



SYNALOVSKI ROMANIK SAYE
Architecture • Planning • Interior Design

Horacio Danovich
CIP and Innovation District Director
City of Pompano Beach
100 West Atlantic Boulevard, Room 276
Pompano Beach, Florida 33060

PROPOSAL NO.:	M180929	PROPOSAL DATE:	06.13.19
PROJECT:	Pompano Beach Fire/EOC Public Safety Complex	STARTING DATE:	A.S.A.P.
LOCATION:	100 SW 3rd St, Pompano Beach, FL 33060	COMPLETION DATE:	A.S.A.P.

The undersigned proposes to provide professional services necessary to complete the following work: Basic Architectural, Structural Engineering, Mechanical, Electrical, Plumbing, Fire Protection & Communications Engineering, Civil Engineering, Landscape Architecture, LEED process, Site and Building Signage and Surveying professional services as required for a new Fire/EOC building with that includes Storage for the City Clerk and Logistics Team Support Space. Total project design guidelines for a Risk Category IV based on "Emergency Operation Center Design Criteria" (with Security, Sustainability, Interoperability and Flexibility), current Florida Building Codes (FBC), current Florida Energy Codes, to meet American Disability Act requirements, emergency disaster criteria in support the existing policy and procedure with expansion of future services delivery and be designed to meet LEED Silver Certification.

The New Emergency Operations Center building's footprint anticipated to be +/- 12,500 SF of program and a total building area of +/- 25,000 SF within a two (2) story (20' + 14') solution, as well as a separate four (4) Level Parking Garage Structure [Ground Level Height for Fire Vehicle Storage, plus 3 levels of parking (250 parking spaces total) with the top floor deck being open]. Construction Budget is anticipated at +/- \$15,000,000. Proposed site improvements are for +/- 1.9 Acre portion of the existing City of Pompano Beach Public Safety Complex located at 100 SW 3rd St, Pompano Beach, FL 33060.

Our services including LEED Services on this project will be supported by the following sub-consultants:

Structural Engineering – Saad Elia El-Hage Consulting Engineers
Mechanical, Electrical, Plumbing, Fire Protection & Communications Engineering - TLC Engineering
Civil Engineering – Keith and Associates
Landscape Architecture – Keith and Associates
Survey – Keith and Associates

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Payments to be made as follows:

Description:	Fee
Programming/Schematic Design (30%)	\$ 171,601.20
Design Development (60%)	\$ 228,801.60
Construction Documents (90-100%)	\$ 457,603.20
Permitting/Bidding Assistance	\$ 57,200.40
Construction Administration	\$ 228,801.60
A/E Professional Services Sub-TOTAL	\$ 1,144,008.00
Reimbursable Allowance	\$ 57,200.40
Survey Update	\$ 13,000.00
LEED Services	\$ 106,092.00
A/E Professional Services TOTAL	\$ 1,320,300.40

Programming/Schematic Design Services (30% of project) \$171,601.20

Consults with the owner to determine project goals and requirements (see attached "EOC Assessment Checklist"). The program, or architectural program will be developed and include estimated square footage of each usage type and any other elements that achieve the project goals. Study drawings, documents, or other media that illustrate the concepts of the design and include spatial relationships, scale, and form for the owner to review. (2) proposed schemes will be presented and one will be selected. Schematic design also is the research phase of the project, when zoning requirements or jurisdictional restrictions are discovered and addressed. This phase produces a final schematic design, to which the owner agrees after consultation and discussions and includes the DRC Site Plan Approval process with the City of Pompano Beach. Costs are estimated based on overall project volume. A LEED Silver Certification design at minimum and will be discussing schedule and process at this stage.

- As-Built Verification
- Site Due Diligence Analysis
- Space Programming Meeting(s) with Key Stakeholders and End Users
- Space Programming
- Adjacency Diagrams
- Building Code Analysis
- Life Cycle Cost Analysis

DELIVERABLES (for DRC Review/Approval):

- Basis of Design (Design Intent Documents)
- LEED Checklist (LEED Requirements)
- Opinion of Probable Cost (Benchmark Budget)
- Project Schedule



Schematic Design Civil Plan(s) and Details
Schematic Design Landscape Plan(s) and Details
Schematic Site Plan
Schematic Phasing Plan(s), if necessary
Schematic Floor Plan(s)
Schematic Reflected Ceiling Plans
Schematic Elevation(s)
Concept Rendering(s)

Design Development Services (60% of Construction Documents) \$228,801.60

Design development services use the initial design documents from the schematic phase and take them one step further. This phase lays out mechanical, electrical, plumbing, fire prevention, structural, and architectural details and includes the DRC Site Plan Approval process with the City of Pompano Beach.

Meeting(s) with Key Stakeholders
DRC Site Plan Approval Meetings and Commission Meeting(s)
Design Development/DRC Site Plan Approval Site Plan
Design Development/DRC Site Plan Approval Demolition Site Plan
Design Development/DRC Site Plan Approval Phasing Plan, if necessary
Design Development/DRC Site Plan Approval Floor Plan(s)
Design Development/DRC Site Plan Approval Elevation(s)
Design Development/DRC Site Plan Approval Rendering(s)
Design Development/DRC Site Plan Civil Plan(s) and Details
Design Development/DRC Site Plan Approval Landscape Plan(s) and Details
Design Development/DRC Site Plan Approval Photometric Plan
Design Development Life Safety Plan(s)
Design Development Reflected Ceiling Plan(s)
Design Development Building Section(s)
Design Development Roof Plan
Conceptual Kitchen Layout
Conceptual Operation Center Layout
Design Development Structural Plan(s) and Details
Design Development HVAC Plans and Load Calculations
Design Development Electrical Plans, Proposed Light Fixture Package and Load Calculations
Design Development Low Voltage (IT, AV, Security, etal.) Plan(s)
Design Development Plumbing Plan(s)
Design Development Fire Protection Plan(s)
Material and Color Selections
Outline Specifications



Updated Opinion of Probable Cost
LEED Checklist (LEED Requirements)

Construction Documents Services (90%-100% Construction Documents) \$457,603.20

Upon City approvals of Design Development Documents, the drawings move forward with greater detail. These drawings typically include specifications for construction details and materials and drawings from all A/E disciplines. A 90% submittal and a 100% submittal are anticipated.

- Construction Documents Meeting(s) with Key Stakeholders
- 90% Construction Documents Site Plan
- 90% Construction Documents Demolition Site Plan
- 90% Construction Documents Phasing Plan, if necessary
- 90% Construction Documents Plan(s)
- 90% Construction Documents Roof Plan and Details
- 90% Construction Documents Elevation(s)
- 90% Construction Documents Life Safety Plan(s)
- 90% Construction Documents Reflected Ceiling Plan(s)
- 90% Construction Documents Building Section(s)
- 90% Construction Documents Detailed Section(s) and Wall Types
- 90% Construction Documents Interior Elevation(s)
- 90% Construction Documents Enlarged Floor Plan(s)
- 90% Construction Documents Door and Window Schedules
- 90% Construction Documents Finish Schedules
- 90% Construction Documents Civil Plan(s) and Details
- 90% Construction Documents Landscape Plan(s) and Details
- 90% Construction Documents Photometric Plan
- 90% Construction Documents Structural Plan(s) and Details
- 90% Construction Documents HVAC Plans and Load Calculations
- 90% Construction Documents Electrical Plans, Proposed Light Fixture Package and Load Calculations
- 90% Construction Documents Voltage (IT, AV, Security, etal.) Plan(s)
- 90% Construction Documents Plumbing Plan(s)
- 90% Construction Documents Fire Protection Plan(s)
- 100% Construction Documents Site Plan
- 100% Construction Documents Demolition Site Plan
- 100% Construction Documents Phasing Plan, if necessary
- 100% Construction Documents Plan(s)
- 100% Construction Documents Roof Plan and Details
- 100% Construction Documents Elevation(s)
- 100% Construction Documents Life Safety Plan(s)



- 100% Construction Documents Reflected Ceiling Plan(s)
- 100% Construction Documents Building Section(s)
- 100% Construction Documents Detailed Section(s) and Wall Types
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- 100% Construction Documents Structural Plan(s) and Details
- 100% Construction Documents HVAC Plans and Load Calculations
- 100% Construction Documents Electrical Plans, Proposed Light Fixture Package and Load Calculations
- 100% Construction Documents Voltage (IT, AV, Security, etal.) Plan(s)
- 100% Construction Documents Plumbing Plan(s)
- 100% Construction Documents Fire Protection Plan(s)
- Project Manual/Specifications
- Updated Opinion of Probable Cost

Permitting and Bidding Assistance \$57,200.40

Preparation of the permit submittal documents and applications to all applicable permitting agencies, review and respond to comments to secure permits. And preparation of the bid documents to go out to potential contractors for pricing by the City of Pompano Beach Purchasing Department. Attend Pre-Bid meeting and during Bid period, A/E team to assist with responses to RFI's. And evaluate the bids and share thoughts on the Bids received with City of Pompano Beach Staff.

- Submit Signed and Sealed Plans and Permit Applications to Building Department
- Submit Signed and Sealed Plans and Permit Applications to City of Pompano Beach Utilities
- Submit Signed and Sealed Plans and Permit Applications to City of Pompano Beach Engineering
- Submit Signed and Sealed Plans and Permit Applications to Broward County Environmental Protection Department of Growth Management (BCEPDGM)
- Submit Signed and Sealed Plans and Permit Applications to Broward County Water & Wastewater Services (BCWWS)
- Submit Signed and Sealed Plans and Permit Applications to Florida Department Environmental Protection (FDEP)
- Submit Signed and Sealed Plans and Permit Applications to South Florida Water Management District (SFWMD), if required
- Submit Signed and Sealed Plans and Permit Applications Broward County Traffic Engineering
- Respond, Revise Plans and Resubmit Plans for all permitting agencies as required



Prepare and share PDF copies of Bid Documents for issuance by the City of Pompano Beach
Purchasing Department
Attend Pre-Bid Meeting
Review and Respond to Bidding RFI's
Prepare and issue Addenda and updated drawings as required
Review Bids submitted and share thoughts with City Staff

Construction Administration

\$228,801.60

The architect's core responsibility during this phase is to assist the Construction Manager @ Risk and the Contractor to build the project as specified in the CDs as approved by the City of Pompano Beach.

Attend Project Kick Off Meeting
Shop Drawing Review (Architecture, Structural, MEP/FP Disciplines)
Review and Respond to RFI's (Architecture, Structural, MEP/FP Disciplines)
Job Progress Meetings, every two weeks
Alternate/Substitution Reviews (Architecture, Structural, MEP/FP Disciplines)
Material and Finish Color Reviews/Coordination w/ Clients
Change Order Review and Recommendation (all A/E Disciplines)
Pay Requisition Review and Recommendation
Punchlist Site Visit
Punchlist Documentation
Closeout Document Review

Civil and Landscape Architecture Assistance during Construction

KEITH shall provide construction observation services in order to ensure the integrity of the design intent, and certify to the CITY and other jurisdictional agencies that the construction work has been completed in substantial compliance with the approved documents and permits. Services included in this task are described as follows:

Shop Drawings:

KEITH shall review shop drawings, samples and calculations, which the selected contractor is required to submit for review. This review will only be for conformance with the design concept of the project and compliance with the information provided on the design drawings and specifications. Such review will not extend to methods, means, techniques, construction sequence(s) or procedures, or to safety precautions and related programs. KEITH shall also determine the acceptability, subject to CITY approval, of substitute materials and equipment proposed by contractors.



Periodic Site Visits and Construction Observation:

KEITH shall visit the Project at intervals appropriate to the various stages of construction, as KEITH deems necessary to observe as an experienced and qualified design professional to review the progress and quality of the various aspects of the contractor's work. KEITH shall coordinate and attend one (1) Pre-construction Meetings. This task includes construction observation services for an anticipated construction period of twelve (12) months.

As-builts Review:

KEITH will review the record drawings (as-builts) to ensure substantial conformance to the approved plans. KEITH will only review and reject any particular as-built set a maximum of two (2) times, any additional review will be considered additional services. The contractor will be expected to have the as-builts revised in accordance with all comments.

Final Inspections:

KEITH shall participate, with the CITY's representative, in a semi-final inspection for the purpose of determining if the project is substantially complete and participate in the preparation of a written "Punch List" of all incomplete, defective or deficient items. Upon notice from the CITY, participate in a final inspection together with CITY and contractor representatives to assure that all "Punch List" items are completed and the work is indeed completed in accordance with all contract documents. Upon completion of the final inspection, certify, in writing, that the work in-place is acceptable, subject to any conditions therein expressed.

Final Certification:

KEITH will prepare final certification to all appropriate permitting agencies utilizing record drawings for the design from the survey information supplied by the contractor, or by other means agreed to by both KEITH and CITY.

Note: It is the contractor's responsibility to coordinate through KEITH the scheduling of testing. KEITH shall represent the CITY in performing periodic observation of construction as necessary to confirm construction is in accordance with the approved plans.

We anticipate the following items requiring as-built certification:

- Water System
- Sanitary Sewer System
- Paving Grading and Drainage System

Note: Construction-related surveying (stakeout, as-builts, etc.) and testing (densities, concrete, LBR'S, etc.) services are not included in this Agreement.



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Payment due upon invoice at monthly intervals.

Any alteration or deviation from the aforementioned will be executed only upon written orders. Services not included in the above scope will be invoiced hourly as additional services and are not included in the above fees.

Reimbursable expenses such as copies, courier, asbestos surveys, geotechnical reports, faxes, Federal Express, interior design, long distance calls, mileage, permit expediting, permit fees, photography, environmental testing, postage, printing, processing fees, testing, Threshold/Special Inspections, and traffic studies shall be invoiced at 1.15 of cost. Reimbursable expenses shall not exceed the above approved contingency amount, and City shall not be liable for any expenses above the contingency amount.