CONSULTANT COMPETITIVE NEGOTIATION ACT (CCNA) CONTINUING PROFESSIONAL ARCHITECTURAL AND ENGINEERING SERVICES AND OTHER SERVICES

WORK AUTHORIZATION FORM

PURSUANT TO REQUEST FOR PROPOSAL (RFP) # FY 2018-2019-012

- 1. The Firm receiving the Work Authorization will have five (5) business days to return the completed Work Authorization to the Project Manager via email.
- 2. The Work Authorization must include all costs for the Project utilizing a Fee Worksheet with hours and fees per Exhibit B Hourly Billing Rates for Tasks Orders. The Cost Proposal must include a narrative schedule of deliverables and a summary of compensation which could be through an excel worksheet.
- 3. The costs for the Project must include all meetings and all costs required for the Project.

Task No.	Task Description
1.	Pre-Design: See Exhibit A – Scope of Services Proposal a. Kick-Off Meeting b. Geo-Technical Report
	c. Surveying
2.	Design: See Exhibit A – Scope of Services Proposal a. 30% Submittals b. 60% Submittals c. 90% Submittals d. Final (Signed and Sealed) e. Permitting f. Client Meetings Submittals are ONLY deemed accepted if approved in writing by the City.
3.	Post Design Services See Exhibit A – Scope of Services Proposal
4.	Bidding Services: See Exhibit A – Scope of Services Proposal a. Responding to Request for Information (RFI) during Bidding b. Attending Pre-Bid Meetings
5.	Engineering Services During Construction: See Exhibit A – Scope of Services Proposal a. Project Management b. Client Meetings c. Inspections d. Certifications i. Project Close Out ii. Release of Retainage iii. Review and Submittal of As-Built Drawings
6.	General Tasks See Exhibit A – Scope of Services Proposal
	TOTAL COSTS ITEMS 1 - 6 \$

Work Authorization

Under
Agreement between the City of Hallandale Beach and

Calving, Giordano & Associates, Inc. For Additional Parking City Hall

RFP # FY 2018-2019-012 CONSULTANT COMPETITIVE NEGOTIATION ACT (CCNA) CONTINUING PROFESSIONAL ARCHITECTURAL AND ENGINEERING SERVICES

This Work Authorization is issued pursuant to the Agreement between the City of Hallandale Beach ("City") and Calving, Giordano & Associates, Inc. ("Consultant") for RFP # FY 2018-2019-012 CONSULTANT COMPETITIVE NEGOTIATION ACT (CCNA) CONTINUING PROFESSIONAL ARCHITECTURAL AND ENGINEERING SERVICES (the "Agreement"), which was approved by the City Commission on (date) August 5, 2020, via Resolution # 2020-054 (if applicable).

- 1. This Work Authorization permits Consultant to provide the services described in Exhibit "A" to this Work Authorization, attached hereto and incorporated herein. These services are authorized by Article 3 of the Agreement.
- 2. <u>Compensation and Method of Payment.</u>
 - 2.1 Payment for the services authorized by this Work Authorization will be in accordance with Article 10 of the Agreement and the agreed method of compensation is as follows (Check those boxes that apply. Amounts indicated herein should not include any sums set aside as contingency. Monies indicated as contingency in project budgets or estimates are subject to the change order authorization provisions of the Agreement):
 - 2.1.1 Maximum Amount Not-To-Exceed Compensation. City shall pay Consultant for the performance of all services set forth in Exhibit A to this Work Authorization, pursuant to the terms of the Agreement, up to a maximum amount not-to-exceed of ______. It is understood that the method of compensation is that of "maximum amount not-toexceed" which means that Consultant shall perform all services set forth herein for total compensation in the amount of or less than that stated above. 2.1.2 Lump Sum Compensation. City shall pay Consultant for the performance of all services provided pursuant to Exhibit A, as required under the terms of the Agreement, a total lump sum of \$ 108,475.00. 2.1.3 Reimbursable Expenses. City has established a maximum amount not-to-exceed of \$28,000.00 for potential reimbursable expenses that may be utilized pursuant to Section 9.2 of the Agreement.

Payments for this Work Authorization shall be charged against: Budget account # <u>348-6515-565010-P2505</u>.

3. <u>Time for Performance</u>.

3.1 Consultant shall perform the services described in Exhibit A within the time periods specified in the Project Schedule included in Exhibit A. The Project Manager shall issue to Consultant a written Notice to Proceed for said time periods to commence.

3.2 <u>If this box is checked</u> , liquidat	ed damages shall be applicable. In the event
Consultant fails to complete the servi	ices identified in Exhibit "A" to this Work
Authorization, on or before the Time fo	or Performance set forth herein, Consultant
shall pay to City the sum of \$	for each calendar day after the applicable
Time for Performance, plus approved tim	ne extensions thereof, until completion of the
service. These amounts are not penaltic	es but are liquidated damages to City for its
inability to proceed with, and complete	, the service in a timely manner pursuant to
the agreed upon Schedule. Liquidated da	amages are hereby fixed and agreed upon by
the parties, recognizing the impossibili	ity of precisely ascertaining the amount of
damages that will be sustained by City	as a consequence of such delay, and both
parties desiring to obviate any question	n or dispute concerning the amount of said
damages and the cost and effect of the f	ailure of Consultant to complete the services
within the applicable Time for Performa	nce. This provision shall not affect the rights
and obligations of either party as set for	th in Section 3.7 of the Agreement.

4. The terms and conditions of the Agreement are hereby incorporated into this Work Authorization. Nothing contained in this Work Authorization shall alter, modify, or change in any way the terms and conditions of the Agreement with the City.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement on the respective dates under each signature: CITY OF HALLANDALE BEACH signing by and through its City Manager, duly authorized to execute same.

	<u>CITY</u>
ATTEST:	CITY OF HALLANDALE BEACH
CITY CLERK	By: City Manager, 20
(CITY ATTORNEY SIGNATURE NOT REQUIRED UN Approved as to legal sufficiency and form by CITY ATTORNEY	DER \$25,000)
Approved as to legal sufficiency and form by	DER \$25,000)
Approved as to legal sufficiency and form by CITY ATTORNEY	DER \$25,000)

[CONSULTANT EXECUTION ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement on the respective dates under each signature. <u>Calving, Giordano & Associates, Inc.</u> signing by and through its representative, duly authorized to execute same.

CONTRACTOR MUST EXECUTE THIS CONTRACT AS INDICATED BELOW. USE CORPORATION OR NONCORPORATION FORMAT, AS APPLICABLE. If the Company President does not sign the Contract, there must be a Secretary's Certificate Form provided to the CITY of Hallandale Beach, Florida indicating designee signing, has the authority to sign.

ATTECT.	CONTRACTOR
ATTEST:	
	Ву
Corporate Secretary	
Dawn Hopkins, Corporate Secretary	David Stambaugh, Vice President PRINT NAME AND TITLE
(Type Name and Title Signed Above)	6 Day of Sept., 20 24.
(Corporate Seal) OR (NOTARIZE <u>BELOW</u>)	CORPORATE OF SEAL 1985 ORIDANIA
OR	(ONLY If not incorporated sign below).
WITNESSES:	
(PRINT NAME)	(PRESIDENT OR VICE-PRESIDENT)
(PRINT NAME)	(TYPE NAME & SIGNED ABOVE)
NOTARY SEAL The foregoing instrument was acknowledged	ged before me thisday of, 20, by
Signature of Notary Personally Known OR Produced Identification Produced:	e of Notary Printed, or Stamped ationOR Online Notarization



EXHIBIT A

HALLANDALE BEACH ADDITIONAL PARKING CITY HALL

Work Authorization

DATE: August 27, 2024

RE: Hallandale Beach Additional Parking

City Hall

CLIENT: City of Hallandale Beach

400 S Federal Hwy

Hallandale Beach, FL 33009

ATTENTION: Public Works Department

CGA NO: 24-8182

Calvin, Giordano & Associates, Inc. (CGA) is pleased to submit this proposal for professional services on the above-referenced project to the City of Hallandale Beach (CITY). The scope of work consists of providing survey, design, permitting, bidding, and construction services for parking improvements within the SE 4th Street right of way between SW 3rd Avenue and SW 4th Avenue roadways (Project Limits). Parking Lot improvements will provide for overflow parking to the City Hall and include drainage improvements that address the additional impervious area. Pedestrian improvements include design for pedestrian warning signage and sidewalk improvements for egress to City Hall. Traffic Fees as an allowance is included in case the pedestrian movements to the parking lot requires a study for permitting to Broward County Traffic Engineering Division. Incidental to the parking lot improvements will be some landscape removal and new plantings. Electrical Engineering for parking lot lighting and electrical vehicular (EV) spaces, and site plan submittal to the CITY are specifically excluded from this proposal.

The specific scope of services to be provided by CGA is detailed in the subsequent pages.

Building Code Services

Civil Engineering / Roadway & Highway Design

Coastal Engineering

Code Enforcement

Construction Engineering &

Inspection (CEI)

Construction Services

Data Technologies & Development

Electrical Engineering

Engineering

Environmental Services

Facilities Management

Grant Management &

Writing

Geographic Information Systems (GIS)

Governmental Services

Indoor Air Quality (IAQ)

Landscape Architecture

Planning

Project Management

Redevelopment & Urban Design

Surveying & Mapping

Transportation & Mobility

Transportation Planning

Water / Utilities Engineering

Website Development

1800 Eller Drive Suite 600 Fort Lauderdale, FL 33316

Tel: 954.921.7781 Fax: 954.921.8807

www.cgasolutions.com

FORT LAUDERDALE MIAMI-DADE WEST PALM BEACH CLEARWATER / TAMPA ESTERO PORT ST. LUCIE

I. SURVEY

- I.1 The route survey will show the platted right-of-way lines, platted easements, and adjacent adjoining recorded plats within the project limits.
- I.2 All above ground improvements within the Project Limits will be field collected, with horizontal locations and vertical elevations being provided for such items as edge-of-pavement, sidewalks, driveways, access points/curb cuts, and visible above ground utilities.
- I.3 A grid of cross section elevations will be obtained at 25-foot intervals together with any grade breaks, swales, mounds, or other definitive elevation changes within the project limits.
- I.4 Data for pipe sizes, type of material, direction of flow and invert elevations will be obtained for any accessible manholes of storm and sewer manholes/inlets within the Project Limits including the next structure in the line of flow outside of the Project Limits.
- I.5 All trees within the designated rights-of-way, with at least a 3-inch caliper or greater, will be located and identified on the survey with unique tree symbol for each common name tree species and tree diameter.
- I.6 Location with color and type of any above-ground paint marks identifying underground utility demarcation (by others).
- I.7 Survey data will be referenced vertically to North American Vertical Datum of 1988 (NAVD88) and horizontally to Florida State Plane Coordinates, North American Datum 83/90 (NAD 83/90).
- I.8 The survey will be prepared in accordance with the Standards of Practice requirements for Surveying and Mapping in the State of Florida as set forth by Chapter 5J-17 of the Florida Administrative Code, pursuant to Florida Statues Chapter 472.027.

II. 60% DESIGN

- II.1 Civil Engineering
 - II.1.1 Review any available as-builts and GIS data for the project area.
 - II.1.2 Submit an 811 Design Ticket to obtain information on existing infrastructure for the project area. Incorporate information into design plans. Coordinate with the CITY to obtain any pending or approved permits or future planned work for infrastructure improvements within the Project Limits.

- II.1.3 Conduct a site visit and document with site photos for relevant information or areas of concern related to the design.
- II.1.4 Prepare design plans with topographic information obtained by CGA's Survey Department and from subsurface utility exploration.
- II.1.5 Assess existing landscape to be removed and mitigated for the proposed new sidewalk. This includes new plantings within the project area.
- II.1.6 Prepare the 60% design plans and cost estimate. Conduct an internal quality control review prior to submitting to the CITY. Attend one (1) meeting with the CITY to review any questions, comments, or concerns regarding the 60% submittal. Revise the documents accordingly.
- II.1.7 Deliverables for this subtask include the 60% plans and cost estimate. Plans shall include Cover Sheet, Legend and Abbreviations, General Details, Paving / Grading / Drainage (PGD), Tree Disposition, Planting, Irrigation, and Pavement Markings and Signage.
- II.2 Geotechnical Engineering (Subconsultant)
 - II.2.1 Geotechnical exploration and reporting shall be performed by Nutting Engineers of Florida, Inc. (Nutting) as a Subcontractor of CGA.
 - II.2.2 Nutting shall perform two (2) standard penetration test (SPT) borings to a depth of 15 feet below grade and one (1) open-hole exfiltration test to a depth of 6 feet below grade. The tests shall provide information of soil conditions and hydraulic conductivity.
 - II.2.3 Nutting shall provide an engineering report with a description of their findings and general recommendations for the proposed improvements.
- II.3 Subsurface Utility Exploration (Subconsultant)
 - II.3.1 Underground locates and test holes will be provided US Utility Potholing & Air Excavation (US Potholing) as a Subcontractor of CGA.
 - II.3.2 Ground-penetrating radar (GPR) will be used to investigate the subsurface utility conditions and assist with determining existing utilities within the Project Limits.
 - II.3.3 It is anticipated that up to six (6) test holes will be performed. The work will identify the horizontal and vertical locations of existing utilities, such as water mains, force mains, gas lines, and communication and will be incorporated into the design plans. For each test hole performed, a Test Hole Report will be provided that summarizes the type of utility found, size, material, depth from surface, horizontal distance from fixed objects in the field, and pipe direction. Pipe size and material may not be

identifiable due to water table, depth, or hole collapse from unfavorable soils.

III. PERMITTING

- III.1 Prepare and submit permit application or plan review packages to the following Agencies:
 - III.1.1 Broward County Environmental Permitting Division (BCEPD) Surface Water Management License
 - III.1.2 Broward County Traffic Engineering Division (BCTED) Pavement Marking and Signage Review
 - III.1.3 South Florida Water Management District (SFWMD) Consumptive Use Permit (CUP) for well water irrigation use
- III.2 CGA shall review any comments or questions from each of these Agencies and promptly provide responses and / or revised submittal documents, if required.

IV. 100% DESIGN

- IV.1 Perform a site walkthrough to confirm there are no noticeable changes within the Project Limits that would present conflicts with the design.
- IV.2 Prepare 100% plans, technical specifications, and cost estimate, incorporating any comments during permitting. Provide 100% documents to the CITY for review.
- IV.3 Attend one (1) meeting with the CITY to review the 100% submittal. Address any comments or concerns, revise documents, if needed, and resubmit to the CITY for bid advertisement.
- IV.4 Deliverables for this subtask include the 100% plans, technical specifications, and cost estimate. Plans shall include the same sheets from the 60% submittal.

V. BIDDING SERVICES

- V.1 Attend one (1) pre-bid meeting.
- V.2 Address Bidder Requests for Information (RFIs) related to documents prepared by CGA. These include responses to written questions and revised plans or technical specifications, if required. This may also require assisting the CITY in issuing addenda to the bid documents.
- V.3 Prepare a bid tabulation summarizing the opened bids. Assist the CITY in determining the lowest, most responsive, and most responsible Bidder. This shall include contacting and verifying Bidder references. Prepare a letter summarizing

the bid evaluations for the CITY to make a recommendation to Commission for contract award.

VI. POST DESIGN SERVICES

- VI.1 Attend one (1) preconstruction meeting with the CITY and Contractor. (Agenda & Minutes by City staff)
- VI.2 Attend monthly construction progress meetings. Includes up to two (2) progress meetings. (Agenda & Minutes by City staff)
- VI.3 Respond to Contractor RFIs regarding the plans and technical specifications. Includes up to three (3) RFIs.
- VI.4 Review shop drawings required of the Contractor. Includes up to ten (10) submittal reviews (with one resubmittal review of each, if needed).
- VI.5 Conduct up to four (4) site visits, as needed or as requested by the CITY. The CITY shall provide daily field inspections and reporting. Complete substantial and final walk-through inspections with punch list for Contractor. Reports and photos shall be provided to CGA so that they may certify the project upon completion.
- VI.6 Assist the CITY in reviewing change order proposals. Includes up to two (2) change order reviews.
- VI.7 Review as-builts provided by the Contractor.
- VI.8 Prepare and submit permit closeout packages to the previously listed Agencies.

VII. PERMIT FEES ALLOWANCE

VII.1 A permit fees allowance is included to cover any outstanding fee that may be encountered during the during the design, permitting or construction phases. The allowance will only be used with approval by the City.

VIII. TRAFFIC FEES ALLOWANCE

VIII.1 A traffic design fees allowance is included to cover any unforeseen traffic design services that may be encountered for the pedestrian access to the proposed parking lot. The allowance will only be used with approval by the City.

IX. ESTIMATED SCHEDULE

IX.1 Survey: 45 Calendar Days from NTP

IX.2 60% Design: 110 Calendar Days from NTP

IX.3 Permitting: 200 Calendar Days from NTP

IX.4 100% Design: 230 Calendar Days from NTP

X. ASSUMPTIONS AND EXCLUSIONS

X.1 Fees for permit applications, plan reviews, and permit closeouts shall be paid by others.

- X.2 CITY to provide any available as-builts of all developments within the Project Limits and coordinate internally to provide CGA with any building permits / applications that are submitted or approved that affect or are within the Project Limits.
- X.3 The design is strictly focused on drainage and parking design and no other utilities or disciplines (e.g., sanitary sewer, water, streetscape, etc.). Only the plans sheets previously mentioned are included. Maintenance of Traffic (MOT), Site Planning, Electrical, Instrumentation, Mechanical, Plumbing, Structural, Signalization, or other disciplines are specifically excluded.
- X.4 CITY shall provide CGA with submittal review comments within seven (7) calendar days of receiving them. It is understood that some task durations are beyond CGA's control, such as permit review times.
- X.5 CITY acknowledges that CGA has no control over costs of labor, materials, competitive bidding environments and procedures, unidentified field conditions, financial and/or market conditions, or other factors likely to affect the cost estimates of this project, all of which are and will unavoidably remain in a state of change, especially in light of the high volatility of the market. CITY further acknowledges that this is a "snapshot in time" and that the reliability of cost estimates will inherently degrade over time.
- X.6 Backfilling of test holes will utilize native spoils in 6" lifts. Test holes in roadways will be restored using asphalt cold patch.
- X.7 All new plantings will be proposed within the Project Limits. If new plantings are required outside of the Project Limits, it shall warrant additional fees for surveying and for assessing that area.

- X.8 This proposal assumes the CITY will not require this project to go through any city site planning process since the work in within public right of way and only includes review by City Engineering Division.
- X.9 This proposal assumes the irrigation controller will be solar and therefore no electrical engineering is included.
- X.10 CGA is not preparing photometric analysis or lighting for the new parking lot. If this is requested or required, an ASA shall be required.

CGA will perform the above Scope of Services for a lump sum fee of \$108,475.00. The attached table provides the hourly breakdown for these professional services.

		Digitally signed by David E
	David E Stambaugh	Stambaugh
v:	9	Date: 2024.08.29 14:18:09-04'00

By:

Name: David Stambaugh, PE

Title: Vice President of Professional Services

Calvin, Giordano & Associates, Inc.

By:

Name: Jeff Odoms, M.A., FAEM

Title: Director of Public Works

City of Hallandale Beach

EXHIBIT B

HALLANDALE BEACH ADDITIONAL PARKING CITY HALL Fee Schedule

		Civil Engineering									Landscape a	Architectur	re	Surveying								Subc	consultants							
Labor Category		Director, Engineering		Projec	t Manager	Project Engineer		Engineer		Jr.	Jr. Engineer		Senior CADD Tech Manager		Executive Assistant / Clerical		Senior Landscape Architect		Landscape Designer		Senior Registered Surveyor		vey Crew	CADD Technician		CGA	CGA Sub-total	Geotechnical Engineering (Nutting)	Subsurface Utility Exploration (US Potholing)	Cost
Percent Utilization			1.3%	44.0% 0.0% 8.5% 0.5% 14.7% 2.1% \$150.00 \$130.00 \$110.00 \$100.00 \$115.00 \$75.00				4.0% 7.2% \$135.00 \$120.00			1.4%		4.7%		1.9%	Hours	(\$)	3.5%	6.2%]										
Labor Rate (hour	ly)	Ş	175.00	\$	150.00	\$13		\$11		\$	\$100.00 \$115.00			\$75.00	\$		Ş		\$	145.00	Ş	135.00		95.00	-		LUMP SUM	LUMP SUM		
Task Number	Task Name	Hours	Sub- total (\$)	Hours	Sub- total (\$)	Hours	Sub- total (\$)	Hours	Sub- total (\$)	Hours	Sub- total (\$)	Hours	Sub- total (\$)	Hours	Sub- total (\$)	Hours	Sub- total (\$)	Hours	Sub- total (\$)	Hours	Sub- total (\$)	Hours	Sub- total (\$)	Hours	Sub- total (\$)			Subtotal (\$)	Subtotal (\$)	
1	Survey	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	8.0	\$1,160.00	28.0	\$3,780.00	16.0	\$1,520.00	52.0	\$6,460.00	\$0.00	\$0.00	\$6,460.00
ıı	60% Design	2.0	\$350.00	69.0	\$10,350.00	0.0	\$0.00	36.0	\$3,960.00	0.0	\$0.00	73.0	\$8,395.00	4.0	\$300.00	4.0	\$540.00	26.0	\$3,120.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	214.0	\$27,015.00	\$2,850.00	\$5,000.00	\$34,865.00
ш	Permitting	0.0	\$0.00	20.0	\$3,000.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	8.0	\$920.00	2.0	\$150.00	2.0	\$270.00	4.0	\$480.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	36.0	\$4,820.00	\$0.00	\$0.00	\$4,820.00
IV	100% Design	3.0	\$525.00	44.0	\$6,600.00	0.0	\$0.00	8.0	\$880.00	0.0	\$0.00	20.0	\$2,300.00	2.0	\$150.00	4.0	\$540.00	8.0	\$960.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	89.0	\$11,955.00	\$0.00	\$0.00	\$11,955.00
v	Bidding Services	1.0	\$175.00	19.0	\$2,850.00	0.0	\$0.00	0.0	\$0.00	4.0	\$400.00	0.0	\$0.00	4.0	\$300.00	2.0	\$270.00	2.0	\$240.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	32.0	4,235.0	\$0.00	\$0.00	\$4,235.00
VI	Post Design Services	0.0	\$0.00	84.0	\$12,600.00	0.0	\$0.00	18.0	\$1,980.00	0.0	\$0.00	2.0	\$230.00	10.0	\$750.00	12.0	\$1,620.00	8.0	\$960.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	116.0	18,140.0	\$0.00	\$0.00	\$18,140.00
VII	Permit Fees Allowance																													\$10,000.00
VIII	Traffic Fees Allowance																													\$18,000.00
TOTAL		6.0	\$1,050.00	236.0	\$35,400.00	0.0	\$0.00	62.0	\$6,820.00	4.0	\$400.00	103.0	\$11,845.00	22.0	\$1,650.00	24.0	\$3,240.00	48.0	\$5,760.00	8.0	\$1,160.00	28.0	\$3,780.00	16.0	\$1,520.00	539.0	\$72,625.00	\$2,850.00	\$5,000.00	\$108,475.00