

EXHIBIT 4

March 1, 2022

Mr. Aqeel Abdool-Ghany
City of Hallandale Beach
630 N.W. 2nd Street
Hallandale Beach, Florida 33009

**RE: SCHAFFER CANAL – HALLANDALE BEACH, FLORIDA
CONSTRUCTION ENGINEERING AND INSPECTION (CEI) SERVICES
FOR SCHAFFER CANAL IMPROVEMENT PROJECT
CTA PROPOSAL NO. 2022-W03.088**

Dear Mr. Abdool-Ghany,

The firm of Craven Thompson & Associates, Inc. (CTA) is pleased to provide you with the following proposal for professional CEI services for the Schaffer Canal bank stabilizing and dredging project, CCNA work category, Construction – Project Management Services.

CTA proposes to provide the following:

I. CONSTRUCTION ENGINEERING AND INSPECTION SERVICES

1.1 Construction Administration Services (CTA Task No. 11050)

CTA will provide construction administration services of the proposed Work. This Scope of Services is based on four (4) hours per week for 24 weeks. CTA will provide construction administration services during the construction phase, including, handling and processing of submittals; logging requests for information and issuing necessary technical interpretations and clarifications of the Construction Contract Documents and provide responses to requests for routine project cost and/or schedule changes from the Contractor. CTA will review applications for payment and recommend approval of payments due the Contractor based on consultant's on-site observations of construction; CTA will attend pre-construction and construction progress meetings and provide CITY with a written summary of each progress meeting.

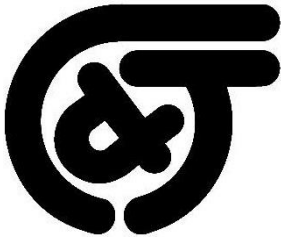
Lump Sum.....\$14,280.00

1.2 Field Observation Services (CTA Task No. 11050)

CTA will provide field observation services of the proposed Work. This Scope of Services is based on (10) hours per week for 24 weeks. CTA will conduct on-site observations of construction in progress to determining if construction is proceeding in substantial accordance with the Contract Documents; prepare daily reports and maintain a daily diary or log book, recording hours on the job site, weather conditions, daily activities, decisions and observations; review applications for payment with the Contractor for accuracy, back-up detail and completeness. Before issuance of a determination of substantial completion, CTA will prepare a list of items requiring completion or correction in concert with the CITY and will participate in the final inspection of the job.

Lump Sum.....\$34,160.00

CRAVEN THOMPSON



& ASSOCIATES INC.

Engineers
Planners
Surveyors
Landscape Architects

3563 NW 53rd Street
Fort Lauderdale, FL 33309-6311
Phone: (954) 739-6400
Fax: (954) 739-6409

- 1.3 Environmental Field Observation Services (To be Performed by The Chappell Group)
The Chappell Group will provide environmental field observation services of the proposed Work. This Scope of Services is based on one (1) visit per week for 24 weeks. The Chappell Group will conduct on-site observations of construction in progress to determining if construction is proceeding in substantial accordance with the environmental permit conditions.

Lump Sum.....\$12,500.00

- 1.4 Project Close-Out (CTA Task No. 11050)
Upon receiving notice from the Contractor that the project is substantially complete, CTA, in conjunction with appropriate CITY staff, shall develop a “punch list” of the project. The “punch list” shall include items needing completion or correction prior to consideration of final acceptance. CTA will develop the list with assistance from CITY. Upon notification from the Contractor that all remaining “punch list” items have been resolved, CTA, in conjunction with appropriate CITY staff, will perform a final review of the finished project. Based on successful completion of all outstanding work items by the Contractor, CTA will assist in closing out the construction contract by certifying final construction to jurisdictional agencies.

Lump Sum.....\$6,360.00

SUMMARY OF FEES

CONSTRUCTION MANAGEMENT SERVICES	\$48,440.00
ENVIRONMENTAL CONSTRUCTION SERVICES	\$12,500.00
PROJECT CLOSE-OUT	\$6,360.00
GRAND TOTAL	\$67,300.00

Time of Performance

The estimated schedule for activities to be performed under this scope of services is presented below.

	Time
Contractor's First NTP to Construction NTP	60 days
Construction NTP to Substantial Completion	180 days
Substantial Completion to Final Completion	30 days
Total	270 days

ASSUMPTIONS

The proposed Scope of Services is based on the following understandings of the project:

1. The City of Hallandale Beach will provide supplemental construction observation services.
2. The **CONSULTANT** shall not be responsible for Construction Contractor's means, methods, techniques, sequences or procedures of construction, or the safety precautions and programs incident thereto. **CONSULTANT** shall issue all technical instructions to the Construction Contractor and shall interpret all technical requirements of the Construction Contract documents.
3. Permit fees shall be paid by **CITY**.

ITEMS NOT INCLUDED

The following items are not included as part of this proposal:

1. Structural Engineering Services.
2. Geotechnical Services
3. Electrical Services
4. Maintenance of Traffic Plans.
5. Sketch and legal descriptions.
6. Landscape plans.
7. Reimbursables.

The following is a list of items which are to be provided by Client:

1. All permit fees and bonds.
2. All documents available in relation to the Schaffer Canal.

Acceptance

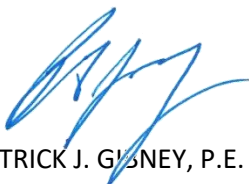
This proposal and fee schedules are based on acceptance within 90 days of the date of preparation. If not accepted by you within that time period, we reserve the right to re-evaluate the terms and conditions contained herein.

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. GIBNEY, 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