

**WORK ORDER No. 9 FOR PROFESSIONAL SERVICES**

TO: H. W. Lochner, Inc.  
8750 NW 36<sup>th</sup> Street, Suite 360  
Doral, Florida 33178  
(305) 503-9873

DATE: October 21, 2019

The City of Doral authorizes the firm of H.W. Lochner, Inc. to provide professional grant writing support to prepare an application package as per Florida Forestry Services. The work should be performed in accordance with the contract provisions contained in the Continuing Professional Services Agreement between H.W. Lochner, Inc. and the City of Doral dated February 2, 2018, and the attached Proposal submitted by your firm for the above referenced project.

**SCOPE OF SERVICES AND SCEHDULE:**

The scope of the project will be as described in the attached proposal from H.W. Lochner, Inc. The schedule requires the work to be performed within 10 days from NTP. All limitations of time set forth in this Work Order are of the essence. The performance of services associated with this Work Order will be executed on a time and materials basis with a not to exceed amount \$5,350.00

You are required by the Continuing Service Agreement to begin work subsequent to the execution of this Work Order, or as directed otherwise. If you fail to begin work subsequent to the execution of this Work Order, the City of Doral will be entitled to disqualify the Proposal, and revoke the award.

Work Order incorporates the terms and conditions set forth in the Continuing Services Agreement dated February 2, 2018 between the parties as though fully set forth herein. In the event that any terms or conditions of this Work Order conflict with the Continuing Services Agreement, the provisions of this specific Work Order shall prevail and apply.

Work Order is not binding until the City of Doral agrees and approves this Work Order.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and date first above written, in three (3) counterparts, each of which shall, without proof or accounting for the other counterpart be deemed an original Contract.

CONSULTANT: H.W. Lochner, Inc.

BY: [Signature]  
NAME: Edwin Mojena, PE  
TITLE: Vice President

WITNESSES:

- 1.
- 2.

[Signature]  
[Signature]



OWNER: City of Doral  
BY: [Signature]  
NAME: Albert P. Childress  
TITLE: City Manager

AUTHENTICATION:

BY: [Signature]  
NAME: Connie Diaz  
TITLE: City Clerk

APPROVED AS TO FORM:

BY: [Signature]  
NAME: Luis Figueredo  
TITLE: City Attorney



October 21, 2019

Ms. Dulce Pantaleon  
General Services Administration  
City of Doral  
8401 NW 53 Terrace  
Doral, FL 33166  
T (305) 593-6740 Ext. 6010  
[dulce.pantaleon@cityofdoral.com](mailto:dulce.pantaleon@cityofdoral.com)

RE: PROPOSAL for Grant Writing Support

Dear Ms. Pantaleon:

H.W. Lochner, Inc. (LOCHNER) is pleased to respond to your request for proposal on the above referenced project. This work effort will be performed by our sub-consultant, E-Sciences.

## 1. PROJECT BACKGROUND

The City of Doral has requested LOCHNER to provide grant writing support for the City.

## 2. SCOPE OF WORK FOR ENVIRONMENTAL SERVICES:

The prime scope of work consist of management, report coordination and meeting attendance. The scope of work for the grant writing support is detailed in the sub-consultant's proposal.

## 3. CONTRACT SUM

For the services performed under paragraph 2, the Client will pay the Engineer and Scientist time and materials fee in amount not to exceed **(\$5,350.00)** payable as follows. Any additional services will be negotiated as needed.

## 4. PAYMENTS

Subsequent progress payments of the above fees shall apply and invoice monthly in proportion to the services performed.

Should the client wish us to provide and/or negotiate with third parties, any of the aforementioned services or any other additional work not included in this proposal under the Scope of Work, we will provide it on a Time Charge plus Expenses basis, computed as the sum the following:

- Salary Costs times a multiplier of 3.00
- Non-Salary expenses times a multiplier of 1.05

# LOCHNER

Salary costs is defined as salary and wages paid for time expend on the project plus the cost of Engineer's statutory and customary benefits, such as, insurance, sick leave, holidays, vacations, medical and retirement benefits, etc.

Non-Salary expenses include such typical expenses as cost of: transportation and subsistence; toll telephone calls and telegraph; computer time and programming costs; subcontract services such as: surveys, subsurface investigation and testing by commercial laboratories.

## 5. CLIENT RESPONSIBILITIES

Provide access to and make all provisions for the Engineer or Scientist to enter upon public and private lands as required for the Engineer or Scientist to perform his work under this proposal.

Place at the disposal of the Engineer or Scientist all available information pertinent to the project upon which the Engineer can rely, including previous reports and any other data related to the design and construction of the project.

Designate a person to act as the Client's representative with respect to the work to be performed, such person to have complete authority to transmit instructions, receive information, interpret and define the Client's policies and decisions with respect to the work covered by this proposal.

## 6. SCHEDULE & DELIVERIES

The Engineer and Scientist have neither jurisdiction nor control over the regulatory agencies and their plans review process, therefore the Engineer and Scientist shall not be liable for the delays created by said agencies.

## 7. ACCEPTANCE

The return of an executed copy of this proposal would constitute our authorization to proceed.

Very truly yours,

LOCHNER



Edwin Mojena, PE  
Vice President

ACCEPTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_





ENGINEERING  
ENVIRONMENTAL  
ECOLOGICAL

October 17, 2019

Manuel A. Sauleda, P.E.  
Senior Associate / Senior Project Manager  
LOCHNER  
8750 NW 36th Street, Suite 360  
Doral, FL 33178

**Subject: Proposal for Grant Writing Support  
Doral, Miami-Dade County, Florida  
E Sciences Proposal Number 7-0346-P08**

Dear Mr. Rodriguez:

E Sciences, Incorporated (E Sciences) is pleased to submit this proposal to provide grant writing support for the City of Doral (City). Included in this proposal is an outline of the background information provided to us, the proposed scope of services, proposed schedule, our estimated cost of services and the authorization procedures including the terms and conditions governing the project.

### **Background Information**

Our understanding of this project comes from attending the October 1, 2019 meeting and Ms. Dulce Pantaleon of the City email communication with Justin Freedman on October 2, 2019. The City wishes to apply for a Florida Urban Community Forestry Grant, which offers up to \$20,000 as a 50-50 matching grant for projects such as tree inventories and other related projects. The City's goal is to acquire outside funding to support their efforts to develop a comprehensive Tree Management Program based on the results of the most recent tree inventory conducted by E Sciences that can assist the City in increasing their ROW canopy based on the results of the most recent tree inventory. E Sciences is providing this proposal to you, as we are a subconsultant to Lochner on a professional services agreement with the City of Doral.

### **Proposed Scope of Services**

E Sciences will prepare a grant application package in accordance with the Florida Forest Service guidelines. The application will be for funding to develop a comprehensive Tree Management Program based on the results of the most recent tree inventory conducted by E Sciences. The proposal to perform the Tree Management Program will be provided separately.

Please note that there is no guarantee that the City of Doral will be awarded the grant.

### **Cost of Services**

E Sciences proposes to perform the above scope of services for a lump sum fee of \$4,865. If unforeseen conditions should require services beyond the scope of services described herein, E Sciences will notify you promptly of additional costs necessary to complete the project, prior to proceeding. Services beyond those described herein will be invoiced in accordance with our agreed schedule of fees at the applicable rates. Please note that payment of invoices is due upon receipt.

### **Authorization**

As our written authorization, please provide a work order in accordance with the terms and conditions of our subconsultant agreement associated with the Continuing Professional Services Agreement between Lochner and the City of Doral.

We appreciate the opportunity to offer our professional services on this project. If you have any questions concerning this proposal, please contact us at (954) 484-8500.

Sincerely,  
**E SCIENCES, INCORPORATED**



Lori Ballard  
Senior Arborist



Justin Freedman  
Associate

**LOCHNER**

CONSULTANT PROFESSIONAL SERVICES FOR CITY OF DORAL

Grant Writing Support

10/21/2019

FEE PROPOSAL

Task	Activity	Principal Engineer	Project Manager	Senior Engineer	Project Engineer	CADD Technician	Landscape Architect	TOTAL
	<i>Rates</i>	\$ 200.00	\$ 165.00	\$ 155.00	\$ 125.00	\$ 65.00	\$ 95.00	
A	<b>Water Use Plan Update</b>							
	Management		1.0					1.0
	Report coordination		1.0	1.0				2.0
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
	<b>Sub-total Hours</b>	-	2.0	1.0	-	-	-	3.0
	<b>Sub-total Salary Cost</b>	\$ -	\$ 330.00	\$ 155.00	\$ -	\$ -	\$ -	\$ 485.00
	<b>LOCHNER Total Hours</b>	-	2.0	1.0	-	-	-	3.0
	<b>LOCHNER Salary Cost</b>	\$ -	\$ 330.00	\$ 155.00	\$ -	\$ -	\$ -	\$ 485.00
								<i>Sub-Consultant Fee (Attached)</i>
								\$ 4,865.00
								<i>Direct Expenses:</i>
								\$ -
								<i>SUB-TOTAL COST FEE (EXPENSES)</i>
								\$ 4,865.00
								<b>TOTAL COST FEE</b>
								\$ 5,350.00