



Fee Proposal for City of Hollywood CRA ref: REQ-054-23-GJ

INTRODUCTION

The City of Hollywood Community Redevelopment Agency issued an RFQ to provide the services titled: Construction Oversight and Project Controls for the Phase IV - Undergrounding of Overhead Utilities and Streetscape (Project BCRA 19-001). Basulto Management Consulting (BMC) responded to this solicitation and was selected to provide the services based on our qualifications and past experience. Our understanding is that this work will occur over the course of approximately 4 years. Below, we are providing our understanding of the requirements and a fee estimate including detailed buildup for your consideration.

PROJECT SCOPE

Provide construction project implementation supervision, project control oversight and owner's representation. Services include but are not limited to

- Perform monthly site inspections to assess the physical progress of the project and to report on all parties.
- Evaluate monthly "Draw Requests" by CM@Risk Consultant. Evaluate physical progress to percent complete payments.
- Review itemized FDOT reimbursement requests, to ensure that all FDOT standards procedures are met and are in compliance with City/CRA/FDOT agreements.
- Weekly or as needed site visits to monitor construction progress.
- Monitor Construction Materials and quantity of deliverables.
- Participate in bi-weekly project construction meetings.
- Prepare a monthly written executive report of project deliverables, compliance and status of financial transactions.
- Other project relevant services as requested by the CRA



Fee Estimate

The table below lists BMC's 2023 Broward County standard rates
7/1/2023

Position	Billing Rate/Hr.
Managing Consultant/Principal	\$251
Sr. Project Manager	\$234
Project Manager	\$198
Assistant Project Manager	\$135
Scheduler	\$198
Senior Scheduler	\$212
Consultant	\$135
Project Engineer	\$102
Admin.	\$77

BMC will invoice on a monthly basis at these rates based on actual hours worked. We do not anticipate any expenses that require reimbursement; however any approved expenses would be invoiced at cost without markup. Consultant will provide services as directed by the CRA up to the contract budget limits. Services beyond contract budget will be considered additional services and provided after a contract supplement is issued.

Contract agreement is for 3 years with an option to extend for 1 - 2 consecutive years. Our estimated Not To Exceed (NTE) fee is based on our understanding of our contract scope listed above and depicted in the table below:



Task				Total Hours	Total Fee
		Rate	Hours / Mo.	36 months	36 months
Table is based on projected 3 year duration					
Monthly Site Inspections					
Principal		\$ 251	2	72	\$ 18,072
Consultant		\$ 135	4	144	\$ 19,440
evaluate monthly Draw Requests / Physical progress					
Principal		\$ 251	2	72	\$ 18,072
Consultant		\$ 135	8	288	\$ 38,880
Review itemized FDOT reimbursement requests for compliance					
Principal		\$ 251	2	72	\$ 18,072
Consultant		\$ 135	2	72	\$ 9,720
Weekly or as needed site visits					
Principal		\$ 251	4	144	\$ 36,144
Consultant		\$ 135	16	576	\$ 77,760
Preparation of monthly executive report					
Principal		\$ 251	2	72	\$ 18,072
Consultant		\$ 135	4	144	\$ 19,440
				Total	\$ 273,672
				Plus Reimbursables	\$ 3,000
				Total NTE Fee	\$ 276,672

Please feel free to contact me if you have any questions, thank you for the opportunity to serve as your trusted consultants.

Jose Basulto
President
October 5, 2023