

DOCUMENT ROUTING FORM

③ of each Task Order
4/11/13

NAME OF DOCUMENT: **DEROSE DESIGN CONSULTANTS INC TASK ORDERS #3 AND #4 FOR ENGINEERING SERVICES FOR GREEN EDUCATION CENTER AT HOLIDAY PARK SOCIAL CENTER - TOTAL \$32,634**

Approved Comm. Mtg. on **April 2, 2013** CAM # **13-0135** ITEM: **M-2**

Routing Origin: CAO ENG. COMM. DEV. OTHER _____

Also attached: copy of CAR copy of document ACM Form 3 originals

On 4/3/13 LB forwarded to: **MARYANN JOHNSTON, PUBLIC WORKS ENGINEERING**

1.) Approved as to Content: *Stanley Arand*
Department Director

Capital Improvements defined as having a life of at least 10 years and a cost of at least \$50,000 and shall mean improvements to real property (land, buildings, fixtures) that add value and/or extend useful life, inc. major repairs such as roof replacement, etc. Term "Real Property" include: land, real estate, realty, real.

Please Check the proper box: CIP FUNDED YES NO
Capital Improvement Projects

2.) Approved as to Funds Available: by *Donna Rueda* Date: 4.5.13
Finance Director

Amount Required by Contract/Agreement \$ 11,197.00 T.O.3 21,437.00 T.O.4 Funding Source: GEECBG09B

Dept./Div. PBS/ENG Index/Sub-object 3199 Project # N/A

3.) City Attorney's Office: Approved as to Form:# 3 Originals of each to City Mgr. By: CARRIE SARVER

CS
Carrie Sarver

RECEIVED
CITY ATTORNEY'S OFFICE
2013 APR 08 PM 12:12

4.) Approved as to content: Assistant City Manager:
By: _____ By: _____
Stanley Hawthorne, Assistant City Manager Susanne Torriente, Assistant City Manager

- 5.) City Manager: Please sign as indicated and forward 3 originals of each to Mayor.
- 6.) Mayor: Please sign as indicated and forward 3 originals of each to Clerk.
- 7.) To City Clerk for attestation and City seal.

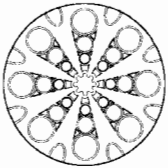
INSTRUCTIONS TO CLERK'S OFFICE

8.) City Clerk: retains one original document and forwards 2 original of each documents to **MARYANN JOHNSTON, PUBLIC WORKS ENGINEERING**

- Original Route form to Linda Blanco, CAO
- Attach _____ certified copies of Reso. # _____ Fill-in date

2013 APR 10 AM 11:21
4/11

Since 1979



DeRose Design Consultants, Incorporated

STRUCTURAL • CIVIL • LAND PLANNING • ENVIRONMENTAL • ELECTRICAL • MECHANICAL

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Pompano Beach, FL 33069
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9620 N.E. 2nd Ave. • Suite 203
Miami Shores, FL 33138
305-249-3674 • Fax: 305-249-3410

Website: <http://www.deroseconsultants.com>

City Project No.: P11633
City Contact: Frank Snedaker
City E.P.O. No.: _____
Fort Lauderdale, FL

Approved on the 2nd day of April 2013

CITY OF FORT LAUDERDALE
GREEN EDUCATION CENTER AT HOLIDAY PARK SOCIAL CENTER
Proposal for
Design Mechanical and Electrical Engineering Services
TASK ORDER NO. 4

Scope of Consulting Services

between

The City of Fort Lauderdale, Florida

and

DeRose Design Consultants, Inc.
Contact: Lawrence DeRose, P.E.
Tel: 954-942-7703
Fax: 954-942-7933

TASK ORDER #4

Dated this 2nd day of April, 2013

**CITY PROJECT NO. P11633
GREEN EDUCATION CENTER AT HOLIDAY PARK SOCIAL CENTER
MECHANICAL AND ELECTRICAL ENGINEERING SERVICES**

PROFESSIONAL SERVICES

This Task Order is being entered into pursuant to the Master Agreement for Mechanical, Electrical, Plumbing Engineering Services Continuing Contract dated December 21, 2010 and as amended on June 5, 2012 between the City of Fort Lauderdale (CITY) and DeRose Design Consultants, Inc. (CONSULTANT).

GENERAL PROJECT DESCRIPTION

CONSULTANT shall provide for mechanical and electrical engineering services and documentation services associated with the modifications to the existing single story 9,500 ft², Holiday Park Social Center facility located at 738 N Federal Hwy, Fort Lauderdale. The proposed modifications will be limited to the mechanical and electrical systems offering the most feasible opportunities for increasing energy efficiency as described in the completed facility energy audit.

GENERAL CATEGORY OF SERVICES

The project will require professional mechanical and electrical design and engineering services.

SPECIFIC SCOPE OF BASIC SERVICES

Basic services will be provided under the following tasks:

Task 1 Preliminary Engineering

Upon issuance of written Notice to Proceed, the CONSULTANT shall proceed with Task 1.

This work will precede the construction document phase and involve the planning the mechanical, electrical and plumbing scope of work. Project shall follow the requirements established by the City, based on the Facility Energy Audit and Energy Conservation Analysis.

Task 2 Final Mechanical and Electrical Engineering

CONSULTANT shall prepare working drawings and specifications, which establish the extent, quantity and quality of the work to be done by the Contractor.

All HVAC and electrical plans will be completed. At the end of this phase, the drawings will be ready for submission to the Building Department.

Deliverables to be submitted shall be electronic drawing files compatible with current City CAD Standards, as well as plot files in PDF format & three (3) sets of 24"x36" plan sheets. CONSULTANT shall visit the site and attend up to two (2) meetings with CITY to discuss progress.

Task 3 Mechanical and Electrical Engineering addressing the CITY Scope Changes

CONSULTANT shall prepare working drawings and specifications, for the revised scope as directed by the CITY. All mechanical and electrical plans will be completed, establishing the extent, quantity and quality of the work to be done by the Contractor. At the end of this phase, the drawings will be ready for submission to the Building Department.

Deliverables to be submitted shall be electronic drawing files compatible with current City CAD Standards, as well as plot files in PDF format & three (3) sets of 24"x36" plan sheets. CONSULTANT

shall visit the site and attend up to two (2) meetings with CITY to discuss progress.

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 as indicated in Article 8 of the Master Agreement.

PROJECT ASSUMPTIONS

- a. The CITY will identify the individuals who will be the points of contact for the project.
- b. The CITY will provide existing architectural, mechanical, electrical and structural drawings.
- c. The CITY will provide the existing equipment data and specifications.
- d. The CITY will provide the standard indoor environmental conditions.
- e. The CITY will provide the building occupancy rates and operating schedules.
- f. Plans will be prepared in conformance with the current City CAD standards. The Project will comply with the current April 2008 Cad Standard, Addendum 3 dated February 2009.

PERFORMANCE SCHEDULE

All tasks have been completed by CONSULTANT and submitted to the CITY.

METHOD OF COMPENSATION

The services performed under this Task Order will be accomplished using the Not to Exceed method of compensation.

TERMS OF COMPENSATION

Services to be provided for the following Not to Exceed amounts as itemized on attached Table A.

<u>Task</u>	<u>Description</u>	<u>Consultant</u>	<u>Total</u>
1	Preliminary Engineering	\$ 3,268.00	\$ 3,268.00
2	Final Mechanical and Electrical Engineering	\$11,728.00	\$11,728.00
3	Scope Changes	\$ 6,441.00	\$ 6,441.00
	TOTAL		\$21,437.00

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:

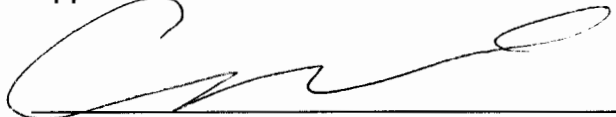
By 
LEE R. FELDMAN, City Manager

(CORPORATE SEAL)

ATTEST:


JONDA K. JOSEPH, City Clerk

Approved as to form:


CARRIE L. SARVER
Assistant City Attorney

WITNESSES

William Cairns
Print Name

David C. Covert
Print Name

DEROSE DESIGN CONSULTANTS, INC.,
a Florida corporation

By Ann M. Derosé
Print Name/Title

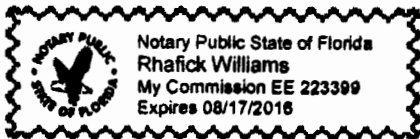
ATTEST
By Lawrence DeRose, J.P.
Print Name/Title

(CORPORATE SEAL)

STATE OF FLORIDA:
COUNTY OF BROWARD:

The foregoing instrument was acknowledged before me this 26 day of Feb, 2013
by Ann M. Derosé and Lawrence Derosé, as President and
Vice President respectively, of DEROSE DESIGN a Florida corporation, on behalf
of the corporation. They are personally known to me or have produced
as identification and did did not take an oath.

(SEAL)



Rhafick Williams
Notary Public, State of Florida
(Signature of Notary taking Acknowledgment)

RHAFICK WILLIAMS
Name of Notary Typed, Printed or Stamped

08/17/2016
My Commission Expires:

Commission Number EE223399

CITY OF FORT LAUDERDALE
 GREEN EDUCATION CENTER AT HOLIDAY PARK SOCIAL CENTER
 MECHANICAL AND ELECTRICAL SERVICES
 TABLE A

City of Fort Lauderdale #P11633

	Hourly Rate	Professional Staffing			
		Clerical	Senior Engineer	Project Engineer	Project Manager
Preliminary Engineering		0	8	8	10
Subtotals		\$0	\$916	\$951	\$1,401
Task 1 Total		\$3,268			
Final Mechanical and Electrical Engineering		0	34	40	22
Subtotals		\$0	\$3,893	\$4,754	\$3,082
Task 2 Total		\$11,728			
MEP Engineering - Scope Changes		0	24	24	6
Subtotals		\$0	\$2,749	\$2,852	\$840
Task 3 Total		\$6,442			
Total Budget		\$21,437			