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May 20, 2025

City of Hollywood
Hugo Davalos, P.E.
Department of Public Utilities
1621 N. 14th Ave.
Hollywood, FL 33022

Subject: 2" Watermain Replacement - Finger Canals Neighborhood
Continuing Consulting Engineering Services Agreement 2023-277
Gannett Fleming, Inc. Work Order #03

Dear Mr. Davalos,

Gannett Fleming, Inc. (CONSULTANT) is pleased to submit this Work Order proposal for Engineering Design and Construction Services related to watermain replacement and stormwater improvements within the area known as Finger Canals neighborhood in the City of Hollywood.

PROJECT BACKGROUND

The City of Hollywood Department of Public Utilities has requested a proposal to provide design and construction services for replacement of approximately 8,900 linear feet of 2" cast iron (CI) pipe with 4" PVC pipe to the Finger Canals neighborhood, bound by east of North 28th Avenue and west of North 26th Avenue between Sheridan Street and Arthur Street. The project area is comprised predominantly of residential parcels, as shown in Exhibit 1. To maximize coordination, limit street closures and disruption to residents and businesses; the City has also requested to include the design of specific stormwater improvements. New stormwater pumping station is not part of this scope of work. The scope of work includes design at streets as listed in **Table 1** Water Main Replacement Improvements following **Exhibit 1** and **Table 2** Stormwater Conveyancer Improvements following **Exhibit 2**.

Table 1 Finger Canal Area Water Main Replacement Improvements

No.	Street	Approximate LF	From	To	Existing	Proposed
1	Thomas Steet	380	N 28 th Ave	End	2" CI	4" PVC
2	Liberty Street	450	N 28 th Ave	End	2" CI	4" PVC
3	Scott Street	410	N 28 th Ave	End	2" CI	4" PVC
4	Scott Street	750	N 26 th Ave	End	2" CI	4" PVC
5	Coolidge Street	450	N 28 th Ave	End	2" CI	4" PVC

No.	Street	Approximate LF	From	To	Existing	Proposed
6	Coolidge Street	100	Cuddle sack	End	2" CI	4" PVC
7	Harding Street	630	N 28 th Ave	End	2" CI	4" PVC
8	Harding Street/ N 27 th Court	220	Waterview Pl	End	2" CI	4" PVC
9	N 27 th Cour	420	Taft St	End	2" CI	4" PVC
10	Taft Street	260	N 27 th Ave	N 27 th Ct	2" CI	4" PVC
11	Roosevelt St Alleyway	40	N 26 th Ave ROW	N 26 th Ave ROW	2" CI	4" PVC
12	Roosevelt St/ Mckinley St Easement	650	N 26 th E ROW	N 27 th Ave	2" CI	4" PVC
13	Roosevelt Street & N 28 th Avenue	1000	N 27 th Ave	Mckinley St	2" CI	4" PVC
14	N 29 th Court	560	Taft St	End	2" CI	4" PVC
15	N 29 th Avenue	540	Taft St	End	2" CI	4" PVC
16	N 28 th Court	540	Taft St	End	2" CI	4" PVC
17	Mckinley Street & N 29 th Court & Cleveland Street	980	2837 Mckinley St	2836 Cleveland St	2" CI	4" PVC
18	Arthur Street	530	2827 Arthur St	End	2" CI	4" PVC

*Segments that align with stormwater improvements

Table 2 Fingers Canal Area Stormwater Conveyance Improvements

No.	Street	Approximate LF	From	To	Improvement
3	Thomas Street	480	N 28 th Ave	To end of Cul-de-sac	18"
4	Liberty Street	480	N 28 th Ave	To end of Cul-de-sac	18"
5	Scott Street	400	N 28 th Ave	To end of Cul-de-sac	18"
7	Coolidge Street	600	N 28 th Ave	Cul-de-sac and continue to N 26 th Ave	24"
8	Harding Street	700	N 28 th Ave	Cul-de-sac	53" x 83"

Note: Crossed out segments do not coincide with water main improvement locations.

SCOPE OF SERVICES

The CONSULTANT will provide design services for the improvements described above. Design documents will be included in a single design package for bidding purposes.

Task 1.0 - Project Management and Coordination

CONSULTANT will be responsible for project management, administration, and overall coordination throughout the assigned work order. The Project Manager (PM) will manage the agreed upon budget and schedule for the various work activities identified herein for the period indicated in the attached Project Schedule. The PM's efforts will be focused on completion of tasks and submittal of deliverables according to the project schedule. Focus items will include budget, staffing, facilitating QA/QC reviews and identifying and communicating to the City PM as the need arises. Other activities include:

- The CONSULTANT will prepare for and conduct one (1) work order kick-off meeting to discuss the scope of work, deliverables, and project schedule.
- The CONSULTANT will prepare agendas and meeting summaries for the meetings required under this scope work.
- The CONSULTANT shall prepare monthly progress reports in support of invoices to describe the work completed during the previous reporting period, anticipated work for the following period, current budget and schedule status, and any project issues requiring discussion or resolution.
- The CONSULTANT will maintain and update the project schedule as necessary.
- The CONSULTANT will prepare and update an implementation and funding schedule for construction.

Task 2.0 – Data Collection and Field Work

CONSULTANT will provide the following services under Task 2.0 under this work order:

Task 2.1 Data Collection and Review

Therefore, the CONSULTANT will perform the following tasks:

- The City to provide planning report and hydraulic model to confirm the sizing of the water main system.
- The City shall provide any as-builts, electronic CADD, or GIS files, pavement resurfacing information, moratorium for pavement restoration, and other existing conditions of significance to the project area.
- CONSULTANT will perform site visits of the project area.
- CONSULTANT will compile and review the data received from the city. Gaps will be documented, and assumptions will be discussed with the city.
- City to provide Stormwater Management Plan inclusive of ICPR modeling results for the basin, highlighting drainage conveyance improvement results, and percolation test as supporting information. ICPR modeling is not included in the scope.

Task 2.2 Field Work and Investigations

Therefore, the CONSULTANT will perform the following tasks:

- Topographical survey of the project area, approximately 9,000 linear feet from ROW to ROW, for the roadways and areas as listed in table 1 above, to be completed by subconsultant. Contour to be provided at 1-foot intervals.
- Submit 811 tickets for utility location requests.
- Subsurface utility exploration of project area, along proposed pipeline routes for potential conflicts, to be completed by subconsultant. For budgetary purposes, it is assumed the use of ground penetrating radar and up to fifteen (15) potholes for confirming underground utilities considered by the CONSULTANT.
- CONSULTANT will propose water main replacement and stormwater alignments based on field investigations information.

Task 3.0 – Project Design

Task 3.1 Water Main Replacement

Task 3.1.1 Preliminary Design Preparation

CONSULTANT will perform the following tasks for preliminary development and preparation of the design documents assuming open trench construction method:

- Prepare technical design memorandum for review by City staff. Design memorandum will capture technical assumptions, provide design criteria, and proposed preliminary design features including location of fire hydrants and valves. This task assumes that identification of diameter was determined by hydraulic model and confirmed by the City.
- Prepare preliminary design drawings using horizontal scale of 1":40' and 1":10' for vertical scale. Horizontal controls based on topographical survey and vertical control using on USGS datum. Pipeline alignments are to

be defined at this stage of the design. Plan to show driveways and other physical features for reference on location and potential construction impacts.

- Conduct internal QA/QC of the preliminary design package.
- Submit the preliminary design package to the City for review.
- Prepare for and conduct design review workshop with City staff for approval of the preliminary design prior to moving forward. Review workshop to be held to reduce review period, to maintain fast track design schedule.

Task 3.1.2 60% Design Documents

CONSULTANT will perform the following tasks for continued design development and preparation of the 60% design package:

- Prepare 60% Plans and Construction Specifications based on comments received during the preliminary design review workshop.
- Prepare erosion and sediment control plans.
- Prepare an Engineer's Estimate of Construction Cost (Class 4).
- Prepare a Traffic Control details.
- Conduct internal QA/QC of the final design package.
- Submit the 60% design package to the City for review and comment.
- Prepare for and conduct design review workshop with City staff for approval of the design.

Task 3.1.3 90% Design Documents

CONSULTANT will perform the following tasks for continued design development and preparation of the 90% design package:

- Prepare 90% Plans and Construction Specifications based on comments received during the 60% design review workshop.
- Revise and prepare an Engineer's Estimate of Construction Cost (Class 2).
- Update Traffic Control Plans.
- Update bid quantities schedule.
- Conduct internal QA/QC of the final design package.
- Submit the 90% design package to the City for review and comment.
- Prepare for and conduct design review workshop with City staff.

Task 3.1.4 Final Design and Bid Documents

CONSULTANT will perform the following tasks for finalizing design development and preparation of the bid documents:

- Prepare final design Plans and Specifications (Bid Documents). Permitting review comments from Regulatory agencies will be incorporated into 100% design package.
- Conduct internal QA/QC of the 100% Design Package.
- Finalize bid quantities schedule.
- Conduct internal QA/QC of the Bid Documents Package.

- Submit the Bid Documents for use in the procurement process.

Task 3.2 Stormwater – Drainage Improvements

CONSULTANT will incorporate stormwater drainage improvements for areas highlighted in Table 2 for those improvements coincide with the same roadway for the water main improvements . The design effort will require the following.

Task 3.2.1 Preliminary Design Preparation

- Prepare preliminary design drawings using horizontal scale of 1"=40' and 1"=10' for vertical scale. Horizontal controls based on topographical survey and vertical control using on USGS datum. Pipeline alignments are to be defined at this stage of the design. Plan to show driveways and other physical features for reference on location and potential construction impacts.
- Traffic control coordination and sequencing for those alignments where both water and stormwater improvements are proposed.
- Conduct internal QA/QC of the preliminary design package.
- Submit the preliminary design package to the City for review.
- Prepare for and conduct workshop in conjunction with Task 3.1.1.

Task 3.2.2 60% Design Documents

- Prepare 60% Construction Plans and Specifications based on comments received during the preliminary design review workshop. Incorporate erosion and sediment control plans.
- Prepare an Engineer's Estimate of Construction Cost (Class 3).
- Prepare a Traffic Control Plan, within City rights of way for use by the Contractor during construction.
- Conduct internal QA/QC of the final design package.
- Submit the 60% design package to the City for review and comment.

Task 3.2.3 90% Design Documents

- Prepare 90% Plans and Construction Specifications based on comments received during the 60% design review workshop.
- Revise and prepare an Engineer's Estimate of Construction Cost (Class 2).
- Update Traffic Control Plans.
- Update bid quantities schedule.
- Conduct internal QA/QC of the final design package.
- Submit the 90% design package to the City for review and comment.
- Prepare for and conduct design review workshop with City staff.

Task 3.2.4 Final Design and Bid Documents

- Prepare final design Plans and Specifications (Bid Documents). Permitting review comments from Regulatory agencies will be incorporated into 100% design package.

- Conduct internal QA/QC of the 100% Design Package.
- Finalize bid quantities schedule.
- Conduct internal QA/QC of the Bid Documents Package.
- Submit the Bid Documents for use in the procurement process.

Task 4.0 – Permitting

- Initiate permitting coordination with different agencies at 60%.
- The CONSULTANT will prepare and submit for:
 - City of Hollywood ROW/Utility Permit – The project resides entirely within the City of Hollywood right of way, the CONSULTANT will prepare permit application and design documents at 90% design detail to obtain City ROW/utility permit. It is assumed that there will be one resubmittal to address one set of review comments.
 - Florida Department of Environmental Protection General Permit for Construction of Water Main Extensions for PWSs.
 - Broward County Development and Environmental Review
 - Stormwater - South Florida Water Management District - Environmental Resource Permit (ERP) permit modification and Surface Water Management License. Assumes that the City will provide the basin evaluation for permit backup, as the Consultant is only addressing improvement segments that coincide with the watermain improvements.
 - Broward County Stormwater Management Permit. Assumes that the City will provide the basin evaluation for permit backup, as the Consultant is only addressing improvement segments that coincide with the watermain improvements.

Task 5 Bid Assistance

The CONSULTANT will support the City during the procurement of a contractor. It is anticipated that the project will be bid as a single contract covering scope for water and stormwater

- Attend and support pre-bid conference to answer design related questions.
- Respond to bidder's written inquiries on civil/technical design related questions.
- Support City with development of Addenda. This scope assumes that there will be up to two (2) addendum documents prepared.
- Assist the City in evaluation of bids.
- Provide a written engineering recommendation for the award.
- After the contract is awarded, CONSULTANT will prepare conformed documents that reflect the design bid by the contractor.

Task 6 Engineering Services During Construction

The CONSULTANT will provide limited Engineering Services During Construction services to support the City.

Activities include:

Water Main Improvement:

- Attend and support during preconstruction meeting
- Attend up to 6 progress meetings (WM/SW progress status)

- Review of project submittals and shop drawing reviews; includes one resubmittal review. Assumes contractor to provide submittals during the first two month from NTP.
- Respond to Contractor's RFI (up to 40)
- Observe pressure testing compliance
- Conduct preliminary and final walkthrough with contractor (up to 4 walkthroughs)
- Review Contractor's As-built and prepare record drawings
- Process final permit certification of completion with FDEP.

Stormwater Improvement ESDC:

- Review of project submittals and shop drawing reviews; includes one resubmittal review. Assumes contractor to provide submittals during the first two month from NTP.
- Respond to Contractor's RFI (up to 10)
- Conduct preliminary and final walkthrough with contractor (up to 4 walkthroughs for project area)
- Review Contractor's As-built and prepare record drawings
- Process final permit certification of completion

Task 7 Client Allowance - Additional Professional Services

This task includes additional professional services that could be required to perform work due to unforeseen conditions or for issues resolution associated with this project. The ENGINEER shall first receive written e-mail approval from the City's PM before performing work under this task.

Project Deliverables:

Task 1.0:

- Kick off meeting agenda and summary.
- Updated project schedule at Notice to Proceed.
- Agendas and summaries for meetings as listed in scope description above.
- Monthly progress reports to be included with monthly invoices.

Task 2.0:

- Survey, SUE, and soils investigation reports.

Task 3.0:

- Design package to be submitted following Preliminary, 60%, 90%, 100%, and bid ready. Each design submittal package will be delivered in PDF format, transmitted via email.

Task 4.0:

- Permit application packages to each regulatory agency
- Signed and sealed design drawings, as required per individual permit application package
- Issued permits

Task 5.0

- Bid RFI responses, in PDF format via email.
- Bid addenda in PDF format via email.
- Bid recommendation letter in PDF format via email.
- Conformed document package.

Task 6.0

- Submittal reviews
- RFI responses, in PDF format via email.
- Meeting notes
- Record drawings
- Permit Certification

Project Assumptions:

- Assumes the project will not require new easements. Preparation of easements is not included.
- CONSULTANT will have a single point of contact at the City to identify the latest version of current standards.
- Assumes conditions of existing pipe at tie-in is in adequate conditions for performing tie-ins.
- The City design review period for each submittal will be 2-weeks
- Assumed that there are no environmentally sensitive areas within the task locations that will require environmental assessment or other studies.
- All permit fees may differ depending on regulatory and permitting agency. These fees will be reimbursed from the client allowance, should the City request such payments, or directly by the City.
- Assumes that both the watermain replacement and stormwater pipes improvements will be designed and bid, and constructed will be done simultaneously; thus no duplications on project management, bidding processes, and ESDC meetings.
- Engineering services during construction will be provided according to the scope of work. Construction Management and daily or routine field inspection services are not included in the scope of work.

Schedule

CONSULTANT will endeavor to complete the work activities for Tasks 1 through 5 as described herein within eight (8) months of receipt of an official notice by the City to start the work. The proposed schedule is attached. Task 6 assumes a 6 month duration. Schedule to refined at design NTP and after Contractor selection.

Sub-Task		Schedule	
		Start (month)	Finish (month)
Task 1.0	Project Management and Coordination	Jun-25	Dec-25
Task 2.0	Data Collection and Field Work	Jun-25	Jul-25
Task 3.0	Project Design	Jul-25	Jan-26
Task 4.0	Permitting	Sep-25	Nov-25
Task 5.0	Bidding	Nov-25	Mar-26
Task 6	Engineering Services During Construction	May-26	Oct-26
Task 7	Client Allowance	Jun-25	Oct-26

Compensation

CONSULTANT agrees to provide the scope of services above for the not to exceed compensation of **\$ 473,268.00** to be invoiced monthly in accordance with CONSULTANT's estimated percent complete. Progress reports and invoices will be prepared and itemized based on task items as listed below. CONSULTANT will manage work hours between tasks and employee classifications, and/or utilize other appropriate employee classifications, provided that the work assignment total fee is not exceeded. Other Direct Costs (ODC) will be billed monthly as incurred and may exceed the amount of the estimate provided depending upon final expenses.

2" Watermain Replacement - Finger Canals

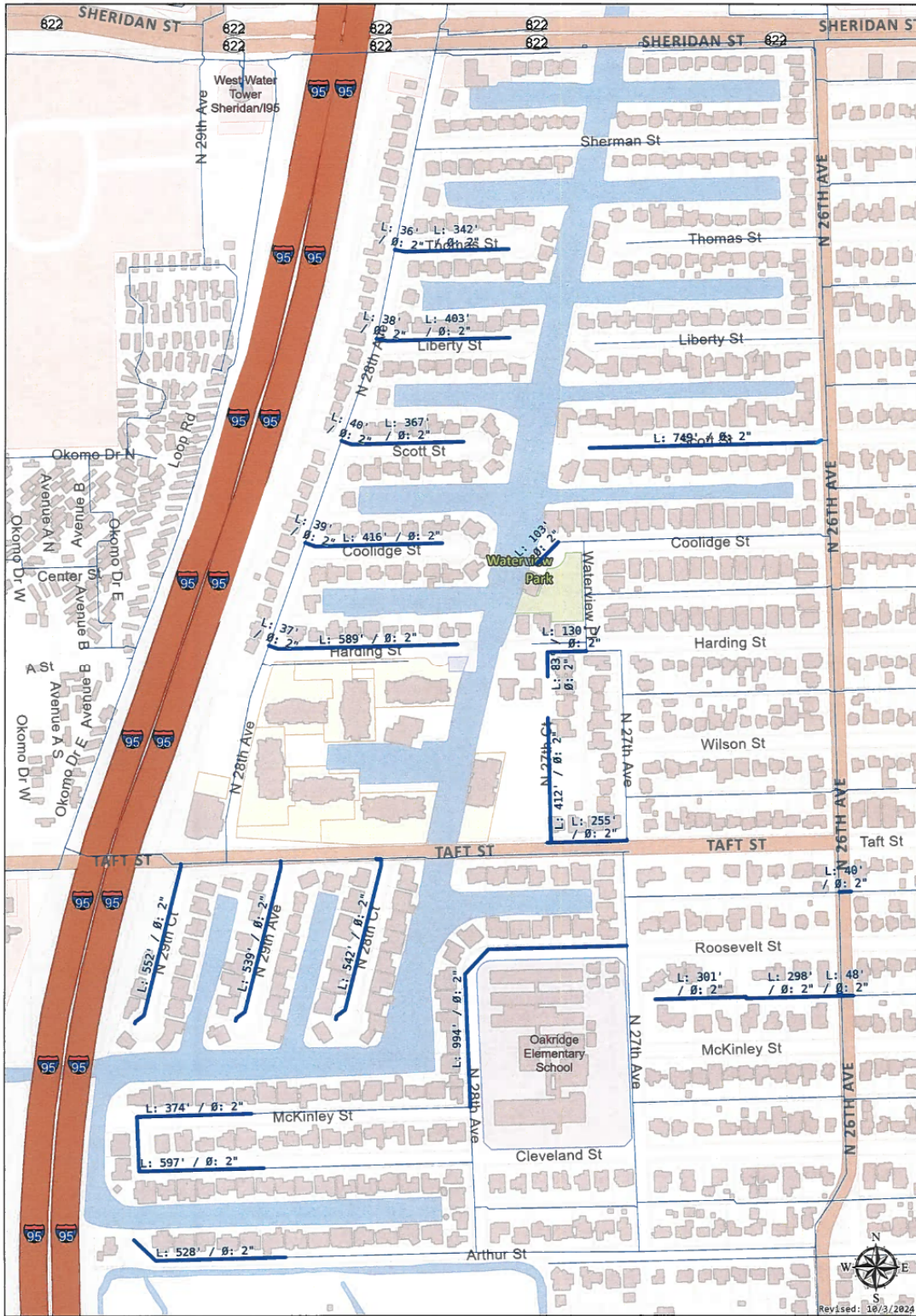
Work Order Fee Breakdown

	Description	Sr. Project Manager	Project Principal	Senior Engineer	Engineer I	CADD Designer	Admin/ Controls	QA/QC	Total Hours	Total Labor		Soils Investigation	ODCs/ Expenses/Soft Digs	TOTAL
Task 1	Project Management and Coordination	88	8	32			16		144	\$ 32,568.00				\$ 32,568.00
Task 2	Data Collection and Field Work	8		54	44				106	\$ 19,128.00		\$ 9,900.00	\$ 15,000.00	\$ 44,028.00
Task 3	Project Design								0	\$ -				\$ -
3.1	Water Main Replacement	8		296		296		56	656	\$ 115,056.00			\$ 800.00	\$ 115,856.00
3.2	Stormwater – Drainage Improvements (8 segments)	8		62	132	128		12	342	\$ 49,848.00			\$ 500.00	\$ 50,348.00
Task 4	Permitting	8		30	96				134	\$ 20,496.00			\$ 200.00	\$ 20,696.00
Task 5	Bidding Assistance	8		12		8			28	\$ 5,424.00			\$ 500.00	\$ 5,924.00
Task 6	Engineering Services During Construction	48		88	60	40			236	\$ 42,648.00			\$ 1,200.00	\$ 43,848.00
	Total Hours	176	8	574	332	472	16	68	1646	\$ 285,168.00		\$ 9,900.00	\$ 18,200.00	\$ 313,268.00
	Contract Hourly Rate	261.00	387.00	216.00	126.00	114.00	90.00	276.00						
	Subtotal	\$ 45,936.00	\$ 3,096.00	\$ 123,984.00	\$ 41,832.00	\$ 53,808.00	\$ 1,440.00	\$ 18,768.00						
													Task 7 Client Allowance	\$ 20,000.00
													Subconsultant (Topographical Surveying)	\$ 140,000.00
													TOTAL PROJECT FEE	\$ 473,268.00

Exhibit 1



Water Mains Replacement

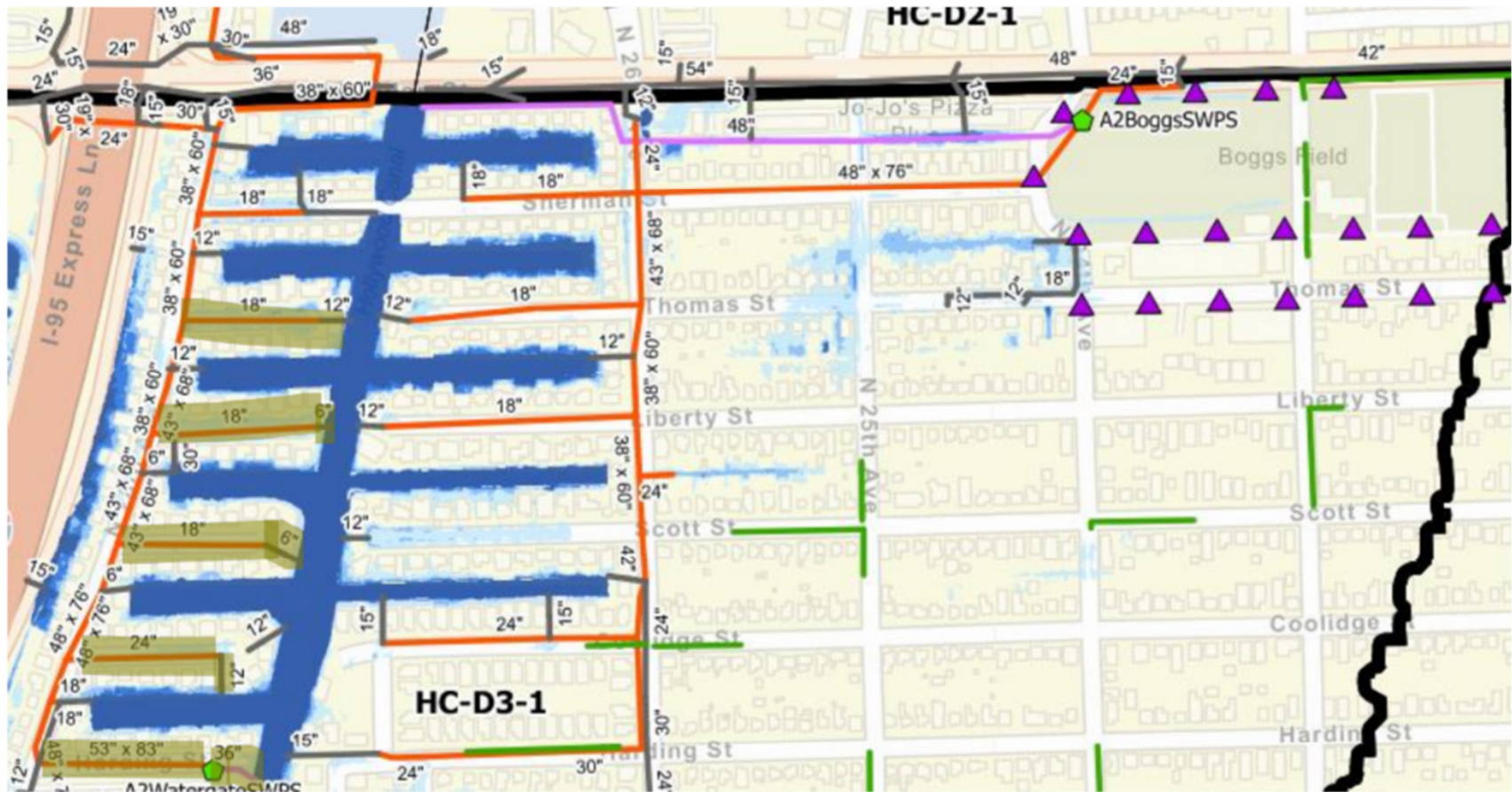


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Exhibit 2 City of Hollywood Storm Water Improvements



Drainage Improvements included in scope