**WORKORDER 2017-02**

October 20, 2017

Mr. Terrence N. Bailey
City of Riviera Beach
Acting Director of Public Works
2391 Avenue L., Riviera Beach 33404

RE: **Marina Operations Fuel Office**
200 E. 13th Street, Marina Docks
Professional Design Services Fee Proposal for Construction Administration

Dear Mr. Bailey:

Song + Associates, Inc. is pleased to provide our proposal for Construction Administration Services for the Marina Operations Fuel Office Project.

## I. PROJECT UNDERSTANDING

Construction Administrations Services will be provided for the construction scope detailed in our December 16, 2016 Construction Documents and as modified through the City Permit Review process.

## II. SCOPE OF SERVICES

### A. Construction Administration Phase.

- Attend Preconstruction meeting. Limited to one (1) meeting.
- Provide responses to Contractor RFI's.
- Review and process shop drawings.
- Review, process and log change orders if required.
- Conduct periodic site observation visits, concurrent with the scheduled OAC meetings, to evaluate construction relative to the intent of the documents.
- Attend OAC meetings. This includes up to six (6) meetings.
- Review payment applications and certifications.
- Issue Certificates for Substantial completion with punch list items and Final Pay Application Certificate.
- Prepare record drawings from detailed contractor markups as part of project close out.
- Services for this phase will be limited to five (5) months (150 days) for construction.

Song + Associates, Inc.
Architecture • Planning • Interior Design
AA003165 / IB0001095

1545 Centrepark Drive North
West Palm Beach, Florida 33401
T : 561.655.2423 F : 561.655.1482

American Institute of Architects / NCARB

## III. SUMMARY OF PROFESSIONAL FEES

Song + Associates, Inc. will provide these services as described in section II above for a lump sum fee of **Thirty Four Thousand Five Hundred Dollars ($34,500.00).**

Acceptance of this proposal may be indicated by the signature of the duly authorized official of the client in the space provided below. Returning an executed copy of this proposal to our office will serve as an agreement between the two parties and as a notice to begin work upon final Council approval. Song + Associates will await a purchase order as prepared by the City of Riviera Beach.

We appreciate this opportunity to continue our relationship with the City of Riviera Beach for providing Construction Administration services for your Marina Operations Fuel Office.

Sincerely,

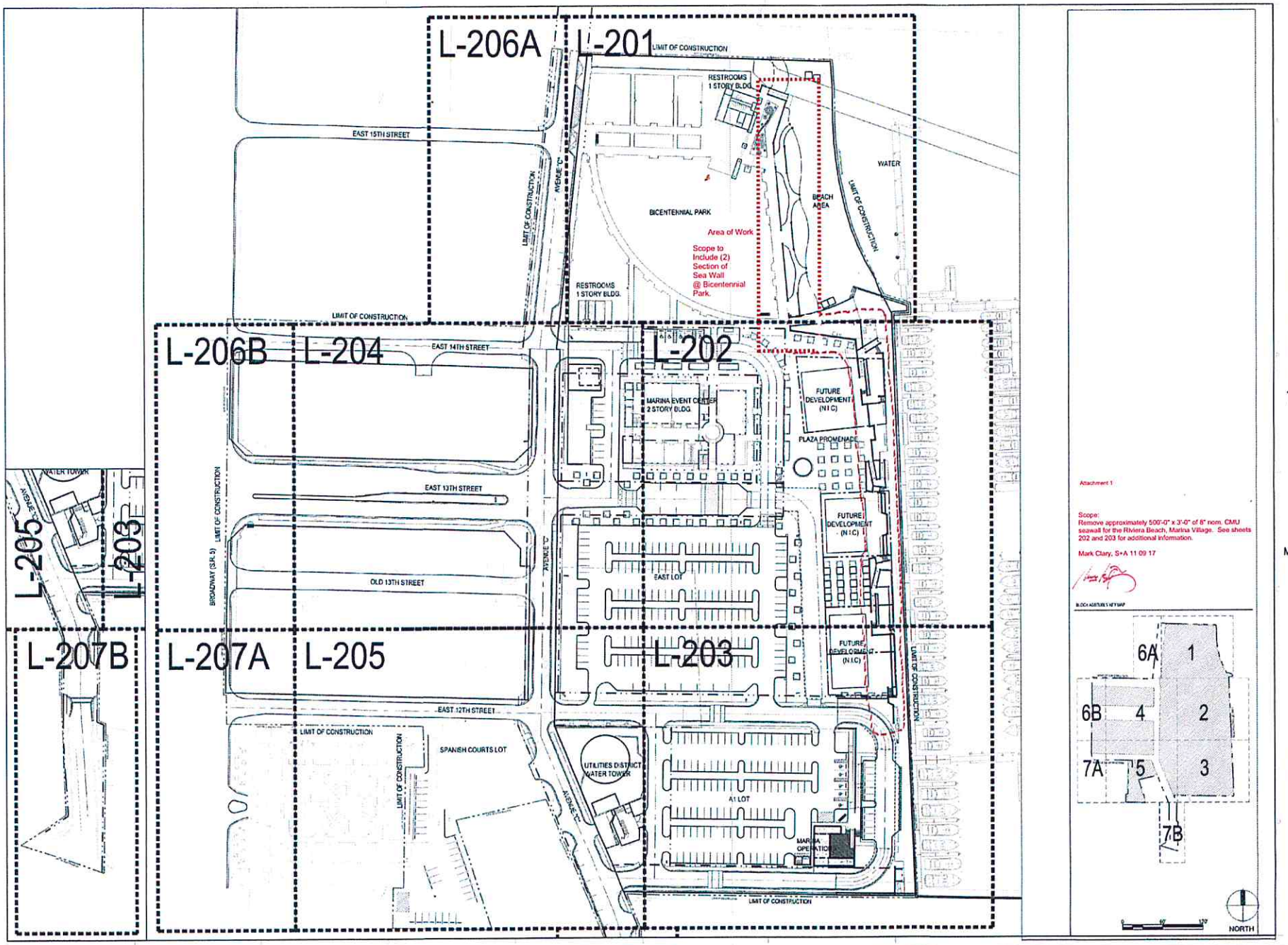
Robert Castrovinci, AIA, RA, NCARB
Senior Manager

cc:; Jo Ann Brent, S+A, Jill Lanigan, S+A

City of Riviera Beach

Accepted By:_____ Title:_____

Print Name:_____ Date:_____




Attachment 1

Scope:
Remove approximately 500'-0" x 3'-0" of 8" nom. CMU seawall for the Riviera Beach, Marina Village. See sheets 202 and 203 for additional information.

Mark Clary, S+A 11 09 17

BLOCK ASSETLIES KEY MAP




Song + Associates

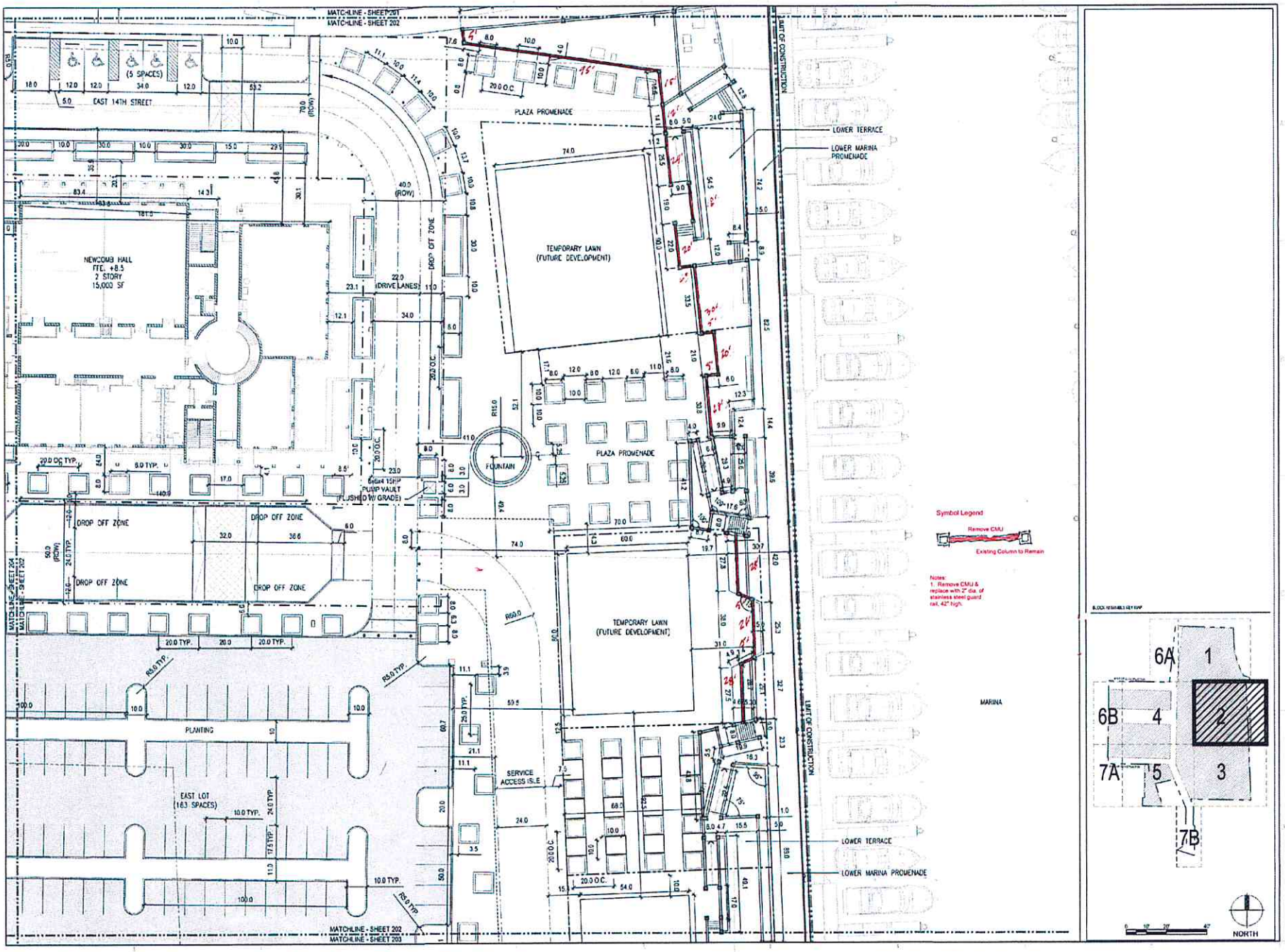
The Riviera Beach Community Redevelopment Agency

MARINA DISTRICT SOUTH REDEVELOPMENT PROJECT
RIVIERA BEACH, FL

Date : 07.22.14
Sea Project No. : 11007/12055
Owner File : A2
Drawn By : JRG/MZ
Checked By : KAZ
Phase :
100% CONSTRUCTION DOCUMENTS

Sheet Title :
Overall Layout & Dimensions

Sheet # :
L-200




Song + Associates

The Riviera Beach Community Redevelopment Agency

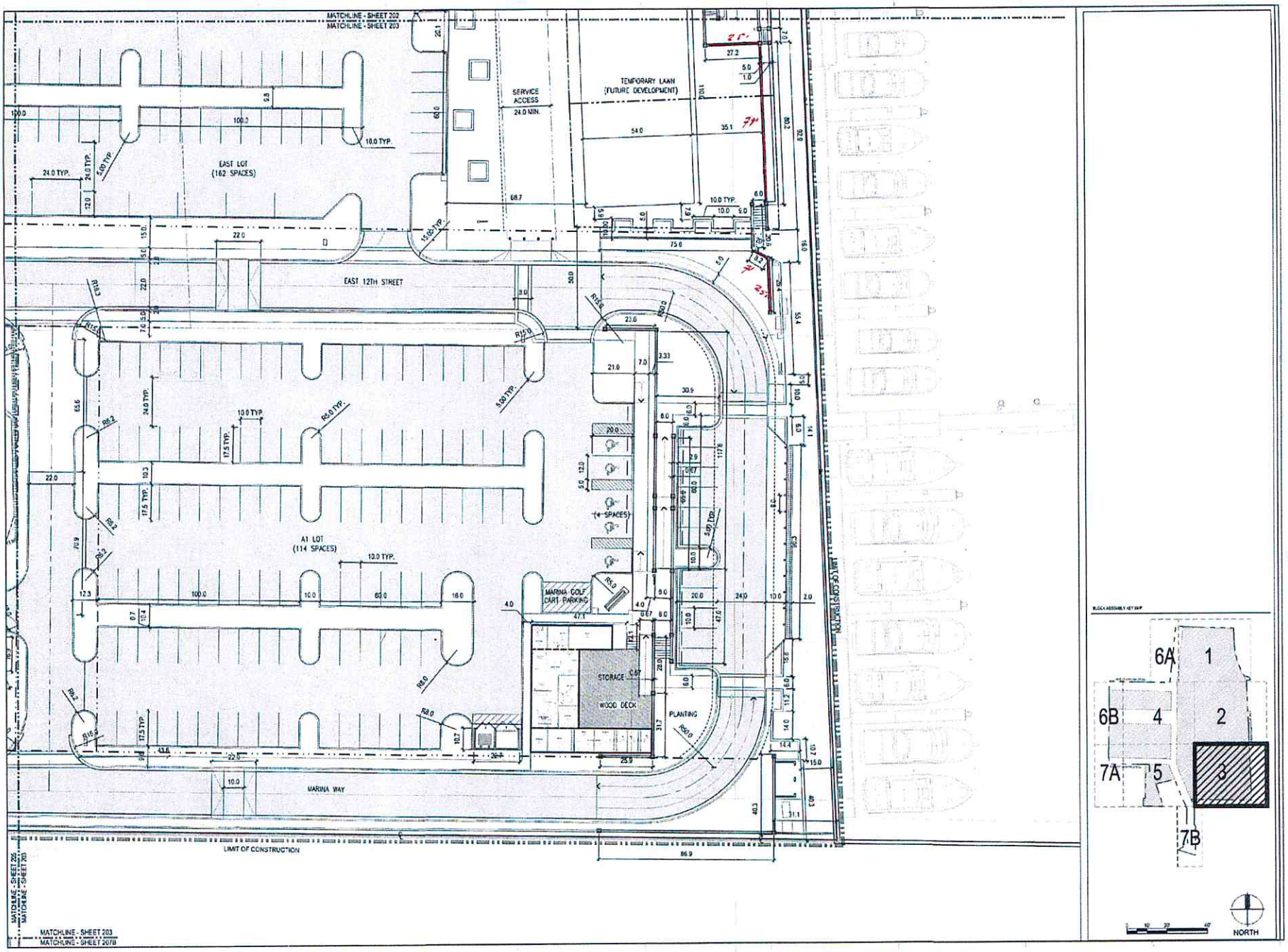
MARINA DISTRICT SOUTH REDEVELOPMENT PROJECT
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Revisions :

Date : 07.22.14
Sol Project No. : 11007/12055
Outer File : A2
Drawn By : JRG/MZ
Checked By : KAG
Phase :
100% CONSTRUCTION DOCUMENTS

Sheet Title :
Layout & Dimensions

Sheet # :
L-202




Song + Associates

EDSA

The Riviera Beach Community Redevelopment Agency

MARINA DISTRICT SOUTH REDEVELOPMENT PROJECT
RIVIERA BEACH, FL

100% CONSTRUCTION DOCUMENTS

Layout & Dimensions

L-203

Attachment 2

Andrew Morgan Services

Suite 109, 513 US 1, North Palm Beach, Florida 33408
Phone: 561-881-8999 ▯ Email: amorganservices@gmail.com Certificate of authorization #26093

Date: November 13, 2017.

Mr. Mark Clary,
Song and Associates,
1545 Centrepark Drive North, West Palm Beach, Florida 33401

Structural Cost proposal for structural design of the renovation at the Riviera Marina.

Dear Mark,

Andrew Morgan Services is pleased to submit this Fee Proposal for structural engineering services for the concrete columns and beams at the walkway.

Our proposal is based on the following information:

1. Removal of existing masonry walls about 500'-0" long x 3'-0" high of existing seawall.
2. The existing columns shall remain
3. New guardrail design.
4. Two site visits.

SCOPE OF SERVICES

Upon notice to proceed, AMS shall provide the following services:

1. Check the existing columns and provide any reinforcing required.
2. Provide structural design calculations, construction documents and structural construction administration services for the columns and new guard rails.

FEE

Andrew Morgan Services Intends to perform the above base professional services on a fixed fee basis for $2500.

We appreciate the opportunity to bid for these projects. Should you have any questions concerning this Fee Proposal, please do not hesitate to contact the undersigned.

Sincerely,

Andrew Morgan, P.E.