



## ADDITIONAL SERVICE REQUEST FOR PROFESSIONAL SERVICES

February 23, 2023

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

Attn: Tom Camaj | Manager of Capital Projects  
VIA EMAIL: [tcamaj@cohb.org](mailto:tcamaj@cohb.org)

**RE: RFP # FY 2021-2022-007 CCNA Design Services DPW EV Bus Charging and Fleet Facilities**

**City of Hallandale Beach  
EV Bus Charging Stations – Proposed Transformer Locations  
Located at 630 NW 2<sup>nd</sup> Street, Hallandale Beach, FL, 33009  
SMA #2022-184 AS01**

Dear Tom,

Thank you for considering SMA as your trusted advisor for this project. Please accept this letter as our additional services request to provide construction phases administration services.

### I. PROJECT SCOPE:

The project scope includes providing design and engineering for approximately 5,600 S.F. of site area at the southwest corner of the Hallandale Beach Public Works Complex. This site area will be used for the EV bus charger transformer, electric meter, and switchgear and will be the future site of the backup generator for the bus chargers.

The scope involves demolishing the existing vehicle wash equipment, concrete pad, and underground oil/water separator. The site grade will be designed to dovetail into the overall site grading and drainage scheme. Underground and surface electrical design will be by FPL and B.P. Pulse, the EV bus charger Engineers.

### II. SCOPE OF WORK:

The scope of services for the final design and construction administration will include the following:

1. Attend a design kickoff meeting (virtual) to discuss the project and gather information required for the design.
2. Design and preparation of construction documents. Design deliverables include a 50% and 100% stage of completion. Each deliverable will include engineering drawings, calculations and technical specifications in the form of notes on the drawings.

3. Attend up to 2 progress meetings (virtual) during design.
4. Provide permitting assistance with agencies having jurisdiction.
5. Provide construction administration including submittal review and answers to Contractor RFIs.

### III. FEES:

Our proposed additional lump sum fee is broken down as follows:

Discipline	Consultant	Fee
<b>Architectural:</b>	Saltz Michelson Architects, Inc	\$7,000.00
<b>Civil:</b>	Burns & McDonnell	\$18,565.00
		<b>Total: \$25,565.00</b>

#### Schedule\*:

This fee is based on a construction of 4 months.

Tom, we welcome the opportunity of assisting you in this project. If you have any questions with regards to the above information, please do not hesitate to contact our offices

Sincerely,



Robert J. Halula, AIA, LEED AP  
Principal

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GLOBAL THINKING, LOCALLY MINDED

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Initial: SMA  Client: \_\_\_\_\_