

ABACO Engineering, Inc.

10100 West Sample Road, Suite 334
Coral Springs, Florida 33067

Phone: (954) 599-3726

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August 2, 2017

Mr. Jim Berkman
Department of Public Works
City of Coconut Creek
4900 West Copans Road
Coconut Creek, Florida 33063

Re: Proposal for Professional Engineering Services
ABACO Engineering Proposal Number 17-23 SPA

Dear Mr. Berkman:

ABACO Engineering, Inc. (ABACO) is pleased to submit the attached Agreement to provide professional engineering services for the Lakeside Park Expansion Project for the City of Coconut Creek, Florida.

PROJECT INTRODUCTION

The City of Coconut Creek intends to expand the existing Lakeside Park located at 5555 Regency Lakes Boulevard and has requested a fee proposal from ABACO Engineering Inc. This expansion will be through development of a 5.7 acre vacant land to the north of the park adjacent to the Tradewinds Elementary School.

SCOPE OF SERVICES

Task 1: Site evaluation & project scope determination

Various elements and characteristics of the site will be considered. Some of these elements include site access, setback and other code requirements, parking, site drainage, traffic circulation, pedestrian walkway and circulation and connectivity to the existing facilities, the adjacent elementary school parking needs, type of ballfields that are desired, use of sod or artificial turf, lighting, additional restroom facilities, fitness stations, dumpster, water fountains, pavilions as well as landscaping and irrigation requirements, site security requirements, electric car charging stations and phone charging stations.

All the above will be discussed in a meeting with all stakeholders. Once a directive is received from the City regarding each element, a prioritized list of improvements and project requirements will be provided to define the project scope for approval.

Upon approval of the project scope, ABACO will develop a conceptual rendering of the improvements that will be submitted to the City for approval.

Task 2: Rezoning and Site Plan Process

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Task 2.1: Site investigation and survey

ABACO shall retain a licensed surveyor in order obtain the required topographic data for the project area. ABACO shall review topographic data upon completion of the survey. A site boundary and topographic survey as well as a tree survey will be completed along with geotechnical soil investigations.

Task 2.2: Site Plan Development

A site plan is developed based upon the approved rendering. The site plan will be evaluated with respect to existing trees. The appropriate agencies will be contacted regarding tree removal and relocation requirements.

50% construction documents that include landscape and irrigation, paving, grading and drainage along with site lighting photometric plan and lighting details will be developed and submitted to the City for review and comments. . ABACO will attend one review meeting with City staff to discuss comments after the 50% submittal.

Task 2.3: Rezoning

The site is currently zoned as Industrial Office. Application for rezoning of the site will be submitted to the City including all backup documentations required for public hearing, Planning and Zoning Board and ultimately for City Commission action.

Task 2.4: Development Review Process

A complete site plan application will be submitted to the City for the Development Review Committee consideration and ultimately for Planning and Zoning Board action.

Task 3: Construction Plan Development

Task 3.1 90% Design Submittal

ABACO will develop the 90% paving, grading, drainage plans and calculations, underground water and sewer plans along with architectural, lighting and electrical, landscape and irrigation drawings pavement markings and signage plans, Storm Water Pollution Prevention Plans (SWPPP), and standard detail drawings, summary of quantities and technical specifications and submit to the City for their review and comments. These construction documents will consist of the existing condition plans proposed improvements and standard detail drawings. ABACO will utilize the 90% design plans to prepare an engineers' construction cost estimate.

Task 3.2: Regulatory Permit Submittal

ABACO will complete permit applications for City's signature and will prepare backup documentation required by the regulatory permitting agencies. Depending upon the project

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scope, these agencies may include:

- Broward County EPD - Surface Water Management,
- Broward County EPD - Sanitary Sewer
- Broward County EPD - Tree Removals
- Broward County Health Department
- City of Coconut Creek Engineering Permits

ABACO will send applications to the City for review, signature and check(s) for all permit and application fees. ABACO will be responsible for coordination with the appropriate agencies during the permitting process.

Task 3.3 100% Design Submittal

ABACO will utilize the 90% plan and specification reviewed by the City along with any review comments from regulatory agencies to prepare the bid set of final construction documents. ABACO will produce required sets of design drawings and technical specifications for bidding. ABACO will attend one review meeting with City staff to review the final plan submittal.

Task 4: Construction Administration

ABACO Engineering will provide limited construction administration services during the bidding process only. ABACO will attend the Pre-Bid Meeting and will answer all questions and clarifications that are technical in nature. ABACO will respond to all written questions requesting clarification of the technical documents for this project.

Task 4: Reimbursable Expenses - Document Reproduction

ABACO will provide all document reproduction required for each project deliverable to the City and regulatory agencies as defined within the scope. All printing costs for deliverable will be reimbursed by the City at cost. A budget of \$2,500 for document reproduction was estimated for this task.

DELIVERABLES

ABACO will provide the following deliverables to the City at each submittal:

- 1 digital copy (CAD format) at each phase submittal
- 1 digital copy (PDF format) at each phase submittal
- 1 hard copy at each phase submittal

SCOPE ASSUMPTIONS

Scope of work does not include:

- Traffic studies and traffic engineering, environmental engineering and wetland mitigation
- Construction engineering, administration or inspection
- Review of the bid results and making a recommendation for bid award, bid advertisement, distribution of bid documents to interested bidders, processing all bid submittals, and verification that each bid submittal meets all Purchasing related

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- requirements,
- Permit fees, or any other project fees due to the City
- Design of any offsite improvements
- It is assumed that the existing City utility infrastructure is capable of addressing the needs of this project and no upgrade to the system is required.

III. COMPENSATION

The proposed fee this project is as detailed on the attached Exhibit A for the total of **\$170,810.00**.

IV. CLOSURE

Upon your approval and issuance of a work order, ABACO Engineering is ready to begin work on this project immediately.

ABACO Engineering, Inc.



Azita O. Behmardi, P.E.
President

EXHIBIT A
City of Coconut Creek Lakeside Park Expansion
ABACO Engineering Proposal 17-23-SP Cost Breakdown

	Description	Principle/ Project Manager	Project Engineer	CAD Drafter	Sub Consultant	Task Subtotal
TASK 1	Site evaluation and project scope determination					\$3,920.00
	Meeting with stakeholders	6				
	Develop Report	4				
	Develop Conceptual Rendering	6		16		
TASK 2	Rezoning and Site Plan Process					\$66,850.00
Task 2.1	Survey				\$2,500.00	
	Geotechnical Investigation				\$4,000.00	
Task 2.2	Site Plan Development	20	40			
	Preliminary Landscape & Irrigation Plans				\$5,000.00	
	Preliminary Lighting & Photometric Plans				\$8,000.00	
	Preliminary Paving, grading and drainage Plans		40			
	Preliminary Architectural Plans				\$10,000.00	
Task 2.3	Rezoning	20	80	40		
Task 2.4	DRC	15	60			
TASK 3	Construction Plan Development					
Task 3.1	90% Construction Plan Development	20				\$63,435.00
	Architectural Plans				\$14,000.00	
	Structural Plans				\$4,000.00	
	MEP				\$6,000.00	
	Landscape & Irrigation Plans				\$4,000.00	
	Lighting & Photometric Plans				\$7,000.00	
	Paving, grading and drainage Plans & Calculations		40	20		
	Water & Sewer Plans		24	10		
	SWPP Plans		10	5		
	Signing & Pavement Marking & Geometric Layout		30	10		
	Technical Specification Development		80			
Task 3.2	Regulatory Permit Submittal	20				\$18,585.00
	Broward County EPD Surface Water Management		24			
	Broward County EPD Sewer		20			
	Broward County Health Department		20			
	Tree Removal Permit		15			
	City of Coconut Creek Engineering		40	20		
Task 3.3	100% Construction Plan Submittal	20				\$15,520.00
	Architectural Plans				\$4,000.00	
	Structural Plans				\$1,000.00	
	MEP				\$1,000.00	
	Landscape & Irrigation Plans				\$1,000.00	
	Lighting & Photometric Plans				\$2,000.00	
	Paving, grading and drainage Plans & Calculations		5	3		
	Water & Sewer Plans		3	2		
	SWPP Plans		1	1		
	Signing & Pavement Marking & Geometric Layout		5	2		
	Technical Specification Development		10			
TASK 4	Reimbursable Expenses				\$2,500.00	\$2,500.00
						\$170,810.00
PROJECT TOTALS	Total Hours	131	547	129		
	Rate	\$150.00	\$115.00	\$95.00		
	Total	\$19,650.00	\$62,905.00	\$12,255.00	\$76,000.00	\$170,810.00