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# PMM Consulting Engineers, Corp.

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6262 Bird Rd., Suite 2D, Miami, Florida 33155

Tel: 305-661-9918, Fax 305-675-2350

March 12<sup>th</sup>, 2019

Mr. Jorge Alfonso  
The Towers of Key Biscayne, Inc.  
1121 Crandon Blvd  
Key Biscayne, FL. 33149

Re: Proposal for Professional Engineering Services – Re-Roofing

Dear Mr. Alfonso,

PMM Consulting Engineers Corp. (PMMCE), in conjunction with the firm of Diaz Carreño Scotti + Partners, Inc. (DCS+P) is pleased to submit this Proposal for the professional services for the project referenced above to The Towers of Key Biscayne (TKB), located at 1111 and 1121 Crandon Blvd., Miami, FL.

## I. GENERAL

This proposal is for providing Professional Services required for the re-roofing of the above referenced project in compliance with the requirements of the Florida Building Code, Florida Statutes, Miami-Dade County and local Village of Key Biscayne ordinances. The Towers of Key Biscayne are two almost identical buildings, each with three (3) distinct wings – Y shaped and connected at the stem of each Y but with expansion joints. The axis of each the three Y's are 120deg apart. The existing roofing membrane is a modified bitumen pitched to interior drains with approx. 1/8 in / ft slope, and the new roofing membrane is to be the same. The preferred substrate to the roofing membrane will be lightweight insulating concrete (LWIC) applied with topside slope to drain over the roof slab. If the existing substrate is LWIC and passes the uplift tests, then only the roofing membrane and any LWIC damage will be a part of the work; otherwise, the work will involve removing the existing membrane and LWIC and then replacing the LWIC and installing a new membrane. Each of the building's roof area is approx. 46,000sf.

## II. SCOPE OF WORK

### A. TASK #1—Pre-Design

1. Review pertinent documents provided by TKB of the referenced building's roof areas including all roof area components such as fans, a/c units, cooling towers piping, vents, drainage, overflow scuppers, and stands.
2. Initial site visit to assess existing conditions.
3. Subsequent site visits to verify that existing conditions match the copies of the drawings provided and make quantity survey of typical conditions.
4. Develop CAD drawings of the hard copies of applicable roof plans, sections, details and other information acquired during Task #2.

**B. TASK #2 (Construction Documents) —** Develop re-roofing construction documents (drawings and specifications) and submit completed documents to the Village of Key Biscayne Building Department for review and approval so that they are "permit ready". **This task will be broken into 50% (Task 2a), 90% (Task 2b) and 100% (Task 2c) CD's for the purpose of Invoicing for work in progress. At submittal to VKB Bldg. Dept. the documents are considered 90% completed and upon being deemed "permit ready" the documents are considered 100% completed. This task includes calculations to determine the required overflow scuppers which may result in increased size and quantities, details of which are a part of this proposal.**

**C. TASK #3 (Bidding, Award of Contract & Mobilization Period) —** Assist TKB in the receipt and evaluation of bids received.

1. This task includes participating in a pre-bid conference.

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2. This task includes addressing RFI's, issuing addendums and revising permit documents as required.

## D. TASK #4 (Construction Administration)

1. Attend Pre-roofing conference
2. Review roofing submittals
3. Four (4) total, monthly field visit w/ a report of findings. Additional visits, as requested by others, will be considered additional services and payable at \$600/visit.
4. Attend up to two (2) Substantial Completion inspections to develop the roofing punch lists.
5. Attend one (1) Final Inspection after all punch list items have been completed by the roofer and certify satisfactory completion of the work to the Owner and the Building Dept.

## III. EXCEPTIONS AND DISCLAIMERS

- A. Owner will contract directly with a Testing Laboratory to complete uplift tests at representative locations in the roof areas of both buildings to be selected by PMM and/or DCS+P.
- B. Owner will contract directly with a Testing Laboratory to do three (3) roof cores per building and report on the composition of the existing roofing system from cap sheet to the roof slab at locations to be selected by PMM or DCS+P.
- C. This proposal does not include any MEP work that may be required by the Authorities Having Jurisdiction (AHJ) or Code outside of the overflow scuppers (size and quantities). The number and location of interior drains are assumed adequate for purposes of the re-roofing. This work would constitute an additional service.
- D. This proposal does not include the repair, relocation (vertical or horizontal), or replacement of any roof equipment, piping, supports or anchoring—only the component's flashing when penetrating the roof membrane. This work would constitute an additional service.
- E. Additional site visits requested, unless required to resolve issues solely attributable to DCS+P's work, will be additional services at \$600/visit.
- F. This proposal does not include fees / costs that may be required by any AHJ's in order to review the documents for compliance.

## IV. SCHEDULE OF WORK – TIME OF PERFORMANCE

Consultant shall submit the deliverables and perform the work as depicted as shown in the in following tables as expeditiously as possible.

<b>SCHEDULE OF WORK</b>				
<b>Task or Activity ID #</b>	<b>Task Name and/or Activity Description</b>	<b>Duration (specify weeks, calendar or working days)</b>	<b>Projected Start Date</b>	<b>Projected Finish Date*</b>
Task #1	Pre-Design	3wks	NTP	NTP + 3wks
Task #2a	Construction Documents-50%	3wks	NTP + 3wks	NTP + 6wks
Task #2b	Construction Documents-90%	2wks	NTP + 6wks	NTP + 8wks
Task #2c	Construction Documents-100%-Permit Ready Docs.	4wks (Estimated)	NTP + 8wks	NTP + 12wks
Task #3	Bidding + Construction Contract + Mobilization	6wks (Estimated)	NTP + 12wks	NTP + 18wks
Task #4	Construction Administration	17wks (120d)	NTP + 18wks	NTP + 35wks

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## V. COMPENSATION

Consultant shall perform the Work detailed in this Professional Services Proposal for an amount of **Sixty-Six Thousand Eight Hundred Dollars (\$66,800.00)**. This fee amount includes:

1. Printing and other out-of-pocket reimbursable expenses. TKB shall not be liable for any fee, cost, expense or reimbursable expense or other compensation beyond this amount without prior written consent.

<b>SUMMARY OF COMPENSATION*</b>			
<b>Task or Activity ID #</b>	<b>Major Task Name and/or Activity Description</b>	<b>Fee Amount</b>	<b>Fee Basis</b>
Task #1	Pre-Design	\$ 6,000.00	Lump Sum
Task #2a	Construction Documents-50%	\$ 25,800.00	Lump Sum
Task #2b	Construction Documents-90%	\$ 21,000.00	Lump Sum
Task #2c	Construction Documents-100%	\$ 5,200.00	Lump Sum
Task #3	Bidding + Construction Contract + Mobilization	\$ 1,200.00	Lump Sum
Task #4	Construction Administration	\$ 7,600.00	Lump Sum
<b>Full Services Fee Total</b>		<b>\$ 66,800.00</b>	
<b>Recommended Owner Allowance (Budget) Accounts For: (Not a part of this proposal)</b>			
1.	Materials Testing	\$ 5,000.00	
2.	Additional Services	\$ 10,000.00	
<b>Allowance (Budget) Total</b>		<b>\$ 15,000.00</b>	

## V. RECOMMENDED ALLOWANCES

The TKB should budget Fifteen thousand dollars (\$15,000) as allowances to cover both materials testing and any additional services that may include but not necessarily limited to scope changes requested by the Owner or any AHJ, and/or unforeseen conditions.

## VI. PROVIDED BY TKB

1. All existing documents (drawings) of the Towers of Key Biscayne.
2. Results of uplift testing and cores.
3. Access to all roof areas including the high roofs at the mechanical cores.

We would like to thank you for the opportunity to provide this proposal for professional services and look forward to working with you. Should you have any questions, please do not hesitate in contacting us.

Yours truly,



Paul Martinez, PE  
Structural Engineer