectives, and interactions with City of Hallandale Beach 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 City indicating percent complete for each task.

2) Task 2 – Utility Coordination and Geotechnical Investigation

- a) Utility Coordination: A preliminary investigation of the utilities within the project area. This task shall provide information on the project conceptual plans meeting Subsurface Utility Engineering Quality Level D as described by ASCE "Standard Guidelines for Depiction and Collection of Existing Subsurface Utility Data". Data Acquisition is limited to available records and as-built information. If there are conflicts between existing utilities and proposed drainage which require utility soft digs an additional services agreement shall be required.
 - i) Create an 811 Design Ticket.
 - ii) Submit Initial Utility Request Letters to applicable utility owners.
 - iii) Create a utility matrix for tracking.
 - iv) Log and input utility information into AutoCAD.
 - v) Submit Confirmation Letters to applicable utility owners.
 - vi) Follow up responses and confirmation from the applicable utility owners.
- b) Subsurface Investigation Services performed by sub-consultant
 - i) Four (4) potholes with temporary asphalt patching, basic traffic control and a utility report)
- c) Geotechnical Engineering Services performed by sub-consultant
 - i) One (1) Exfiltration Test and Two (2) SPT Borings
 - ii) Geotechnical Engineering Report with recommendations

3) Task 3 – Topographic Survey

- a) CGA will obtain all above ground improvements, trees, ground elevations and rim and invert elevations on drainage and sanitary structures at the following locations:
 - i) Along the right-of-way of NW 10th Street between NW 2nd Avenue and N Dixie Highway.
 - ii) The intersection of NW 10th Street and NW 1st Avenue for ADA improvements
 - iii) The intersection of NW 10th Street and NW 2nd Avenue for ADA improvements

Horizontal datum will be referenced to North American Datum of 1983 with the 2011 adjustment (NAD83/2011). Vertical Datum will be tied to North American Vertical Datum of 1988 (NAVD '88). Final deliverables will include a digital file delivered in Civil3D, version 2021, along with signed and sealed Specific Purpose Surveys. The services shall include the field location of property corners or the depiction of the right-of-way and lot lines in the cad file.

4) Task 4 – Preliminary Investigation and 60% Design Plans

- a) Existing conditions review and recommendation
 - i) Site visit
 - ii) Evaluate existing conditions
 - iii) Prepare a memorandum describing recommendation for proposed drainage and ADA improvements, and preliminary (high magnitude) cost estimate.
 - iv) Meet with the City to select and confirm the proposed improvements that will be consistent with CDBG construction budget.
- b) 60% Design Submission for the City selected improvements.
 - i) Prepare 60% plans
 - ii) Prepare 60% Opinion of Probable Construction Cost,
 - iii) Prepare 60% Technical Specifications.
 - iv) CGA shall submit 60% design plans to the City of Hallandale Beach Staff for review. The submittal will include two (2) 24" x 36" sets of plans, AutoCAD file, one (1) Opinion of Probable Construction Cost and one (1) Draft Technical Specifications Documents, as well as pdf's of the above items.
 - v) Meet with the CITY to discuss and coordinate 60% Submission comments. Review, respond and address comments from the CITY.

5) Task 5 – Final Plans

- a) 100% Design Submission
 - i) Prepare 100% plans.
 - ii) Prepare 100% Opinion of Probable Construction Cost.
 - iii) Prepare 100% Technical Specifications. CITY will provide the Front End Specifications.
 - iv) Constructability Review.
 - v) CGA shall submit 100% design plans to the City of Hallandale Beach Staff for review. The submittal will include two (2) 24" x 36" sets of plans, one (1) Opinion of Probable Construction Cost and one (1) Technical Specifications Documents, as well as AutoCAD files and pdf's of the above items.
 - vi) Bid item list

6) Task 6 – Permitting

- a) Prepare and process permit applications through the following entities:
 - i) Broward County Environmental Protection and Growth Management Department (EPGMD) for Surface Water Management License
 - ii) BCTED review for Pavement Marking & Signing
 - iii) FDEP 10-2 Permit
- b) Attend pre-application meetings with each agency prior to 60% plans.
- c) Digital copies of any packages submitted for permitting will be provided to the CITY.

7) Task 7 – Bidding Services

- a) Submit a bid package to the City of Hallandale Beach Staff. Three (3) 24” x 36” set of plans signed and sealed, one (1) Technical Specification Document and one (1) CD containing AutoCAD and pdf’s of the bid plans and technical specifications.
- b) Attend pre-bid meeting.
- c) Provide responses to Contractor’s RFI questions during bidding.

8) Task 8 – Engineering during Construction

- a) Attend pre-construction meeting and bi-weekly construction meetings, as needed.
- b) Limited construction observation services, and field reports for clients.
- c) Shop drawings review and response to Contractor’s RFI requests.
- d) As-built review. As-built to be prepared and provided by the Contractor.
- e) Final certification for permits
- f) The City shall assist in field inspections and construction observation and provide written reports and photos to CGA’s engineer of record. The above limited engineering during construction services will be provided by CGA for \$4,890.00. Any additional scope or work will be billed hourly when approved by the City.

Schedule Milestones:

The below milestones are from Notice to Proceed (NTP) and based on 4 months of design and permitting:

<u>Milestone</u>	<u>Calendar days from NTP</u>
Recomm. Memorandum	30
60% submittal	45
Permit submittal	60
100% plans and permits	110
Bid plans and specifications	120

Professional Fees:

The table below gives the budget breakdown by task for the subject professional services. Please contact me if you need any additional information.

Hallandale Beach Stormwater 47 Year CDBG					
Task		Engineering Department	Survey Department	Sub-Consultants	Task Subtotal
		Civil Engineering Services	Survey Services		
		Task Subtotal	Task Subtotal	Task Subtotal	
1	PM	\$4,300.00	\$0.00	\$0.00	\$4,320.00
2a	Utility Coordination	\$1,425.00	\$0.00	\$0.00	\$1,425.00
2b	SUE	\$0.00	\$0.00	\$3,260.00	\$3,260.00
2c	Geotech	\$0.00	\$0.00	\$2,825.00	\$2,825.00
3	Survey	\$0.00	\$3,690.00	\$0.00	\$3,690.00
4	Prelim & 60%	\$9,055.00	\$0.00	\$0.00	\$9,055.00
5	Final plans	\$8,020.00	\$0.00	\$0.00	\$8,020.00
6	Permitting	\$2,370.00	\$0.00	\$0.00	\$2,370.00
7	Bidding Services	\$3,980.00	\$0.00	\$0.00	\$3,980.00
8	Engineering during construction	\$5,020.00	\$0.00	\$0.00	\$5,020.00
Total Amount		\$33,170.00	\$3,690.00	\$6,085.00	\$42,945.00

AUTHORIZATION

By: Chris Giordano Date: 4/28/21
 Name: Chris Giordano
 Title: President

By: _____ Date: _____
 Name: Dr. Jeremy Earle
 Title: City Manager