

WORK ORDER NUMBER 8

IRC-1801 IRC Courthouse Parking Garage & Seal Replacement

This Work Order Number is entered into as of this _____ day of August, 2019, pursuant to that certain Continuing Contract Agreement for Roof Consultation Services, dated April 15th, 2014, and extended on February 6, 2018 for an additional 3-year term, (referred to as the "Agreement"), by and between INDIAN RIVER COUNTY, a political subdivision of the State of Florida ("COUNTY") and REI Engineers, Inc. ("Consultant").

All services performed under this contract shall be supervised and certified by a licensed Professional Engineer (PE) licensed with the State of Florida and staff employed directly with your firm.

Scope of Services:

Indian River County is requesting that REI Engineers, Inc., review and assess repairs necessary, prepare construction drawings consisting of roof plans and details which depict the Scope of Work, assist in the bidding phase, and provide construction administration services for two separate phases of the IRC Courthouse Parking Garage. Phase One includes three small roofs located above elevator shaft and stairwells. Phase Two includes replacement of the garage's internal storm drainage system, repair of walls where rebar is exposed, repair of water-damaged elevator shaft/elevator, repair or replacement of stairs in stairwells, and replacement of building seals and cleaning/repainting of building at 2000 16th Avenue, Vero Beach, FL 32960.

All work shall be performed in accordance with the attached Proposal dated April 5, 2019 (EXHIBIT "A") and shall comply with Standards enumerated in the Continuing Contract Agreement for Professional Services, dated April 15, 2014, and extended on February 6, 2018 for an additional 3-year term.

Compensation:

The COUNTY agrees to pay, and REI Engineers, Inc., agrees to accept, \$50,470.00 for services rendered according to the Proposal dated April 5, 2019, identified in the attached EXHIBIT "A", incorporated by reference herein.

IN WITNESS WHEREOF, the parties hereto have executed this Work Order as of the date first written above.

CONSULTANT:
REI ENGINEERS, INC.

BOARD OF COUNTY COMMISSIONERS
OF INDIAN RIVER COUNTY

By: _____
Mark Renninger
Branch Manager

By: _____
Bob Solari, Chairman

BCC Approved Date: _____

Attest: Jeffrey R. Smith, Clerk of Court and Comptroller

By: _____
Deputy Clerk

Approved: _____
Jason E. Brown, County Administrator

Approved as to form and legal sufficiency: _____
Dylan T. Reingold, County Attorney



'EXHIBIT A'

April 5, 2019

Indian River County
1801 27th Street
Vero Beach, FL 32960

Attention: Andrew Sobczak
Infrastructure Project Manager

Reference: Proposal for Engineering Services
Contract Documents and Construction Administration
Indian River County Courthouse Parking Garage Roof and Seal Replacement
REI Proposal No. P17TPA-040 Rev 2

Dear Mr. Sobczak:

In response to our recent discussions, we are pleased to submit this proposal for your consideration. The engineering services outlined in this proposal are for the parking facility located at Indian River County Courthouse, 2000 16th Ave, Vero Beach, FL 32960. The following is an outline of the proposed services for Contract Documents and Construction Administration:

I. CONTRACT DOCUMENTS

- A. Conduct site visit(s) to review the structure and assess the requested repairs, provide any recommended repairs/modifications, and develop detailed Contract Documents for the subject building.
- B. Prepare comprehensive scaled drawings for two separate project phases. Phase one includes the replacement of the small roof areas and phase two includes building remediation work. All plans and details to be developed on Computer Aided Drafting (AutoCAD).
- C. Prepare technical specifications for the requested repairs and recommended repairs/modifications to the structure.
- D. Provide structural framing drawings if the existing structural light gauge is determined to be deficient at small roof area.
- E. Issue preliminary Contract Documents for Owner/Indian River County Building Department review. Upon acceptance, final Contract Documents will be prepared and submitted.
- F. Hold one Pre-Bid Meeting for potential contractors to review the Contract Documents and resolve any questions that may arise during the bid stage of the project.

- G. Bids shall be analyzed and a recommendation made based on low bid, alternates, contractor's past performance and Owner's budget restrictions. Submit a certified Bid Tabulation and recommendation for award.

II. CONSTRUCTION ADMINISTRATION

- A. Review and accept, as appropriate, shop drawings and submittals as required by the Contract Documents. Return unacceptable submittals to owner as required until compliance with specifications is realized.
- B. Hold a pre-construction meeting with the successful contractor to ensure a clear understanding of the plans and specifications.
- C. Perform quality assurance site visit once every five working days, Monday through Friday, to verify work is in compliance with the Contract Documents. Photographs will be taken as deemed necessary for documentation. REI cannot comment on work that takes place and covered while REI is not onsite.
- D. Prepare and submit reports from each quality assurance site visit relaying information pertaining to weather, area worked, application methods, material types installed during the site visit, and listing of non-conforming items requiring Contractor's correction.
- E. Certify Contractor's monthly invoicing based on status of work performed as determined from project site visits.
- F. Review any change orders developed to address changes to the contract requirements.
- G. Upon notification by the contractor that the job is substantially complete, a substantial completion inspection will be conducted with REI, Owner, Contractor and Manufacturer personnel. A punch list will be prepared to list any minor items that require further treatment.
- H. Upon notification by the contractor that the job is fully complete, a final inspection will be conducted with REI, contractor and Owner personnel. A final inspection report will be submitted upon verifying completion or if necessary, an additional punch list will be prepared.
- I. Upon completion of work, verify compliance of warranties and forward to Owner with close out documents and final billing.
- J. Conduct a 2-year Contractor Warranty Roof Inspection before the warranty expires to address warranty issues with the Contractor and Manufacturer.

III. PROPOSED SCOPE OF WORK

- A. Perform requested repairs to the parking structure in two phases of construction. Phase one (1) includes the replacement of three (3) small roofs located above the elevator shaft and stairwells. Phase two (2) includes the replacement of the garage's internal storm drainage system, repair of walls where rebar is exposed, repair of water-damaged elevator shaft/elevator, repair or replacement of stairs in stairwells, and replacement of building seals and cleaning/repainting of building. All finish items specified will be provided to the Owner for acceptance prior to inclusion in the Contract Documents.

IV. ESTIMATED CONSTRUCTION COSTS & ENGINEERING FEES

A. Based on the anticipated scope of work for this project, the opinion of probable construction costs and proposed engineering fees are:

Phase One (1) Engineering Fees:

Licensed Roofing Contractor Steel Framing Investigation.....	\$630
Structural Design Drawings (Optional)	\$3,720
Contract Review Draft Documents	\$3,090
Contract Final Draft Documents	\$3,090
Bidding Phase.....	\$1,250
Submittal Review	\$460
Construction Monitoring	\$2,620
Final Inspection.....	<u>\$1,310</u>
Subtotal	\$16,170

Phase Two (2) Engineering Fees:

Contract Review Draft Documents	\$9,700
Contract Final Draft Documents	\$9,700
Bidding Phase.....	\$1,600
Construction Administration	\$12,050
Final Inspection.....	<u>\$1,250</u>
Subtotal	\$34,300

Engineering Fee Total \$50,470

V. PROJECT SCHEDULE

- A. Preliminary Contract Documents shall be completed within thirty (30) days of Notice to Proceed. Final Contract Documents shall be completed and sealed within fifteen (15) days of receipt of comments.
- B. Phase One (1) Construction Administration shall be performed during the estimated construction duration and the project closeout process. This work is expected to take twenty-one (21) calendar days.
- C. Phase Two (2) Construction Administration shall be performed during the estimated construction duration and the project closeout process. This work is expected to take ninety (90) calendar days.

If this proposal meets with your approval, please provide a Work Order. This proposal will remain firm for a period of thirty (30) days. After that time, we reserve the right to review scheduled commitments and prices.

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

REI Engineers


 Mark Renninger, PE, RRC, RRO
 Branch Manager