



Vincent G. Burkhardt
President

September 30th, 2020, Rev. October 8, 2020, Rev. October 13, 2020, Rev. October 15, 2020

City of Hollywood, Community Redevelopment Agency

1948 Harrison Street

Hollywood, FL 33020

Attn: Ms. Sarita Shamah, Senior Project Manager

RE: Scope and fee proposal for pre-construction services as Construction Manager at Risk (CMAR) for Undergrounding of Overhead Utilities and Streetscape Beautification at SR A1A From Hollywood Blvd. To Sheridan Street (BCRA-12-029)

Dear Ms. Shamah:

Burkhardt Construction, Inc., acting as Construction Manager at Risk (CMAR), is pleased to provide the attached scope and fee proposal for pre-construction services for the Undergrounding of Overhead Utilities and Streetscape Beautification at SR A1A from Hollywood Blvd. to Sheridan Street, Hollywood, Florida.

Burkhardt Construction, Inc. pre-construction services are composed of the following tasks:

- I. Scheduling
- II. Constructability Review
- III. Guaranteed Maximum Price Development
- IV. Prequalification of Subcontractors

Please feel free to contact me directly should you have any questions regarding any of the information included in this letter or the attached schedule of pre-construction fees and services.

Respectfully submitted,

Burkhardt Construction, Inc.

A handwritten signature in blue ink, appearing to read 'Marc R. Kleisley', is written over the printed name.

Marc R. Kleisley
Vice President

PRECONSTRUCTION PHASE SCOPE OF SERVICES

Task I – \$1,120.00

Task I: Scheduling

This task will include the following activity:

- (A) The Construction Manager shall develop a master pre-construction and construction phase bar chart schedule incorporating design development, permitting, constructability review, guaranteed maximum price preparation, submittal review and approval, long lead item identification and procurement, kickoff informational meeting, project ground-breaking, coordinated construction sequencing and staging to minimize impacts to business, and the overall construction schedule for the project.

Task II - \$8,400.00

Task II – Constructability Review

This task will include the following activities:

- (A) The Construction Manager shall review and evaluate Design Development documents for clarity, consistency, completeness, and ease of construction to achieve the overall objective of the project.
- (B) The Construction Manager’s review of the design documents shall include the following activities:
 - 1. Preparing a Master Checklist to be used as a guide for reviewing each technical discipline.
 - 2. Conducting reviews by preparing a “mark-up” set of documents and a list of comments corresponding to the “mark-up.”
 - 3. Preparing and presenting a written report of constructability problems and concerns, including:
 - (a) Recommendations
 - (b) checklist and comments
 - 4. Attending workshop meetings with the Consultant and the City’s Project Manager to review proposed changes and recommending the changes, which are to be implemented for the project.
 - 5. Verifying and conducting final review of changes to the construction Documents.

Task III - \$31,200.00**Task III – Guaranteed Maximum Price (GMP)****This task will include the following activities:**

- (A) The scope consists of the CMAR preparing the guaranteed maximum price and final construction budget based on the 90% construction documents provided by the architect, Engineer, and CRA. The CMAR shall publicly advertise the project for sub/vendor quotes.

Bid packages, quantity surveys, special provisions plans and addenda shall be made available for all pre-qualified subcontractors/vendors electronically through our bidding software, Procore.

The GMP shall consist of a detailed line item quantity survey for all major items of work to be performed. The direction construction cost for all labor, equipment, material, and subcontracts shall be assessed. The CMAR's general conditions shall be detailed, as well as, the CMAR's construction phase fee or construction management fee. The GMP shall also include the CMAR's fee and the Owner's contingency.

The aforementioned information shall be presented to the Owner along with all supporting documentation (bid advertisements, bid packages, on-screen quantity surveys, subcontract bids, vendor quotes, spread sheet analysis, CMAR recommendations, line item direct construction costs, general conditions, construction phase fee, CMAR fee, contingency, exceptions and clarifications, and plan log) shall be bound and submitted to the Owner for review, discussion, and approval.

Thus complying with the RFQ preconstruction task of calculating and providing a guaranteed maximum price (GMP) for the project this agreed upon and approved document shall become the basis of the construction phase of the contract and shall complete and conclude the preconstruction service phase of the contract.

TASK IV – \$7,580.00**TASK IV – PREQUALIFICATION OF SUBCONTRACTORS****This task will include the following activity:**

- (A) The Construction Manager shall conduct a community outreach program to identify potential local subcontractors who may be selected to participate in the project as local preference.
- (B) The Construction Manager shall evaluate potential participants to establish their qualifications (based on past work experience, similar projects, the building

quality of those past projects, and other similar factors) for presentation to the CRA. The Construction Manager shall present its evaluation to the CRA in the form of a written report utilizing the City's forms as necessary, the subcontractors being considered, the scope of work recommended for that subcontractor, the subcontractor's qualifications and past work history, and the Construction Manager's recommendation concerning the use of the listed subcontractors.

- (C) The Construction Manager shall provide the necessary services to satisfy the City's Local Preference Program.

TOTAL PRE-CONSTRUCTION SERVICES FEE ALL TASKS 1 THROUGH 4:

\$ 48,300.00

All tasks and fees include supplies, presentation materials, equipment, personnel, travel and related costs associated with performing the services described.

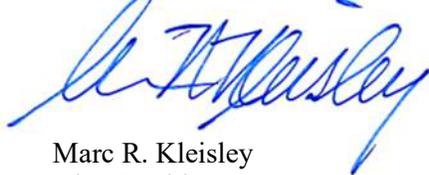
Presentation and acceptance, by the Owner, of a mutually acceptable GMP shall conclude preconstruction services.

We have attached our current hourly rates for your use should additional or alternative pre-construction services be requested. Additional pre-construction services scope and fee proposals for other services shall be prepared and submitted by the CMAR as requested by the Owner.

Thank you for the opportunity to submit this pre-construction services proposal. If you have any questions on this proposal, please contact us at (561) 659-1400.

Respectfully,

Burkhardt Construction, Inc.



Marc R. Kleisley
Vice President

Hourly Rates for Additional Requested
Pre-Construction Services

<u>Name</u>	<u>Position</u>	<u>Rate</u>
Vincent G. Burkhardt	President	\$300.00
Sharon H. Burkhardt	Secretary/C.P.A.	\$200.00
Marc R. Kleisley	Vice President/Proj. Principal	\$200.00
Anthony Sabatino	Senior Project Manager	\$150.00
Bill Zammit	Snr. Vertical Project Manager	\$150.00
Adam Rossmell	Project Manager	\$120.00
CJ Rhody	Project Manager	\$120.00
Brandon Rhodes	Project Manager	\$120.00
Kevin Brennen	Asst. Project Manager	\$ 90.00
Ruben Almazan	Const. Field Mgr.	\$100.00
Karl T. Kaminski	Utilities Const. Field Mgr.	\$100.00
Michael Parsons	Utilities Const. Field Mgr.	\$100.00
Lee VanPraag	Utilities Const. Field Mgr.	\$100.00
Hemant Tank	Estimator/Cost Engineer	\$ 75.00
Diane Decker	Resident/Merchant Outreach	\$ 75.00
Sarah B. Hoadley	Accounting Manager/M.B.A.	\$ 90.00
Katy Pantaleon	Accounting	\$ 75.00
Brittany Darville	Admin. Ass't/Clerical	\$ 50.00

Hourly rates include all necessary supplies, transportation, communication overhead and profit.