

ATTACHMENT 1



**KISINGER CAMPO
& ASSOCIATES**

June 7, 2019

Mr. David Willems, P.E.
Public Works Director
The Village of Estero
9401 Corkscrew Palms Circle
Estero, FL 33928

**Re: CN 2018-02 Miscellaneous Professional Services
STA-3 (Construction Engineering & Inspection (CEI) Services for the Estero Parkway Roadway
Improvements from US 41 to Three Oaks Parkway)**

Dear Mr. Willems,

Kisinger Campo & Associates, Corp. (KCA) appreciates the opportunity to assist the Village in providing Construction Engineering and Inspection (CEI) Services for the Estero Parkway Roadway Improvements from US41 to Three Oaks Parkway.

This task will be completed under Contract CN 2018-02 Miscellaneous Professional Services as STA-3 (Estero Parkway Roadway Improvements – CEI Services). The scope of services for this task is attached as Exhibit A – Scope of Services. The project costs are based on a total not to exceed amount of **\$197,414.50**. Details of the estimate work effort and cost are attached as Exhibit B – Price Proposal.

If you are in agreement with this scope and cost estimate for STA-3 (Estero Parkway Roadway Improvements – CEI Services), please so indicate by signature of the Village Manager. Please contact KCA's Program Manager, Rick Arico (239-278-5999) or the CEI Senior Project Manager, Paul Wingard (239-278-5999), (239-707-6981) or at Paul.Wingard@kisingercampo.com, if you have any questions or concerns. We appreciate the opportunity to submit this proposal and look forward to working with you on this project.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Paul G. Foley'.

Paul G. Foley, P.E.
President

**APPROVED AS SUBMITTED
VILLAGE OF ESTERO**

By: _____

Steve Sarkozy, Village Manager

Date: _____

Exhibit List:
Exhibit A – Scope of Services
Exhibit B – Price Proposal

EXHIBIT "A" – SCOPE OF SERVICES

**CN 2018-02 Miscellaneous Professional Services
STA-3 (Construction Engineering & Inspection (CEI) Services for the Estero Parkway
Roadway Improvements from US 41 to Three Oaks Parkway)**

Kisinger Campo & Associates, Corp. (KCA) is pleased to submit this proposal to provide construction engineering and inspection (CEI) services through its wholly-owned subsidiary, KCCS, Inc., for the subject project. This work will be performed pursuant to the Agreement by and between the VILLAGES OF ESTERO (the "CLIENT") and KCA (the "CONSULTANT").

1. Purpose of Contract

The purpose of this document is to describe the scope of work (PROJECT) and responsibilities of the CONSULTANT and CLIENT in connection with professional services for construction engineering and inspection (CEI) services for Estero Parkway Roadway Improvements from US 41 to Three Oaks Parkway. Located within the Village of Estero in Lee County Florida.

2. Project Description

Construction Engineering and Inspection (CEI) Services for the Estero Parkway Roadway Improvements and includes milling and resurfacing for Estero Parkway (about 1.8 miles), adding sidewalks & ADA improvements, turn lane improvements and some storm drainage improvements. The scope does not include the inspection of landscape installation.

3. Scope of Work

TASK I - CONSTRUCTION ENGINEERING AND INSPECTION (CEI)

CONSULTANT shall assist the CLIENT with CEI services as follows:

1. CONSULTANT staff (including Senior Project Manager, Project Administrator and Inspector) shall attend the pre-construction meeting;
2. CONSULTANT shall conduct regular progress meetings - Progress meetings shall be conducted on a weekly basis during construction. At the CLIENT's discretion, the frequency of progress meetings may be reduced to one every other week. Progress meetings may be scheduled via telephone conference. CONSULTANT will be responsible for scheduling the meetings, conducting the meetings, providing agendas and documenting the meeting in the form of written meeting minutes. A representative of the CLIENT, the Prime Contractor and CONSULTANT shall be present;
3. CONSULTANT shall provide an engineer's summary letter on a monthly basis and inclusion of all daily reports during the month. The summary letter shall include basic project information such as elapsed time, percentage complete based on time and money spent, current amount earned (by the Contractor) and general construction activity summary over the past month;

4. CONSULTANT shall provide full time inspection during construction by a qualified inspector meeting all FDOT requirements;
5. CONSULTANT shall conduct periodic field visits by the Engineer of Record (EOR) CEI as needed to resolve RFIs or other project issues;
6. CONSULTANT shall respond to Contractor Requests for Information (RFI). All RFI shall be responded to in writing within seven (7) calendar days of receipt of electronic submission;
7. CONSULTANT shall review all submittals and shop drawings supplied by the Contractor(s) just for general compliance with the contract and forward them on to the Design EOR for approval. Prior to returning submittals to the Contractor after review by the EOR, the Consultant shall ensure that if a submittal has been rejected, the reasons for rejection are clearly noted by the Design EOR.
8. The CONSULTANT shall analyze problems that arise on the project and proposals submitted by the Contractor and work to resolve such issues.
9. CONSULTANT shall maintain Submittal Log and RFI Log;
10. CONSULTANT shall complete daily inspection reports with associated photos, truck tickets, material verification and all other required documents on a weekly basis;
11. CONSULTANT shall review and approval of Proctor/LBR reports and review of density test reports. CONSULTANT's Inspector shall be present for all in-place field density testing;
12. CONSULTANT shall review Change Order Requests supplied by the Contractor(s) and recommend approval or rejection to the CLIENT. CONSULTANT shall sign all approved Change Orders;
13. CONSULTANT shall review Applications for Payment from the Contractor(s). CONSULTANT shall respond in writing of any deficiencies preventing a pay application from being deemed complete within seven (7) calendar days of receipt of the signed pay application. CONSULTANT shall gather the required documents (density test reports, schedule updates, material delivery tickets, lien releases, etc...) from the Contractor(s). Once all information has been obtained and CONSULTANT has verified all quantities, CONSULTANT shall sign the application for payment and submit to CLIENT;
14. CONSULTANT shall provide digital photographic documentation of preconstruction conditions, post construction conditions, and of significant events during construction.
15. CONSULTANT shall attend walk-throughs for Substantial and Final Completion and generation of punch-lists of outstanding items to be resolved;
16. Per the construction contract the contractor will submit the file As-builts to the CONSULTANT. CONSULTANT shall review and approve the as-built drawings and submit them to the CLIENT prior to signing off on final payment to the contractor and prior to signing off on Final Completion documents. CONSULTANT shall not submit his final payment request until as-built's are accepted by the CLIENT.
17. CONSULTANT shall issue Certificates of Substantial and Final Completion documents signed and sealed by a Florida Licensed Professional Engineer;
18. Other tasks as needed for CONSULTANT to act as EOR and perform necessary CEI/EOR responsibilities.

TASK II - LABORATORY TESTING SERVICES

Through its Subconsultant, Ardaman & Associates, Inc., CONSULTANT shall provide laboratory testing services, as needed.

SCHEDULE

Total construction engineering and inspection (CEI) time is expected to be 210 days for CEI construction 210 days to Final – plus 30 days for project set up and 30 days for project close out (270 total days).

4. COMPENSATION

Services for Task I will be compensated by the CLIENT on a Time and Material basis, which is not to exceed **\$194,914.50**. Task II will be compensated based on a lump sum amount of **\$2,500**, as noted below.

TOTAL BASE FEE BY TASK:

| | | |
|--|----------------------------------|---------------------|
| Task I – CEI Services (KCCS, Inc.) - | Time & Materials (Not to Exceed) | \$194,914.50 |
| Task II – Laboratory Testing Services (Ardaman & Associates, Inc.) - | (Lump Sum) | \$2,500.00 |
| TOTAL ALL FEES | | \$197,414.50 |



**KISINGER CAMPO
& ASSOCIATES**

EXHIBIT "B" – PRICE PROPOSAL

CN 2018-02 Miscellaneous Professional Services

**STA-3 (Construction Engineering & Inspection (CEI) Services for the Estero Parkway
Roadway Improvements from US 41 to Three Oaks Parkway)**

Villages of Estero

Estero Parkway Mill & Resurface

STA-3 per Contract #CN 2018-02 Miscellaneous Professional Services

Project duration - Construction 210 CEI Service 30+210+30 = 270 or 9 months max

Anticipated Construction start late 2019

NOTE: time is based on single shift, 8 hours per shift, 5 days a week.

FDID #

PWW
20190607

| Year | 2019 | | | | | | | | 2020 | | | | |
|--------------|--------|-----|-----|-----|-----|-----|-----|-----|------|-----|-----|-----|------|
| | Sept | Oct | Nov | Dec | Jan | Jun | Jul | Aug | Sept | Jun | Jul | Aug | Sept |
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | |
| Construction |→ | | | | | | | | | | | | |

| STAFFING | | | | | | | | | | | | | | Total in | Total in |
|---|-----|-----|------|------|------|------|------|-----|------|---|---|---|---|----------|----------|
| Normal work schedule, 5 days a week, total construction duration 210 days | | | | | | | | | | | | | | Months | Manhours |
| CEI-Senior PE | 0.1 | 0.1 | 0.05 | 0.05 | 0.05 | 0.05 | 0.05 | 0.1 | 0.05 | 0 | 0 | | 0 | 0.6 | 99 |
| CEI-PA | 0.1 | 0.1 | 0.2 | 0.2 | 0.2 | 0.2 | 0.2 | 0.2 | 0.1 | 0 | 0 | | 0 | 1.5 | 247.5 |
| CEI-CSS/Admin | 0.4 | 0.2 | 0.2 | 0.2 | 0.2 | 0.2 | 0.2 | 0.2 | 0.2 | 0 | 0 | | 0 | 2 | 330 |
| CEI-Senior Inspector | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 7 | 1155 |
| CEI-Inspector | 0 | 0 | 0 | 0 | 0 | 0.5 | 0.5 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 165 |
| | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| POSITION | Manhours | Rate | Cost |
|---|----------|----------|---------------------|
| CEI-Senior PE | 99 | \$203.00 | \$20,097.00 |
| CEI-PA | 248 | \$115.00 | \$28,462.50 |
| CEI-CSS/Admin | 330 | \$75.00 | \$24,750.00 |
| CEI-Senior Inspector | 1155 | \$95.00 | \$109,725.00 |
| CEI-Inspector | 165 | \$72.00 | \$11,880.00 |
| | | | |
| | | | \$194,914.50 |
| Ardaman - Soil tests, IE Proctor, LB ** | | | \$2,500.00 |
| | | | |
| TOTAL | | | \$197,414.50 |

NOTES:

** Allowance, to be billed based on actual invoices.

Cost estimate includes no overtime. OT for Senior Inspector and/or Inspector at 1.5 times normal billing rate. No OT will be allowed for SPE, PA or CSS.