

MICHAEL MILLER PLANNING ASSOCIATES, INC.
Land Design Municipal Planning Services Transportation Planning

April 13th, 2012

CITY OF HALLANDALE BEACH ("Client")
400 South Federal Highway
Hallandale Beach, FL 33009-6433
Attention: **Thomas J. Vageline, Director of Development Services**
 Christy Dominguez, Director of Planning and Zoning

Re: **PROPOSAL FOR PROFESSIONAL SERVICES**
 ✓ **PLANNING AND ZONING STAFF ASSISTANCE**
 ✓ **DEVELOPMENT SERVICES DEPT. MISCELLANEOUS ASSISTANCE**
 MMPA Project No. 05-0302-0200

Dear Mr. Vageline:

Pursuant to the City's request to provide occasional miscellaneous planning and zoning functions in the Development Services Department (in addition to the ongoing Building Division plan review / inspections / public interface functions), our firm was requested to provide a proposal, via our mutual February 4th, 2010 Agreement for Professional Services. Our firm has provided these services and a number of others to the City for many years. The firm of **Michael Miller Planning Associates, Inc. (MMPA)** is again pleased to provide you with the following proposal for professional services. MMPA performs these functions for several other municipalities at present, either on a full-time basis or part-time to supplement existing staff. Many other municipalities in Broward County and Miami-Dade County have similar arrangement for similar temporary staffing services.

Many local governments in South Florida have lost planning staff in the last few years and/or are considering further staff cutbacks, or outsourcing services, due to the slow economy. While many cities have faced staffing cutbacks, building / land development activity has increased, and the remaining staff have experienced increased demands for other planning related activities. Our firm is intimately familiar with the City in general and with the City's internal processes due to the our previous work efforts, our work for 16+/- years on land development applications, our work on the City's Comprehensive Plan (EAR / EBA) and other miscellaneous work efforts.

I have discussed the expected work efforts with my staff and we feel we can continue to provide the requested services. Please bear in mind that we also continue to have limited staff and must continue to provide similar required services to our other municipal and private clients. The anticipated services would include providing MMPA planning staff, preferably a Senior Planner(s), as needed to work on a wide variety of miscellaneous community planning matters, man the "front counter" as necessary to interact with the public, and other assigned tasks. MMPA staff would coordinate with City staff and others, attend various meetings, etc., as requested.

Because the temporary services would be performed at the City's offices and given the on-going economic situation, we feel we could continue to offer a reduction in our currently approved (2012) hourly staff rates.

SCOPE OF SERVICES

Provide professional planning services to the City of Hallandale Beach related to a wide variety of miscellaneous community planning matters, man the "front counter" as necessary to interact with the public, and other assigned tasks. The anticipated work would normally require a staff member(s) of MMPA to physically be present in the City's office on a pre-determined schedule during weekdays to utilize the City's files and computer system, coordinate with other City staff as necessary in the course of those activities as requested by the City. It is expected that the MMPA staff member will be located at a designated City office space each workday. MMPA will staff the office as necessary to handle the work volume. Based on the volume of activities and as instructed by the City, the hours may be adjusted in the future to accomplish the City's needs.

**SERVICES TO BE HOURLY PER EXHIBIT "A" OF THE 2010 AGREEMENT
(*Reduced Hourly Rates – 2008 Rates)
HOURLY RATES - GENERAL PLANNING SERVICES
NOT TO EXCEED \$ _____ (per City)**

The following hourly rate for our Senior Planner position (Robert C. Collins, AICP / Charles Fink / others) shall apply to all hourly services under this proposal per the mutual Agreement for Professional Services dated February 4th, 2010:

Senior Planner	\$80.00/hr
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Note: Specified 2012 Hourly Rate for MMPA Senior Planner is \$112.55 per hour.

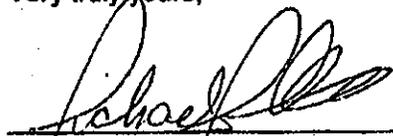
The employee rates set forth in this proposal shall apply provided authorization to proceed on the described scope of work is received within (2) months from the date of the proposal. If work has not been authorized within this period, we reserve the right to re-evaluate the proposal terms. Hourly fees are subject to annual adjustment in January to account for increasing labor and material costs, per the agreement terms. The cost of telephone, local travel and normal postage is included. Prints, document reproduction, photographs, adjacent owner lists, express mail and courier service are not included and shall be reimbursable at cost.

This proposal will become an Agreement for Professional Services when executed by both parties. Work under this proposal will be invoiced through the last day of each month, based on a prorating of work completed or upon hours expended. Payment of invoices will be made by the City in accordance with the terms of the master agreement.

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PROPOSAL FOR PROFESSIONAL SERVICES
PLANNING AND ZONING STAFF ASSISTANCE
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Page 3

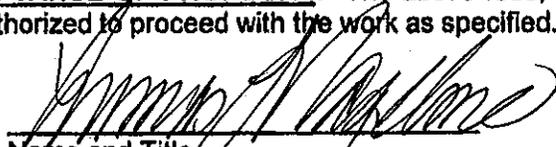
If the proposed work scope and fees contained herein are acceptable to you, please indicate your authorization to proceed by signing the enclosed copy of this proposal and returning same to this office. We sincerely appreciate the opportunity of continuing working with the City of Hallandale Beach. Please do not hesitate to call me with any questions.

Very truly yours,

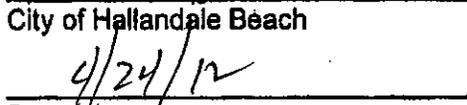


Michael J. Miller, AICP
President

ACCEPTANCE OF PROPOSAL: The above fees, terms and conditions are acceptable. You are authorized to proceed with the work as specified. Payment will be made as outlined.



Name and Title


City of Hallandale Beach


Date