



1715 North Westshore Boulevard
Suite 500
Tampa, Florida 33607

☎ 813-289-5550
☎ 813-289-0263
rsandh.com

August 12, 2014

Mr. Micah Maxwell, PE
Town of Belleair
901 Ponce de Leon Blvd.
Belleair, FL 33756

Subject: Bayview Drive Street and Drainage Improvements Proposal for
Professional Engineering Services 4 – Post Design Services

Mr. Maxwell:

The Town of Belleair (TOWN) has retained RS&H, Inc. (ENGINEER), to provide professional engineering services for the referenced project. This proposal is provided as a result of additional design, permitting and consulting effort for the referenced project that was not anticipated in our original scope and fee proposal. As a result from our Scoping Meeting on May 23rd, the ENGINEER has prepared a supplemental scope and fee proposal for Professional Services for the referenced project. The Services have been broken into two parts – Bidding Support Services and Construction Support Services.

Task 4 Post Design Services – The Post Design Services are broken into two phases: Bidding Support Services and Construction Support Services.

A. Bidding Support Services – The ENGINEER will provide Bidding Phase Services that shall include the following tasks:

- Pre-bid Meeting – The ENGINEER will attend and participate at a pre-bid meeting.
- Bidder RFI's – The ENGINEER will provide written responses to bidder's technical questions (RFI's) and prepare project design addenda or revisions to the construction package as necessary for the TOWN's distribution.
- Bid Recommendation – The ENGINEER will review all construction bids received and assist TOWN in identifying a qualified bidder, as well as provide a formal recommendation to the TOWN.

B. Construction Support Services - THE ENGINEER will provide Construction Phase Services that shall include the following tasks:

- Pre-Construction Meeting – The ENGINEER will attend and participate in Pre-Construction meeting.
- Shop Drawing Reviews – The ENGINEER will review shop drawing submittals by Contractor for technical and functional compliance requirements as described in the approved bid documents to include manufacturer’s data sheets, bulletins, technical guidelines, manuals, etc. for all materials and equipment proposed to be installed in the project. These items must be evaluated and accepted as correct and appropriate per the bid documents or as an “equal or better than” substitution.
- Contractor RFI’s – The ENGINEER will review Contractor’s Requests for Information (RFI’s) for adherence to all technical and functional compliance requirements as described in the approved bid documents. Coordinate any modifications with the TOWN for concurrence prior to approval of RFI.
- Site Visits – The ENGINEER will conduct two site visits to observe construction activities during construction to ensure ability of ENGINEER to provide Record Drawings and appropriate certifications to TOWN and other pertinent Agencies.
- Construction Meetings – The ENGINEER will attend Bi-weekly Construction Meetings (Assume 12 meetings).
- Substantial Completion Inspection Review – The ENGINEER will perform one preliminary punch-list inspection at Substantial Completion.
- Final Completion Inspection Review – The ENGINEER will perform one final inspection at the Completion of Construction.
- As-Built Drawing Review – The ENGINEER will review the As-Built drawings in the field for adherence to all technical and functional compliance requirements as described in the bid documents. Contractor shall incorporate all approved field revisions made during the course of construction.
- SWFWMD Certification – The ENGINEER will provide SWFWMD certification based upon As-Built plans provided by Contractor and/or CEI team.

The fee proposal spreadsheets are attached for the additional services for this project. Please contact me should you have any questions.

Sincerely,
RS&H, Inc.

A handwritten signature in blue ink that reads "Bret W. Bennett". The signature is stylized, with the first letters of each name being prominent.

Bret W. Bennett, PE
Project Manager
FL Lic. No. 53977

cc: Keith Bodeker
Michael S. Dixon, PE
Robert Garrigues, PE

Master Summary - Estimate of Work Effort & Fee Proposal

Consultant: RS&H, Inc.

Date Prepared: May 27, 2014

Job Description: **Bayview Drive Proposal for Professional Engineering Services 4 – Bidding Support and Construction Support**

| | Project Officer | Project Manager | Senior Engineer | Design Engineer | Eng Tech | Environl Scientist | Clerical | Total Man Hours by Activity | Burdened Salary Cost by Activity | Comments |
|---|-----------------|-----------------|-----------------|-----------------|----------|--------------------|----------|-----------------------------|----------------------------------|--------------|
| Work Element / Activity | \$194 | \$189 | \$166 | \$126 | \$95 | \$88 | \$66 | | | |
| Post Design Services | | | | | | | | 190 | \$30,007 | |
| H. Bidding Support Services | 1 | 9 | 6 | 5 | | 4 | | 25 | \$3,873 | |
| Pre-Bid Meeting | | 3 | 3 | | | 2 | | | | |
| Response to bidder RFI's | | 3 | 3 | 3 | | 2 | | | | |
| Review construction bids | 1 | 3 | | 2 | | | | | | |
| I. Construction Support Services | 2 | 48 | 58 | 54 | | 2 | 1 | 165 | \$26,134 | |
| Pre-Construction Meeting | | 3 | 3 | | | | | | | |
| Review Shop Drawings | | 4 | 4 | 4 | | | | | | |
| Review Contractor RFI's | | 8 | 8 | 8 | | | | | | |
| Site Visits (2 total) | | 4 | 4 | 4 | | | | | | |
| Bi-weekly Const Mtgs (12 total) | | 18 | 18 | 18 | | | | | | |
| Preliminary Punchlist Inspection | | 4 | 4 | 4 | | | | | | |
| Final Inspection | | 3 | 3 | | | | | | | |
| Contractor As-Built Review | | 2 | 8 | 8 | | | | | | |
| Record Drawings / Certifications | 2 | 2 | 6 | 8 | | 2 | 1 | | | |
| Totals | 3 | 57 | 64 | 59 | | 6 | 1 | 190 | \$30,007 | 190 |
| Classification Totals | | | | | | | | \$30,007 | | Check |
| | \$582 | \$10,773 | \$10,624 | \$7,434 | | \$528 | \$66 | | | |
| Sub-Consultants | | | | | | | | | | |
| Sub-Consultants TOTAL | | | | | | | | | | |
| \$30,007 | | | | | | | | | | |