

**CITY OF LAUDERHILL
MISCELLANEOUS PROFESSIONAL SERVICES FOR THE
ENGINEERING DIVISION**

**Design Services: Inverrary Drive Improvements from Inverrary Boulevard to NW 44th Street
Milling and Resurfacing**

April 19, 2024
Revised May 2, 2024

P. O. Number: _____
DRMP Project No.: 23-0466.001

SCOPE OF WORK

Per request from the City of Lauderhill (City) DRMP, Inc. (DRMP) has prepared the following proposal to provide Design Services and Construction Plans along Inverrary Drive from Inverrary Blvd to NW 44th St. consisting of the following:

TASK 1 - COORDINATION/PROJECT MANAGEMENT

The project will begin with coordination with the City of Lauderhill Engineering Department to facilitate the production of a set of construction documents which the City can advertise for bids, to secure a contractor who will implement the recommended treatments.

DRMP will be overseeing the activities of a design team with the following responsibilities:

- Project Design/Construction Coordination
- Design/Construction Documents

DRMP will be responsible for most of the aspects of coordination for this project, and will be the single point of contact for the City of Lauderhill. Adam Maze, PE will be Contract Manager and will be responsible for contract administration and quality control / assurance. Patsy Fuschetto, PE will be our Project Manager and will be responsible for the development of the design/construction documents and coordination of the project through construction.

The following is a list of the coordination activities associated with the development of the plans:

1. Regular coordination with the City will be ongoing throughout the project. We assume three (3) design meetings will be required.
2. Project management / administration will include maintenance of consultant activities and the project schedule, and the preparation / submittal of monthly invoices and status reports.
3. Project coordination between DRMP and the City's appointed geotechnical consultant, such that the scope of the geotechnical work is coordinated between the geotechnical firm, DRMP and the City.
4. Project coordination between DRMP and the City's appointed survey consultant, such that the scope of the survey work is coordinated between the survey firm, DRMP and the City.



TASK 2 – PRELIMINARY PLANS

Based upon receipt and acceptance of the survey data, DRMP will commence with the development of the preliminary plans. All proposed design / construction will be within the existing right-of-way. The preliminary plans will outline the project improvements consisting of:

1. Milling and resurfacing of Inverrary Dr from Inverrary Blvd to NW 44th St and does not include resurfacing the intersections.
2. Intersection improvements along Inverrary Dr at Inverrary Blvd to normalize the lane widths, establish consistent curb and gutter and to reconstruct the curb radii connecting to Inverrary Blvd.
3. Sidewalk reconstruction within areas where the existing sidewalk is damaged.
4. Regrade roadside swales along Inverrary Dr from Inverrary Blvd to the bridge over the Middle River.
5. Intersection improvements along Inverrary Dr at NW 44th St to normalize the lane widths and provide additional queue. No additional lanes will be added to the intersection approach.

The City's standard pavement design will be used if pavement widening is deemed necessary. ADA-compliant curb cut ramps and associated crosswalks will be provided in all directions (for each intersection) and will be located outside the limits of the curb returns.

The speed humps will be replaced in the existing locations. Standard details will be provided in the plans in order to show the longitudinal and transverse profile of the proposed speed humps. Appropriate signing will be proposed in advance of the speed humps, in order to warn motorists of the approaching speed humps.

Preliminary Plan Submittal

1. 1 Roll Plot at 1" = 100' in PDF format.

TASK 3 – FINAL CONSTRUCTION PLANS

Upon City's concurrence and acceptance of the preliminary plans, DRMP will commence development of the final construction plans. The plans will be drawn to a scale of 1" = 40' on 11" x 17" sheets. The construction plans will include:

Roadway Plans

1. Key Sheet (1 sheet)
2. Typical Section Sheet (1 sheet)
3. General Notes/Pay Item Notes (1 sheet)
4. Summary of Quantities Sheet (1 sheet)
5. Plan Sheets @ 1" = 40' (8 sheets)
6. Detail Sheet (2 sheets)
7. Traffic Control Notes (1 sheet)
8. Signing & Marking Plan Sheets @ 1" = 40' scale (8 sheets)

Final Construction Roadway Plan Submittals

1. 60%
2. 90%



3. Final (Signed & Sealed)

TASK 4 – CONSTRUCTION BIDDING DOCUMENTS / BID ASSISTANCE

Following approval by the City, and at the completion point of the construction plans, DRMP will finalize the construction bidding documents. The bidding documents will be prepared consistent with the format established by the City of Lauderhill DEES. Also, any details or construction pay items, which do not adhere to standard practices and procedures of the City of Lauderhill and Broward County, will require the development of a specification. The specifications will be divided into four (4) areas:

1. Description of Work/Item.
2. Materials.
3. Construction Procedure.
4. Measurement and Payment.

Along with the specifications, DRMP will prepare, and provide to the City, the Engineer's Opinion of Probable Construction Costs for the 60%, 90% and Final submittals. The estimate will utilize regional estimates and cost information related to similar work.

The documents prepared for the bidding, will include the construction plans and the Construction Specifications Document (Book 1, Book 2). DRMP will also coordinate with the City to advertise, in the local newspaper, the proposed construction of this project. The City will be responsible for the formal advertisement.

Prior to the bid opening date, DRMP will assist the City by attending a pre-bid meeting and providing support for any contractor required plans clarification necessary for bidding purposes. Upon receipt of bids from reputable contractors, DRMP will assist the City with the review of bids for compliance with the plans and specifications for construction, and for the consistency in pricing of the items of work for the construction.

TASK 5 – UTILITY COORDINATION

Early in the design phase of the project, DRMP will identify and contact all utility owners within the project corridor, utilizing the Sunshine One-Call system. We will also coordinate with the City's Engineering Department to collect information related to City-owned and operated utilities. During the course of the project, correspondence will be sent to each utility owner for verification of location and depth of their underground facilities. When construction plans are completed at the 60/90-percent completion interval, copies of the plans will be distributed to each utility owner to inform them of the proposed improvements and the construction schedule. Ultimately, the intent of the utility coordination effort will be to resolve all physical conflicts, obtain utility relocation schedules and/or letters of no conflict from all affected utility owners and mediate any reimbursement issues that may arise between utility owner and the City.

DELIVERABLES

Based on the detailed scope of work, DRMP has developed a list of deliverables for this project. The list includes the required submittals, at select intervals, and the final plans. The City of Lauderhill DEES will make the appropriate distribution of the plans to all internal departments affected by this project design/construction, in order to obtain their comments, so they may be incorporated into the plans for construction.



Construction Documents

- 10 Copies of 60% Plan Submittal (11" x 17").
- 10 Copies of 90% Plan Submittal (11" x 17").
- PDF of Bid Construction Package, including plans and specifications booklet.

The services to be performed pursuant to this agreement are strictly limited to those expressly set forth herein.

FEE

A Staff Hour/Fee Estimate has been included with this proposal under Exhibit A. All fees will be in accordance with DRMP's approved rates under the Miscellaneous Professional Services contract with the City of Lauderhill executed on January 18, 2024.

The fee estimate for the above services has been divided in order to match the appropriate task number. This will allow the City of Lauderhill to authorize the work in phases, should some specific tasks be completed by City staff. Additional project time required for other requested services that are beyond the scope of services outlined above will be provided on a time and materials basis and will be charged at standard hourly rates in accordance with the rate schedule outlined above.

PROJECT SCHEDULE

We are prepared to initiate work on this contract upon receipt of written authorization to proceed from the City of Lauderhill. DRMP will use its best efforts to meet all time schedules reasonably established by the City of Lauderhill. The overall project schedule will be determined at the project kick-off meeting.

EXCLUSIONS

Public Involvement: This task will be the responsibility of the City. This task may involve the advertising for the project, and coordination with affected property owners during the design phase. The consultant will be available, as directed by the City, to provide the City with assistance for public involvement activities. This additional effort will be on a time and material basis, and charged at standard hourly rates in accordance with the negotiated contract rates.

Construction Services: Should the project advance to construction, and the City requires assistance during the construction phase (post-design services), this work effort will be considered an additional service and, as such, a supplemental agreement will be prepared and coordinated with the City DEES, for all services to be provided under the construction services phase of the project. This work effort will commence with DRMP attending a pre-construction meeting with City staff and the selected contractor. DRMP's overall level of assistance during the construction phase will be clearly defined in the supplemental agreement and charged at the standard hourly rates, per classification in accordance with the negotiated contract rates.

Drainage Analysis & Plans: No impacts are anticipated to the existing drainage system. The existing inlets will be maintained within the proposed swale areas by grading around the existing inlets.

Permitting: Permitting of any type is not anticipated within the project. The project is within the City of Lauderhill right of way and no permitting efforts or fees for any agencies is included in this proposal.



Traffic Control: Traffic control design and plans are the responsibility of the contractor. The proposed plans are limited to notes and requirements of the contractor.

Structures: No structure related work will be performed on the bridge over the Middle River or within this task work order.

Signalization: The existing signalized intersections of Inverrary Dr with Inverrary Blvd and Inverrary Dr with NW 44th St. are to remain as existing with no signal modifications.

Lighting: The existing lighting system will remain as-is with no proposed work.

Landscaping: There are no anticipated landscape plans or work included within the project.

Intelligent Transportation System (ITS): No anticipated ITS design or plans are included within the project.

Survey: Survey services to be provided by others under a separate contract.

Any additional work the City wishes to include will be negotiated and issued under a separate supplemental agreement, amendment, or new task work order.

EXHIBIT A
FEE ESTIMATE

FEE ESTIMATE

Inverrary Drive Improvements from Inverrary Blvd to NW 44th St.

Task	Description	Classification								Task Hours
		Principal	Engineer P.E	Engineer E.I	Project Manager	Drafting Tech				
		\$280.00	\$230.00	\$150.00	\$220.00	\$110.00				
		Hours	Hours	Hours	Hours	Hours				
1	Coordination / Project Management	2	6	8	5	5				26
2	Preliminary Plans	8	23	32	21	21				105
3	Final Construction Plans	17	51	68	45	45				226
4	Construction Bidding Documents / Bid Assistance	4	11	14	12	8				49
5	Utility Coordination	1	3	4	4	3				15
		32	94	126	87	82	0	0	0	
		\$8,960.00	\$21,620.00	\$18,900.00	\$19,140.00	\$9,020.00	\$0.00	\$0.00	\$0.00	\$77,640.00

Total Fee \$77,640.00