



## **Exhibit A - 1**

August 8, 2014

### ***SCOPE OF SERVICES***

#### **Dania Beach Ocean Park Revitalization Plan – RFQ #14-010**

The EDSA team is very excited about the City of Dania Beach Ocean Park Revitalization Plan and thank you for the opportunity to work together. Please see below our approach and scope of services as requested. The scope of services and deliverables shall be consistent with the RFQ. See page 48 and 49 of the master plan dated March 6, 2013. Phase 1 includes dune restoration and enhancement, beautification of the entrance area at the pier/restaurant, pier shading devices, modification to existing parking as necessary, relocation of FPL overhead wires, relocation of utility boxes, renovation of existing restrooms, a beach portal, a water sports kiosk, north beach enhancements, signage and landscape. We are certain our team can develop a plan with the City that will achieve the future goals of Dania Beach to provide a waterfront that is clean, safe, and environmentally friendly.

#### **I. APPROACH**

- A. Our approach would be first to review goals and objectives set forth for phase 1 from the master plan. We would do this initial meeting in the format of an on-site kick-off meeting workshop during which we would review our existing conditions, project scope, ongoing marina efforts and proposed master plan elements. We will also establish a schedule that meets the objectives of the City of Dania Beach understanding key reviews and milestones.
- B. We would begin schematic design work in conjunction with you to refine architectural and landscape elements simultaneously and explore all environmental, landscape architecture, engineering and architecture related aspects such as beach nourishments, dune re-establishment, building character, style, massing, utility systems, plantings, paving materials, lighting, signage, walks, columns, water features, furniture, etc. We feel a strong theme needs be to developed and integrated. We will base our approach to refining the character based on the approved Dania Beach Ocean Park Revitalization Master Plan.
- C. After the schematic designs have been established we would develop the ideas through the subsequent design stages. We will follow through with construction services to assure that the development is carried out to the expectations of the City and the design intent. EDSA believes that every project is unique. The project should be true to the environment it shares. EDSA understands that the basic design philosophy of understanding the site, listening to the users and implementing the ideas responsibly is essential to every effort. Our approach to planning has been tested and successful in projects of all types.

#### **PROJECT METHODOLOGY**

EDSA understands that this assignment will be carried out in accordance with the RFQ and any subsequent deliverables as requested by the City. The professional services will include landscape architecture, environmental engineering, architecture, civil engineering, surveying, cost estimating and economics services including schematic / design development, construction documents, environmental permitting, bidding, permitting and construction observation for phase 1 of the Ocean Park. We will also conduct regular design meetings and reviews so the City can be informed of the progress. EDSA will include professional design services going forward for future phases to assure continuity and deliver the best value for the City of Dania Beach. Below we have outlined our understanding of the scope of work for professional services requested.

## II. SCOPE OF WORK

- TASK 1: Schematic / Design Development:**  
***(100% Schematic / Design Development Submission for Preliminary Contractor Pricing)***
1. Survey, as-built drawing review and existing conditions verification
  2. Overall site plan with calculations
  3. Layout plan update and materials plan showing dimensions, material labels and paving patterns
  4. Plan enlargements as appropriate for beach entry, arrival courts, etc. (up to 4 total)
  5. Character sections/elevations (up to 4 total)
  6. Grading plans with contours and spot elevations
  7. Planting plans with materials list alternatives
  8. Environmental engineering plans for FDEP and FFWCC review and approval
  9. Irrigation plans with main lines and zones
  10. Exterior lighting plans showing locations, light types and fixtures
  11. Preliminary architecture demolition plans
  12. Preliminary architecture floor plans
  13. Preliminary architecture reflected ceiling plans
  14. Preliminary architecture sections and elevations
  15. MEP and structural narrative
  16. Order of magnitude cost estimate – detail opinion of probable costs
- TASK 2: Construction Documents:**  
***(30%, 60% and 90% Construction Documents Submission for VE / GMP Pricing)***
- Construction Documents shall be based on the approved Design Development Documents. EDSA shall prepare Construction Documents consisting of Drawings and Specifications setting forth in detail the requirements for all construction of the project for those areas within the Design Development package only. These documents shall consist of Site Plans, Layout Plans, Grading Plans, Planting Plans, Environmental Engineering Plans and Details, Irrigation Plans, Exterior Lighting Plans, Architecture Demo Plans, Architecture Floor Plans, Reflected Ceiling Plans, Roof Plans, Sections and Elevations, MEP Plans, Sections and Details, Structural Plans, Sections and Details, Finish, Door and Window Schedule, Telecom / Security Plans and Details and Site Details at appropriate scales. Also, an updated detail cost estimate will be provided as part of this submission.
- TASK 3: Environmental Permitting:**  
***(Submittals for environmental permitting and review with agencies)***
- During the Task #1 effort we will begin the environmental permit process. The team will prepare and finalize permit drawings and prepare applications for the proposed structures to be renovated and constructed east of the Coastal Construction Control Line (CCCL). Prepare responses to FDEP and FFWCC Requests for Additional Information (RAIs) and revise plans and exhibits as necessary for permit approval.
- TASK 4: Bidding Assistance, Permitting and Construction Observation: As needed services**  
***(100% Construction Documents Submission for Construction)***
- Following the City's approval of the Construction Documents and of the latest approved project budget, EDSA shall assist the City in obtaining bids or negotiated proposals, and assist in awarding and preparing contracts for construction. This effort will also include a pre-bid meeting to assist the City and Contractor in awarding bids to Sub-Contractors. EDSA shall be available to review shop drawings, submittals, RFI's and construction progress at appropriate intervals to assure that the contractor is carrying out the detailed designs of the documents. We will also conduct construction inspections of the dune restoration, building footprints, and lighting for consistency with permit conditions and approved plans. Site visits will be bi-monthly and for 2 days during final construction.

**Additional Services**

Additional Services will be considered those services requested by the City to add necessary scope within the overall budget of the project. Also, services related to making revisions or additions to drawings, reports or other documents outlined when such revisions are inconsistent with instructions previously given. Time spent to address major program or design changes by the City will be considered Additional Services and will be provided if authorized by the City. EDSA will work closely with the City to track the project scope to assure it is consistent with the budget. Remobilization due to project delay by more than 2 months by City will necessitate renegotiation of fees. Subsequent phases will be negotiated with EDSA upon authorization by City of Dania Beach Commission.

**III. WORKLOAD SCHEDULE AND TIMELINE**

The required time duration to execute the scope of services for phases 1 - 4 is 40 weeks (excluding the required time for City approval) starting from contract signature accordance or notice to proceed.

**Workload Schedule**

TASK DESCRIPTION	MONTH / TASK DURATION								Meetings	
	1	2	3	4	5	6	7	8		
Task #1 – Schematic / Design Development	■	■								2
City Review		■								
Task #2 – Construction Documents			■	■	■	■				3
City Review			■							
Task #3 – Environmental Permitting		■	■	■	■	■	■			3
City Review						■	■			
Task #4 – Bidding, Permitting and Construction								■	■	TBD

**Timeline**

Task 1: Schematic Design & Design Development  
 (City Commission approval of Schematic Design)  
 Duration: 4 to 6 weeks

Task 2: Construction Documents  
 Duration: 10 to 12 weeks

Task 3: Environmental Permitting  
 Duration: 20 to 24 weeks (Task will commence during Schematic Design)

Task 4: Bidding, Permitting, and Construction Administration  
 Duration: 16 to 24 weeks

Estimated duration of project 40 weeks

**IV. MEETINGS**

**Design Tasks**

- TASK # 1 – Meeting #1 and #2 – Project Kick-Off & City Commission
- TASK # 2 – Meeting #3, #4 and #5 – 30%, 60% & 90% Construction Documents
- TASK # 3 – Meeting #6, #7 and #8 – FDEP, FFWCC and Broward County
- TASK # 4 – As needed not to exceed agreed amount

**Meetings**

- 2 meetings
- 3 meetings
- 3 meetings
- TBD

#### IV. COMPENSATION and GENERAL TERMS

Based on the scope of services outlined in the RFQ, we have included our professional services fees for your consideration. We have also utilized similar efforts as a benchmark of estimated fees for professional services. EDSA would suggest a lump sum fee in the amount **\$180,000.00 US Dollars** for the basic services outlined in Task #1 – Task #2. Also, we propose that Task #3 and Task #4 will be performed as needed and billed on an hourly bases in accordance with the hourly rates identified on the attached spreadsheet, to an amount not to exceed **\$113,000.00 US Dollars**. The compensation is all inclusive of labor and expenses to provide the professional services requested. The above fees include time in and out of the office for meetings and presentations including travel time. We have estimated taxes, administrative costs, couriers, technical assistance, accommodations, travel and other expenses which are included in the fees above. This proposal is valid for 90 days from issuance.

#### Fee Schedule

*\*Note: Services in Task #3 and #4 will be hourly not to exceed the total amount stated. See Exhibit B for schedule of workload hours and fee breakdown.*

Task #	Phase Description	Design Fees	Expenses	Total
Task #1	Schematic / Design Development	\$69,000.00	\$1,000.00	\$70,000.00
Task #2	Construction Documents	\$109,000.00	\$1,000.00	\$110,000.00
Task #3	Environmental Permitting	\$49,000.00	\$1,000.00	\$50,000.00
Task #4*	Bidding, Permitting & Construction Observation	\$62,000.00	\$1,000.00	\$63,000.00
	<b>TOTAL</b>	<b>\$289,000.00</b>	<b>\$4,000.00</b>	<b>\$293,000.00</b>

#### Payment Schedule

Task #	Phase Description	Payment #	Amount
	Initial Payment (Mobilization)	1	\$5,000.00
Task #1	Schematic / Design Development	2	\$35,000.00
		3	\$35,000.00
		4	\$38,000.00
Task #2	Construction Documents	5	\$36,000.00
		6	\$36,000.00
		7	\$18,000.00
Task #3	Environmental Permitting	8	\$16,000.00
		9	\$16,000.00
		10	\$10,500.00
Task #4	Bidding, Permitting and Construction Observation	11	\$10,500.00
		12	\$10,500.00
		13	\$10,500.00
		14	\$10,500.00
		15	\$5,500.00
	<b>TOTAL</b>		<b>\$293,000.00</b>

#### GENERAL TERMS AND CONDITIONS

The EDSA team will adhere to the City general terms and conditions. On assignments of this type, we would require an initial mobilization deposit as stated in the payment schedule. If this proposal meets with your needs and expectations, receipt of a signed copy of proposal, standard contract and initial payment will serve as our authorization to proceed with the above outlined scope.

