



August 05, 2025

Carlos Luis Flores, RA
Dept. of Building & Facility Services, Indian River County BOCC
1800 27th Street (Bldg. A),
Vero Beach, FL 32960

**Re: IRC Administration Building B – 2nd Floor West Side, HR Office Build-out
Architectural and Engineering Design Proposal**

Dear Mr. Flores:

As requested, we are pleased to offer the following fee proposal to provide Architectural Design and Engineering Services for Design, Construction Documents, and Construction Administration for office improvements for the Department of Human Resources as shown in the attached drawings. This will be developed in the currently vacant space on the second floor of building B. It is understood this project shall be part of a one project BID for all the second floor, encompassing the HR Dept. and Natural Resources Dept.

Our scope of Services includes areas shown on the attached drawings. (See attached drawings).

The scope of work includes the following:

- a. This project is for an interior build-out project for the Department of Human Resources within the existing Administration Building B, second floor. The current program calls for about 7,566 SF of new office build-out. The attached drawings show internal program needs and goals with the departments to establish initial space layouts. (see attached)
1. We will provide services for the following phases.
 - a. Schematic Design
 - i. Review and documentation of the existing conditions.
 - ii. Meetings with the County Staff, two (2) in person and two (2) online as needed.
 - iii. Prepare base drawings to be used throughout the project.
 - iv. Building Code review and documentation.
 - v. Prepare schematic level floor plans for review with County.
 - vi. Provide revisions based on comments.
 - b. Design Development
 - i. Develop the plan and coordinate with mechanical, electrical, and plumbing.
 - ii. MEP Engineer field review and documentation.
 - iii. Final coordination with the county staff.
 - iv. Final Life Safety Plan
 - v. Coordination with County IT Staff for locations and infrastructure needs.
 - vi. Review and select final finishes. Prepare two options with finish boards.

CPZ ARCHITECTS, INC.



- vii. Prepare a final Design Development package of Architectural and MEP Drawings
- viii. Two on-site meetings.
- c. Construction Drawings
 - i. Develop full construction drawings for the use in bidding and permitting.
 - ii. One (1) site meeting for review and coordination
 - iii. One (1) virtual meeting
 - iv. Final Architectural and Engineering drawings.
 - v. Informal review with the County Building Department if possible.
- d. Bidding
 - i. Respond to questions.
 - ii. Attend a pre-bid meeting on site.
 - iii. Review bids.
- e. Permitting
 - i. Sign and Seal final documents.
 - ii. Respond to building department comments.
 - iii. Revise drawings as required.
- f. Construction Administration Service
 - i. Review shop drawings.
 - ii. Review and respond to RFI's from the contractor.
 - iii. Review Pay applications.
- g. Construction Site Meetings
 - i. Architecturally we have included six (6) site meetings.
 - ii. MEP Engineers have included (3) site meetings.

COMPENSATION

Compensation for architectural and engineering services shall be on a stipulated basis and in accordance with CPZ Architects, Inc. Continuing Services Contract. See attached spreadsheet for the breakdown of hours.

A. Project Design Fees:

CPZ Architects					
Description		CPZ	OCI	ML	
Schematic Design & Existing Cond.		\$ 12,140.00	\$ 3,505.00	\$ -	\$ 15,645.00
Design Development		\$ 19,150.00	\$ 4,365.00	\$ -	\$ 23,515.00
Construction Drawings		\$ 24,150.00	\$ 12,480.00	\$ 6,530.00	\$ 43,160.00
Bidding		\$ 1,505.00	\$ 1,720.00	\$ -	\$ 3,225.00
Permitting		\$ 2,005.00	\$ 3,060.00	\$ -	\$ 5,065.00
Construction Administration		\$ 13,810.00	\$ 10,780.00	\$ 1,505.00	\$ 26,095.00
Construction Site Mtgs.		\$ 4,680.00	\$ -	\$ -	\$ 4,680.00
		6 Mtgs	3 Mtg	2 Mtg	
		\$ 77,440.00	\$ 35,910.00	\$ 8,035.00	\$121,385.00
					TOTAL

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B. Reimbursable expenses will be billed at actual cost plus 10% (ten percent) and will include the following:

1. Reproductions and Printing
2. Fees paid to Municipalities.

C. Compensation for additional architectural/engineering services not included above shall be computed on a per hour basis as follows:

1. Compensation for additional architectural/engineering Services not included in the above, shall be computed on a per hour basis as follows:

- | | |
|---|-------|
| 1. Project Principal | \$225 |
| 2. Architect | \$195 |
| 3. Project Manager | \$150 |
| 4. Architectural Associate | \$125 |
| 5. Administrative Support | \$ 95 |
| 6. Consultants (Civil, Landscape, Structural, Mechanical, Electrical Engineers, etc.) | |
- to be reimbursed at cost billed to Architect.

EXCLUSIONS

The following items are excluded from this proposal:

1. CSI Full Specification Book. Product specifications will be noted and specified in the drawings.
2. Detailed Cost Estimate
3. Renderings
4. Presentation to the City Commission and Community Organizations.
5. Environmental Testing Services
6. IT and Security Services
7. Security Access Programing and Design
8. Three dimensional renderings or virtual tours.
9. As-Built measuring of all spaces. The County shall provide base CAD floor and ceiling plans for use by our office.

We thank you for the opportunity to offer you these services. All services will be in accordance with our continuing service agreement. If this proposal meets with your approval, please provide a purchase order and we will start immediately. If you have any questions, please contact me at 954-792-8525.

Respectfully,
CPZ ARCHITECTS, INC.

Joseph J. Barry, AIA
President

CPZ ARCHITECTS, INC.

4316 WEST BROWARD BOULEVARD, PLANTATION, FLORIDA 33317

(954) 792-8525, FAX (954) 337-0359

AA #26000685

WWW.CPZARCHITECTS.COM



Hourly Breakdown:

CPZ Architects - IRC HR Dept. Second Floor				
Description	Principal	Architect	Arch Assoc.	
	\$ 225.00	\$ 195.00	\$ 125.00	
Schematic Design / Existing Conditions	4	32	40	
	\$ 900.00	\$ 6,240.00	\$ 5,000.00	\$ 12,140.00
Design Development	6	40	80	
	\$ 1,350.00	\$ 7,800.00	\$ 10,000.00	\$ 19,150.00
Construction Drawings	6	40	120	
	\$ 1,350.00	\$ 7,800.00	\$ 15,000.00	\$ 24,150.00
Bidding	1	4	4	
	\$ 225.00	\$ 780.00	\$ 500.00	\$ 1,505.00
Permitting	1	4	8	
	\$ 225.00	\$ 780.00	\$ 1,000.00	\$ 2,005.00
Construction Administration Services	2	48	32	
	\$ 450.00	\$ 9,360.00	\$ 4,000.00	\$ 13,810.00
Construction Site Meetings(6 meetings)	0	24		
	\$ -	\$ 4,680.00	\$ -	\$ 4,680.00
Total Hours				
Fee Sub-Total				\$ 77,440.00
				TOTAL

18 June 2025

Mr. Chris P. Zimmerman, AIA
President
CPZ Architects, Inc.
4316 West Broward Boulevard
Plantation, FL 33317

Re: Professional Services Fee Proposal - MEPFP Design Engineering
Indian River County - Administration Building "B" 2nd Floor
Human Resources Department - Renovation
1800 27th Street
Vero Beach, FL 32960

Dear Chris:

We are pleased to present you with our fee proposal for the above referenced project. Following, is our scope of work and compensation for the project. Should you find our fee proposal to be acceptable, please sign and return a copy for our files.

Project Description / Scope of Work:

The project will be a 2nd floor tenant improvement of 7,566 sf \pm . Our scope of work will be to rework existing Mechanical, Electrical, Plumbing and Fire Prevention systems to build out the existing space to create new office space, lobby, design for new male and female restrooms, design for a new training and conference rooms.

Our scope of work will include the following items:

Mechanical Engineering:

- Design Engineering for HVAC Design and Distribution to support the new 2nd Floor Office Layout.

Electrical Engineering:

- Design Engineering for Electrical Power Distribution and Circuiting.
- Design Engineering for Lighting, Switching and Controls.

- IT Design for Telecom/Data Device Locations, Back Boxes and Cable Routing to Headend Room. Includes up to 2 IT Design Meetings, as required.
- Design modification to the existing Fire Alarm System.
- Coordination with Specialty Equipment Vendors, Cut Sheets.

Plumbing Design:

- Design for domestic water and sanitary sewer to support new restroom and breakrooms, if required.

Fire Protection Design:

Fire Sprinkler Head Adjustments to support the new floor plan.

Scope of Services:

Our Scope of Work and Services will include the following:

1. All Design Team Meetings, via Teams.
2. Electrical Specifications and Construction Documents (Revit (BIM) or AutoCAD).
3. Design Documents, Reviews and Responses for:
 - Construction Documents
 - Permitting
 - Bid Assistance
 - Construction Administration - Responses to Contractor RFI's, Shop Drawing Review (No More Than 2 Reviews) and up to 3 Site Visits/Meetings for Observation of Work.

Compensation for Services:

Our base design fee for this new project will be Thirty-Five Thousand Nine Hundred Ten Dollars (\$35,910.00) plus customary reimbursable expenses.

We would anticipate our billing schedule would be as follows:

- | | |
|--|-------------|
| • Schematic Design & Existing Conditions | \$ 3,505.00 |
| • Design Development | \$ 4,365.00 |
| • Construction Drawings | \$12,480.00 |
| • Permitting | \$ 3,060.00 |
| • Bidding | \$ 1,720.00 |
| • Construction Administration | \$10,780.00 |

Reimbursable Expenses:

Printing/Reproduction and Methods of Delivery to be Billed at Direct Cost. We estimate reimbursables to be \$250.00.

Additional Expenses / Excluded Items:

Services required beyond basic scope shall be negotiated on an as needed basis at which time a proposal for additional services will be provided.

- Building Floor Plan Changes (Flip and Rotation)
- Commissioning
- Construction Administration
- Contractor As-Builts
- LEED Assistance / Energy Modeling
- Prototype Reuse
- Rational Analysis
- Value Engineering

Terms and Conditions:

CMTA, will perform the Scope of Work as outlined above for a base fee for design and permitting for \$35,910.00 monthly invoices will be submitted based upon percent complete and are due upon receipt. Accounts unpaid for 45 days from the date of invoice are subject to a 1.5 percent per month service charge. Accounts unpaid for 75 days from the date of invoice will be a cause to suspend all performance under this Agreement. In the event of a suspension of services, CMTA, shall have no liability for any delay or other damage, contractual or otherwise, caused by or arising out of the suspension of services of nonpayment. Acceptance of any payment more than 75 days old shall not serve as a waiver of CMTA's contractual right to suspend service for nonpayment. Exhibit A "General Terms and Conditions" attached to this proposal is a part of this agreement.

Limits of BIM/Revit Design:

CMTA design standard for Revit is limited to Level of Development (LOD) 300.


- LOD 300 - The Model Element is graphically represented within the Model as a specific system, object or assembly in terms of quantity, size, shape, location, and orientation.
- Non-graphic information may also be attached to the Model Element.
- Coordination without clash detection software will be focused on major hard clashes, major equipment layout and standard level of coordination to

ensure items fit within spaces/rooms and ceiling cavities provided by the architect.

- CMTA does not provide design to Full Clash Detection until the Levels 350 and above are utilized.
- LOD 350 or above will require additional services.

PURSUANT TO FLORIDA STATUTE § 558.035, AN INDIVIDUAL EMPLOYEE OR AGENT OF CMTA, MAY NOT BE HELD INDIVIDUALLY LIABLE FOR DAMAGES RESULTING FROM NEGLIGENCE OCCURRING WITHIN THE COURSE AND SCOPE OF PROFESSIONAL SERVICES RENDERED UNDER THIS PROFESSIONAL SERVICES CONTRACT.

RESPECTFULLY SUBMITTED BY CMTA, INC.



Randy Stewart
Partner

18 June 2025
Date

REVIEWED AND ACCEPTED BY:

Name: _____

Company: _____

Title: _____

Signature: _____

Date: _____

CMTA
2025 Hourly Rates

<u>Classification</u>	<u>Hourly Rate</u>
Principal	\$210.00/hour
Registered Professional Engineer	\$195.00/hour
Senior Project Manager	\$170.00/hour
Senior Project Engineer	\$170.00/hour
IT / AV Systems Design Engineering	\$160.00/hour
Lighting Design Engineering	\$160.00/hour
Project Engineer	\$135.00/hour
Senior Designer	\$125.00/hour
Designer	\$110.00/hour
CAD Operator	\$ 80.00/hour
Clerical	\$ 70.00/hour

General Terms & Conditions For the Attached CMTA Proposal and Agreement

Reference Conditions: CMTA, Inc., will hereinafter be referenced as CMTA and the above referenced CLIENT will be referred to as CLIENT. The Project may be hereinafter referenced either as the "Project" or by abbreviation as above set forth.

Entire Agreement: These General Terms and Conditions, along with the Agreement for Services to which these General Terms and Conditions are attached (the "Agreement for Services") and the Proposal attached to the Agreement for Services (the "Proposal") (collectively with the Agreement for Services and the Proposal, this "Agreement"), constitutes the entire agreement between CLIENT and CMTA, regarding the Project. If CMTA has commenced work in connection with the Project, all provisions in this Agreement for the benefit or protection of either party shall apply to such activities. There are no prior or contemporaneous, oral or written, representations, understandings or agreements which are not fully expressed in this Agreement. No amendment or change order shall be valid unless it is in writing and signed by an authorized representative of the party against whom such an amendment or change order is sought to be enforced.

Relationship of Parties. CMTA, in furnishing services to CLIENT, is an independent contractor. CMTA does not undertake to perform any regulatory or contractual obligation of CLIENT or to assume any responsibility for the CLIENT's business or operations.

Subcontracting: CMTA shall supervise, perform or cause to be performed all work to be accomplished by CMTA and may call upon the expertise of subcontractors in the performance of the services hereunder.

Severability: The provision of this Agreement shall be severable, and if any clause, sentence, paragraph, provision, or other part hereof shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder hereof, which remainder shall continue in full force and effect.

Billings/Payments: Invoices for services shall be submitted monthly. Payment is due within 30 days of receipt. If payment is not received 30 days of receipt, such fees shall be subject to a service fee of 1.5% per month, and CMTA reserves the right to pursue all appropriate remedies, including, without limitation, suspending all performance under this Agreement. If services are suspended for nonpayment, CMTA shall have no liability for any delay or other damage, contractual or otherwise, caused by or arising out of the suspension of services of nonpayment. Acceptance by CMTA of any payment more than 30 days overdue shall not serve as a waiver of CMTA's contractual right to suspend service for nonpayment. In

the event of nonpayment of fees, CLIENT will be responsible for all costs, including, without limitation, court costs, collection costs, reasonable attorneys' fees, expert fees, and all other costs allowed by law, which may be incurred by CMTA in pursuit of payment.

Taxes. There shall be added to the charges under this Agreement, and CLIENT shall pay to CMTA, an amount equal to any taxes, levies and duties, however designated or levied, based upon such charges, this Agreement, the services or materials provided, or their use, including, without limitation, state and local sales and use taxes, which are paid by or are payable by CMTA, plus interest and penalties, if any, exclusive, however, of United States federal, state or local taxes based on the net income of CMTA. Notwithstanding the preceding sentences, CMTA accepts full and exclusive liability for the payment of all employer contributions and taxes measured by the remuneration paid to CMTA employees as required by all applicable United States federal, state and local laws, rules and regulations.

Waiver: No waiver by either party of any breach, default, or violation of any term, warranty, representation, agreement, covenant, condition, or provision hereof shall constitute a waiver of any subsequent breach, default, or violation of the same or any other term, warranty, representation, agreement, covenant, condition, or provision hereof. All waivers must be in writing and signed by the party against whom enforcement of the waiver is sought. All remedies are cumulative, and the election to pursue less than all remedies shall not be a waiver of the right to pursue any other remedy.

Force Majeure: Obligations of either party under this Agreement shall be suspended, and such party shall not be liable for damages or other remedies while such party is prevented from complying herewith, in whole or in part, due to contingencies beyond its reasonable control, including, but not limited to, strikes, riots, war, fire, acts of God, injunction, compliance with any law, regulation, or order, whether valid or invalid, of the United States of America or any other governmental body or any instrumentality thereof, whether now existing or hereafter created, inability to secure materials or obtain necessary permits, provided, however, the party so prevented from complying with its obligations hereunder shall promptly notify the other party thereof.

Compliance with Law: In the performance of all services to be provided hereunder, CMTA agrees to comply with all applicable federal, state, and local laws and ordinances and all lawful order, rules, and regulations of any constituted authority.

Applicable Law; Jurisdiction; Venue: The validity, performance, and construction of this Agreement shall be governed by and construed according to the laws of the State of Florida exclusive of its conflicts of law provisions. All claims

hereunder shall be tried solely and exclusively in the Courts of Orange County, Orlando, Florida or the appropriate United States District Court. Each party consents to the jurisdiction and venue of such court. EACH OF THE PARTIES HEREBY KNOWINGLY AND VOLUNTARILY WAIVES ANY ALL RIGHTS TO A JURY TRIAL IN ANY PROCEEDING INVOLVING ANY DISPUTE OR MATTER ARISING UNDER THIS AGREEMENT.

Standard of Care/Warranties: Services performed by CMTA under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions. NOTWITHSTANDING ANYTHING TO THE CONTRARY CONTAINED IN THIS AGREEMENT, CMTA MAKES NO OTHER WARRANTIES, EXPRESS OR IMPLIED, WHETHER ARISING BY OPERATION OF LAW, COURSE OF PERFORMANCE OR DEALING, CUSTOM, USAGE IN THE TRADE OR PROFESSION, OR OTHERWISE, INCLUDING WITHOUT LIMITATION IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, AND ANY IMPLIED WARRANTIES ARISING UNDER ANY STATUTE. Except for the warranty expressly set forth in this paragraph, CLIENT acknowledges and agrees that it has relied on no other representations or warranties and that no other representations or warranties have formed the basis of its bargain hereunder.

Confidentiality: Each party shall retain as confidential all information and data furnished to it by the other party which are designated in writing by such other party as confidential at the time of transmission and are obtained or acquired by the receiving party in connection with this Agreement, and said party shall not reveal such information to any third party, except as required by law (in which case, the party from whom disclosure is required shall give the other party prompt notice of the demand and cooperate in efforts to limit disclosure).

Indemnification: CMTA and CLIENT each agree to indemnify, defend and hold harmless the other from and against any and all amounts payable under any judgment, verdict, court order or settlement for death or bodily injury or the damage to or loss or destruction of any real or tangible personal property to the extent arising out of the indemnifying party's negligence in the performance of this Agreement or willful misconduct. The foregoing indemnities are contingent upon: (1) the indemnified party promptly notifying the indemnifying party in writing of any claim which may give rise to a claim for indemnification hereunder; (2) the indemnifying party being allowed to control the defense and settlement of such claim; and (3) the indemnified party cooperating with all reasonable requests of the indemnifying party (at the indemnifying party's expense) in defending or settling such claim. The indemnified party shall have the right, at its option and expense, to participate in the defense of any action, suit or proceeding relating to such a claim through a counsel of its own choosing. In the event claims, losses, damages,

or expenses are caused by the joint or concurrent negligence of CMTA and CLIENT, they shall be borne by each party in proportion to its negligence.

PURSUANT TO FLORIDA STATUTE § 558.035, AN INDIVIDUAL EMPLOYEE OR AGENT OF CMTA, MAY NOT BE HELD INDIVIDUALLY LIABLE FOR DAMAGES RESULTING FROM NEGLIGENCE OCCURRING WITHIN THE COURSE AND SCOPE OF PROFESSIONAL SERVICES RENDERED UNDER THIS PROFESSIONAL SERVICES CONTRACT.

Term: Unless sooner terminated or extended as provided herein, this Agreement shall remain in full force and effect. Either party may terminate this Agreement at any time by

giving seven (7) days written notice of such termination to the other party. Upon such termination of this Agreement, CLIENT shall pay and reimburse CMTA for services rendered and costs incurred by CMTA prior to the effective date of termination. The rights and obligations of the parties under this Agreement shall survive termination of this Agreement for any reason.

Precedence: These General Terms and Conditions shall take precedence over any inconsistent or contradictory provisions contained in any proposal, contract, purchase order, requisition, notice to proceed, or like document regarding CMTA services, including without limitation the Agreement for Services and the Proposal. The Agreement of Services shall take precedence over the Proposal.

Fee Schedule: Where lump sum fees have been agreed to between the parties, they shall be so designated in the Agreement attached hereto and by reference made a part hereof. Where fees are based upon hourly charges for services and costs incurred by CMTA they shall be based upon the hourly fee schedule annually adopted by CMTA

Limitation of Remedies, Liability and Damages: CLIENT's sole and exclusive remedy in the event of a claim arising out of, resulting from or in connection with this Agreement shall be for CMTA to repair, replace or otherwise correct the breach. Other than CLIENT's obligations to make payments that are due and owing under this Agreement, a party's and its affiliates' entire and collective liability arising out of or relating to this Agreement, including without limitation on account of performance or nonperformance of obligations hereunder, regardless of the form of the cause of action, whether in contract, tort (including, without limitation, negligence), statute or otherwise, shall in no event exceed the amounts paid or payable to CMTA under this Agreement. NEITHER PARTY NOR ITS AFFILIATES SHALL, UNDER ANY CIRCUMSTANCES, BE LIABLE TO THE OTHER PARTY OR ITS AFFILIATES FOR ANY CLAIM BASED UPON ANY THIRD PARTY CLAIM (EXCEPT AS PROVIDED FOR IN THE INDEMNIFICATION PARAGRAPH) OR FOR ANY CONSEQUENTIAL, INCIDENTAL, INDIRECT, PUNITIVE, EXEMPLARY OR SPECIAL DAMAGES OF ANY NATURE WHATSOEVER, OR

FOR ANY DAMAGES ARISING OUT OF OR IN CONNECTION WITH ANY DELAYS, LOSS OF PROFIT, INTERRUPTION OF SERVICE OR LOSS OF BUSINESS OR ANTICIPATORY PROFITS, EVEN IF A PARTY OR ITS AFFILIATES HAVE BEEN APPRISED OF THE LIKELIHOOD OF SUCH DAMAGES OCCURRING.

Insurance: Upon written request, CMTA will provide certificates of insurance to the client, evidencing coverage for Worker's Compensation, General Liability, Auto Liability and Professional Liability prior to the commencement of services to be provided herein.

Binding Nature and Assignment. This Agreement shall be binding upon and inure solely to the benefit of the parties hereto and their successors and permitted assigns, and nothing in this Agreement shall confer upon any other person or entity any legal or equitable right, benefit or remedy of any nature whatsoever under or by reason of this Agreement. Neither party may, nor shall have the power to, assign or transfer this Agreement without the prior written consent of the other party, except that CMTA may without consent assign or transfer this Agreement to a successor to the business of CMTA to which this Agreement relates. Any claim relating to the provision of services by CMTA, its affiliates or their respective staff will be made against CMTA alone.

Approvals and Similar Actions. Where agreement, approval, acceptance, consent or similar action by CLIENT or CMTA is required under this Agreement, such action shall not be unreasonably delayed or withheld.

Task 1: Schematic Design & Existing Conditions
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Principal/Mech	Registered Professional Engineer	\$210 per hour	x	1 hours	=	\$210
Mechanical	Project Engineer	\$135 per hour	x	6 hours	=	\$810
Electrical	Registered Professional Engineer	\$195 per hour	x	1 hours	=	\$195
Electrical	Project Engineer	\$135 per hour	x	6 hours	=	\$810
Plumbing	Senior Designer	\$110 per hour	x	4 hours	=	\$440
Fire Protection	Senior Designer	\$110 per hour	x	4 hours	=	\$440
CAD	CAD Operator	\$80 per hour	x	4 hours	=	\$320
Clerical	Clerical	\$70 per hour	x	4 hours	=	\$280

Task 1: Subtotal \$3,505

Task 2: Design Development

Principal/Mech	Registered Professional Engineer	\$210 per hour	x	1 hours	=	\$210
Mechanical	Registered Professional Engineer	\$135 per hour	x	8 hours	=	\$1,080
Electrical	Registered Professional Engineer	\$195 per hour	x	1 hours	=	\$195
Electrical	Project Engineer	\$135 per hour	x	8 hours	=	\$1,080
Plumbing	Senior Designer	\$110 per hour	x	4 hours	=	\$440
Fire Protection	Senior Designer	\$110 per hour	x	4 hours	=	\$440
CAD	CAD Operator	\$80 per hour	x	8 hours	=	\$640
Clerical	Clerical	\$70 per hour	x	4 hours	=	\$280

Task 2: Subtotal \$4,365

Task 3: Construction Drawings

Principal/Mech	Registered Professional Engineer	\$210 per hour	x	2 hours	=	\$420
Mechanical	Registered Professional Engineer	\$135 per hour	x	36 hours	=	\$4,860
Electrical	Registered Professional Engineer	\$210 per hour	x	2 hours	=	\$420
Electrical	Project Engineer	\$135 per hour	x	36 hours	=	\$4,860
Plumbing	Senior Designer	\$110 per hour	x	8 hours	=	\$880
Fire Protection	Senior Designer	\$110 per hour	x	4 hours	=	\$440
CAD	CAD Operator	\$80 per hour	x	4 hours	=	\$320
Clerical	Clerical	\$70 per hour	x	4 hours	=	\$280

Task 3: Subtotal \$12,480

Task 4: Permitting

Principal/Mech	Registered Professional Engineer	\$210 per hour	x	2 hours	=	\$420
Mechanical	Registered Professional Engineer	\$135 per hour	x	6 hours	=	\$810
Electrical	Registered Professional Engineer	\$210 per hour	x	2 hours	=	\$420
Electrical	Project Engineer	\$135 per hour	x	6 hours	=	\$810
Plumbing	Senior Designer	\$110 per hour	x	0 hours	=	\$0
Fire Protection	Senior Designer	\$110 per hour	x	0 hours	=	\$0
CAD	CAD Operator	\$80 per hour	x	4 hours	=	\$320
Clerical	Clerical	\$70 per hour	x	4 hours	=	\$280

Task 4: Subtotal \$3,060

Task 5: Bidding

Principal/Mech	Registered Professional Engineer	\$210 per hour	x	1 hours	=	\$210
Mechanical	Registered Professional Engineer	\$135 per hour	x	4 hours	=	\$540
Electrical	Registered Professional Engineer	\$210 per hour	x	1 hours	=	\$210
Electrical	Project Engineer	\$135 per hour	x	4 hours	=	\$540
Plumbing	Senior Designer	\$110 per hour	x	1 hours	=	\$110
Fire Protection	Senior Designer	\$110 per hour	x	1 hours	=	\$110
CAD	CAD Operator	\$80 per hour	x	0 hours	=	\$0
Clerical	Clerical	\$70 per hour	x	0 hours	=	\$0

Task 5: Subtotal \$1,720

Task 6: Construction Administration

Principal/Mech	Registered Professional Engineer	\$210 per hour	x	1 hours	=	\$210
Mechanical	Registered Professional Engineer	\$135 per hour	x	8 hours	=	\$1,080
Electrical	Registered Professional Engineer	\$210 per hour	x	1 hours	=	\$210
Electrical	Project Engineer	\$135 per hour	x	16 hours	=	\$2,160
Plumbing	Senior Designer	\$110 per hour	x	4 hours	=	\$440
Fire Protection	Senior Designer	\$110 per hour	x	4 hours	=	\$440
CAD	CAD Operator	\$80 per hour	x	8 hours	=	\$640
Clerical	Clerical	\$70 per hour	x	8 hours	=	\$560
Construction Site Visits (Up to 3 Per Discipline)						
Principal/Mech	Registered Professional Engineer	\$210 per hour	x	4 hours	=	\$840 x 3 Visits = \$2,520
Principal/Elect	Registered Professional Engineer	\$210 per hour	x	4 hours	=	\$840 x 3 Visits = \$2,520

Project Total for Task 1 - 6 \$35,910

M L Engineering Inc.

2030 37th Avenue
Vero Beach, FL 32960
Phone: (772) 569-1257
Fax: (772) 569-4041

August 5, 2025

Mr. Paul Arciero, NCARB
CPZ Architects, Inc.
4316 West Broward Blvd. Suite 201
Plantation, FL 33317

Re: IRC Administration Bldg B – Folding Partition
1800 27th Street
Vero Beach, FL 32960
Engineer's Proposal

Dear Paul:

We are pleased to provide you with this proposal for structural engineering consulting services for the above project. Our scope of work will be to design and prepare the structural documents for supporting the proposed folding stackable partition wall.

Scope of Work**Phase I Design Documents**

1. Site visit to assess the existing construction
2. Review available existing building plans
3. Coordination with CPZ Architects
4. Design and prepare the structural documents to include the following:
 - a. Framing plan, details, and specifications.
 - b. Sections, Details, and Schedules.
 - c. Miscellaneous structural details as required.
5. Structural notes and specifications in short format on drawings.
6. Signed and sealed documents as required for permit submittal.

Phase II Construction Administration

1. Structural submittal review
2. (1) site visit for construction observation

Note:

The following services are not included in our scope of work:

1. Material & Laboratory Testing
2. Demolition for exploratory assessment
3. Permit Application and Fees

IRC Administration Bldg B – Folding Partition
1800 27th Street
Vero Beach, FL 32960
Engineer's Proposal
August 5, 2025
Page 2 of 3

Fees

Our fee for the above services will be as listed below. This will be invoiced as a lump sum upon completion of each phase or monthly based on a percentage of completion at that time with payment in full due within 30 days.

Phase I	Design Documents	\$ 6,530.00
Phase II	Construction Administration	<u>\$ 1,505.00</u>
		\$ 8,035.00

The above fees are based on our standard hourly rates as follows:

Administration	\$ 95.00
ACAD Drafting	\$ 110.00
Inspector	\$ 150.00
Engineer	\$ 175.00
Principal Engineer	\$ 200.00

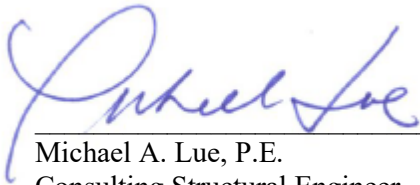
Schedule

To be determined.

If additional engineering services are requested, our services can be provided and billed at an hourly rate. If at any time during the evaluation and design of the herein-stated project there are substantial revisions, which may affect our proposal, we will notify you prior to making such changes.

Should you require further information or clarification, please contact our office.

Respectfully,



Michael A. Lue, P.E.
Consulting Structural Engineer

Accepted this _____ day of _____ 2025

Signature

ATTACHMENT 'A'
PROPOSAL/CONTRACT FOR ENGINEERS SERVICE

- I. **ACCEPTANCE:**
The time for acceptance of the afore going proposal is limited to thirty (30) days from the date of the proposal. If not accepted within that timeframe, the proposal will be withdrawn by ML Engineering, Inc., after which a new proposal must be negotiated by the parties.
- II. **INDEMNIFICATION:**
As a separate and distinct consideration for this indemnification agreement hereunder, the consideration of which is \$100.00, the receipt of which is acknowledged by the party with whom ML Engineering, Inc. is contracting hereunder, that party agrees to indemnify and hold ML Engineering, Inc. harmless from any and all claim and causes of action arising out of the work of ML Engineering, Inc. arising out of the work performed or to be performed by the party with whom ML Engineering, Inc. is contracting hereunder, or any other contracting parties' agents, affiliates, subsidiaries or assigns, excepting only such actions, claims or lawsuits arising out of the gross negligence of ML Engineering, Inc., its affiliates, subsidiaries, officers and employees.
- III. **THIRD PARTY BENEFICIARY:**
This agreement is entered into for the exclusive benefit of the parties, and the parties expressly disclaim any intent to benefit anyone not a party.
- IV. **LATE PAYMENT:**
All payments called for under the terms and conditions of this proposal will bear simple interest a 1-1/2% per month.
- V. **GOVERNING LAW AND VENUE:**
This agreement is to be governed by the laws of the State of Florida and the venue in the event of any litigation shall be Indian River County, Florida.
- VI. **LIABILITY:**
The liability of ML Engineering, Inc. for damages arising out of its performance for any mistake, mission interruption, delay, error or defects in the providing of its services set forth herein or any portion of its services, occurring in the course of performing this agreement, shall in no event exceed the amount of the contract for services.
- VII. **TERMINATION FOR CAUSE:**
ML Engineering, Inc. has the right to terminate the contract for cause, which includes any of the following events:
1. Failure to make timely payments.
 2. Failure to respond to ML Engineering, Inc.'s written request for information or decisions.
 3. If ML Engineering, Inc. verily believes that the work requested will result in a structure or design that is not viable.
- In the event of the above one or more grounds for termination for cause, ML Engineering, Inc. shall give a seven day written notice, and if the grounds for termination are not corrected within the seven days, ML Engineering, Inc. has the right to terminate the contract.
- VIII. **ATTORNEY FEES:**
If either party brings a lawsuit in order to enforce or interpret the provisions of this agreement, the prevailing party should be entitled to reasonable attorney fees in addition in addition to any other relief to which that party may be entitled.

MANHOUR & FEE ESTIMATE FOR PROPOSED STRUCTURAL ENGINEERING SERVICES

Project:	IRC ADMIN BLDG B Folding Partition
Date:	08.05.2025
By:	M L Engineering Inc.

Task	Scope of Services	Principal Engineer	Engineer	Project Inspector	ACAD Tech.	Admin.	SUB
		\$ 200.00	\$ 175.00	\$ 150.00	\$ 110.00	\$ 95.00	TOTALS
1	Site visit to assess exist construction	1.00				1.00	\$ 295.00
2	Coord W/ Architect	1.00			5.00	1.00	\$ 845.00
3	review as built buildnig plans	2.00				1.00	\$ 495.00
4	Design Docs	2.00	7.00		28.00	2.00	\$ 4,895.00
							\$ -
							\$ -
5	CA submittal review	3.00	3.00			4.00	\$ 1,505.00
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
	Sum of Hours	9.00	10.00	0.00	33.00	9.00	
	Rates Per Position	\$ 200.00	\$ 175.00	\$ 150.00	\$ 110.00	\$ 95.00	
	Fee Per Position	\$ 1,800.00	\$ 1,750.00	\$ -	\$ 3,630.00	\$ 855.00	
					Total Estimated Fee:		\$ 8,035.00