RESOLUTION NO. 26-2210

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MIAMI LAKES, FLORIDA, APPROVING WORK ORDER NO. 12 WITH 300 ENGINEERING GROUP, LLC, PURSUANT TO CONTRACT NO. 2021-43 FOR CIVIL ENGINEERING AND RELATED SERVICES, FOR CONSTRUCTION ENGINEERING AND INSPECTION SERVICES FOR THE LOCH LOMOND PHASE II DRAINAGE IMPROVEMENTS PROJECT, IN AN AMOUNT NOT TO EXCEED ONE HUNDRED THIRTY-EIGHT THOUSAND FOUR HUNDRED THIRTY-SIX DOLLARS ($138,436.00); AUTHORIZING THE TOWN MANAGER TO EXECUTE THE WORK ORDER; AUTHORIZING THE TRANSFER OF SIXTY-EIGHT THOUSAND FOUR HUNDRED THIRTY-SIX DOLLARS ($68,436.00) FROM THE STORMWATER SERIES 2021 BOND CONTINGENCY RESERVE TO THE PROJECT; AUTHORIZING A PROJECT CONTINGENCY; AUTHORIZING THE TOWN MANAGER TO EXPEND BUDGETED FUNDS; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR APPROVAL AND AUTHORIZATION; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Miami Lakes (the "Town") is committed to reducing flooding and improving stormwater drainage infrastructure throughout the Town for the protection of the health, safety, and welfare of its residents; and

WHEREAS, on November 14, 2023, the Town Council adopted Resolution No. 2023-1961, amending three (3) legislative priorities under Stormwater/Water Infrastructure Projects for fiscal year 2024-2025; authorizing the Town Manager, or designee, to pursue funding for the Town's legislative priorities; authorizing the Town Manager to execute any agreement in furtherance of advancing the legislative priorities; and authorizing the Town Manager to expend budgeted funds; and

WHEREAS, on November 6, 2024, the Town Manager executed Grant Agreement No. L0073 with the State of Florida Department of Environmental Protection ("FDEP") in the amount of Nine Hundred Twenty Thousand Dollars ($920,000.00) for design, bidding and contractor selection, project management, and construction tasks associated with the Loch Lomond Phase II Drainage Improvements Project (the "Project"); and

WHEREAS, the Town and 300 Engineering Group, LLC ("300 Engineering") are parties to a Professional Services Agreement dated March 1, 2022, entered into pursuant to Contract No.

2021-43 for Civil Engineering and Related Services (the "Agreement"), under which 300 Engineering provides professional engineering services to the Town on a work order basis; and

WHEREAS, the Project requires construction engineering and inspection ("CEI") services, including pre-construction, construction phase, and closeout services for contract administration and inspection of the Project; and

WHEREAS, Town staff negotiated the scope of work and fee for the CEI services with 300 Engineering, and 300 Engineering submitted a proposal for Work Order No. 12, to be compensated on an hourly, not-to-exceed basis in an amount not to exceed One Hundred Thirty-Eight Thousand Four Hundred Thirty-Six Dollars ($138,436.00) (the "Work Order"), a copy of which is attached hereto and incorporated herein as Exhibit "A"; and

WHEREAS, the Work Order will be funded with Seventy Thousand Dollars ($70,000.00) from the FDEP grant and Sixty-Eight Thousand Four Hundred Thirty-Six Dollars ($68,436.00) from the Stormwater Series 2021 Bond Contingency Reserve, as reflected in the budget sheet attached hereto and incorporated herein as Exhibit "B"; and

WHEREAS, additional funding is required because Project costs are higher than originally estimated due to a scope modification introduced during the design phase to improve the overall drainage infrastructure and to provide a connection to the previously completed Loch Lomond Phase I Drainage Improvements Project; and

WHEREAS, the Town Manager recommends that the Town Council approve the Work Order, authorize the transfer of Sixty-Eight Thousand Four Hundred Thirty-Six Dollars ($68,436.00) from the Contingency Reserve line item 402 549002 to the Project line item 402 563800 21S17 in the Stormwater Series 2021 Bond Fund, and authorize a project contingency to be utilized for all tasks associated with, and independently procured for, the Project, including construction, design, inspections, and any unforeseen circumstances related to the Project; and

WHEREAS, the Town Council finds that approval of the Work Order and the related budget transfer and project contingency serves a valid public purpose and is in the best interest of the health, safety, and welfare of the residents of the Town.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF MIAMI LAKES, FLORIDA, AS FOLLOWS:

Section 1. Recitals Adopted. The foregoing recitals are true and correct and are hereby ratified, confirmed, and incorporated herein by this reference as if fully set forth in this Section.

Section 2. Approval of Work Order and Authorization. The Town Council hereby approves Work Order No. 12 with 300 Engineering Group, LLC, pursuant to Contract No. 2021-43 for Civil Engineering and Related Services, for construction engineering and inspection

services for the Loch Lomond Phase II Drainage Improvements Project, in an amount not to exceed One Hundred Thirty-Eight Thousand Four Hundred Thirty-Six Dollars ($138,436.00), substantially in the form attached hereto as Exhibit "A," and authorizes the Town Manager to execute the Work Order, subject to approval as to form and legal sufficiency by the Town Attorney. The Town Council further authorizes the transfer of Sixty-Eight Thousand Four Hundred Thirty-Six Dollars ($68,436.00) from the Contingency Reserve line item 402 549002 to the Project line item 402 563800 21S17 in the Stormwater Series 2021 Bond Fund, and authorizes a project contingency, within budgeted funds, to be utilized for all tasks associated with, and independently procured for, the Project, including construction, design, inspections, and any unforeseen circumstances related to the Project. The Town Manager is further authorized to expend budgeted funds in furtherance of this Resolution.

Section 3. Implementation. The Town Manager, or designee, is hereby authorized to take any and all actions necessary to implement the purposes of this Resolution and the Work Order, including the execution of any related documents, subject to approval as to form and legal sufficiency by the Town Attorney.

Section 4. Effective Date. This Resolution shall become effective immediately upon adoption.

**********THIS PORTION HAS BEEN LEFT PURPOSEFULLY BLANK**********

The foregoing resolution was offered by Vice Mayor Morera who moved its adoption. The motion was seconded by Mayor Dieguez and upon being put to a vote, the vote was as follows:

Mayor Joshua Dieguez	Yes
Vice Mayor Bryan Morera	Yes
Councilmember Juan Carlos Fernandez	Yes
Councilmember Angelo Cuadra Garcia	Yes
Councilmember Ray Garcia	Absent
Councilmember Steven Herzberg	Yes
Councilmember Alex Sanchez	Yes

Passed and adopted this 13th day of October 2026.

Joshua Dieguez
Mayor

Attest:

Gina M. Inguanzo
Town Clerk

Approved as to form and legal sufficiency:

Lorenzo Cobiella
Gastesi, Lopez Mestre and Cobiella, PLLC
Deputy Town Attorney

Consultant Project Proposal

Monday, July 20, 2026

Mrs. Anaily Padron, P.E.
CIP Project Manager
Town of Miami Lakes
6601 Main Street, Suite 208
Miami Lakes, FL 33014

RE: Project Name –Civil Engineering Related Services 2021-43 (Work Order Number #12) - Construction Engineering and Inspection (CEI) Services for Loch Lomond II Drainage Improvements

Dear Mrs. Padron:

300 Engineering Group, LLC (The Consultant) proposes to provide the services identified below for the project entitled "Loch Lomond Drainage Improvements" (Work Order No. #9), pursuant to the Professional Service Agreement with the Town of Miami Lakes (the Town) for 2021-43, Civil Engineering and Related Services, dated March 1, 2022.

I. General

300 Engineering appreciates the opportunity to submit this proposal for providing CEI Services associated with the above-referenced project. Herein, the Consultant provides a general discussion of services that is understood will be required for this project and presents a Schedule of Fees for such services. In addition to inspection and coordination, the Consultant will coordinate and provide all the required information to ensure compliance with the Town of Miami Lakes. Construction contract time established for this project is 250 calendar days from the issuance of the Notice to Proceed to Final Construction Completion. The CEI contract time will be based on 265 calendar days, which includes an additional 15 calendar days needed for pre-construction services, which includes but is not limited to preliminary coordination meetings prior to start of work, photo documentation of the pre-construction conditions of the jobsite, plans review, project set-up, final closeout, and certification before the construction is completed.

II. Scope of Work

The Consultant shall provide the CEI services, on a part-time basis as requested by the Town, required for contract administration and inspection for Loch Lomond Addition Drainage Improvements. The Consultant shall perform the services necessary to coordinate the activities of all parties involved in completing the Project, which includes maintaining complete and accurate records of the Project; documenting all significant Project changes; assisting the Town with interpreting plans, specifications, and construction contract provisions; making recommendations to the Town to resolve disputes; and coordinating with the Town requirement compliance.

Task 1 – Construction

1.1. **Pre-Construction Phase –**

a. Pre-Construction Inspection/ Document Review: Familiarization with the Project. Construction Documents Review to ensure materials comply with the Plans and Specifications.

b. Pre-Construction Meeting: Schedule and attend, within ten (10) days after the Notice to Proceed, a pre-construction meeting for the Project in accordance with Town procedures. The Consultant shall provide appropriate staff to attend and participate in the pre-construction meeting.

1.2. **Construction Phase –** Document contractor's activities and verify quantities for payment.

c. Monitoring: Prepare and submit progress report(s), provide contract documents, payment applications, change orders, and related documents to the Town's Project Manager. Maintain project documents and files up to date and current, and in accordance with the Town requirements and final submittals. Field monitoring inspections are based on an average of 35 hours per week. Onsite inspections may vary based on actual construction activities. Material Delivery Ticket collection and Submittal to Town.

d. Project Journal: Maintain a detailed electronic diary with records of the Contractor's operations, quantities, testing data, and significant events that affect the work while the inspector is on site.

e. Project Meetings: Administer project pre-construction and progress meetings, as needed with appropriate team members in attendance. Prepare and distribute meeting agenda and minutes to attendees. Progress meetings will be scheduled as needed. The level of effort is based on ten (10) progress meetings.

f. Traffic Control: Responsible for review of Work Zone traffic control plan implementation, and inspection of maintenance of traffic schemes and devices in work zones to assure they are in accordance with the Town's requirements.

g. Environmental Control Monitoring: Monitor Contractor's work and assure that the Contractor is conducting stormwater inspections, preparing reports, and monitoring all Stormwater pollution prevention measures associated with the project.

h. Review and Process Contractor's Applications for Payment: Receive and review draft application for payment prepared by the Contractor, reconcile any discrepancies between Engineer's estimate of progress and Contractor's application. Review draft application for payment in comparison to measured or estimated quantities. Make notations of deficient work not recommended for payment until corrected; deletion of payment for stored materials and/or equipment which do not have approved shop drawings and/or proper invoices; reduction of value for partially completed items claimed as complete. Return a copy of the reviewed draft to the Contractor. Review revised application for payment and, if appropriate, advise the Contractor to submit the required number of copies. Forward copies to the Town's Project Manager for processing.

i. Contract Interpretations and Modifications: Receive, log, and coordinate reviews and responses to Contractor's Requests for Information/Interpretations (RFI's) from the Engineer of Record (EOR), following the Town's approval and concurrence. This task is based on twenty (20) Contractor's RFIs

j. Problem Resolution: Analyze problems that arise on a project and proposals submitted by the Contractor, prepare and submit recommendations to the Town's Project Manager, and process the necessary paperwork.

k. Administration of Changed Work: Track changes from initiation through completion. Estimate cost and time impacts, and assist with negotiation of changes in contract time and cost. Prepare change orders to incorporate changes within Contract Documents. Evaluate the Project on a continual basis to determine when changes are required. Review costs presented by Contractor on Change Proposal Requests. Assist with negotiation of final pricing as required. Assemble approved Change Proposal Requests periodically into Change Orders. Include justification documents with each Change Order. Review as-built drawings to verify changes in work are reflected as applicable. Provide Change Order documents for concurrent review. Review pay requests to verify Change Order items are broken out and that payment is not made until work is complete. This task is based on ten (10) RCO/Change Orders.

l. Notification of Accident Damage/Injury: Document any inspections made of property damage or personal injury accidents on site and provide a written report to the Town's Project Manager.

m. ARPA Funds Reporting: Document, monitor and prepare reports regarding ARPA funds adjudicated to the project. Time for a Junior Engineer has been included on this proposal to assist the Senior CM.

1.3. **Closeout Phase –**

a. Substantial Completion: Receive and review Contractor's required substantial completion submittal, and determine if Project is ready for substantial completion inspection. Develop substantial completion submittal checklist and perform the following activities: verify submittal of all required documents; review

Contractor Record Drawings; review other substantial completion submittal documents for completeness and compliance with Contract provisions; and schedule substantial completion inspection.

b. Conduct Substantial Completion Inspection: Coordinate, conduct, and document the substantial completion inspection. Prepare and distribute the punch list format to the parties conducting the inspection. Review progress of corrective action on punch list items, periodically updates, and re-issue. Prepare and issue Certificate of Substantial Completion with a list of stated qualifications (punch list).

c. Final As-Built Record Drawing Review: Review as-built drawings to verify that the Contract Drawings are properly noted to reflect actual construction; notify the Contractor of deficiencies noted; provide follow up to verify if corrections were made and that the as-built drawings are up-to-date.

d. Final Completion: Receive and review the Contractor's required final completion submittal. Develop final completion submittal checklist. Verify submittal of all required documents and review for completeness and compliance with Contract provisions. Notify Town Project Manager, Contractor, and other affected parties of date of final inspection. Coordinate, attend and conduct the final inspection meeting and physical walk-through of the Project.

e. Final Payment: Collect all payment documents required and forward to the Town Project Manager for processing along with the Contractor's Final Application and Certificate for Payment; finalize all project costs and determine the final adjusted amounts for construction; obtain the Contractor's signature on any required Contractor's Certification of Affidavits; process and sign Final Application for Payment; prepare transmittal letter indicating recommendation for Final Payment.

III. Subconsultants

No subconsultants are anticipated to assist on this project.

IV. Schedule of Work – Time for Performance

Consultant will submit the deliverable and perform the Services as stated in the table below:

Schedule of Deliverables			
Task, Sub-Task or Activity ID #	**Major Task, Sub-Task Activity, or Deliverable**	**Duration** (specify weeks or calendar days)	**Delivery** (cumulative weeks or calendar days)
1.1	Pre-Construction Phase	15 days	NTP + 15 days
1.2	Construction Phase	210 days	NTP + 225 days
1.3	Closeout Phase	30 days	NTP + 255 days

V. Compensation

Consultant shall perform the Work detailed in this Proposal for a total not to exceed One Hundred thirthy eight thousand four hundred thirty six dollars ($138,436.00) The Consultant will be paid based on an hourly not to exceed basis. The Town shall not be liable for any fee, cost, expense or reimbursable expense or other compensation beyond this amount unless approved in a supplemental Work Order. The fee may include an allowance for Reimbursable Expenses required in connection with the Work, in an amount not to exceed that stated in the table below. Reimbursable Expenses will be used and compensated for in accordance with the Agreement and must conform to the limitations of Florida Statutes § 112.061. The following is a summary of the method and amount of compensation to be paid for each Task or Activity as identified in Section IV above.

Schedule of Deliverables			
Task, Sub-Task or Activity ID #	**Major Task, Sub-Task Activity, or Deliverable**	**Fee Amount**	**Fee Basis**

1.1	Pre-Construction Phase	$3,617	Hourly not to exceed
1.2	Construction Phase	$126,892	Hourly not to exceed
1.3	Closeout Phase	$7,928	Hourly not to exceed
	Total – Professional Fees	**$138,436.00**	

VI. Exclusions from Basic Services

The following services are not included in the Basic Services to be performed under this Work Order:

- Surveying Services
- Engineering and/or Design Services
- Material, Sampling and Laboratory Testing
- Maintenance of Traffic

VII. Town Furnished Documents & Data

- Approved Permitted Construction Plans
- Contractor's Invitation to Bid Documents
- Executed Contract between the Contractor and Town of Miami Lakes
- Contract Specifications
- Technical Special Provisions, if any
- Applicable Permits
- Approved Schedule

VIII. Additional Services

The Town may include an allowance account under the approved Work Order for Additional Services that may be requested by the Town, which will be used at the sole discretion of the Town.

IX. American Rescue Plan Required Contractual Provisions

Equal Opportunity Employment

During the performance of this contract, the Contractor agrees as follows:

1. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following:
    a. Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising, layoff or termination; rates or pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
2. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

3. The Contractor will no discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the

compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.

4. The Contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

5. The Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

6. The Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

7. In the event of the contractor's noncompliance with the nondiscrimination clauses of this Agreement or with any of the said rules, regulations, or orders, this Agreement may be canceled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

8. The Contractor will include the portion of the sentence immediately preceding paragraph 1(a)(ii) of this section and the provisions of subparagraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance. Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

Copeland Anti-Kickback Act

Where applicable, if the Contract is in excess of $100,000 and involves the employment of mechanics or laborers, the Town must comply with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each Town must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of

supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

Clean Air Act and The Federal Water Pollution Control Act

Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387), and will report violations to FEMA and the Regional Office of the Environmental Protection Agency (EPA).

Suspension and Debarment

1. This Contract is a covered transaction for purposes of 2 C.F.R. Part 180 and 2 C.F.R. Part 3000. As such, the Contractor is required to verify that neither the Contractor, its principals (defined at 2 C.F.R. § 180.995) or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (define at 2 C.F.R. § 180.935).
2. The Contractor must comply with 2 C.F.R. Part 180, subpart C and 2 C.F.R. Part 3000, subpart C, and must include a requirement to comply with these regulations in any lower tier covered transaction it enters.
3. This certification is a material representation of fact relied upon by the Division. If it is later determined that the Contractor did not comply with 2 C.F.R. Part 180, subpart C and 2 C.F.R. Part 3000, subpart C, in addition to remedies available to the Division, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.
4. The bidder or proposer agrees to comply with the requirements of 2 CFR pt. 180, subpart C and 2 CFR pt. 3000 subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

Byrd Anti-Lobbying Amendment

Byrd Anti-Lobbying Amendment, 31 USC § 1352 (as amended). Contractors who apply or bid for an award of $100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the Town.

300 Engineering Group, LLC

Signature

Rodolfo Remon – Vice president - Principal

Name/Title

7/20/2026

Date

Town of Miami Lakes*

Dept. Approval: _____ Signature

Omar Santos Baez / Director

Name/Title 10/15/2026

Procurement: _____ Signature

Rosa M Marrero

Name/Title

Town Manager: _____ Signature

Edward Pidermann

Name/Title

Work Order No.: 12

(Assigned by the Town upon approval, if applicable)

*The Town may at its sole discretion approve this Work Order Proposal by signing below of the Town may issue a separate Work Order for the Services.

Consultant Name: 300 Engineering Group, LLC
Contract No.: 2021-43
Date: 7/20/2026
Work Order No: No. 12 (300 Engineering)

Consultant Fee Proposal Worksheet

Project: Loch Lomond II - CEI
Project No.: No. Description: Desc.

	STAFF CLASSIFICATION																
Job Classification	Sr. Construction Manager		Sr. Inspector		Project Engineer										Staff Hours	Salary	Average
Assigned Staff	Ricardo Escobar, PE, CGC		Albert Hernandez		Lucia Alonso, PE		name		name		name		name		By	Cost By	Rate Per
Approved Rate	Rate:	$181.25	Rate:	$84.00	Rate:	$174.00	Rate:	rate	Rate:	rate	Rate:	rate	Rate:	rate			
Task	Man hours	Cost/sTask	Man hours	Cost/sTask	Man hours	Cost/sTask	Man hours	Cost/sTask	Man hours	Cost/ Task	Man hours	Cost/sTask	Man hours	Cost/sTask	Task	Task	Task
1 Task 1.1- Pre-Construction Phase																	
2 Pre-Construction Inspection/Doc. Review	2	$363	20	$1,680	4	$696									26	$2,739	$105.33
3 Pre-Construction Meeting	2	$363	2	$168	2	$348									6	$879	$146.42
4 Task 1.2- Construction Phase																	
5 Progress Meetings	12	$2,175	10	$840	16	$2,784									38	$5,799	$152.61
6 Stakeholder Meetings	2	$363			2	$348									4	$711	$177.63
7 Pay App Review and Approval	12	$2,175	10	$840	16	$2,784									38	$5,799	$152.61
7 RCO/Change Orders Review and Processing	12	$2,175			16	$2,784									28	$4,959	$177.11
8 Submittal Review and Processing	12	$2,175			16	$2,784									28	$4,959	$177.11
9 RFI Review and Processing	12	$2,175			16	$2,784									28	$4,959	$177.11
10 Inspections	8	$1,450	1,120	$94,080	24	$4,176									1,152	$99,706	$86.55
11 Task 1.3- Close Out Phase																	
12 Substantial Completion/Inspection	2	$363	20	$1,680	8	$1,392									30	$3,435	$114.48
13 As-Built Review	2	$363			8	$1,392									10	$1,755	$175.45
14 Final Completion/ Inspection	2	$363	20	$1,680	4	$696									26	$2,739	$105.33
Total Staff Hours	80		1202		132										1,414		
Total Staff Cost		$14,500.00		$100,968.00		$22,968.00										$138,436.00	$97.90
Totals% of Work by Position	5.7%		85.0%		9.3%												

Note: Fee for the Principal(s) of the firm are not to be included above as the multiplier is not applicable to their hours. The fee is to be shown below and entered as a separately

Estimate of Principal's Fee
Total hours $230.00 / hour = $ -

1 - SUBTOTAL ESTIMATED FEE:		(multiplier 1.0)	$138,436.00
Subconsultant:	Sub 1		
Subconsultant:	Sub 2		
Subconsultant:	Sub3		
Subconsultant:	Sub4		
Principal's Fee			
2 - SUBTOTAL ESTIMATED FEE:			$138,436.00
Geotechnical Field/Lab Testing:			
Survey Fee (or Survey Crew Fee):			
Other Misc. Fee:			
3 - SUBTOTAL ESTIMATED FEE:			$138,436.00
Additional Services (Allowance)			
Reimbursables (Allowance)			
GRAND TOTAL ESTIMATED FEE:			$138,436.00

Notes:
1. This sheet is to be used by Prime Consultant to calculate the Grand Total Fee and one is to be used for each Subconsultant
2. Manually enter fee from each subconsultant. Unused subconsultant rows may be hidden
3. Where applicable the basis for work activity descriptions shall be the FICE/FDOT Standard Scope and Staff Hour Estimation Handbook.

Town of Miami Lakes: Revised 9/02/2021