

WORK ORDER No. 2 FOR PROFESSIONAL SERVICES

TO: Wantman Group, Inc.
11401 SW 40 ST
Miami, FL
(786) 228-5666

DATE: February 28, 2019

The City of Doral authorizes the firm of Wantman Group, Inc. to proceed with the provision of professional engineering and architecture services for the renovation of the City Attorney's Office design and development of construction documents. The work should be performed in accordance with the contract provisions contained in the Continuing Professional Services Agreement between Wantman Group, Inc and the City of Doral dated February 16, 2018, and the attached Proposal submitted by your firm for the above referenced project.

SCOPE OF SERVICES AND SCHEDULE:

The scope of the project will be as described in the attached proposal dated February 15, 2018 from Wantman Group, Inc. The schedule requires the work to be performed by April 8, 2019 for the scheduled workshop. 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 lump sum basis with a not to exceed amount of \$9,464.00.

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 16, 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. This 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: Wantman Group, Inc

WITNESSES:

SEAL:

BY: LEONARDO HERNANDEZ
NAME: [Signature]
TITLE: ARCHITECTURE DIRECTOR

- 1. ERIC LUTTMANN
- 2. MARIC KOVACH

[Signature]
[Signature]

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

AUTHENTICATION:

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

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY FOR THE SOLE USE
OF THE CITY OF DORAL:

BY: [Signature]
NAME: Luis Figueredo, ESQ.
TITLE: City Attorney



February 15, 2019 (Rev: February 26, 2019)

Mr. Luis Sanchez
Facility Manager
City of Doral, Public Works Department
Government Center
8401 NW 53rd Terrace
Doral, FL 33166
luis.sanchez@cityofdoral.com

RE: City of Doral – City Attorney’s Office

Greetings Mr. Sanchez,

The following is our general understanding of the project based on your recent email correspondence on February 13, 2019 at 9:29 AM:

The City of Doral Public Works Department (CLIENT) is renovating an interior portion of the City Attorney’s office. Proposed Scope of Services as generally illustrated by the email correspondence will be further detailed to follow. We are pleased to submit this proposal package, and look forward to continuing our ongoing relationship with the City of Doral.

Proposed Scope of Services

TASK 1 – KICK-OFF MEETING (TELECONFERENCE)

WGI will attend a kick-off meeting by teleconference with City of Doral staff to become acquainted and obtain any relevant information related to the project in an initial data gathering session. WGI will prepare meeting minutes and distribute to the project team.

TASK 2 – 90% CONSTRUCTION DOCUMENTS

WGI will use information gathered during the kick-off meeting and CLIENT provided as-built drawings to develop 90% construction documents consisting of plans only. These plans will be submitted to the CLIENT Project Manager for routing, review and approval. Review comments will be addressed accordingly and incorporated into the plans.

TASK 3 – 100% CONSTRUCTION DOCUMENTS

WGI will develop the approved 90% plans into 100% construction documents consisting of permit-ready plans. WGI will submit permit-ready plans to the CLIENT Project Manager and respond to reasonable comments from the permit review process.

BASIS OF THIS PROPOSAL

This proposal is based on the following:

1. As-built documents to be provided by CLIENT in CAD format. This will eliminate the need to visit site to measure and document existing conditions.
2. Product information related to modular storefront to be provided by CLIENT.
3. Mechanical: Minor HVAC work to accommodate interior renovation and new space configuration including provisions for new/relocated ductwork, air devices, and controls as required. Coordinate with Architect.
4. Electrical: Minor work to accommodate interior renovation and new space configuration including provisions for new/relocated power distribution, low voltage, life safety equipment/signage, and interior lighting as required. Coordinate with Architect.
5. Fire Protection: Minor work to accommodate interior renovation and new space configuration, including provisions for relocation/addition of fire sprinklers as required. Coordinate with Architect.
6. WGI is not responsible for identifying or documenting the removal of any hazardous materials such as asbestos, lead-based paint, etc.
7. Civil Engineering services are not included.
8. Plumbing Engineering services are not included.
9. Structural Engineering services are not included.
10. Geotechnical Engineering services are not included.
11. Permitting assistance other than reasonable response to comments is not included. CLIENT will complete permit application(s), obtain all documentation needed for permit submittal and submit to the building department for review.
 - a. Two (2) sets of signed/sealed 100% Construction Documents and a CD with digital PDF not signed/sealed will be mailed to the CLIENT Project Manager. Printing of these permit sets is included within this proposal. Other reproduction and printing services are not included.
12. Travel and site visits are not included. Reimbursable expenses will be negotiated as requested by the CLIENT.
13. Bidding assistance is not included.
14. Post-design services are not included.
15. Cost estimating is not included.
16. Life cycle cost analysis (LCCA) is not included.
17. LEED design and consulting services are not included.
18. Environmental permitting and analysis is not included.

PROPOSED FEE

We propose to provide the scope of services described above on time and materials for a not to exceed amount of **\$9,464** excluding reimbursable expenses.

PROPOSED SCHEDULE

The proposed schedule does not include City of Doral review times. Each task shall commence as the previous is approved and completed. The following is an estimated schedule upon receiving Notice to Proceed (NTP):

Task 1	1 week
Task 2	2 week
Task 3	1 weeks
TOTAL	4 weeks

Respectfully,
WANTMAN GROUP, INC.



Eric Luttmann, AIA

Copy: Andres Garganta, PE
Arnaldo Hernandez, RA

