



March 13, 2019

City of Key West
1300 White St
Key West, Florida 33040

Attention: John Paul Castro, Utilities Director

Reference: Waste Transfer Stations - Additional Services for Architectural and Structural Engineering

Dear Mr. Castro,

We are pleased to present this Additional Service Proposal for Architectural and Structural engineering for your consideration. This proposal is in addition of our previous submitted proposal dated February 5, 2018 which excluded any structure or roof covered area. We look forward to the opportunity to continue to be of service to the City of Key West.

Scope of Work:

The scope of work is per the attached proposal from Ferguson Glasgow Schuster Soto, Inc., (FGSS) an architectural firm which we work with regularly. The scope approved as part of the previous proposal remains in effect.

Terms and Conditions:

All terms and conditions shall be per our Agreement for General Engineering Services (dated October 13th, 2017) and all fees shall be as follows:

Schematic Design (Lump Sum).....	\$6,750
Design Development (Lump Sum)	\$6,750
Construction Documents (Lump Sum).....	\$13,500
Construction Phase (Lump Sum).....	\$6,750

Total \$33,750

Per our Agreement for General Engineering Services we would like to add and approve the Architectural Firm FGSS, Inc. as a subconsultant for this work.

Exclusions:

- Environmental coordination or permitting.
- Lighting or Electrical Design
- Landscaping or irrigation design
- MEP Engineering



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We are ready to begin working on this assignment upon your authorization to proceed. If acceptable to you, we will accept a signed copy of this form as your written authorization to proceed with the assignment.

Thank you,

Stantec Consulting Services Inc.

A handwritten signature in blue ink that reads "Sean Compel".

Sean Compel, PE, LEED AP
Senior Associate
Tel: 305-445-2900
Fax: 305-445-0869
sean.compel@stantec.com

City of Key West

Approved by:

Signature

Print Name

Date

March 4, 2019

Stantec
901 Ponce de Leon Blvd., Suite 900
Coral Gables, FL 33134

Attn: Sean Compel, PE, LEED AP
Sr. Associate

Re: Key West Transfer Station Architectural & Structural Engineering

Dear Sean,

I thank you for the opportunity to present this proposal and look forward to working with you and your Team on the Key West Transfer Station Architectural and Structural Engineering Services. The project consists of designing a covered Key West Transfer Station shed as follows:

1. Approximately 100 sf in area
2. Masonry enclosure walls on three sides, with the fourth side having swing gates or a roll-up door/grille.
3. There will be 3 transfer stations, each with an identical shed design.
4. Each transfer station shed will have a pre-manufactured waste oil tank (approximately 3 x 5 ft) and metal shelving.
5. All three sites will be located in FEMA flood zones AE or X (no site will be in a VE zone).
6. Each facility will be "wet flood proofed" i.e. vents will allow flood water to rise and recede inside the shed. This proposal is based upon applying the same design criteria for flood, wind and soil bearing capacity to all three sites.
7. Structure will include foundations of shallow continuous footings and shallow spread column footings; concrete slabs-on-ground for the floors; 8 inch CMU exterior walls with appropriate tie columns, reinforced cells, tie beams, lintels and sills; roof framing of wood, concrete or steel beams as appropriate with wood joists or prefabricated wood trusses with plywood sheathing or structurally reinforced concrete slabs.

We propose to provide these services from conceptual design through construction phase for a lump sum fee of \$33,750.00.

This scope of our services includes the following, related to architectural discipline:

1. Visit each project site in one day trip to photograph existing conditions and understand context.
2. Prepare conceptual plan and elevations for the architectural concept to illustrate the design elements.
3. Coordinate with structural engineer and Stantec.
4. Prepare design development drawings.
5. Prepare construction documents of architectural and structural disciplines in collaboration with Stantec civil engineering team. No MEP engineering is anticipated or included in the scope of work.
6. Respond to bidder inquiries related to architectural design elements.
7. Provide 2 site visits, including field report, during construction phase. Review shop drawings. Respond to RFI's.

We will invoice monthly in proportion to the work completed, not to exceed the budgeted amount for each phase as outlined below:

Schematic Design -	\$	6,750.00
Design Development –	\$	6,750.00
Construction Documents -	\$	13,500.00
Construction Phase -	\$	6,750.00

Expenses, such as printing, courier/postage services and permit filing fees that are expended on behalf of the project by FGSS will be invoiced at cost plus ten percent.

This proposal covers services outlined above. The following services and expenses are not included in the proposed fee and are not anticipated at this time:

- Services beyond the those noted above.
- The proposal is based on receiving reliable and accurate surveying depicting existing conditions on AutoCAD *.dwg format that can be used to develop site plan drawings.
- Meetings and Site Visits beyond those outlined above.
- Construction cost estimating.
- Other services including, but not limited to civil engineering, geotechnical engineering, MEP engineering, landscape architecture, or other engineering services related to site improvements.
- Preparation for/participation in hearings, including commission/zoning/development/historical except as noted above.

Should these or other required services become necessary, or should you desire for our Firm to provide any of these services we will do so as Additional/Reimbursable Services at a negotiated additional services fee.

We have prepared this proposal with the understanding that you and your client will review documents and make decisions that affect design in a timely manner to avoid schedule delays. We have assumed that the work of this proposal will be completed within 18 months from the date of the notice to proceed. Stantec will assign a Project Manager authorized to act on its behalf and provide FGSS with full information regarding the requirements of the project.

If you are in agreement with this proposal, please sign below indicating your concurrence, and provide a formal authorization to proceed with a signed copy to our office. We understand that time is of the essence on the project and are ready to begin this work immediately upon your authorization.

Please call me if you have any questions or concerns regarding this proposal or any other matter. *We look forward to working with you on this project.*

Sincerely,

Natividad Soto, FAIA, LEED AP^{BD+C}
President

Authorization for FGSS, Inc.
to provide services as outlined above:
Signed: _____
Name: _____
Title: _____
Date: _____