

PROPOSAL REQUEST

September 16, 2024

Ms. Brenda Dewees
City of Edgewater-Environmental Serv.
P.O. Box 100
409 Mango Tree Drive
Edgewater, FL 32132

**SUBJECT: City of Edgewater Public Works Facility
Additional Services Fee Proposal No. 3 –
Construction Administration and Construction Engineering Observation Services
Comm No. 2021800**

Dear Brenda,

Schenkel Shultz is pleased to present a Not-To-Exceed (NTE) Additional Services Fee Proposal Request for the above-mentioned project. This request is to provide Construction Administration (CA) services. It also includes Construction Engineering Observation (CEO) services to be performed by Zev Cohen & Associates.

Construction Administration Services Scope of Work

Typical CA services include, but are not necessarily limited to, responses to Requests For Information (RFIs), review of shop drawings and submittals, review of Owner Direct Purchase (ODP) and CM Payment applications, review of all close-out documents, reports and inspections. A substantial completion site visit and preparation of an AIA G704 Certificate of Substantial Completion with punch list of deficiencies, certification of as-built surveys as required for agency approval, a Final Completion site visit, and verification of CM's final pay application. A pre-one year warranty walk of the project scope will be conducted at and with the City's request.

Typical CA services include in-person or virtual attendance at bi-weekly Owner Architect Contractor (OAC) meetings and site visits. In addition to the architect's site visits, the civil engineer, landscape architect, structural, mechanical, electrical, and plumbing engineers, security and communication consultant, and the vehicle services and equipment consultant will make periodic visits appropriate to their discipline. A field report will be provided for each visit. The number of visits is based on the OAC meeting schedule anticipated to be the construction duration of sixteen (16) months, and includes the period of time between substantial completion and final completion.

Record Documents (drawings and specifications) will be prepared utilizing the CM's to scale as-built construction drawings and marked-up specifications. Record drawings shall be prepared utilizing a computer aided drafting program from CM's mark-ups of changes to the documents. Record Documents will be submitted to the City in PDF and ACAD (.dwg) formats prior to final invoice.

Construction Administration fee breakdown is:

Zev Cohen – Civil Engineering	\$ 35,000.00
BBM – Structural Engineering	\$ 14,280.00
TLC – MEP/FP, IT, Security Engineering	\$ 44,000.00
WRA – Vehicle/Equipment Consulting	\$ 28,820.00
<u>Schenkel Shultz Architecture</u>	<u>\$ 287,900.00</u>
CA Subtotal	\$409,900.00

Construction Engineering Observation Services Scope of Work

ZCA will conduct daily observation services of civil site work for the duration of the project (including mileage and travel) to verify whether work is being performed in general conformance with permit conditions, plans, and specifications.

- ZCA will be available an average of approximately eight (8) hours of time each day for the first six (6) months and approximately two (2) hours per day for the remaining ten (10) months.

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- Daily reports to be produced of observations to track all civil site work being performed and a general note of current Architectural activities
- Regularly scheduled construction meetings
- Review of Geotech Reports
- Review of Contractor RFIs
- Review of "As-built" survey documents
- Review Contractor's pay applications once per month for ZCA design documents.

Zev Cohen	\$210,000.00
Schenkel Shultz	\$ 2,100.00 (administration of CEO only)
CEO subtotal	\$212,100.00

Construction Allowance for Project Expenses:

Requested Not-To-Exceed (NTE) allowance for project expenses anticipated to be used for, but not limited to, Gopher Tortoise relocation.

FWC Application Fee	\$ 1,287.00
Backhoe operator and Equipment	\$ 1,600.00
Gopher Tortoise site fee	\$48,000.00 (estimated 8 tortoises @ \$6,000.00 per tortoise)
Allowance Subtotal	\$50,887.00

Clarifications:

- The proposed Schedule of Compensation is based on an equal division of NTE fees based on a construction duration of 16 months. Extension of the construction duration may require additional fees.
- City approval to conduct work under the Allowance will be requested prior to work being conducted.
- Deliverables will be submitted electronically except those hard copies as required for permitting.
- Base-line services include travel expenses from Consultant offices to the job site for bi-weekly meetings and site visits.
- Project Record Drawings will be completed using Revit (BIM) and CAD for civil.
- This proposal does not constitute a contract until the City approves it.

Exclusions:

- Major revisions in response to constructability recommendations. Minor revisions can be addressed under the Basic Services.
- Value Engineering (VE) of current 100% Construction Documents in response to Construction Manager's Guaranteed Maximum Price (GMP).
- Further client changes or unforeseen conditions may require additional services.
- Design scope other than work already performed is not included.
- Permitting and application fees are not included.

For the City of Edgewater Public Works Facility-Additional Service No. 3, we propose the following Not-To-Exceed fee of **\$672,887.00 (Six Hundred Seventy Two Thousand Eight Hundred Eighty Seven Dollars and Zero Cents)**. This fee includes:

FP Breakdown:	
Construction Administration	\$409,900.00
Construction Engineering Observation	\$ 212,100.00
Project Allowance	\$ 50,887.00
Total Fee Proposal Request	\$672,887.00

Thank you for considering Schenkel Shultz as a partner for this project. If you have any questions regarding the above, please do not hesitate to call. Let us know if you agree with this proposal. We look forward to collaborating with you.

Sincerely,

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SCHENKEL SHULTZ



Gay Geiger, AIA
Principal

Attachments: None

Cc: Iris Zayas & Daniel Laggan / SCHENKEL SHULTZ