



January 23, 2017  
(Revised February 27, 2017)

*Via E-mail ytodd@laudershill-fl.gov*

Ms. Yolán Todd  
Purchasing & Contracts Manager  
City of Lauderhill  
Finance Support & Service  
5581 W. Oakland Park Blvd.  
Lauderhill, Florida 33133

**Re: Modifications to Lauderhill Sports Park  
Miller Legg Proposal No.17-P0007**

Dear Ms. Todd:

Per your request, please find attached our Exhibit A Scope of Services related to the proposed modifications to the Baseball Field/Cricket Pitch, Playground, Football/Soccer Scoreboard and Fitness Trail at Lauderhill Sports Park.

Please have an authorized Client signatory sign and initial the attached Agreement and Exhibit A pages where indicated, complete the Client Billing Instructions, and return for Miller Legg's execution. A fully-executed copy will be emailed to you for your file.

Should you have any questions, please do not hesitate to contact me at (954) 628-3651, or [mkroll@millerlegg.com](mailto:mkroll@millerlegg.com). Again, thank you for this opportunity, and I look forward to speaking with you soon.

Very truly yours,

A handwritten signature in blue ink, appearing to read "Michael Kroll", written over a faint, larger blue outline of the signature.

Michael Kroll, RLA, FASLA  
President

WS/jm/mch

cc: J. Martin Cala, P.E., City Engineer

V:\Proposals\2017\17-P0007 Lauderhill Sports Park Mod\Documents\Proposal\Eng Agreement .docx

**IMPROVING COMMUNITIES. CREATING ENVIRONMENTS.**

South Florida Office: 5747 N Andrews Way • Fort Lauderdale, Florida 33309-2364  
(954) 436-7000 • Fax: (954) 493-6539  
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## AGREEMENT FOR PROFESSIONAL SERVICES

<b>Client:</b> <u>City of Lauderhill</u> <u>Finance Support &amp; Service</u> <b>Address:</b> <u>5581 W. Oakland Park Blvd.</u> <b>Phone /Fax:</b> <u>(954) 730-3067 / (954) 730-4227</u>	<b>Client Rep:</b> <u>Ms.Yolan Todd</u> <u>Purchasing &amp; Contracts Manager</u> <b>Address:</b> <u>Same</u> <b>Email:</b> <u>ytodd@lauderhill-fl.gov</u>
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<b>Date:</b> <u>January 23, 2017</u> <u>Revised February 24, 2017</u>	<b>Proposal No.</b> <u>17-P0007</u>	<b>T:</b> <u>49</u>	<b>R:</b> <u>41</u>	<b>S:</b> <u>22</u>
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**Project Name and Location:** Modifications to Lauderhill Sports Park (the "Project")  
City of Lauderhill, Broward County, Florida

**Description of Services to be Provided:** See Exhibit A

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Fee:** Lump Sum of \$113,400.00 **AND** Hourly not to exceed (NTE) fee of \_\_\_\_\_

**AND** Allowance Fee, if necessary \_\_\_\_\_

**AND** Reimbursable Expenses Initial Budget of N/A

**Retainer:** (Payable upon execution of this Agreement) N/A

**Special Conditions:** A boundary survey, title review and subsurface utility designations are not part of this scope.

**Notice to Owner:** Is the Client the Owner of the Property? ☒Yes ☐No

If "No", Owner's name and address:

\_\_\_\_\_

**The undersigned agree these services shall be in compliance with the Agreement and associated conditions, dated November 29, 2016. Any additional requested services will be addressed in a separate agreement.**

Miller, Legg & Associates, Inc. d/b/a Miller Legg  
(Consultant)

City of Lauderhill (Client)

\_\_\_\_\_  
Signature

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature

Date: \_\_\_\_\_

Michael D. Kroll, RLA, FASLA, President  
Printed Name/Title

\_\_\_\_\_  
Printed Name/Title

WS/mdk/mch

Attachments: General Conditions/Special Provisions  
Client Billing Instructions  
Exhibits A & B

**EXHIBIT A**  
**SCOPE OF SERVICES AND FEES**  
**Modifications to Lauderhill Sports Park (the “Project”)**

**1.0 PROJECT DESCRIPTION**

- 1.1** The Project is generally described as follows: **Consultant shall provide site civil engineering, irrigation design, preparation of materials and construction specifications, and bidding assistance for the proposed conversion of the natural grass baseball field cricket pitch to a synthetic turf Field, conversion from wood chip surface to synthetic turf at the playground area, replacement of the football soccer scoreboard, and modifications to portions of the fitness trail and the addition of new fitness trail exercise equipment at the Lauderhill Sports Park. See Exhibit B**

**2.0 BASIS OF SCOPE**

**2.1 General:**

- The “Owner” and “Client” is The City of Lauderhill (City); the “Consultant” is Miller Legg & Associates.
- The Project will be designed, permitted and bid in one (1) phase. Any work efforts on the part of the Consultant related to the Client’s requirement for phasing of the project will require an additional service authorizing the Consultant to complete such additional work efforts.
- As indicated by the Client, the construction budget for the Project is \$1.42 million.
- The project delivery method will be design/bid/build.
- Construction Administration and Certification Services are not part of this scope. Construction Administration and Certification Services, if required, will be provided as an additional service.
- Site Lighting and associated electrical design services are not part of this scope.
- Consultant has been provided the survey AutoCad file for Consultants use as a base file, by the City. The survey file was prepared by Keith & Schnars, P.A., project No. 16019C, dated 12-3-99. Consulant assumes no liability or responsibility for the accuracy of the stated document.

## **2.2 Materials, Equipment, and Playground Shade:**

- Consultant shall use the material and equipment selected by the City; specifically the Scoreboard, Fitness Trail Equipment, & Park Benches for the purposes of design and specification.
- Consultant shall provide two (2) conceptual alternate designs for the Playground Shade structure for selection by the City.

## **2.3 Engineering:**

- Site Civil Engineering Design shall be provided for the proposed turf Field and playground conversion, grading and drainage modifications and concrete bleacher pads on the north side of the Field, restoration to agreed-upon portions of the fitness trail, twelve (12) concrete pads for new exercise equipment along the fitness trail, and specific area grading at the scoreboard location. Engineering services outside of these areas will be provided as additional services.
- Locations and elevations of any underground utilities shall be based on Owner-provided as-built plans, overall property survey, sub-surface utility surveys and “field markings” provided by the Owner.
- Proposed drainage improvements for the Project will be limited to the Field and playground and connection to existing drainage structures/outfalls located to adjacent to the Field.

Per Client, permitting is required for the project except for processing through the City Engineering Department. Storm water management (SFWMD and BCSWM) permitting is required for the proposed improvements only. Should any other permitting issues arise as a result of the above modification applications, which are related to the original storm water management permit applications and/or licenses, that work will be completed by others and is the responsibility of the City.

- Geotechnical services, as required for structural, earthwork and drainage calculations, will be provided by Client. Soils testing shall be required prior to the start of the design of this Project.

## **2.4 Landscape/Irrigation:**

- Layout of the twelve (12) Exercise Equipment Stations along the existing Fitness Trail and design of specific ADA accessible concrete pads.
- Irrigation Plans and Details will be provided under this scope of services as required to support the proposed improvements only.

- All disturbed non-paved areas within the Project limits and outside of the Field will be noted to be restored with sod only. No other landscape design is included in this scope.
- Irrigation water source will be the existing park irrigation system.
- Irrigation design will be limited the modification of existing plans and systems affected by the installation of synthetic turn in the Field and playground areas.
- Water Use permitting is not part of the project scope. Permitting services, if necessary, will be provided as an additional service.

## **2.5 Electrical Engineering:**

- Electrical engineering services will be furnished by Subconsultant, SGM Engineering.
- Scope of work includes electrical engineering evaluation of the existing power supply to the existing scoreboard with respect to the new scoreboard power requirements only. If necessary, deficiencies are identified or material changes are required based upon current building code to the new scoreboard, a lump fee for modifications is provided as an optional allowance.

## **2.6 Structural Engineering:**

- Structural engineering services will be furnished by Subconsultant, Master Consulting Engineering, Inc..
- Scope of work includes structural engineering services to design the structural elements for the scoreboard at the Football Soccer Field only.
- Structural engineering for the Playground Shade Structure shall be from the design of the Shade manufacturer.

## **2.7 Meeting Attendance:**

- Consultant shall attend meetings (progress, review, coordination. These meetings will be to obtain input and direction for the project's site engineering design.

### **3.0 INFORMATION TO BE PROVIDED BY CLIENT**

- 3.1** AutoCAD digital files of topographic, boundary and utilities survey of the project site area and surrounding campus areas shall be provided to Consultant for site 'base' file preparation and design layout use.
- 3.2** Copies of all relevant data, including correspondence, reports, plans or information which may be beneficial to the work effort to be performed by the Consultant.
- 3.3** Geotechnical Investigation Report of the project improvement areas.
- 3.4** Additional Surveying services, as required.
- 3.5** All filing and permit application fees, review fees or any other associated assessments by governments or agencies.
- 3.6** For insurance/liability purposes, a letter from the property owner granting access to the site and giving approval for Consultant to perform the services listed below.

### **4.0 SCOPE OF BASIC SERVICES AND FEE**

The scope of services to be provided by Consultant shall be divided into the following tasks:

#### **FOOTBALL SCOREBOARD DESIGN PHASE**

- Task 1 **Scoreboard Siteplan and Structural Plans** - Consultant shall prepare a siteplan and site engineering around the area affecting the scoreboard replacement. Subconsultant, Master Consultant Engineers, Inc. shall provide Structural design of the scoreboard structure based upon the Scoreboard selected by the City.
- Task 2 **Scoreboard Electrical Evaluation Report** – Subconsultant, SGM Engineering shall provide electrical service evaluation of the existing power supply to the existing scoreboard's condition and ability to meet the new scoreboard power requirements, based upon the specific scoreboard to be purchased by the City.
- Task 3 **Scoreboard Electrical System Modification** – Plans and specifications for modifications to the existing scoreboard electrical.

## **SCHEMATIC DESIGN PHASE**

Task 4 **Site Civil Engineering Design** - Consultant shall prepare Schematic (50%) Site Civil Engineering plans, details, and notes addressing the site demolition, grading, drainage, and restoration of the proposed Field and playground Turf conversion areas, restoration of agreed-upon areas of the existing asphalt fitness trail, the addition of twelve (12) concrete pads connecting to the existing fitness trail and bleachers pad on the north side of the Field.

Task 5 **Playground Shade** - Consultant shall provide 2 conceptual alternate designs for the Playground Shade structure.

Consultant shall attend one (1) project meeting/conference call with Client to review the Conceptual Shade designs.

Task 6 **Irrigation Design** - Consultant shall develop schematic (50%) design will be limited the modification of existing plans and systems affected by the installation of synthetic turf in the Field and playground areas.

Task 7 **50% Opinion of Probable Cost** - Consultant shall prepare an Opinion of Probable Cost based upon the production of the schematic plans. Alternate values for ballfield surface material, the Playground Shade structure and Fitness Trail equipment.

Client shall utilize Schematic Design Documents and Opinion of Probable Cost to assess construction costs and budget. Based upon this analysis, Client will provide Consultant design directions for construction documents production.

Consultant shall attend one (1) project site design progress review meeting/conference call with Client during the Schematic Design phase.

## **CONSTRUCTION DOCUMENT PHASE**

Task 8 **Engineering Construction Documents** – Upon Client direction from Schematic Design Review, Consultant shall revise and finalize the engineering design Site/Civil Engineering plans, details, sections, and notes addressing the site demolition, grading, drainage, synthetic grassing and restoration requirements for the proposed Field and playground Turf Conversion areas, restoration of agreed-upon portions of the asphalt fitness trail, the addition of twelve (12) concrete connections and pads adjacent to the existing asphalt fitness trail only. 100% Final Construction Documents are included in this Task.

Consultant shall attend up to two (2) project site design progress review meetings/conference calls during the Construction Document Phase.

- Task 9 **Playground Shade** - Upon acceptance of one concept design from the City, Consultant shall prepare sufficient detail for the City to bid.

The selected shade manufacturer shall be required to provide any and all designs and engineering details to the Structural Engineer to design the Shade structure.

- Task 10 **Irrigation Construction Documents** – Upon Client approval of the schematic design, Consultant shall revise and finalize construction documents from the schematic design, which will be limited the modification of existing plans and systems affected by the installation of synthetic turf in the Field and playground areas. Water use permitting is *not* included in this Task.

- Task 11 **Technical Specifications and Bid Documents** - Consultant shall a prepare Technical and Material Specifications Book and Bid Documents sufficient for the City to distribute to Contractors and Suppliers for purposes of competitive bidding.

- Task 12 **Stormwater Permitting** (SFWMD and BCSWM) - Consultant shall prepare surface water permit modifications, for the project area only. One (1) pre-application meeting per agency is included in this task. One (1) re-submittal per agency in order to address review comments is included as part of the permitting scope.

Should any other permitting issues arise as a result of the above modification applications, which are related to the original storm water management permit applications and/or licenses, that work will be completed by others and is the responsibility of the City.

### **BIDDING PHASE**

- Task 13 **Bidding Assistance Services** – Consultant shall assist Client/Owner with Bidding Assistance for the project. These preconstruction services include Bidding Assistance/Contract Administration:

- i. Attend one (1) pre-bid meeting
- ii. Assist City in response to bid questions
- iii. Preparation of one (1) Bid Tabulation

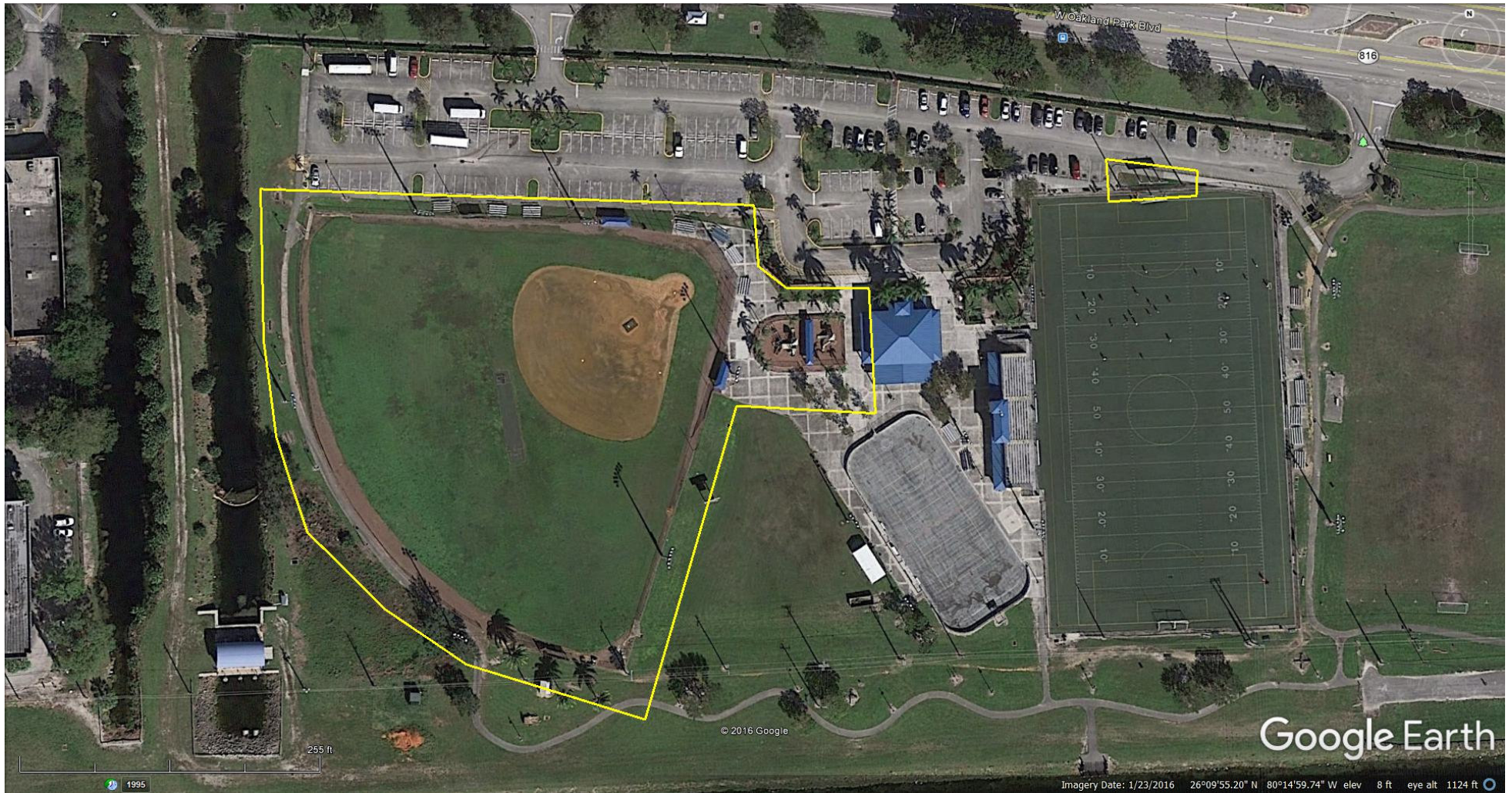


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<b>FEE SUMMARY</b>		
<b>TASK NUMBER</b>	<b>TASKS</b>	<b>LUMP SUM FEE</b>
<b><i>Football Scoreboard Design Phase</i></b>		
Task 1	Scoreboard Structural Plans	\$6,250.00
Task 2	Scoreboard Electrical Evaluation Report	\$3,200.00
Task 3	Scoreboard Electrical System Modification	\$8,250.00
<b><i>Schematic Design Phase</i></b>		
Task 4	50% Site Civil Engineering Design	\$17,200.00
Task 5	Playground Shade Design Alternates	\$4,250.00
Task 6	50% Irrigation Design	\$3,325.00
Task 7	50% Opinion of Probable Cost	\$3,700.00
<b><i>Construction Document Phase</i></b>		
Task 8	Engineering Construction Documents (100%)	\$27,500.00
Task 9	Playground Shade Structure Documents	\$9,350.00
Task 10	Irrigation Construction Documents (100%)	\$4,975.00
Task 11	Technical Specifications and Bid Documents	\$10,875.00
Task 12	Stormwater Permitting	\$8,200.00
<b><i>Bidding Phase</i></b>		
Task 12	Bidding Assistance Services	\$6,325.00
	<b>TOTAL FEE</b>	<b>\$113,400.00</b>

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# Exhibit B



**Miller Legg**  
**Lauderhill Sports Park Modification**

Task Budget Status by Task Code

Task Code	Task Description	Budgeted Cost
1	Structural Engineer (Sub Consultant)	4,025
1	scoreboard site engineering plan	1,160
1	project meeting/ conference with City	525
1	design coordination with Structural Engineer	525
1	<b>TOTAL 1</b>	<b>6,235</b>
2	Electrical Engineer Evaluation Report (Sub Consultant)	2,691
2	design coordination withElectrical Engineer	525
2	<b>TOTAL 2</b>	<b>3,216</b>
3	Electrical Engineer Modifications (Sub Consultant)	7,705
3	design coordination withElectrical Engineer on modifications	525
3	<b>TOTAL 3</b>	<b>8,230</b>
4	50% Civil Engineering Design	7,800
4	Basemap Preparation	2,280
4	50% Fitness Trail Station Design Locations - (2 Sheets)	1,475
4	meeting wth City to review 50% design plans	1,180
4	QA/QC	1,150
4	50% Park Bench Draft Locations (1 Sheet)	790
4	review 50% playground shade design plans	700
4	review 50% irrigation design plans	700
4	City approval on design/Layout	685
4	Fitness Trail Exercise Equipment Cut Sheets (1-2 Sheets)	460
4	<b>TOTAL 4</b>	<b>17,220</b>
5	50% Shade Design at location + Research (1 Sheet)	1,705
5	Shade Structure Cut Sheets (1-2) Sheets Provided by Manufacture	920
5	(2) Field Visits	920
5	City approval on design/Layout	685
5	<b>TOTAL 5</b>	<b>4,230</b>
6	50% Design irrigation plan	3,315
6	<b>TOTAL 6</b>	<b>3,315</b>
7	Prepare 50% CD's Opinion of Cost	3,685
7	<b>TOTAL 7</b>	<b>3,685</b>
8	100% Civil Engineering Design	11,400
8	make revisions from City comments	4,630
8	Prepare 100% CD's Opinion of Cost	3,910
8	100% Fitness Trail Station Design Locations - (2 Sheets)	2,230
8	QA/QC	1,500
8	100% Park Bench Draft Locations (1 Sheet)	1,250
8	meeting/ conference with City to review 100% design Plans	1,180
8	review 100% playground shade design plans	700
8	review 100% irrigation design plans	700
8	<b>TOTAL 8</b>	<b>27,500</b>
9	Structural Engineer (Sub Consultant)	8,050
9	100% Shade Design at location (1 Sheet)	1,310

9	<b>TOTAL 9</b>	<b>9,360</b>
10	Irrigation Cut Sheets (1-2 Sheets)	2,065
10	100% Design irrigation plan	1,770
10	Irrigation Specifications (1 sheet)	685
10	Irrigation Details (1-2 sheets)	460
10	<b>TOTAL 10</b>	<b>4,980</b>
11	Prepare Technical (book form)Specifications	6,800
11	make revisions from City comments	1,810
11	Prepard Bid Documents	1,565
11	Review Documents with City	700
11	<b>TOTAL 11</b>	<b>10,875</b>
12	Broward County SWM	2,830
12	Calcs	2,270
12	SFWMD ERP	2,060
12	Pre application meetings	1,050
12	<b>TOTAL 12</b>	<b>8,210</b>
13	Assist City in response to bid questions	2,920
13	Prepare Bid Packages & Bid Tab	2,705
13	Attend pre-bid meeting	700

Budget Table  
Miller Legg  
Lauderhill Sports Park Modification



ALL		ALL	Totals		\$ 113,381	\$ 90,910	\$ 22,471	702	\$ 129.50	14	173	217	30	75	23	170
Phase and/or Task Code	Task Manager		Finish Date	Total Cost	Total Labor Cost	Total ODC	Total Hour	Labor Ave Hourly Rate	Principal \$ 225.00	Eng PE \$ 175.00	Eng EI \$ 120.00	Draft Tech \$ 95.00	Clerical \$ 70.00	RLA \$ 165.00	LA \$ 115.00	
			13-Jan-18	\$	\$	\$		\$	Enter hours (not \$) below							
Irrigation (Tot Lot, Baseball Field)																
6	50% Design irrigation plan			3,315	3,315		27	122.78	1						2	24
10	100% Design irrigation plan			1,770	1,770		14	126.43	1						1	12
10	Irrigation Details (1-2 sheets)			460	460		4	115.00								4
10	Irrigation Specifications (1 sheet)			685	685		5	137.00	1							4
10	Irrigation Cut Sheets (1-2 Sheets)			2,065	2,065		17	121.47	1							16
Fitness Trail/Activity Area (12) Stations																
4	50% Fitness Trail Station Design Locations - (2 Sheets)			1,475	1,475		11	134.09	1						2	8
8	100% Fitness Trail Station Design Locations - (2 Sheets)			2,230	2,230		18	123.89	1						1	16
4	Fitness Trail Exercise Equipment Cut Sheets (1-2 Sheets)			460	460		4	115.00								4
4	City approval on design/Layout			685	685		5	137.00	1							4
Shade Structure at (Tot Lot)																
5	50% Shade Design at location + Research (1 Sheet)			1,705	1,705		13	131.15	1						2	10
9	100% Shade Design at location (1 Sheet)			1,310	1,310		10	131.00	1						1	8
5	Shade Structure Cut Sheets (1-2) Sheets Provided by Manufacture			920	920		8	115.00								8
5	City approval on design/Layout			685	685		5	137.00	1							4
9	Structural Engineer (Sub Consultant)			8,050		8,050										
Benches (Located along Fitness Trail)																
4	50% Park Bench Draft Locations (1 Sheet)			790	790		6	131.67							2	4
8	100% Park Bench Draft Locations (1 Sheet)			1,250	1,250		10	125.00							2	8
Field Visit/Meetings with City																
5	(2) Field Visits			920	920		8	115.00								8
1	Football Scoreboard															
1	project meeting/ conference with City			525	525		3	175.00		3						
1	design coordination with Structural Engineer			525	525		3	175.00		3						
2	design coordination withElectrical Engineer			525	525		3	175.00		3						
3	design coordination withElectrical Engineer on modifications			525	525		3	175.00		3						
1	scoreboard site engineering plan			1,160	1,160		10	116.00			2	2	6			
1	Structural Engineer (Sub Consultant)			4,025		4,025										
2	Electrical Engineer Evaluation Report (Sub Consultant)			2,691		2,691										
3	Electrical Engineer Modifications (Sub Consultant)			7,705		7,705										



Budget Table  
Miller Legg  
Lauderhill Sports Park Modification



ALL		ALL		Labor Category												
ALL		Totals		\$ 113,381	\$ 90,910	\$ 22,471	702	\$ 129.50	14	173	217	30	75	23	170	
Phase and/or Task Code	Task Manager	Finish Date	Total Cost	Total Labor Cost	Total ODC	Total Hour	Labor Ave Hourly Rate	Principal \$ 225.00	Eng PE \$ 175.00	Eng EI \$ 120.00	Draft Tech \$ 95.00	Clerical \$ 70.00	RLA \$ 165.00	LA \$ 115.00		
Task Code	Task Description	13-Jan-18	\$	\$	\$	\$	Enter hours (not \$) below									
4	Schematic Design Phase															
4	Basemap Preparation		2,280	2,280		24	95.00				24					
4	50% Civil Engineering Design		7,800	7,800		54	144.44		24	30						
4	review 50% playground shade design plans		700	700		4	175.00		4							
4	review 50% irrigation design plans		700	700		4	175.00		4							
4	QA/QC		1,150	1,150		6	191.67	2	4							
4	meeting wth City to review 50% design plans		1,180	1,180		8	147.50		4	4						
8	Construction Document Phase															
8	100% Civil Engineering Design		11,400	11,400		84	135.71		24	60						
8	meeting/ conference with City to review 100% design Plans		1,180	1,180		8	147.50		4	4						
8	review 100% playground shade design plans		700	700		4	175.00		4							
8	review 100% irrigation design plans		700	700		4	175.00		4							
8	make revisions from City comments		4,630	4,630		34	136.18		10	24						
8	QA/QC		1,500	1,500		8	187.50	2	6							
8	Prepare 100% CD's Opinion of Cost		3,910	3,910		29	134.83		8	6			3	4	8	
11	Technical Specifications and Bid Documents															
11	Prepare Technical (book form)Specifications		6,800	6,800		60	113.33		13	10			24	3	10	
11	Prepard Bid Documents		1,565	1,565		15	104.33		3	4			8			
11	Review Documents with City		700	700		4	175.00		4							
11	make revisions from City comments		1,810	1,810		16	113.13		2	6			4		4	
13	Bidding Services															
13	Prepare Bid Packages & Bid Tab	2,705	2,705		27	100.19			3	10			14			
13	Attend pre-bid meeting	700	700		4	175.00			4							
13	Assist City in response to bid questions	2,920	2,920		24	121.67			8	8			8			
12	Permitting															
12	Broward County SWM	2,830	2,830		26	108.85			2	16			8			
12	SFWMD ERP	2,060	2,060		17	121.18			4	9			4			
12	Pre application meetings	1,050	1,050		6	175.00			6							
12	Calcs	2,270	2,270		18	126.11			2	16						

Budget Table  
Miller Legg  
Lauderhill Sports Park Modification



ALL		Labor Category																	
ALL	Totals			\$ 113,381	\$ 90,910	\$ 22,471	702	\$ 129.50	14	173	217	30	75	23	170				
Phase and/or Task Code	Task Manager		Finish Date	Total Cost	Total Labor Cost	Total ODC	Total Hour	Labor Ave Hourly Rate	Principal \$ 225.00	Eng PE \$ 175.00	Eng EI \$ 120.00	Draft Tech \$ 95.00	Clerical \$ 70.00	RLA \$ 165.00	LA \$ 115.00				
	Task Description		13-Jan-18	\$	\$	\$	\$	Enter hours (not \$) below											
				3,685	3,685		27	136.48											
7	Prepare 50% CD's Opinion of Cost									8	8		2	3	6				
Total				\$ 113,381	\$ 90,910	\$ 22,471	702	129.50	14	173	217	30	75	23	170				