

**TASK ORDER No. 2**

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2014

**CITY PROJECT No. P12016**

**FORT LAUDERDALE PUBLIC WORKS DEPARTMENT**

**PRELIMINARY CONCEPT DESIGN – DC ALEXANDER PARK,  
FORT LAUDERDALE BEACH**

**PROFESSIONAL SERVICES**

Describing a specific agreement between the City of Fort Lauderdale (CITY) and EDSA, Inc., (CONSULTANT or EDSA) in accordance with the terms of the agreement for Landscape Architectural Consultant Services dated January 22, 2013 between CITY and CONSULTANT (“MASTER AGREEMENT”).

**PROJECT BACKGROUND**

Based on the work completed by EDSA and after further discussion between the City Commission and the Beach Redevelopment Advisory Board Meeting on May 13, 2014, the Commission directed staff to look at additional opportunities to redevelop DC Alexander Park and to incorporate the exterior of the newly proposed (and currently being designed) Fort Lauderdale Aquatic Center. The intention of the Commission and Beach Redevelopment Advisory Board was for DC Alexander Park, and its immediate surroundings to be a comprehensive open space that connects the Intracoastal to the Atlantic Ocean. The Commission gave staff direction to refine the current concepts, through the addition of the adjacent surroundings, refine conceptual drawings, refine three dimensional graphics, and provide order of magnitude cost estimates of the concepts of the proposed open space park (Exhibit 1). In addition, EDSA will prepare for and participate in meeting with City Staff, Beach Redevelopment Advisory Board, Parks Recreation and Beaches Advisory Board, and City Commission to present the work.

**SCOPE OF SERVICES AND DELIVERABLES**

**Task 1: Conceptual Design**

**A. Assemble Base Map Information:**

- 1) As the scope of the project area has increased, EDSA will rely upon the City to provide all relevant previous studies, reports, etc., including any available survey of existing conditions and topography (in AutoCAD format) for the expanded site. The City has provided EDSA with aerials, geo-referenced in AutoCAD, to serve as the base file for concept design. In addition, EDSA will rely upon the City to collect the most current design plans (in an AutoCAD format) of the Fort Lauderdale Aquatic Center. Based on the information that is provided, EDSA will review the information and prepare base maps for the refined Conceptual Design. As part of the design process, EDSA will visit the newly expanded site to understand the expanded site.

**B. Meetings with staff**

- 1) EDSA will prepare for and attend up to five (5) meetings with staff. EDSA would anticipate the meetings to include Transportation and Mobility, Department of Sustainable Development, Parks and Recreation staff and potentially the City Manager. In addition, as the scope of the project now includes the exterior area (waterfront) of the Aquatic Center, EDSA would anticipate some of these meetings would include meeting with the Design Team for the Aquatic Center. The purpose of these meetings is to help refine a program for the potential improvement, as well as a strategy for implementation. EDSA will prepare meeting notes as a summary to the meetings.

### **C. Preliminary Conceptual Design**

- 1) Utilizing the base maps prepared from the previous task, the results from previous meetings with the City Commission, Beach Redevelopment Advisory Board, Parks, Recreation, and Beaches Advisory Board and City Staff, EDSA will prepare two (2) preliminary conceptual design alternatives for the DC Alexander Park improvements. In addition to the plan drawings, EDSA will prepare up to two (2) sections to describe the proposed design alternatives. At this point, EDSA understands that the park's primary use will be for public open space, however, within the open space, there may be opportunities for recreational based activities. Currently, we understand that facilitating a special events stage (however, not a single purpose structure) should be included, as well as public restrooms. The specific ideas for the activities and programming will be further refined through meetings with staff. As part of this process, EDSA will prepare preliminary order of magnitude costs for the improvements including design and construction costs. The intent of these costs is to determine if the Community Redevelopment Agency (CRA) might have an available funding to earmark for the potential improvements.

### **D. Review Meeting**

- 1) Once the Preliminary Conceptual Design has been completed, EDSA will prepare for and attend up to two (2) Beach Redevelopment Advisory Board Meeting and a Parks, Recreation, and Beaches Advisory Board meeting to review the work progress to date. It is anticipated that during the Beach Redevelopment Advisory Board Meeting that general comments will be received regarding the Preliminary Conceptual Design. As part of this phase of work, EDSA will prepare a meeting summary of the review meetings with the Beach Redevelopment Advisory Board and the Parks, Recreation and Beaches Advisory Board.

### **E. Refinements – Final Conceptual Design**

- 1) Assuming the comments are minor, EDSA will refine the Preliminary Conceptual Design into a Final Conceptual Design Plan. As part of the Final Conceptual Design Package, EDSA will prepare two (2) sections and two (2) hand drawn renderings to illustrate the concept of the park. As part of this process, EDSA will revise the previously prepared order of magnitude cost summary for the Final Conceptual Design.
- 2) Present Final Conceptual Design Plan to Beach Redevelopment Advisory Board (BRAB) / City Commission
- 3) EDSA will prepare for, attend, and present at up to three (3) meetings for the BRAB, Parks, Recreation, and Beaches Advisory Board and the City Commission the work prepared to date (up to four (4) separate meetings).

### **Deliverables:**

- **Preparation of Base Maps and Site Visit**
  - Review new information as provided by City Staff
  - Attend a site visit
  - Prepare base maps.
- **Preliminary Conceptual Design Alternatives**
  - Prepare two (2) alternatives – prepared in a loose, freehand style (to scale), in an illustrative format.
  - Prepare two (2) sections per alternative
  - Prepare preliminary order of magnitude cost summary for each alternative (two [2] cost summaries)
- **Final Conceptual Design**
  - Prepare a Final Illustrative Conceptual Design Plan
  - Prepare a Final Conceptual rendering (two (2) renderings hand drawn)
  - Prepare up to two (2) sections for the final conceptual plan
  -

- Preparation of a Final Conceptual Design Order of Magnitude Cost Summary, industry standard carries a tolerance of 20%-25% contingency.
- Deliverables to be in an electronic format, either a PDF and or AutoCAD format.
- Prepare for and attend meetings and presentations, as described above

**PROJECT ASSUMPTIONS**

Specific assumptions for the project:

1. Any work beyond the scope of services will require a separate written authorization and will be considered Additional Services.

**CITY'S REPONSIBILITIES**

- The CITY's project manager, or a designated representative, will coordinate the project for the CITY.
- The CITY will provide all available existing as-built drawings, reports, survey of existing conditions, topographic survey, aerial photography, previous design work and or reports in a usable form to the CONSULTANT
- CITY will provide CONSULTANT access to project site as required.

**ADDITIONAL SERVICES**

If authorized in writing by the CITY as an amendment to this Task Order, the CONSULTANT shall furnish, or obtain from others, Additional Services.

**PERFORMANCE SCHEDULE**

We recommend the following time periods for the work, as described above. Please note, EDSA shall coordinate production of the work so that it can coincide with the specific, as of yet to be identified Beach Redevelopment Advisory Board meetings and the City Commission meetings. Additionally, the schedule will be dependent on the review periods, as determined by the City of Fort Lauderdale.

- Review Previous Work and prepare base maps: 1 week duration
- Preliminary Conceptual Design: 6 week duration
- Review with Staff: 4 weeks
- Refinements – Final Conceptual Design: 6 week duration
- Meetings / Presentation to CRA Board / City Commission: To be determined

Please note, the above durations are estimates of time related to the schedule, as the final schedule will be determined through coordination with City Staff and scheduling associated with the meetings, as described in the above scope of services.

**PROJECT FUNDING**

The project will be funded by the City of Fort Lauderdale Community Redevelopment Agency (CRA).

**METHOD OF COMPENSATION**

The services performed will be accomplished using the Not-to-Exceed method of compensation. Reimbursable expenses associated with these services are not included in the fees and will be itemized separately, subject to an established Not-to-Exceed limit. The total hourly rates payable by the CITY for each

of CONSULTANT's employee categories, reimbursable expenses and sub-consultant fees are shown on Exhibit "A" attached hereto and made a part hereof.

**TERMS OF COMPENSATION**

Services shall be provided for the following Not-to-Exceed amounts:

Task No	Task Title	Labor Fees		Total
		Consultant		
1	Conceptual Design	\$48,220		\$48,220
All tasks				<b>\$48,220</b>
Budget for expenses				<b>\$ 450</b>
<b>TOTAL</b>				<b>\$48,670</b>



Task 1: Conceptual Design  
24-Jul-14

EDSA

Task #	Task Description	Principal	Associate Principal	Vice President	Senior Associate	Associate	Design Staff II	Clerical	Subtotal	Total
		\$ 200	\$ 190	\$ 180	\$ 150	\$ 120	\$ 110	\$ 50		
A.	Prepare Base Maps/Site Visit	2	2				16		\$ 2,540	
B.	Meetings with Staff	20	20				10	4	\$ 9,100	
C.	Preliminary Conceptual Design	2	4	12	8	30	70		\$ 15,820	
D.	Preparation of conceptual project budgets / order of magnitude estimates	2	1	8	8				\$ 3,230	
E.	Review Meeting	6	6				4	8	\$ 3,180	
F.	Refinements- Final Conceptual Design	2	6		8	20	60	8	\$ 12,140	
G.	Final Conceptual Budget	2	1	4	6				\$ 2,210	\$ 48,220

Budget for Expenses \$ 450

Totals                    36                    40                    24                    30                    50                    160                    20                    \$ 48,670

**Expenses are additional and will be invoiced, at cost, with no mark-up per our existing Continuing Services Contract.**

**See attached Hourly Estimate – Exhibit 2**

Reimburseable Estimate		
Task		Rate
<b>Expenses:</b>		
Blueprints, Photocopying, Reproductions, Printing		\$ 450.00
	<b>Total</b>	\$ 450.00
<b>Breakdown:</b>		
Color reproduction cost per square foot		\$ 2.50
Square feet of prints		180 sq ft
	<b>Total</b>	\$ 450.00

**CITY CONTACTS**

Requests for payments should be directed to City of Fort Lauderdale Accounts Payable via e-mail to [AcctsPayable@FortLauderdale.gov](mailto:AcctsPayable@FortLauderdale.gov). All other correspondence and submittals should be directed to the attention of Don Morris at the address shown below. **Please be sure that all correspondence refers to the City project number and title as stated above.**

City of Fort Lauderdale  
City Hall, 4th Floor – Engineering  
100 North Andrews Avenue  
Fort Lauderdale, FL 33301

**CONSULTANT CONTACTS**

Paul D. Kissinger, FASLA, PLA  
Principal  
EDSA, Inc.  
1512 East Broward Boulevard, Suite 110  
Fort Lauderdale, Florida 33301  
Phone: 954-524-3330  
Cell: 954-309-3338  
Fax: 954-627-0004 / 954-524-0177  
Email: [pkissinger@edsaplan.com](mailto:pkissinger@edsaplan.com)

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**DEPARTMENT SIGNATURES**

Approved by:

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Tom Green, P.E.	Date:
Project Manager	

Approved by:

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Talal Abi-Karam, P.E.	Date:
Assistant Director of Public Works	

Approved by:

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Hardeep Anand, P.E.	Date:
Public Works Director	

**CLOSURE**

IN WITNESS OF THE FOREGOING, the parties have set their hands and seals the day and year first above written.

CITY OF FORT LAUDERDALE, a municipal corporation of the State of Florida:

By \_\_\_\_\_  
LEE R. FELDMAN, City Manager

(CORPORATE SEAL)

ATTEST:

\_\_\_\_\_  
JONDA K. JOSEPH, City Clerk

Approved as to form:

\_\_\_\_\_  
RHONDA MONTOYA HASAN  
Assistant City Attorney

**CONSULTANT**

WITNESSES:

\_\_\_\_\_  
\_\_\_\_\_

Print Name

\_\_\_\_\_  
\_\_\_\_\_

Print Name.

(CORPORATE SEAL)

EDSA, Inc.

By: \_\_\_\_\_

Name: Paul D. Kissinger

Title: Principal

ATTEST:

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

STATE OF FLORIDA:  
COUNTY OF BROWARD:

Paul D. Kissinger, and \_\_\_\_\_ as Principal and \_\_\_\_\_ respectively, of EDSA, Inc.,  
acknowledged the foregoing instrument before me this \_\_\_\_\_ day of \_\_\_\_\_, 2014, on behalf of  
the corporation. They are personally known to me and did not take an oath.

\_\_\_\_\_  
Notary Public, State of Florida  
(Signature of Notary taking Acknowledgement)

\_\_\_\_\_  
Name of Notary Typed, Printed or Stamped

\_\_\_\_\_  
My Commission Expires

\_\_\_\_\_  
Commission No.



EXHIBIT 1



Project limits indicated by red boundary.