

# WORK AUTHORIZATION

NO. 18.01

This Work Authorization is between Broward County and Premiere Design Solutions, Inc. (CONSULTANT) as required pursuant to an agreement for Consultant Services for Architectural and Engineering Services for the Transit Division RLI #V1018717R1 approved by The Broward County Commissioners on February 05, 2013.

This Authorization provides for professional services pursuant to said Agreement and as specifically described in the attached proposal(s) and Project Specific Scope of Work, dated December 8<sup>th</sup> 2017.

Payment(s) for such services shall be paid in accordance with Article 6, with compensation in the amount of \$418,783.68 and Reimbursable Expenses in the amount of \$10,000.00 (if applicable) for a total possible maximum payment of \$428,783.68 to be charged against:

Budget	Requisition Number	Division Name	Procurement Folder
35120-35120-50408000-560110-103872-CONST	RQS MTD0002456	Transportation / Transit	2115597

The Time Period for this Work Authorization will consist of \_\_\_\_\_ Calendar Days or 260 Working Days (Choose one), or that time necessary to complete

Work Authorization # 18.01 \$ 428,783.68  
 Amendment # \_\_\_\_\_ \$ \_\_\_\_\_  
 Total \$ 428,783.68

### COUNTY

BROWARD COUNTY, through its BOARD OF COUNTY COMMISSIONERS

By: [Signature]  
Service & Capital Planning Director Signature

By: \_\_\_\_\_, Mayor  
Signature

BARNEY L. MCCOY  
(Print Name)

\_\_\_\_\_  
(Print Name)

By: Christopher Walton (12.14.17)

\_\_\_\_\_ Day of \_\_\_\_\_, 2017

Christopher Walton Contract Administrator  
Signature and date

Nothing contained in this work authorization shall alter, modify or change in any way the terms and conditions of the contract with the County

### ATTEST

Natalia Rivera-Jurado

Secretary Signature

NATALIA RIVERA-JURADO  
(Print Name)

### CONSULTANT

[Signature]  
President/Vice President Signature

LUIS JURADO  
(Print Name)

(Corporate Seal)



# PREMIERE DESIGN SOLUTIONS, INC

2900 Glades Circle, Suite 700, Weston, FL 33327  
Tel: (954) 237-7850 Fax: (954) 337-2332

December 08, 2017

Mr. Kurt Petgrave, R.A.  
Services and Capital Planning  
Broward County Transportation Department  
1 North University Drive, Suite 3100A  
Plantation, FL 33324

**RE: Construction Administration Services  
PDS Project No. 17110001.7**

Dear Kurt:

**Premiere Design Solutions, Inc. (PDS)** is pleased to submit this proposal to Broward County Transit (BCT - Client), to provide construction contract administration and field support services for the scheduled construction activity associated with Broward County Transit's existing Contract No. V1419903B1 (*ADA Improvements at Broward County Bus Stops*).

PDS will assist BCT with cost estimating, schedule development and analysis, construction specification development, code analysis, construction contract administration services, construction phase field support, inspections, construction observation, computer-aided and manually generated graphics support, preparation of narrative and other textual support for the Broward County Transit Division's Bus Shelter Improvement Program. The relevant work shall include ADA site improvements and Transit Shelter Installation / Construction. All proposed services will be completed in conjunction and follow the direction from BCT's professional staff.

This proposal is based on 12 months of working time. There are 260 working days in a year. A subtraction of 8 days for holidays was implemented for a total of 252 working days.

Our fee for this proposal is as follow:

<b><u>Construction Administration Services on as-needed basis</u></b>	
<b>Premiere Design Solutions</b> ( <i>Construction Contract Admin.</i> )	\$ 418,783.68
<hr/>	
<b>Hourly as-needed basis Total</b>	<b>\$ 418,783.68</b>
<b>Reimbursable Expenses</b>	<b>\$10,000.00</b>
<b>Total for this Proposal</b>	<b>\$ 428,783.68</b>

We will proceed immediately upon your issuance of a relevant Notice to Proceed.

We value the opportunity to provide our professional services on this exciting project. If you should encounter any questions please contact us at (954)-237-7850.

Sincerely,

**PREMIERE DESIGN SOLUTIONS, Inc.**

A handwritten signature in black ink, appearing to read "Luis J. Jurado", written over a horizontal line.

Luis J. Jurado, P.E.  
President

**Premiere Design Solutions, Inc.**

2900 Glades Circle, Suite 700  
Weston, FL 33327  
954-237-7850 ph.  
954-337-2332 fax

Project: 17110001.7 - Construction Administration Services

12/8/2017

Fee Worksheet	Principal Regis (LJ)	QA/QC Manager Regist (GE)	Construction Admin. (KF)	Construction Admin. (JM)	CAD Tech (HR)	Surveyor (FF)	Survey Tech (AV)	Admin. (NR)	Phase
	\$164.75	\$136.10	\$121.77	\$85.96	\$57.30	\$133.00	\$52.29	\$54.44	Total
Surveying	0	0	0	0	0	0	0	0	0
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Site Investigation	0	0	0	0	0	0	0	0	0
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Schematic Design/ Regulatory Agencies	0	0	0	0	0	0	0	0	0
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
75% Construction Doc's	0	0	0	0	0	0	0	0	0
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100% Construction Doc's	0	0	0	0	0	0	0	0	0
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
									<b>LUMP SUM</b>
									\$0.00
Construction Administration	0	0	2016	2016	0	0	0	0	4032
	\$0.00	\$0.00	\$245,488.32	\$173,295.36	\$0.00	\$0.00	\$0.00	\$0.00	\$418,783.68
NA	0	0	0	0	0	0	0	0	0
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
									<b>HOURLY NOT TO EXCEED</b>
									\$418,783.68
Total Hours	0	0	2,016	2,016	0	0	0	0	4,032
Total Costs	\$0.00	\$0.00	\$245,488.32	\$173,295.36	\$0.00	\$0.00	\$0.00	\$0.00	\$418,783.68

**Raw Hourly**

Asso. 1 \$42.50  
Asso. 2 \$30

Exhibit A – Attachment 1  
Work Authorization  
SCOPE OF WORK

Consultant: Premiere Design Solutions, Inc.  
Project No: BCT RLI No. V1018717R1  
Project Title: Construction Administration Services  
Facility Name: Broward County

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**1.01 Description of Professional Services**

**1.01.01 Construction Administration Services in support of BCT Contract No. V1419903B1.**

**1.02 Deliverables – Not Applicable**

**2.01 Basic Services**

2.01.01 The services listed below, in addition to those specified by CONSULTANT's agreement with COUNTY, are related to a specific project and the relevant professional services necessary to meet the needs of COUNTY.

2.01.02 The listed services below shall not limit those activities or services which may be requested by COUNTY.

**3.01 Basic Services By Project Phase**

3.01.01 CONSULTANT agrees to: (A) Complete proposed Construction Administration Services in accordance with the schedule developed by COUNTY AND GENERAL CONTRACTOR.

3.01.02 Not Applicable

3.01.03 Not applicable

3.01.04 Not applicable

3.01.05 Not applicable

**3.02 Predesign Phase: Not Applicable**

**3.03 PHASE I – Not Applicable**

**3.04 Design Development: Not Applicable**

**3.05 Phase II - Construction Documents Development – Not Applicable**

**3.06 100% Construction Documents Submittal – Not Applicable**

**3.07 PHASE III – Construction Administration – Not Applicable**

**End of Attachment 1: Work Authorization  
SCOPE OF WORK**

NEGOTIATION MEETING  
BROWARD COUNTY TRANSPORTATION DEPARTMENT  
PROJECT PROPOSAL IN CONJUNCTION WITH  
RLI No. V1018717R1  
December 14<sup>th</sup>, 2017

PERSONS IN ATTENDANCE: *Luis J. Jurado, P.E., Premiere Design Solutions, Inc.*  
*Arethia Douglas, P.E., Broward County Transit*  
*Kurt Petgrave, R.A., NCARB, Broward County Transit*  
*Claudia Capdesuner, Broward County Attorney Office*

Mr. Kurt A. Petgrave called the meeting to order at 10:18 AM and explained that the purpose of the meeting was to negotiate two Work Authorization in conjunction with RLI No. V1018717R1, "**Construction Administration Services, PDS Project No. 17110001.7**"; **in conjunction with Broward County Transit ongoing Contract No. V1419903B1.** After a brief introduction of all the meeting attendees' Mr. Petgrave then asked Mr. Luis Jurado from PDS Inc. to provide an overview for the proposed scope of services with regards to the applicable proposal **PDS Project 17110001.7** and how the project was initiated. Mr. Jurado explained in detail to ensure that everyone's understanding was consistent. Upon Mr. Jurado concluding with his explanation, Mr. Petgrave then stated that the proposed scope of Construction Administration Services would support the pending / scheduled construction currently for eight (8) work orders throughout the Broward County. The specific details of the pending construction were as follows:

1. WO 274S-E – 13 locations in Deerfield Beach – Total cost of Construction: \$262,478.00 (\$123,851 for Materials / Shelters and \$138,627.00 for Labor).
2. WO 296 – 3 locations in Pembroke Pines – Total cost of Construction: \$73,934.00 (\$58,500 for Materials / Shelters and \$15,434.00 for Labor).
3. WO 268S-E and WO 311-B – 7 locations (3 shelters and 4 ADA) in Pompano Beach - Total cost of Construction: \$87,311.00 (\$58,500 for Materials / Shelters and \$28,811.00 for Labor).
4. WO 294-B and WO 294S-C– 8 locations (4 shelters and 4 ADA) in Miramar - Total cost of Construction: \$128,134.00 (\$49,860 for Materials / Shelters and \$78,274.00 for Labor).
5. WO 306S-C – 3 locations in Lauderdale Lakes - Total cost of Construction: \$75,000.00 (\$58,500 for Materials / Shelters and \$16,500.00 for Labor).
6. WO 268S-G – 3 Locations in North Lauderdale - Total cost of Construction: \$77,000.00 (\$58,500 for Materials / Shelters and \$18,500.00 for Labor).
7. WO 292-A and WO 292-B – 18 ADA locations in Tamarac and Coral Springs – Total cost of Construction: \$97,013.00 (All ADA Work / No Shelters will be installed).
8. WO 297 – 5 ADA Locations in Fort Lauderdale - Total cost of Construction: \$36,000.00 (All ADA Work/ No Shelters will be installed).

A detailed discussion then ensued between the meeting attendees as it related to the hours as submitted. Mr. Petgrave confirmed with Mr. Jurado that the hours as proposed would provide adequate support for a period not less than one (1) year. Upon concluding the discussions, it was agreed that the proposed services would be compensated (*on an as-needed basis*) as follows:

Premiere Design Solutions ( <i>Construction Administration</i> ):	\$	418,783.68
Reimbursable Expenses (gas, mileage, etc.):	\$	10,000.00

The grand total for all negotiated scope of services for PDS Project 17110001.7 shall not exceed: \$ 428,783.68

The next order of business as introduced by Mr. Petgrave was to negotiate "*PDS Project No. 17110001.8, for Professional Engineering and Permitting Services for Bus Stop Shelter Installations*". At which time, Mr Petgrave turned the negotiations over to Ms. Arethia Douglas. Ms. Douglas then asked Mr. Jurado from PDS Inc. to provide a detailed overview of the proposed scope of professional services and the scheduled deliverables. Upon Mr. Jurado concluding with his explanation, Ms Douglas then conveyed some concerns that the presented hours between 75% and 100% Construction Documents seemed a bit excessive. A detailed discussion then ensued between Mr. Jurado, Ms Douglas and Mr. Petgrave regarding the proposed scope of work and the allocated hours as presented. Mr. Petgrave also added, that given the contract was nearing expiration he wanted to ensure that the hours necessary to facilitate the Bidding, Permitting and Construction Phase were adequate. Upon concluding all discussions, it was agreed that the proposed A/E services would be compensated in the following manner:

Premiere Design Solutions ( <i>Professional Engineering Services</i> ):	\$ 51,483.98
Premiere Design Solutions ( <i>Bidding, Permitting &amp; Const. Admin. – as needed</i> ):	\$ 25,234.10
Reimbursable Allowance:	\$ 1,500.00
The grand total for all negotiated scope of services shall equal:	\$ 78,218.08

The entire Sunshine negotiation meeting was concluded and adjourned at 10:51 AM by Mr. Petgrave.

A digital copy of these minutes is available for review at County Records.





SIGN-IN SHEET

DATE: December 14, 2017  
 PROJECT NAME: Negotiation Meeting – Miscellaneous Work Authorization(s) for RLI No. V1018717R1 (Premiere Design Solutions, Inc.)  
 MEETING LOCATION: Third Floor, Suite 3100A (Breeze Room) – Government Center West – Transit Division  
 TIME: 10:00 AM

NAME	ORGANIZATION/COMPANY	PHONE No.	EMAIL ADDRESS
Kurt A. Petgrave, R.A., NCARB	Service & Capital Planning	9.357.6793	<a href="mailto:kpetgrave@broward.org">kpetgrave@broward.org</a>
Arethia Douglas, P.E.	Service & Capital Planning	9.357.8375	<a href="mailto:acdouglas@broward.org">acdouglas@broward.org</a>
Claudia Capdesuner	County Attorney Administration	9.357.7600	<a href="mailto:clcapdesuner@broward.org">clcapdesuner@broward.org</a>
Kevin Fulchan, E.I.	Premiere Design Solutions, Inc.	9.357.8395	<a href="mailto:kfulchan@broward.org">kfulchan@broward.org</a>
Jason McKoy	Premiere Design Solutions, Inc.	9.357.7731	<a href="mailto:jimmckoy@broward.org">jimmckoy@broward.org</a>
Luis J. Jurado, P.E.	Premiere Design Solutions, Inc.	9.237.7850	<a href="mailto:ljurado@pds-eng.com">ljurado@pds-eng.com</a>