



August 22, 2023

Juan Figueroa, P.E.
Senior Project Manager
Department of Public Utilities
P.O. Box 229045
City of Hollywood
Hollywood, FL 33022

Re: Limited Construction Administration Services – Arthur Street to Taft Street & North Park Road to N 35th Ave – Revision 2
City Project No. 22-7110

Dear Mr. Figueroa,

EAC Consulting Inc. (EAC) is pleased to submit this fee proposal to provide limited construction administration services for the above referenced project as part of our General Engineering Consultant Services contract (City Project No. 17-1325) with the City of Hollywood (City). We look forward to working with you and the City on this important infrastructure improvements project.

PROJECT UNDERSTANDING

EAC previously performed engineering design and permitting services for the referenced project. The City has requested EAC to provide limited construction administration services with the goal of providing EAC with sufficient involvement during the construction period to facilitate engineering certification services, including shop drawing review, permit clearance, and certification for the project.

The general scope of the design project includes the design of approximately 12,000 LF of gravity sewers, approximately 3,250 LF of 6-inch sanitary sewer laterals to service 135 properties and approximately 50 manholes. In addition, the scope also includes the decommissioning of approximately 2,000 LF of 4 & 10-inch force main and the installation of approximately 450 LF of 6 & 12-inch force main. Incidental to work, the scope also includes approximately 35,000 SY of roadway, sidewalk, and driveway restoration and approximately 60,000 SY of temporary and permanent roadway restoration.

PROJECT LIMITS

The sanitary sewer collection and conveyance system serves the neighborhood area with the following limits: (1) Arthur Street to Taft Street and North Park Road to N 35th Avenue; and (2) S. Longfellow Circle to Taft Street and N 35th Avenue to the intersection of S. Longfellow Circle and Taft Street. Refer to Figure 1 for the project’s location and the proposed collection system.

SCOPE OF WORK

The purpose of this proposal is to provide a limited scope of construction administration services with the goal of providing EAC with sufficient involvement during the construction period to facilitate engineering certification services, including shop drawing review, permit clearance, and certification for the project. To achieve this, the following tasks are being proposed:

- EAC shall attend and participate in monthly construction progress meetings with the City to keep abreast of project progress.
- EAC shall review and approve shop drawing submittals (up to 80 shop drawings including manhole structures, etc.)
- EAC shall review and respond to RFIs (up to 35 RFIs)
- EAC shall maintain a shop drawing and RFI log
- EAC shall visit the site on a weekly basis to verify that the construction is proceeding in substantial conformance with the permitted plans and prepare field reports (based on 18-months)
- EAC shall perform specialty site visits to witness field testing and prepare field report (up to 20 site visits). Examples of field testing includes exfiltration tests, lamping tests, etc.
- EAC shall review and concur with the results of field tests for roadway base density compaction and roadway subbase LBR tests based on random testing sites
- EAC shall perform a final verification walk-through, once the City or its representative has made the determination that the contractor has achieved final completion.
- EAC shall review certified as-builts prepared by a surveyor and mapper that is licensed to practice in the State of Florida and submitted by the Contractor. EAC shall provide comments as necessary until the as-builts are in an acceptable form.
- EAC shall prepare record drawings based on certified as-builts.
- EAC shall close-out existing design related permits.
- EAC shall issue the City with a Certificate of Completion upon the completion of construction.

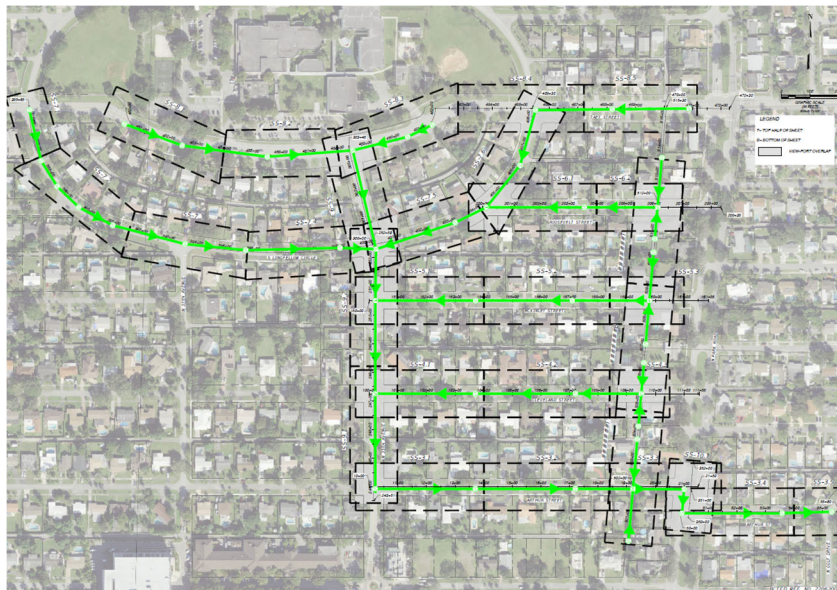


Figure 1. Project Site Location

Schedule of Fees

Staff Classification	Rate	Hours	Amount
Project Manager	\$230.76	190	\$43,844.40
Senior Engineer (EOR)	\$211.20	264	\$55,756.80
Project Engineer	\$162.00	632	\$102,384.00
Project Designer	\$105.00	1088	\$114,240.00
Contingency Budget			\$31,774.80
			\$348,000.00
Reimbursables			\$2,000.00
Grand Total			\$350,000.00

Proposals Assumptions and Exclusions


1. This proposal provides resources to carry-out the above-mentioned scope for a period not exceeding 18-months for substantial completion and 30 days thereafter for final completion. If the construction extends beyond this timeframe for any reason, EAC shall be entitled to request and be granted a supplemental fee to continue services for the remainder of the construction period as determined by the City and its selected Contractor.
2. At the City's request, this proposal is not intended to fully comply with the contract for City Project No. 17-1325 between EAC and the City for Construction Phase services (Section 2.5), but rather serves to provide the minimum professional services to facilitate engineering certification services, including shop drawing review, permit clearance, and certification for the project.
3. This proposal neither includes construction management nor construction engineering and inspection services. It is assumed that the City will enter into negotiations with a separate firm to provide construction management and/or construction engineering and inspection services.
4. It is assumed that the City will provide its own qualified construction inspector/s who will be responsible for monitoring and recording the daily activities of the contractor and report on daily quantities per the contract documents. It is assumed that the City's assigned inspector will be managed by others.
5. This proposal does not include providing any photographic and video records to document pre-construction conditions, maintaining site source records for all quantities, including material tickets, lot packages, density logbooks, field books, reviews of construction schedule or monthly schedule updates.
6. This proposal does not include the review, recommendations, or any involvement in analyzing the contractor's monthly pay applications. It is assumed this will be done by others.
7. This proposal does not include the review, negotiations or recommendation on any change orders, supplemental agreements, time extensions of notices of claims produced by the contractor. It is assumed this will be done by others.
8. This proposal does not include services related to determining when substantial

completion is achieved nor does include the preparation and issuance of punch lists. It is assumed this will be done by others.

9. Once the City or its representative has determined substantial completion, EAC will perform a walk-through of the site with the City's representative to identify any incomplete or substandard work restoration.
10. This proposal does not include investigating or documenting any substandard work performed by the contractor nor issuing any related documentation to the contractor. In the event that substandard work is observed, EAC will notify the City accordingly for further action by the City or its representatives.
11. This proposal does not include preparing for claims, arbitration hearings or litigation in connection with this construction Project.
12. Materials testing and certification services are not included in this proposal.
13. Services related to public involvement is not part of the scope of these services. It is assumed this will be done by others.

Please feel free to call me at 954 714 2055 with any questions or concerns.

Sincerely,
EAC Consulting, Inc.

A handwritten signature in blue ink, appearing to read "H. Higgins", with a large, stylized flourish extending to the right.

Huntley Higgins, P.E., PMP
Senior Vice President

cc: Eduardo Garces, P.E.
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