



June 22, 2017

**Susan Goldberg**

Deputy Director

City of Hollywood Community Redevelopment Agency

1948 Harrison Street

Hollywood, FL 33020

**Re: City of Hollywood Lifeguard Stations**

Dear Ms. Goldberg:

As requested, we are pleased to offer the following fee proposal to provide Architectural Design Services for the above referenced project.

**SCOPE**

*This project includes construction documents, assistance with Bidding, and construction administration for (14) lifeguard towers and (6) First Aid Stations for the City of Hollywood CRA district.*

**DESCRIPTION OF WORK**

**ITEM 1 – CONSTRUCTION DOCUMENTS FOR PROTOTYPE LIFEGUARD**

**STATION:** CPZ will prepare construction documents for the prototype lifeguard tower. The design selected by the CRA Board on June 7, 2017, See Attachment “A”. Services include structural engineering, review and coordination of drawings, and (2) meetings with the City/CRA, not including phone conferences.

**ITEM 2 – CONSTRUCTION DOCUMENTS FOR FIRST AID STATION:** CPZ will prepare construction documents for the First Aid Station. Services include structural engineering, review and coordination of drawings, and (2) meetings, not including phone conference, with the City/CRA. Including a 3d rendering of this tower.

**ITEM 3 – BIDDING:** CPZ will prepare Bid drawings, attend Pre-Bid meeting, review and respond to bidder’s RFIs, prepare and issue Addenda as required, and review bids with the City/CRA.

**ITEM 4 – CONSTRUCTION ADMINISTRATION OF THE PROTOTYPE**

**LIFEGUARD TOWER:** Services include shop drawing review, RFI review and processing, Change Order Request review, (6) construction or fabrication site meetings, and review of As-Built documents provided by the General Contractor.

**ITEM 5 – CONSTRUCTION DOCUMENTS FOR (13) LIFEGUARD TOWERS:**

CPZ will prepare (1) set of construction documents for all (13) remaining lifeguard

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towers. The construction documents set will include revisions to the prototype tower design and construction resulting from the testing period, location maps and exterior color palettes for the 13 towers. Services include structural engineering, review and coordination of drawings, and (2) meetings, not including phone conferences, with the City/CRA, not including phone conferences. Only minor changes are expected, this does not include and major redesign of the look and design of the tower.

**ITEM 6 – CONSTRUCTION DOCUMENTS FOR (5) FIRST AID STATIONS:** CPZ will prepare (1) set of construction documents for all (5) remaining First Aid Stations. The construction documents set will include revisions to the prototype tower design and construction resulting from the testing period, location maps and exterior color palettes for the 5 First Aid Stations. Services include structural engineering, review and coordination of drawings, and (2) meetings with the City/CRA, not including phone conference. Only minor changes are expected, this does not include and major redesign of the look and design of the tower.

**ITEM 7 – CONSTRUCTION ADMINISTRATION OF REMAINING (13) LIFEGUARD TOWERS AND (6) FIRST AID STATIONS:** Services include shop drawing review, RFI review and processing, Change Order Request review, (6) construction or fabrication site meetings, and review of As-Built documents provided by the General Contractor. These services are hourly based and estimated at the fee shown.

**ITEM 8 – CONTINGENCY:** This line item provides a contingency fee to cover any additional services.

**ITEM 9 – Proposal includes Structural Engineering Design provide a complete set of construction documents.**

#### **COMPENSATION**

Compensation for Architectural and Engineering Services shall be on a stipulated basis, and in accordance with CPZ Architect’s, Inc., General Contract Conditions and the attached Consultant proposals. **Please refer to the attached spreadsheet for a fee breakdown and timeline for the above-mentioned items.**

TOTAL	\$ 98,047.00
CONTINGENCY	\$ 8,000.00

<b>TOTAL LUMP SUM FEE NOT TO EXCEED WITH HOURLY BACKUP AS PER ‘ATTACHMENT B’</b>	<b>\$ 106,047.00</b>
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- A. Compensation for additional architectural/engineering services not included above shall be computed on a per hour basis as follows:
1. Project Principal \$ 145
  2. Project Manager / Designer \$ 115

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3. Intern Architect \$ 90
4. Consultants (Mechanical, Electrical Engineers, etc.) to be billed to as a direct cost.

Items not included:

1. Permitting through any agencies.
2. Bidding Services or reviews for items 5 and 6.
3. Testing of any type.

We thank you for the opportunity to offer you these services. If you have any questions, please contact me at 954-792-8525.

Respectfully,  
CPZ ARCHITECTS, INC.

Chris P. Zimmerman, AIA  
President

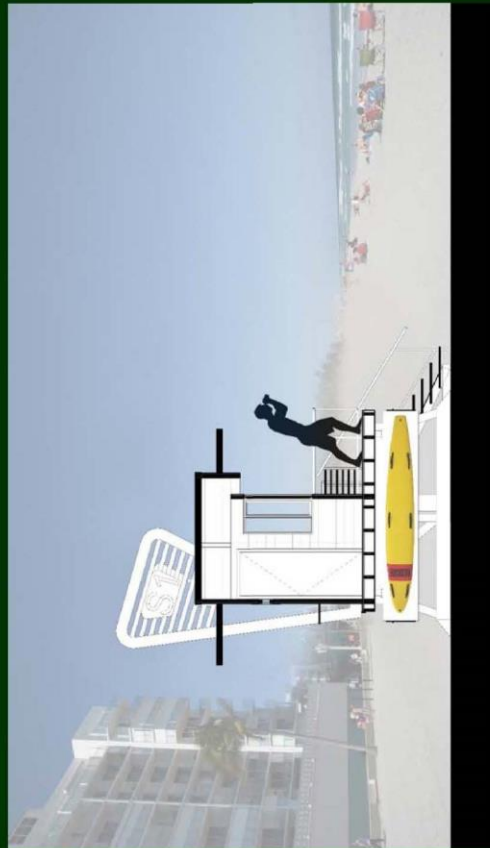
*Accepted on* \_\_\_\_\_ *2017.*

*By:* \_\_\_\_\_

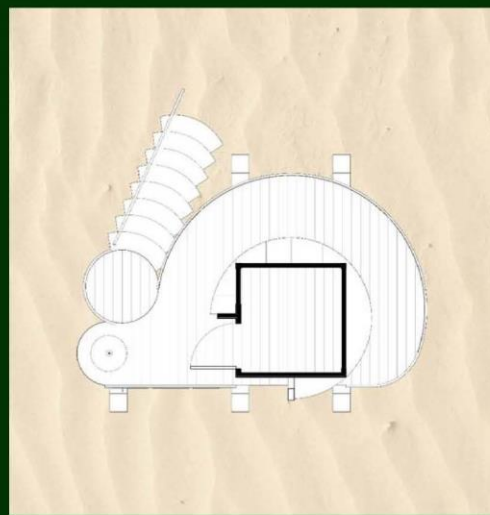
*Title:* \_\_\_\_\_



ATTACHMENT A



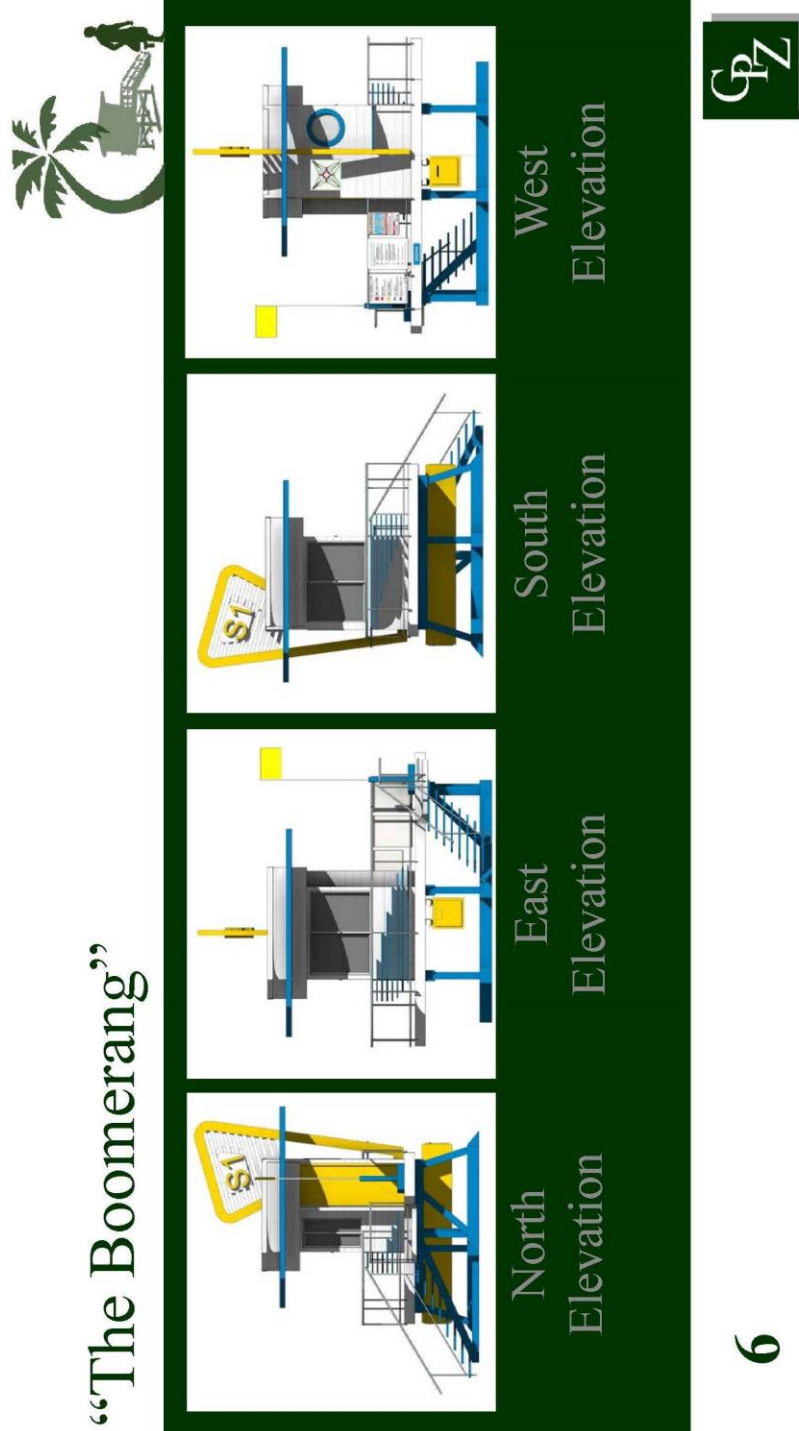
"The Boomerang"



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**ATTACHMENT A**



ATTACHMENT A



"The Boomerang"



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*“Designing Quality Architecture that Builds Lasting Relationships”*

## ATTACHMENT B

### ATTACHMENT 2

#### City of Hollywood Lifeguard Towers - Construction Documents

Description of work	Timeline	CPZ Architects				TOTAL	Consultants	
		Principal	Project Mngr	Intern	Admin		MUE	CMS
		\$	\$	\$	\$		Structural Eng	Cost Estimate
<b>Item 1 - Construction Documents Prototype Lifeguard Tower</b>								
ARCHITECTURAL -								
CO-1 Cover Sheet & Location Map			1	1				
SP-1 Site Plan		1	4	4				
A-0 Notes & Code Information			2	2				
A-1 Floor Plan, RCP & Roof Plan		1	4	14				
A-2 Tower Elevations N, S, E, & W		1	4	12				
A-3 Sections & Details		1	6	12				
A-4 Door & Window Schedule & Details		1	6	16				
A-5 Finish Schedule, Signage and Equipment			2	6				
Architects review and coordination of the following:								
Structural Systems		2	4	2				
Coordination with Product Manufacturers		1	8	4				
50% Construction Drawings								
Compile a 50% set for review					2			
Submit to City for review			1					
Meeting with the City to review		2	2					
Prepare meeting minutes and distribute			1					
Review, coordinate and mark up set for consultant			2					
Scan and distribute					1			
Revise per Owner comments					4			
100% Construction Drawings								
Compile a 100% set for review					1			
Submit to City for review			1					
Meeting with the City to review		2	2					
Prepare meeting minutes and distribute			2					
Review, coordinate and mark up set for consultant			2					
Scan and distribute					1			
Revise per Owner comments			1	4				
Prepare complete CD package for City			1	1				
SUB-TOTAL		12	56	87				
		\$ 1,740.00	\$ 6,160.00	\$ 7,830.00	\$ -	\$ 15,730.00	\$ 7,990.00	\$ 3,500.00
								\$ 27,220.00
<b>Item 2 - Construction Documents First Aid Station</b>						\$15,000.00	\$7,990.00	\$2,500.00
								\$25,490.00
<b>Item 3 - Bidding</b>								
Prepare Final Bid Package			1	1				
Attend Pre-Bid Meeting		2	2					
Respond to GC RFI's (Arch & Consultants)			6	4				
Prepare & issue addenda			6	4				
Review bids and coordinate with the City		2	1					
SUB-TOTAL		4	16	9				
		\$ 580.00	\$ 1,760.00	\$ 810.00		\$ 3,150.00		\$ 3,150.00
<b>Item 4 - Construction Administration Prototype Lifeguard Tower</b>								
Shop Drawing Review								
Finish Carpentry			1	1				
Doors and Frames			1	1				
Door Hardware			1	1				
Aluminum Windows			1	1				
Aluminum Railings			1	1				
Wood Decking			1	1				
Painting and Coating			1	1				
Signs and Identification Devices			1	1				
Roofing			1	1				
Aluminum Trellis			1	1				
Fiberglass surfboard & storage box			1	1				
Wood Structure			1	1				
RFI Processing			24	8				
Review Change Order Requests ( 4 ) as needed		4	4					
Construction Site Meetings								
Site Mtgs as requested by City (3 Mtgs at 4 hrs Ea)			12					
Site Meeting Minutes and Distribution (1hr Ea. )			3					
Review of As-Built Documents provided by GC			2	1				
SUB-TOTAL		4	57	21	0			
		\$ 580.00	\$ 6,270.00	\$ 1,890.00		\$ 8,740.00	\$ 4,000.00	\$ 12,740.00
<b>Item 5 - Construction Documents (13) Lifeguard Towers (CPZ Fee:60% of Item 1 CPZ Total)</b>						\$9,438.00	\$3,250.00	\$12,688.00
<b>Item 6 - Construction Documents (5) First Aid Stations (CPZ Fee: 50% of Item 2 CPZ Total)</b>						\$ 7,865.00	\$1,250.00	\$9,115.00
<b>Item 7 - CA Remaining (13) Lifeguard Towers and (6) First Aid Stations (60% of Item 4 Total)</b>						\$ 5,244.00	\$2,400.00	\$7,644.00
<b>Item 8 - Contingency</b>								\$8,000.00
<b>TOTAL</b>								\$ 106,047.00

**CPZ ARCHITECTS, INC.**

4316 WEST BROWARD BOULEVARD, PLANTATION, FLORIDA 33317  
(954) 792-8525, FAX (954) 337-0359

AA #26000685

WWW.CPZARCHITECTS.COM