



Additional Services Agreement

DATE: October 6, 2024
RE: Doral Blvd Gateway – Post Design LA Services
CLIENT: City of Doral
 8401 NW 53rd Terrace
 Doral, FL 33166
ATTENTION: Ms. Darlin Perez
CGA NO.: 14-7392.4

We are pleased to be providing post-design services during the construction phase of the gateway entrances onto Doral Boulevard. Please note that the services being offered are limited to the following:

1. The engineering and landscape plans, which are the basis for the services included herein, were prepared based on the existing conditions at the time of the survey of the project site area was collected, dating back to October 2017. We are aware that the City of Doral has had ongoing, parallel projects with separate consultants to make improvements/modifications that may have impacted those existing conditions, including roadway configuration and design, median planting, irrigation design modifications, and electrical work. In addition, there may be change to the underground utilities, done by others, since the design of the project. These projects may have had a change to the existing conditions, which our engineering, electrical and landscape plans were based off of.
2. Based on the above, our services will be limited to responding to Requests for Information (RFIs) related to the existing conditions upon which our original design was based. Due to liability considerations, we are unable to address RFIs concerning conditions that have been altered or changed from those existing conditions that we surveyed and that formed the basis of our design.
3. Our goal and objective are to assist the City to see this project into reality. Where existing conditions have been altered from those documented in 2017 and where design directives needed during construction require further design efforts and investigations, we will gladly provide our services to aide in the resolution of the matter, provided that the City is willing to approve any additional services needed to address conditions that have been changed from when the site was surveyed.

I. Professional Services

- A. Task 1. Attend Pre-Construction Meeting, specific scope:**

Building Code Services
 Civil Engineering / Roadway & Highway Design
 Coastal Engineering
 Code Enforcement
 Construction Engineering & Inspection (CEI)
 Construction Services
 Data Technologies & Development
 Electrical Engineering
 Engineering
 Environmental Services
 Facilities Management
 Grant Management & Writing
 Geographic Information Systems (GIS)
 Governmental Services
 Indoor Air Quality (IAQ)
 Landscape Architecture
 Planning
 Project Management
 Redevelopment & Urban Design
 Surveying & Mapping
 Transportation & Mobility
 Transportation Planning
 Water / Utilities Engineering
 Website Development

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1. Participate in the pre-construction meeting with the contractor, client, and other key stakeholders.
2. Provide clarification on project specifications, drawings, and timelines specific to site improvements only. Clarification on matters surrounding the specifics of the monument features is not included.
3. Address any preliminary questions or concerns related to the site preparation, grading, landscape planting, irrigation, and lighting.
4. Pre-Construction meeting minutes by others.

B. Task 2. Respond to RFIs During Construction, specific scope:

1. Review RFIs submitted by the contractor related to the site preparation, grading, landscape planting, irrigation, and lighting.
2. Provide written responses to RFIs within a stipulated timeframe to minimize project delays.
3. Coordinate with the design team and other consultants, as necessary, to provide comprehensive answers.

C. Task 3. Review and Approval of Shop Drawings, specific scope:

1. Review shop drawings submitted by the contractor for specified components related to landscape, irrigation, civil engineering, and lighting/electrical.
2. Ensure compliance with design specifications, material standards, and safety codes in effect at the time of design (Note: If redesign is required due to current code requirements, this shall require an Additional Services Agreement to amend the contract to cover the time and effort needed to make the modifications.)

3. Provide written approval or request revisions as necessary, with a response time typically within 5 business days.
4. Maintenance of a log of all reviewed and approved shop drawings by others.

D. Task 4. Review and Provide Recommendations on Submitted Change Orders, specific scope:

1. Review change orders submitted by the contractor, including adjustments to the monument sign design, site grading, landscape planting, irrigation, and lighting.
2. Assess the impact of the change order on the project's cost, schedule, and design intent.
3. Provide written recommendations to the client, including approval, rejection, or request for further information.
4. Documentation of all change orders and maintenance of a record of approvals by others.

E. Task 5. Site Visits, Field Meetings, and Coordination with Contractor and CEI, specific scope:

1. Conduct scheduled site visits to observe construction progress and ensure compliance with design documents and specifications, limited to 4 site visits (2 hrs each plus 1.5 hrs of travel time per included visit) for each: landscape-specific, electrical-specific, and civil-engineering specific.
2. Participate in field meetings with the contractor, CEI (Construction Engineering and Inspection), and other stakeholders to address any on-site issues or questions, limited to 2 field meetings (1 hr each plus 1.5 hrs of travel time per included meeting) for each: landscape-specific, electrical-specific, and civil-engineering specific.

3. Provide real-time recommendations and solutions for any construction challenges encountered specific to landscape/irrigation, electrical, and civil-engineering aspects.
 4. Documentation of site visit observations and actions taken, and distribution of reports to relevant stakeholders by others.
- F.** Task 6. Plan Revisions (Limited to 20 Hours of CAD and 4 Hours of Design Work), specific scope:
1. Make minor revisions to the project plans as required, including adjustments to the monument sign's placement, site grading, landscape planting, irrigation, and lighting.
 2. Limit revisions to a maximum of 20 hours of CAD work and 4 hours of Design work to stay within the project's allocated design budget.
 3. Ensure all revisions are documented and updated in the project's master set of drawings.
 4. Communicate revisions to the contractor and ensure they are incorporated into the ongoing work.
- G.** Task 7. Final Inspection, specific scope:
1. Review the completed site preparation, grading, landscape planting, irrigation, and lighting. This will be achieved via site field meeting limited to 1 hr each plus 1.5 hrs of travel time per included meeting for each: landscape-specific, electrical-specific, and civil-engineering specific.
 2. Verify that the construction has been executed according to the approved plans, specifications, and applicable codes.

3. Provide Construction Engineering Inspection (CEI) team with any relevant information and findings for the issuance of an Engineer of Record Certification Letter upon completion. Issuance of the Certification Letter shall be provided by the party responsible for CEI services.

4. Submission of the certification letter to the client and distribution of the letter to any required regulatory bodies shall be by others.

COST OF THESE SERVICES (Lump Sum)	
I	Professional Services \$36,472.00
II	Meetings not included in I thru I Hourly
TOTAL (Plus Hourly Services) \$36,472.00	

AUTHORIZATION

**Kindly sign and return this authorization at your earliest convenience.
Calvin, Giordano & Associates, Inc.
will proceed upon receipt of authorization.**

By: _____

Ms. Darlin Perez
Chief of Engineering

By: _____

Jenna Martinetti
Director of Engineering

Date: _____

Date: _____