



January 5, 2015

Mr. Jim Bouquet, P.E.  
City of Key West  
3132 Flagler Avenue  
Key West, Fl. 33040

**RE: Caroline Street Parking Lot – Task Order 15-01**

Dear Jim:

Perez Engineering & Development, Inc. is pleased to submit this proposal to assist you with professional civil engineering services for the proposed parking lot located adjacent to Caroline Street. We understand the City would like to use the proposed lot for bus parking. The new lot would include site lighting, landscaping, bike/scooter parking, dumpsters, signage, pay station, and a surface drainage system.

We understand the City intends to include this new parking lot in the Caroline Street bid documents as an alternate.

**ITEM 1 – SCOPE OF SERVICES**

Our professional engineering services shall consist of the following:

***Data Collection/Survey***

1. Perform project area inspection to confirm existing physical conditions pertaining to current stormwater drainage elements, patterns and characteristics.
2. Prepare a detailed topographic survey of the area.

***Construction Drawings***

1. Prepare a detailed Site/Geometry Plan for location of parking lot and site improvements including:
  - Edge of pavement signature indicating curb type, edge type, etc...with supporting details.

**Key West Office:**

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- Striping and Signage information with supporting details.
  - Layout data, setbacks, buffers, etc...
2. Prepare Grading and Drainage Plans including proposed spot elevations for all drainage improvements. Provide all inverts, pipe sizes, pipe slopes, and other data relative to sub-surface conveyance systems.
  3. Prepare a Site Lighting/Electrical Plan and appropriate details. This shall be prepared by a licensed Electrical Engineer and shall be coordinated with Keys Energy.
  4. Prepare a Landscape Plan and appropriate details. This shall be prepared by a licensed Landscape Architect.


**ITEM 2 – COMPENSATION**

Compensation shall be as follows:

• Data Collection/Survey	\$ 2,045
• Construction Drawings	\$16,175
<b>Total Fee</b>	<b>\$18,220</b>

If you have any questions, please do not hesitate to contact us.

Sincerely,



Allen E. Perez, P.E.



FEE SUMMARY

Caroline Street Parking Lot

Summary of Billable Costs											
Sub-Task Description	Principal		Senior Engineer	Design Engineer	Senior CADD Designer	Clerical	Const. Manager	Survey	Electrical and Landscape	TOTAL HOURS	TOTAL BILLABLE COSTS
Hourly Rate	170.00	0.00	135.00	90.00	80.00	35.00	75.00	1.00	1.00		
A. Data Collection	2	0	0	2	0	0	0	1525		4	\$2,045.00
B. Construction Drawings	16	0	0	44	64	0	0		4375	124	\$16,175.00
											\$0.00
											\$0.00
											\$0.00
											\$0.00
											\$0.00
											\$0.00
											\$0.00
<b>SUBTOTAL LABOR</b>	18	0	0	46	64	0	0			128	
<b>TOTAL BILLABLE COSTS</b>	\$3,060.00	\$0.00	\$0.00	\$4,140.00	\$5,120.00	\$0.00	\$0.00	\$1,525.00	\$4,375.00	\$18,220.00	<b>\$18,220.00</b>