

RESOLUTION NO. 2015-3

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF KEY BISCAYNE, FLORIDA, SELECTING THE PROPOSAL OF STANTEC CONSULTING SERVICES, INC. FOR DESIGN SERVICES IN CONNECTION WITH THE MULTI-PURPOSE CIVIC CENTER AND DOG PARK; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE AN AGREEMENT FOR SUCH SERVICES; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Village of Key Biscayne (“Village”) wishes to commence initial design services for its Multi-Purpose Civic Center and Dog Park, including program and site plan development (the “Services”); and

WHEREAS, the Village of Key Biscayne (“Village”) issued a Request for Qualifications (“RFQ”) for the Services; and

WHEREAS, in response to the RFQ, Stantec Consulting Services, Inc. (“Consultant”) submitted a response and proposal for the Services requested, which proposal is attached hereto as Exhibit “A” (the “Proposal”); and

WHEREAS, after review and consideration, the Village Council recommends that the Consultant be selected to perform the Services; and

WHEREAS, the Village Council desires to select the Proposal and award the agreement to the Consultant for the Services, and authorize the Village Manager to execute a Professional Services Agreement (the “Agreement”) consistent with the Proposal attached hereto as Exhibit “A”, in an amount not to exceed \$50,000.00; and

WHEREAS, the Village Council finds that it is in the best interest of the Village to approve the Proposal of the Consultant and authorize and award the Agreement for the Services, and proceed as indicated in this Resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF KEY BISCAIYNE, FLORIDA, AS FOLLOWS:

Section 1. Recitals Adopted. That each of the recitals stated above is hereby adopted and confirmed.

Section 2. Consultant Selected. The Village Council hereby selects the Consultant for the Services pursuant to the Proposal attached hereto as Exhibit "A."

Section 3. Village Manager Authorized. The Village Manager is hereby authorized to enter into an Agreement with the Consultant for the Services, consistent with the Proposal attached hereto as Exhibit "A", subject to approval as to form, content, and legal sufficiency by the Village Attorney.

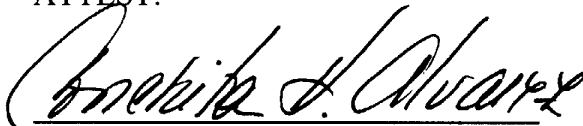
Section 4. Implementation. That the Village Manager is hereby authorized to take any and all action which is necessary to implement the Proposal for the Services and the purposes of this Resolution.

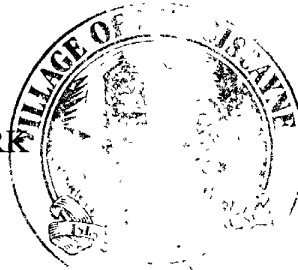
Section 5. Effective Date. That this Resolution shall be effective immediately upon adoption hereof.

PASSED AND ADOPTED this 13th day of January, 2015.


MAYOR MAYRA PEÑA LINDSAY

ATTEST:


CONCHITA H. ALVAREZ, MMC, VILLAGE CLERK



APPROVED AS TO FORM AND
LEGAL SUFFICIENCY


VILLAGE ATTORNEY

PROFESSIONAL SERVICES AGREEMENT

BETWEEN

THE VILLAGE OF KEY BISCAYNE

AND

STANTEC CONSULTING SERVICES INC.

March THIS AGREEMENT (this "Agreement") is made effective as of the *17th* day of *March*, 2015 (the "Effective Date"), by and between the **VILLAGE OF KEY BISCAYNE, FLORIDA**, a Florida municipal corporation (hereinafter the "Village"), and **STANTEC CONSULTING SERVICES INC.**, a for-profit corporation (hereinafter the "Consultant").

WHEREAS, the Consultant and Village, through mutual negotiation, have agreed upon a scope of services, schedule, and fee for professional planning services for the preparation of Programming and Site Planning for a multi-purpose Civic Center Park and a Dog Park at the north end of the Village Green for the Village (the "Project"); and

WHEREAS, the Village desires to engage the Consultant to perform the services and provide the deliverables as specified below.

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein, the Consultant and the Village agree as follows:

1. **Scope of Services.**

1.1. The Consultant shall furnish such professional services and provide deliverables (the "Services") as described in the Consultant's Proposal attached hereto and made a part hereof as Exhibit "A" (the "Plan").

2. **Term/Commencement Date.**

2.1 This Agreement shall become effective upon the Effective Date and shall remain in effect until Consultant completes the Services described herein, which Services are scheduled to be completed in accordance with the schedule set forth in the Plan and attached hereto as Exhibit "A."

2.2 Consultant agrees that time is of the essence and Consultant shall complete the Services within the timeframes set forth in the Plan attached hereto as Exhibit "A" and as provided in this Agreement, unless extended by the Village Manager.

3. **Compensation and Payment.**

- 3.1 Compensation for Services provided by Consultant shall be in accordance with the compensation or fee schedule set forth in the Plan attached hereto as Exhibit "A", but not to exceed a total compensation of \$50,000.
- 3.2 Consultant shall deliver an invoice to Village no more often than once per month detailing Services completed and the amount due to Consultant under this Agreement. Fees shall be paid in arrears each month, pursuant to Consultant's invoice, which shall be based upon the percentage of work completed for each task invoiced. The Village shall pay the Consultant in accordance with the Florida Prompt Payment Act after approval and acceptance of the Services by the Village Manager.

4. **Subconsultants.**

- 4.1 The Consultant shall be responsible for all payments to any subconsultants and shall maintain responsibility for all work related to the Project.
- 4.2 Consultant may only utilize the services of a particular subconsultant with the prior written approval of the Village Manager, which approval may be granted or withheld in Village Manager's reasonable discretion.

5. **Village's Responsibilities**

- 5.1 Village shall make available any maps, plans, existing studies, reports and other data pertinent to the Services and in possession of the Village.
- 5.2 Upon Consultant's request, Village shall reasonably cooperate in arranging for access to any real property as required for Consultant to perform the Services.

6. **Consultant's Responsibilities**

- 6.1 The Consultant shall exercise the same degree of care, skill and diligence in the performance of the Services for the Project as is ordinarily provided by a consultant under similar circumstances. If at any time during the term of this Agreement or within two (2) years from the completion of the Project, it is determined that the Consultant's deliverables or services are incorrect, not properly rendered, defective, or fail to conform to the Services for the Project, upon written notification from the Village Manager, the Consultant shall at Consultant's sole expense, immediately correct its deliverables or Services.
- 6.2 The Consultant hereby warrants and represents that at all times during the term of this Agreement it shall maintain in good standing all required

licenses and certifications required under Federal, State and local laws applicable to and necessary to perform the Services for Village as an independent contractor of the Village.

7. **Conflict of Interest.**

7.1 To avoid any conflict of interest or any appearance thereof, Consultant shall not, for the term of this Agreement, provide any consulting services to any private sector entities (developers, corporations, real estate investors, etc.), with any adversarial issues in the Village. For the purposes of this section "adversarial" shall mean any development application where staff is recommending denial or denied an application, or an administrative appeal or court action wherein the Village is a party.

8. **Termination.**

8.1 The Village Manager may terminate this Agreement without cause upon a fifteen (15) calendar day prior written notice to the Consultant, or immediately with cause. Consultant may terminate this Agreement with or without cause upon a thirty (30) day prior written notice to the Village.

8.2 Upon receipt of the Village's written notice of termination, Consultant shall immediately stop work on the Project unless directed otherwise by the Village Manager.

8.3 In the event of termination by the Village, the Consultant shall be paid for all work accepted by the Village Manager up to the date of termination, provided that the Consultant has first complied with the provisions of Paragraph 8.4.

8.4 The Consultant shall transfer all books, records, reports, working drafts, documents, maps, and data pertaining to the Services and the Project to the Village, in a hard copy and electronic format within fourteen (14) days from the date of the written notice of termination or the date of expiration of this Agreement.

9. **Insurance.**

9.1 Consultant shall secure and maintain throughout the duration of this Agreement insurance of such types and in such amounts not less than those specified below as satisfactory to Village, naming the Village as an Additional Insured, underwritten by a firm rated A-X or better by A.M. Best and qualified to do business in the State of Florida. The insurance coverage shall be primary insurance with respect to the Village, its officials, employees, agents and volunteers naming the Village as additional insured. Any insurance maintained by the Village shall be in

excess of the Consultant's insurance and shall not contribute to the Consultant's insurance. The insurance coverages shall include at a minimum the amounts set forth in this Section 9 and may be increased by the Village as it deems necessary or prudent.

- 9.2 Commercial General Liability coverage with limits of liability of not less than a \$1,000,000 per Occurrence combined single limit for Bodily Injury and Property Damage. This Liability Insurance shall also include Completed Operations and Product Liability coverages and eliminate the exclusion with respect to property under the care, custody and control of Consultant. The General Aggregate Liability limit and the Products/Completed Operations Liability Aggregate limit shall be in the amount of \$2,000,000 each.
- 9.3 Workers Compensation and Employer's Liability insurance, to apply for all employees for statutory limits as required by applicable State and Federal laws. The policy(ies) must include Employer's Liability with minimum limits of \$1,000,000.00 each accident. No employee, subcontractor or agent of the Consultant shall be allowed to provide Services pursuant to this Agreement who is not covered by Worker's Compensation insurance.
- 9.4 Business Automobile Liability with minimum limits of \$1,000,000 per occurrence, combined single limit for Bodily Injury and Property Damage. Coverage must be afforded on a form no more restrictive than the latest edition of the Business Automobile Liability policy, without restrictive endorsements, as filed by the Insurance Service Office, and must include Owned, Hired, and Non-Owned Vehicles.
- 9.5 Professional Liability Insurance in an amount of not less than One Million Dollars (\$1,000,000.00) per occurrence, single limit.
- 9.6 **Certificate of Insurance.** Certificates of Insurance shall be provided to the Village, reflecting the Village as an Additional Insured (except with respect to Professional Liability Insurance), no later than ten (10) days after award of this Agreement and prior to the execution of this Agreement by Village and prior to commencing any Services. Each certificate shall include no less than (30) thirty-day advance written notice to Village prior to cancellation, termination, or material alteration of said policies or insurance. The Consultant shall be responsible for assuring that the insurance certificates required by this Section remain in full force and effect for the duration of this Agreement, including any extensions or renewals that may be granted by the Village. The Certificates of Insurance shall not only name the types of policy(ies) provided, but also shall refer specifically to this Agreement and shall state that such insurance is as required by this Agreement. The Village reserves the right to inspect and return a certified copy of such policies, upon written request by the

Village. If a policy is due to expire prior to the completion of the Services, renewal Certificates of Insurance shall be furnished thirty (30) calendar days prior to the date of their policy expiration. Each policy certificate shall be endorsed with a provision that not less than thirty (30) calendar days' written notice shall be provided to the Village before any policy or coverage is cancelled or restricted. Acceptance of the Certificate(s) is subject to approval of the Village.

9.7 **Additional Insured.** Except with respect to Professional Liability Insurance, the Village is to be specifically included as an Additional Insured for the liability of the Village resulting from Services performed by or on behalf of the Consultant in performance of this Agreement. The Consultant's insurance, including that applicable to the Village as an Additional Insured, shall apply on a primary basis and any other insurance maintained by the Village shall be in excess of and shall not contribute to the Consultant's insurance. The Consultant's insurance shall contain a severability of interest provision providing that, except with respect to the total limits of liability, the insurance shall apply to each Insured or Additional Insured (for applicable policies) in the same manner as if separate policies had been issued to each.

9.8 **Deductibles.** All deductibles or self-insured retentions must be declared to and be reasonably approved by the Village. The Consultant shall be responsible for the payment of any deductible or self-insured retention in the event of any claim.

9.9 The provisions of this section shall survive termination of this Agreement.

10. **Nondiscrimination.**

10.1 During the term of this Agreement, Consultant shall not discriminate against any of its employees or applicants for employment because of their race, color, religion, sex, or national origin, and to abide by all Federal and State laws regarding nondiscrimination

11. **Attorneys Fees and Waiver of Jury Trial.**

11.1 In the event of any litigation arising out of this Agreement, the prevailing party shall be entitled to recover its attorneys' fees and costs, including the fees and expenses of any paralegals, law clerks and legal assistants, and including fees and expenses charged for representation at both the trial and appellate levels.

11.2 In the event of any litigation arising out of this Agreement, each party hereby knowingly, irrevocably, voluntarily and intentionally waives its right to trial by jury.

12. **Indemnification.**

- 12.1 Consultant shall indemnify and hold harmless the Village, its officers, agents and employees, from and against any and all demands, claims, losses, suits, liabilities, causes of action, judgment or damages, arising from Consultant's performance or non-performance of any provision of this Agreement, including, but not limited to, liabilities arising from contracts between the Consultant and third parties made pursuant to this Agreement. Consultant shall reimburse the Village for all its expenses including reasonable attorneys' fees and costs incurred in and about the defense of any such claim or investigation and for any judgment or damages arising from Consultant's performance or non-performance of this Agreement.
- 12.2 To the extent permitted by applicable Law, neither party shall be liable to the other for punitive damages or indirect, incidental or consequential damages, whether arising out of breach of this Agreement, tort (including negligence) or any other theory of liability, and each party hereby releases the other party from any such liability.
- 12.3 The provisions of this section shall survive termination of this Agreement.

13. **Notices/Authorized Representatives.**

- 13.1 Any notices required by this Agreement shall be in writing and shall be deemed to have been properly given if transmitted by hand-delivery, by registered or certified mail with postage prepaid return receipt requested, or by a private postal service, addressed to the parties (or their successors) at the following addresses:

For the Village: John C. Gilbert
Village Manager
Village of Key Biscayne
88 West McIntyre Street
Key Biscayne, FL 33149

With a copy to: Stephen J. Helfman, Esq.
Village Attorney
Weiss Serota Helfman Cole Bierman & Popok, P.L.
2525 Ponce de Leon Blvd., Suite 700
Coral Gables, Florida 33134

For The Consultant: Javier F. Salman
Stantec Consulting Services Inc.
901 Ponce de Leon Boulevard, Suite 900
Coral Gables, Florida 33134

14. **Governing Law.**

14.1 This Agreement shall be construed in accordance with and governed by the laws of the State of Florida. Venue for any litigation arising out of this Agreement shall be proper exclusively in Miami-Dade County, Florida.

15. **Entire Agreement/Modification/Amendment.**

15.1 This writing contains the entire Agreement of the parties and supercedes any prior oral or written representations. No representations were made or relied upon by either party, other than those that are expressly set forth herein.

15.2 No agent, employee, or other representative of either party is empowered to modify or amend the terms of this Agreement, unless executed with the same formality as this document.

15.3 Consultant represents that is an entity validly existing and in good standing under the laws of Florida. The execution, delivery and performance of this Agreement by Consultant have been duly authorized, and this Agreement is binding on Consultant and enforceable against Consultant in accordance with its terms. No consent of any other person or entity to such execution, delivery and performance is required.

16. **Ownership and Access to Records and Audits.**

16.1 Consultant acknowledges that all inventions, innovations, improvements, developments, methods, designs, analyses, drawings, reports and all similar or related information (whether patentable or not) which relate to Services to the Village which are conceived, developed or made by Consultant during the term of this Agreement ("Work Product") belong to the Village. Consultant shall promptly disclose such Work Product to the Village and perform all actions reasonably requested by the Village (whether during or after the term of this Agreement) to establish and confirm such ownership (including, without limitation, assignments, powers of attorney and other instruments). Consultant shall not be responsible for Village's use of the Work Product for any purpose other than the specific purpose of this Agreement.

16.2 All records, books, documents, maps, data, deliverables, papers and financial information (the "Records") that result from the Consultant providing the Services to the Village under this Agreement shall be the property of the Village.

16.3 The Village Manager or his designee shall, during the term of this Agreement and for a period of three (3) years from the date of termination

of this Agreement, have access to and the right to examine and audit any Records of the Consultant involving transactions related to this Agreement. In addition, the Consultant agrees to comply specifically with the provisions of Section 119.0701, Florida Statutes.

16.4 The Village may cancel and terminate this Agreement immediately for refusal by the Consultant to allow access by the Village Manager or his designee to any Records pertaining to work performed under this Agreement that are subject to the provisions of Chapter 119, Florida Statutes.

17. **Nonassignability.**

17.1 This Agreement shall not be assignable by Consultant unless such assignment is first approved by the Village Manager. The Village is relying upon the apparent qualifications and expertise of the Consultant, and such firm's familiarity with the Village's area, circumstances and desires.

18. **Severability.**

18.1 If any term or provision of this Agreement shall to any extent be held invalid or unenforceable, the remainder of this Agreement shall not be affected thereby, and each remaining term and provision of this Agreement shall be valid and be enforceable to the fullest extent permitted by law.

19. **Independent Contractor.**

19.1 The Consultant and its employees, volunteers and agents shall be and remain an independent contractor and not an agent or employee of the Village with respect to all of the acts and services performed by and under the terms of this Agreement. This Agreement shall not in any way be construed to create a partnership, association or any other kind of joint undertaking, enterprise or venture between the parties.

20. **Compliance with Laws.**

20.1 The Consultant shall comply with all applicable laws, ordinances, rules, regulations, and lawful orders of public authorities in carrying out Services under this Agreement, and in particular shall obtain all required licenses and certifications from all jurisdictional agencies to perform the Services under this Agreement.

21. **Waiver**

21.1 The failure of either party to this Agreement to object to or to take affirmative action with respect to any conduct of the other which is in violation of the terms of this Agreement shall not be construed as a waiver of the violation or breach, or of any future violation, breach or wrongful conduct.

22. **Survival of Provisions**

22.1 Any terms or conditions of either this Agreement that require acts beyond the date of the term of the Agreement, shall survive termination of the Agreement, shall remain in full force and effect unless and until the terms or conditions are completed and shall be fully enforceable by either party.

23. **Prohibition of Contingency Fees.**

23.1 The Consultant warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Consultant, to solicit or secure this Agreement, and that it has not paid or agreed to pay any person(s), company, corporation, individual or firm, other than a bona fide employee working solely for the Consultant, any fee, commission, percentage, gift, or any other consideration, contingent upon or resulting from the award or making of this Agreement.

24. **Public Entity Crimes Affidavit**

24.1 Consultant shall comply with Section 287.133, Florida Statutes (Public Entity Crimes Statute), notification of which is hereby incorporated herein by reference, including execution of any required affidavit.

25. **Counterparts**

25.1 This Agreement may be executed in several counterparts, each of which shall be deemed an original and such counterparts shall constitute one and the same instrument.

[Remainder of page intentionally left blank]

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the date written below their signatures.

FOR THE CONSULTANT:

STANTEC CONSULTING SERVICES INC.,
a for-profit corporation

By: _____

Name: JANEEN SULTAN

Title: PRINCIPAL

Date Executed: 2.27.15

IN WITNESS WHEREOF the parties hereto have executed this Agreement on the day and date first above written.

FOR THE VILLAGE:

VILLAGE OF KEY BISCAYNE,
a Florida municipal corporation

By: _____

John C. Gilbert, Village Manager

Date Executed: 3/11/15



Attest: Conchita Alvarez
Conchita Alvarez, Village Clerk, MMC

Approved as to Form and Legal Sufficiency:

Ad Fair
Village Attorney

EXHIBIT “A”

(ATTACH SCOPE OF SERVICES/WORK AUTHORIZATION)



901 Ponce de Leon Boulevard, Suite 900
Coral Gables, Florida 33134

January 5, 2015
File: 177901946

Village of Key Biscayne
88 W. McIntyre Street
Key Biscayne, Florida 33149

Attention: **Jud Kurlancheek, AICP**

Reference: **Design of a Multi-Purpose Civic Center Park and Dog Park**
RFQ 2014-01 – (revised proposal)

Dear Mr. Kurlancheek,

We are pleased to submit this proposal for professional services for your consideration on the above two projects as per our selection by Council on October 28, 2014. Having discussed with you our approach and the Village's requested tasks for this first part of our services, the following represents our understanding of the scope of work and needed deliverables together with our estimated schedule.

Scope of Project

Task 1 Dog Park Design shall consist of the development of a 24,000 SF ± Dog Park at the north end of the Village Green. Our services will include the programming and site planning. Programming meetings will be held with the Parks and Recreation Director, Village Staff and the Dog Park Committee and presentations to the Village Council, as required. Stantec will provide one rendered site plan and estimate of probable cost of construction for the presentation / meetings.

Task 2 Civil Center Park shall consist of the development of a Civic Center Park at 530 Crandon Boulevard, including programming and site planning. Programming meetings will be held with the Amphitheater group and the Village Staff, presentations to the Village Council and public meetings, if required. Stantec will provide 3D renderings, two (2) presentation boards maximum and estimate of probable cost of construction for each presentation meetings. The presentation boards used for the Council meeting will be used for the public meetings, if required.

Scope of Services for Dog Park at the North end of the Village Green

Programming & Site Planning

This Phases' primary purpose is to provide programming and Site Plan for the Dog Park. This phase will include a more fully defined program requirement as may be desired by the related Village committees and Council. We will present one baseline site plan with a list of additional improvements. At that point the Council will decide which improvements will be included in the final site plan that will be the subject of a public hearing.



January 5, 2015
Jud Kurlancheek, AICP

Reference: Design of a Multi-Purpose Civic Center Park and Dog Park

Deliverables:

- Program Development
- Approved Site Plan

Schedule:

- 3 weeks after Notice to Proceed from Village
- 2 weeks after approval of program

Upon approval of the site plan by the Village Council, Stantec and Village may enter into a supplemental agreement for: Construction Documents, Permitting Assistance, Bidding Assistance and Construction Administration.

COMPENSATION:

Compensation is based on the attached man-hours breakdown and hourly rates and will be invoiced on an hourly basis per task in accordance with the Stantec rate schedule attached.

- Programming & Site Planning
 - Committee and Staff Meetings including meeting attendance, meeting preparation and meeting minutes
 - Council Presentations
 - Public Hearing Presentation, if required
 - Presentation boards - The work product will be a site plan and improvements that will be drawn in a similar fashion as the renderings presented at the Council meeting on October 28, 2014 and in response to the RFQ

Scope of Services for Civic Center Park at 530 Crandon Boulevard

Programming & Site Planning

This Phases' primary purpose is to provide programming and a Site Plan for Civic Center Park, and more fully define the program requirements as may be desired by the related Village committees and Council. We will present one baseline site plan with a list of additional improvements. At that point, the Council will decide which improvements will be included in the final site plan that will be the subject of a public hearing or meeting.

Deliverables:

- Program Development
- Approved Site Plan

Schedule:

- 3 weeks after Notice to Proceed from Village
- 2 weeks after approval of program

Upon approval of the site plan by the City Council, Stantec and Village may enter into a supplemental agreement for: Construction Documents, Permitting Assistance, Bidding Assistance and Construction Administration

COMPENSATION:

Compensation is based on the attached man-hours breakdown and hourly rates and will be invoiced on an hourly basis per task in accordance with the Stantec rate schedule attached.

January 5, 2015
Jud Kurlancheek, AICP

Reference: Design of a Multi-Purpose Civic Center Park and Dog Park

- Programing & Site Planning
 - Committee and Staff Meetings including meeting attendance, meeting preparation and meeting minutes
 - Council Presentations
 - Public Hearing Presentation, if required
 - Presentation boards - The work product will be a site plan and improvements that will be drawn in a similar fashion as the renderings presented at the Council meeting on October 28, 2014

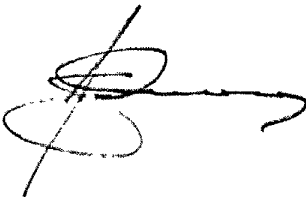
Our proposal assumes that the Village will provide us with a current full project area survey, including the adjacent public right of way in AutoCAD electronic format.

All terms and conditions shall be per our Continuing Services Agreement for Engineering. We are ready to begin working on this assignment. If acceptable to you, we will accept a signed copy of this Professional Services Proposal as your written authorization to proceed with this assignment.

Thank you for the opportunity to be of service to the Village of Key Biscayne.

Sincerely,

Stantec Consulting Services Inc.

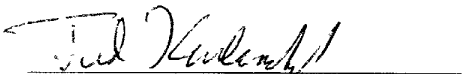


Javier F. Salman, AIA
Principal
Phone: 305-445-2900
Fax: 305.774.6277
javier.salman@stantec.com

Reviewed By: Ramon Castella, P.E., Vice President

VILLAGE OF KEY BISCAYNE

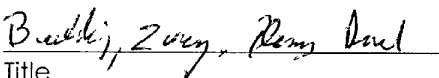
Approved by:



Signature

3-10-15

Date



Title

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Rate Table S2015		
Standard Hourly Rates for 2015		
<i>Staff type</i>	<i>Classification</i>	<i>Hourly Rate</i>
✓ 01	Principal	\$ 204.00
✓ 02	Engineer (PE) or Architect (RA)	\$ 185.00
✓ 03	Engineer (EI) or Architect (AI)	\$ 163.00
✓ 04	Technician	\$ 94.00
✓ 05	Project Manager	\$ 140.00
✓ 06	Senior Inspector (CEI)	\$ 129.00
✓ 07	Clerical Assistant	\$ 77.00
✓ 08	Senior Inspector (CEI)	\$ 94.00
✓ 09	Inspector (CEI)	\$ 77.00

Stantec Consulting Services Inc.

January 5, 2015

Stantec Consulting Services Inc.

901 Ponce De Leon Blvd., Suite 900
 Coral Gables, Florida 33134
 Phone: 305.445.2900

Fax 305 774-6277

MAN-HOUR ESTIMATE FORM -

**Description: Civic Center Park
 Programming and Conceptual
 Design Phases**

**Project No.:177901946
 Date: January 1, 2015**

Basis of Estimate	Principal Architect/Engineer	Architect / Engineer RA / PE	Project Manager	Architect / Engineer AI / EI	Technician	Data Processor/ Clerical	Hours per each task
Hourly Rate of	\$204.00	\$185.00	\$140.00	\$163.00	\$94.00	\$77.00	
1.01 Programming & site planning of Civic Center Park (conceptual)	12		20	8	56		96
1.02 Committee & Staff Meetings	3		3			1	7
1.03 Council Meeting Presentations	4		4				8
1.04 Public Hearing Presentations, if required	4		4			2	10
1.05 Presentation drawings	8		16	32	80	16	152
1.06 Cost Estimate of selected final site plan	1		2	12			15

Stantec Consulting Services Inc.

901 Ponce De Leon Blvd., Suite 900
 Coral Gables, Florida 33134
 Phone 305.445.2900 Fax 305.774-6277

MAN-HOUR ESTIMATE FORM -

**Description: Dog Park Programming
 and Conceptual Design Phases**

**Project No.:177901946
 Date: January 5, 2015**

Basis of Estimate	Principal Architect/ Engineer	Architect / Engineer RA / PE	Project Manager	Architect / Engineer AI / EI	Technician	Data Processor/ Clerical	Hours per each task
	Hourly Rate of	\$204 00	\$185 00	\$140 00	\$163.00	\$94 00	
1.01 Programming & site planning of Dog Park (conceptual)	8		12	6	42		68
1.02 Committee & Staff Meetings	3		3			1	7
1.03 Council Meeting Presentations	4		4				8
1.04 Public Hearing Presentations, if required	4		4			2	10
1.05 Presentation drawings	6		12	12	48	6	84
1.06 Cost Estimate of selected final site plan	1		2	12			15