

WORK ORDER No. 7 FOR PROFESSIONAL SERVICES

TO: Stantec Consulting Services Inc.
901 Ponce de Leon Boulevard, Suite 900
Coral Gables, Florida 33134
(305) 445-2900

DATE: 01/09/2024

The City of Doral authorizes the firm Stantec Consulting Services Inc. to provide professional engineering, design, Construction Engineering, and Inspection (CEI) and bidding services for the provision of "Replacement of Playground at Doral Meadow Park". Where Stantec Consulting Services Inc. is a prequalified provider of professional engineering services selected in accordance with Consultant Competitive Negotiation Act (CCNA) requirements and approved by the City Council in December 2020 through Resolution 20-243. The work should be performed in accordance with the contract provisions contained in the Continuing Professional Services Agreement between Stantec Consulting Services Inc. and the City of Doral dated January 4, 2021, and the attached Proposal dated 12/21/2023, and 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 from Stantec Consulting Services Inc. dated 12/21/2023 for the design, Construction Engineering, and Inspection (CEI) and bidding services for the provision of "Replacement of Playground at Doral Meadow Park". The schedule requires the scope of work to be completed within 10 weeks of Notice to Proceed. 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 provided for a not to exceed the amount of \$29,945.00.

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.

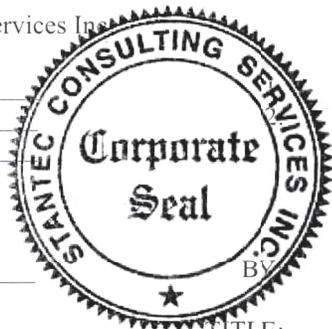
Work Order incorporates the terms and conditions set forth in the Continuing Services Agreement dated January 4, 2021 between the parties as though fully set forth herein. In the event that any terms or conditions of this Work Order conflict with the Continuing Services Agreement, the provisions of this 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: Stantec Consulting Services Inc.

WITNESSES: SEAL:

BY: [Signature]
NAME: Jeffrey Crews
TITLE: Senior Principal



[Signature]
[Signature] Natalie M Puri

OWNER: City of Doral
BY: [Signature]
NAME: Barbara Hernandez
TITLE: 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: Valerie Vicente, ESQ.
TITLE: Nabors, Giblin & Nickerson, P.A.
City Attorney



Stantec

800 Fairway Drive, Suite 195
Deerfield Beach FL US 33441-1828
Office (954) 481-2812
Fax (954) 481-2818

December 21, 2023

Mr. Lazaro Quintero
Assistant Parks & Recreation Director

City of Doral
8401 NW 53 Terrace
Doral, FL 33166

**Re: Doral Meadow Park Playground
City of Doral, Florida**

Dear Mr. Quintero:

In accordance with the terms and conditions of the consulting agreement between the City of Doral (hereinafter referred to as the "City" or "Client") and Stantec Consulting Services Inc., (hereinafter referred to as "Consultant", "We" or "Stantec"), we are pleased to provide this proposal in support of the proposed project.

It is our understanding that the City would like to reconstruct the playground at Doral Meadows Park. The project involves creating the necessary construction, permit, and bidding documents to build a new destination playground at Doral Meadow Park in Doral, Florida. Following is our understanding of the effort:

- + The play equipment and structures have already been procured by the Owner and are currently in their possession. As such, there is limited flexibility in how the various structures/components can be configured.
- + The proposed location for the playground is in the central portion of Doral Meadow Park, immediately to the west of the existing community building and shelter.
- + The existing shelter is to remain, along with as many existing trees as possible.
- + The Owner desires to utilize a resilient synthetic turf impact attenuation system for playground surface.
- + There are several utilities present on-site, including irrigation and electrical. The Owner is procuring an as-built survey of the project area to include approximate utility locations and depths.
- + The Owner desires to design and construct this project as quickly as possible so as to limit the amount of time that the play equipment must be stored and/or exposed to the elements.



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SCOPE OF SERVICES

We will provide the following Basic Services included in our project fees and expenses. Any service not explicitly mentioned can be offered as an Additional Service upon request and with the Owner's approval.

1) Due Diligence and Schematic Design Phase

Using the survey data from the Owner, Stantec and its team will explore design options, make refinements, and develop a schematic design through the following tasks:

- a) Develop a conceptual plan for the playground area that informs the location and layout of the play equipment, delineation of various hardscape, softscape, and landscape spaces, and how the overall site improvements interface with existing site elements and systems.
- b) Transferring the approved overall conceptual master plan into a site base for use by the project team in generating design drawings for their respective disciplines
- c) Prepare a schematic design plan, at an appropriate scale, illustrating the form and configuration of the proposed Program elements on-site.
- d) Identification and selection of key materials and/or material systems.
- e) Prepare preliminary designs for key construction details.
- f) Prepare a preliminary/schematic grading plan.
- g) Facilitate virtual, biweekly design team coordination meetings to be conducted via Zoom or Microsoft Teams (pending Owner preference).
- h) Prepare an opinion of probable cost for the schematic design plan.
- i) Submit the schematic plan, details, cost opinion to the Owner for review and approval.

2) Design Development Phase

Based on the Schematic Design approved by the Owner, Stantec shall refine and sufficiently detail the proposed form of the improvements to comprehensively convey the design intent through the following:

- a) Revise and refine the Schematic Design plan to define the location of the proposed improvements in relation to both the existing site features and other proposed improvements.
- b) Prepare design detail sketches illustrating the proposed forms, materials, colors, and textures of proposed Program elements.
- c) Prepare supplemental drawings as required to illustrate the design intent:
 - i) Site demolition / preparation plan
 - ii) Site materials plan
 - iii) Planting plan
 - iv) Irrigation plan
 - v) Site furnishings plan
 - vi) Playground equipment plan
 - vii) Site lighting plan
 - viii) Preliminary structural design drawings and/or details for structural foundations/footers (to be provided by the manufacturer).
- d) Facilitate virtual, biweekly design team coordination meetings to be conducted via Zoom or Microsoft Teams (pending Owner preference).

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- e) Update the opinion of probable construction costs of the proposed improvements, indicating when appropriate, the assumptions on which the opinion is based.
- f) Submit the plans, details, cost opinion, and other deliverables, as appropriate, comprising the Design Development submittal to the Owner for review and approval.

3) Construction Documents Phase

Based on the Design Development Phase submission approved by the Owner, the Landscape Architect shall prepare Construction Documents in accordance with relevant Florida Building Code and City of Doral standards. During this phase, Stantec will:

- a) Prepare detailed construction plans including:
 - i) Site demolition / preparation plan
 - ii) Staking/layout plan
 - iii) Site materials plan
 - iv) Soils stockpile and distribution plan
 - v) Irrigation plan
 - vi) Planting plan
 - vii) Site furnishings plan
 - viii) Playground equipment plan
 - ix) Site lighting plan
 - x) Structural design drawings and details for the playground elements as well as the shade sail structures.
- b) Prepare construction details to describe the materials, spatial relationships, connections, and finishes suitable for constructing the proposed improvements.
- c) Prepare technical construction specifications for the proposed improvements in MasterSpec format.
- d) Coordinate the drawings and specifications prepared by Stantec consultants, and when appropriate, the Owner's consultants.
- e) Update and refine the opinion of probable construction costs of the proposed improvements.
- f) Facilitate virtual, biweekly design team coordination meetings to be conducted via Zoom or Microsoft Teams (pending Owner preference).
- g) Prepare documents suitable for review for compliance with applicable governmental requirements and assist the Owner in the submission to governmental and/or regulatory agencies.
- h) Address timely and applicable review comments received from agencies and revise the Construction Documents for compliance when required.
- i) Submit one (1) hard copy of the 100% construction drawings to the Owner; additional copies shall be a Reimbursable Expense.

4) Bidding Phase

Stantec will assist the Owner during the bidding phase by providing the following services:

- a) Assist the Owner in the coordinating the schedule for bid advertisements, pre-bid qualification process (if applicable), pre-bid conference, addenda and bid opening(s).
- b) Prepare and organize bid solicitation and proposal forms consistent with the Owner's requirements.

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- c) Arrange for the digital hosting and physical printing and distribution of the bid documents, if necessary.
- d) Evaluate pre-bid qualification submissions and formulate recommendations for the Owner (if requested).
- e) Attend a pre-bid conference scheduled and organized by the Owner, if requested.
- f) Clarify the Construction Documents as required through the preparation and issuance of addenda and the response to requests for information (RFI).
- g) Attend the bid opening (if requested).
- h) Review bids, including any alternates, and formulate a recommendation on the award of the contract for the Owner (if requested).
- i) Arrange for transmittal of Construction Documents to the selected Contractor(s).
- j) Meet with the selected Contractor(s) to review the Construction Documents and proposed improvements.
- k) Provide clarification to the Construction Documents as reasonably required.

5) Construction Contract Administration

During this phase, Stantec will provide the following administration services associated with the construction of the project through substantial completion:

- a) Take part in the pre-construction conference (either virtual or in-person)
- b) Undertake to observe the work in progress at intervals appropriate to the stage of construction for conformance with the Construction Documents (up to three (3) site visits are assumed).
- c) Review and take appropriate action on materials and equipment submitted by the Contractor for approval.
- d) Review and take appropriate action on shop drawings, change order requests, and pay-apps submitted for approval.
- e) Prepare Owner-initiated change orders.
- f) Observe substantially completed work to determine acceptance or non-acceptance based on conformity with the Construction Documents.
- g) Review the contractor's marked-up "as-built" drawings.

PROJECT ASSUMPTIONS

- 1) Topographic and boundary survey of the project site is not included in this proposal. A survey document in AutoCAD format will be provided by the City for use as a base sheet
- 2) Underground utility locating services are not included in this proposal. Utility impacts will be determined based on best available information.
- 3) Geotechnical investigations are not included in this proposal. Potential foundations will be anticipated based on general knowledge of the area and any historical geotechnical data that can be found for the site. A geotechnical investigation under a separate cost proposal can be provided if required by the building department at the time of permit.
- 4) Permit and/or impact fees will be paid directly by the client. If the client wishes for Stantec to pay any permit or impact fees, the fees will be reimbursable upon provision of paid receipts.
- 5) Colored renderings for any site or playground elements are limited to scope items outlined in this

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proposal above. Any presentation boards or public material to be printed and/or mounted will be provided as a reimbursable expense.

- 6) Supplemental Services, when requested in writing by the Owner, shall be compensated on an hourly basis at the rates in the contract or on the basis of a negotiated fee provided in an amendment to this Agreement.
- 7) It's anticipated that manufacturers will provide any necessary signed/sealed structural engineering drawings for their respective individual components or structures. If needed and requested, Stantec can secure the services of a Florida-registered Structural Engineer, as a reimbursable expense to the Owner.
- 8) Stantec will not provide as-built documents, based on contractor-supplied markups.
- 9) The project will follow simple sustainable practices but will not seek certification as a LEED or other third-party "green" project or be filed with the USGBC/GBCI. If requested, these will be Additional Services.
- 10) Revisions to the final Construction Documents after the Owner has approved said documents shall be addressed, if requested, through an Additional Service. Revisions may include, but not be limited to, the following:
 - a. Owner-requested revisions or changes in scope, layout or previous instructions.
 - b. Construction change orders caused by unforeseen existing conditions.
 - c. Additional investigation and design caused by unforeseen existing conditions.
 - d. Changes requested by the Owner to reduce construction costs after the design is approved or to expedite construction.
 - e. Revisions to the documents required by the State or City review.
 - f. Enactment of new codes after construction documents are completed.
 - g. Changes requested by governmental agencies.

SCHEDULE

We understand that the Owner desires to design and construct this project as quickly as possible to limit the amount of time that the play equipment must be stored and/or exposed to the elements. We anticipate that this scope of work will require approximately ten (10) weeks to reach the bidding phase, pending the availability of the Owner and/or currently unforeseen circumstances. Stantec is prepared to begin work within five (5) business days of an approved work order.

FEE AND BILLING

Stantec will accomplish the services outlined in this scope of services for the lump sum labor fee of \$29,945.00 as outlined below.

All permitting, application, and similar project fees will be paid directly by the Client. Expenses are in addition to the labor amount.

Fees and expenses will be invoiced monthly based, as applicable, upon the percentage of services completed and expenses incurred as of the invoice date. Payment will be due within 30 days of the date on the Stantec invoice.

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Lump Sum Fees

Task	Description	Lump Sum Fee
1	Due Diligence + Schematic Design	\$2,070.00
2	Design Development	\$7,145.00
3	Construction Documents + Permitting	\$13,020.00
4	Bidding	\$2,150.00
5	Construction Administration	\$5,560.00
Total		\$29,945.00

CLOSURE

Stantec Consulting Services, Inc. appreciates the opportunity to submit this letter agreement. Please contact Jeff Crews at (954) 481-2815 if you have any questions.

Sincerely,

STANTEC CONSULTING SERVICES INC.



Jeffrey Crews, P.E., LEED AP
Principal
Tel: (954) 481-2815
Fax: (954) 481-2818
Email: jeff.crews@stantec.com

FEE ESTIMATE - Meadows Park Playground

WBS Code	Task Code	Task Name	Name										Project Summary	
			Principal	Project Manager	Project Engineer	Senior Technician	Inspector	Senior Designer	Senior Electrical Engineer	PM/Architect	Senior Landscape Architect	Landscape Architect	Fixed Fee	Hours
			\$200.00	\$175.00	\$115.00	\$80.00	\$80.00	\$155.00	\$155.00	\$200.00	\$155.00	\$115.00	116.00	\$29,945.00
			3.00	23.00	32.00	36.00	8.00	8.00	12.00	7.00	30.00	78.00	0.00	\$0.00
			\$600.00	\$4,025.00	\$3,680.00	\$2,880.00	\$640.00	\$1,240.00	\$1,880.00	\$1,400.00	\$4,650.00	\$8,970.00	116.00	\$29,945.00
1	1	Due Diligence + Schematic Design	Units	4.00	4.00	8.00	8.00	1.00	1.00	1.00	1.00	1.00	18.00	\$2,070.00
2	2	Design Development	Units	4.00	9.00	12.00	8.00	2.00	2.00	2.00	20.00	20.00	68.00	\$7,145.00
3	3	Construction Documents + Permitting	Units	8.00	12.00	16.00	12.00	3.00	3.00	3.00	44.00	44.00	104.00	\$13,020.00
4	4	Bidding	Units	1.00	3.00	3.00	1.00	1.00	1.00	8.00	8.00	16.00	16.00	\$2,150.00
5	5	Construction Administration	Units	6.00	4.00	8.00	17.00	1.00	1.00	5.00	41.00	41.00	41.00	\$5,580.00