

Revised: September 3, 2024
Original: August 28, 2024

SCOPE OF WORK

HARRISON STREET STREETSCAPE DESIGN DEVELOPMENT, CONSTRUCTION DRAWINGS AND CONSTRUCTION ADMINISTRATION SERVICES

City of Hollywood, Community Redevelopment Agency (CRA)

Bermello Ajamil & Partners, Inc. (CONSULTANT) is pleased to provide this Scope of Work Proposal to the City of Hollywood Community Redevelopment Agency (CRA).

PART I - PROJECT BACKGROUND AND DESCRIPTION:

The project is the redevelopment of the streetscape of Harrison Street between 21st Avenue and Young Circle. See Figure 1. The CRA has requested that BA provide this Scope of Services for the development of detailed design, preparation of construction drawings, regulatory permitting assistance, building department permitting and construction services. The proposed improvements shall include:

Scope of Work

- demolition of existing pedestrian paving including concrete ribbons around trees and palms
- removal of Ligustrum Trees
- new pedestrian paving matching paving design on Hollywood Blvd.
- new concrete ribbons around trees and palms
- Flexi-pav at existing Royal Palms (space permitted) and new ornamental trees
- four (4) new parklets & associated drainage modifications
- new storm drain inlet and structure at one (1) location where handicap space was removed
- new ornamental trees (at Ligustrum locations)
- new shrub and groundcover at parking islands
- replace tear drop and 5-globe lights/poles in kind
- new festoon lighting (attached to new poles or existing Royal Palms)
- new irrigation system in all landscape areas

The scope of professional services is summarized as follows:

- landscape plans signed and sealed for the tree replacement (existing tree protection) ,
- paver replacement (removal and replacement – don't require these to be signed and sealed)
- survey update with tree survey and spot elevations and note that we're not changing profiles,
- signed/sealed parklet drawings,
- signed and sealed plans of midblock crosswalk removal
- signed and sealed plans for relocated drainage inlet near 2003 Harrison Street, C4Eats.
- cut sheets for the like/like light poles
- electrical drawings for the hook ups for the festoon light poles/fixtures. Assume lines can tap into the existing cabinet.



FIGURE 1 – Study Area (red dashed outline indicates limit of project area) (No work to occur on N-S Avenues beyond Harrison Street ROW)



FIGURE 2 – Conceptual Landscape Plan

PART II - SCOPE OF WORK

TASK 1.0 – SURVEY UPDATE

1.1 Survey Update

Deliverables for Task 1.0 Survey Update – As a result of this task, BA shall deliver the following to the CRA:

- Three (3) 24" x 36" black and white prints of the site survey (signed and sealed)
- One (1) black and white PDF of the site survey

TASK 2.0 – PROJECT INITIATION

- 2.1 Kick-Off Meeting (Virtual)
- 2.2 Site Visit

Deliverables for Task 2.0 Project Initiation – As a result of this task, BA shall deliver the following to the CRA:

- One (1) 8 ½" X 11" black and white PDF Kick off Meeting Minutes
- One (1) set of copies of existing conditions color photographs from the site survey

TASK 3.0 – CONSTRUCTION DOCUMENTS

- 3.1 60% Construction Documents
- 3.2 60% Estimate of Probable Cost

- 3.3 60% Construction Drawings Review Meeting
- 3.4 90% Construction Documents
- 3.5 90% Technical Specifications
- 3.6 90% Construction Drawings Review Meeting
- 3.7 100% Construction Documents
- 3.8 100% Technical Specifications

Deliverables for Task 3.0 Construction Documents – As a result of this task, BA shall deliver the following to the CRA:

- *One (1) 24" x 36" black and white PDF set of Engineering, Landscape Architecture, 60% Construction Drawings*
- *One (1) 8 ½" X 11" black and white PDF of the 60% CD's Estimate of Probable Cost*
- *One (1) 8 ½" X 11" black and white PDF of 60% CD's Progress Review Meeting Minutes*
- *One (1) 24" x 36" black and white PDF set of Engineering, Landscape Architecture, 90% Construction Drawings*
- *One (1) 8 ½" X 11" black and white PDF of 90% Technical Specifications*
- *One (1) 8 ½" X 11" black and white PDF of 90% CD's Progress Review Meeting Minutes*
- *One (1) 24" x 36" black and white PDF set of Engineering, Landscape Architecture, 100% Construction Drawings*
- *One (1) 8 ½" X 11" black and white PDF of 100% Technical Specifications*

TASK 4.0 – REGULATORY PERMIT REVIEW

- 4.1 Regulatory Permitting Submissions
- 4.2 Resubmittals

Deliverables for Task 4.0 Regulatory Permit Review – As a result of this task, BA shall deliver the following to the CRA:

- *Two (2) 24" X 36" black and white signed and sealed sets of Construction Drawings*
- *One (1) 8 ½" X 11" black and white PDF's of RFI Responses*

TASK 5.0 –BUILDING DEPARTMENT PERMITTING

- 5.1 Submit Signed and Sealed 100% Drawings
- 5.2 Comment responses and resubmittals

Deliverables for Task 5.0 Building Department Permitting – As a result of this task, BA shall deliver the following to the CRA:

- *One (1) 8 ½" X 11" black and white PDF's of Responses*
- *Two (2) 24" X 36" black and white signed and sealed sets of Construction Drawings*

TASK 6.0 – CONSTRUCTION ADMINISTRATION (12 MONTHS)

- 6.1 Submittal Review
- 6.2 Contractor RFI's Review and Responses

- 6.3 Owner Architect Contractor (OAC) Periodic Coordination Meetings (12)
- 6.4 Substantial Completion Walkthrough and Preparation of Punch List
- 6.5 Final Completion Walkthrough and Acceptance Letter

Deliverables for Task 6.0 Construction Administration Services – As a result of this task, BA shall deliver the following to the CRA:

- 8 ½" X 11" black and white PDF copies of reviewed submittals
- 8 ½" X 11" black and white PDF responses to Construction RFI's
- One (1) 8 ½" X 11" color PDF of Substantial Completion Punch List
- One (1) 8 ½" X 11" black and white PDF of Final Completion Notice

PART III - COMPENSATION

Tasks 1.0 through 6.0 – BA shall bill the CRA a lump sum fee for Tasks 1.0 through 6.0 as follows:

TASK 1.0 SURVEY UPDATE	\$ 18,600.00
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BA shall bill the CRA a lump sum fee for Tasks 2.0 through 5.0 as follows:

TASK 2.0 PROJECT INITIATION	
TASK 3.0 CONSTRUCTION DOCUMENTS	
TASK 4.0 REGULATORY PERMIT REVIEW	
TASK 5.0 BUILDING DEPARTMENT PERMITTING	\$152,580.00

TASK 6.0 CONSTRUCTION ADMINISTRATION SERVICES	\$ 57,760.00
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Reimbursable Expenses (estimated, not to exceed)	\$ 500.00
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TOTAL FEES	\$229,440.00
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Reimbursable expenses shall be billed in addition to the fee and billed at actual costs and include, but not be limited to, photocopies and printing, postage and shipping, long distance telephone, and all travel related expenses. Expenses and trips associated with travel to the project site shall be billed as reimbursable expenses.

PART IV - SERVICES NOT INCLUDED

The following services are not included in this Scope and shall be provided by the BA as an additional service:

1. Providing Revit or BIM
2. Land-Use Changes, Rezoning or Special Use Permit
3. Permit Variances
4. Traffic Studies or Traffic Signal Design
5. Preparation of Soils Management Plan
6. Preparation of Dewatering Plan
7. Preparation or Design of Engineering Controls

8. Preparation of Maintenance of Traffic (MOT) Plans
9. Preparation of Opinion of Probable Cost at 90% and 100% CD's Milestone
10. Preparation of Construction Project Manual
11. Any permit fees
12. Preparation of minutes of OAC Meetings
13. Special structural inspections
14. Design beyond the area indicated in Figure 1
15. Nursery visits
16. Regulatory signage plans
17. Pavement marking plans
18. Regulatory signage plans
19. Stormwater design and permitting
20. Preparation of grading plans, details and specifications
21. Potable water design and permitting
22. Sanitary sewer design and permitting
23. Roadway crosswalk design and permitting
24. Broward County permitting
25. FDOT permitting
26. Furniture specifications and plans (benches, litter receptacles, bike racks)
27. Existing furniture disposition plans: parking pay kiosks, parking meters, trash receptacles, parking signs
28. Intersection signal design
29. Power pedestal design
30. Contractor pay application review