

## **ADDENDUM NO. 1**

To The

### **Agreement for Consulting Services**

This is an addendum to the Agreement for Consulting Services between the County of Putnam (COUNTY) and the consulting firm of Five Points Design Group, Inc. (CONSULTANT) dated March 10, 2020, and made a part thereof. The purpose of this Addendum is to specify the required services of the CONSULTANT to design and prepare Construction Documents and perform Permitting, Bidding and Construction Phase services for St. Johns Avenue Drainage Improvements for a portion of Segment 3 (road widening and drainage trunk line from Kay Larkin Drive to 1,100 feet east of Kay Larkin Drive plus side drain and swale grading improvements easterly to College Road).

In consideration of the mutual promises contained herein, the COUNTY and the CONSULTANT agree as follows:

#### **ARTICLE 1 - SERVICES**

The CONSULTANT'S responsibility under this addendum to the Agreement is to provide services for design drainage improvements along St. Johns Avenue for a portion of Segment 3. Putnam County wishes to contract for the Engineering Design and Plans Preparation related to this project.

Services of the CONSULTANT shall be under the general direction of the County Public Works Director, who shall act as the County's representative during the performance of this Agreement.

**PROJECT DESCRIPTION: Design, Permitting, Bidding and Construction Phase Services for St. Johns Avenue Drainage Improvements portion of Segment 3.**

#### **I. PURPOSE**

The purpose of this Agreement is to specify the required services of the CONSULTANT to design and prepare Construction Documents and perform Permitting, Bidding and Construction Phase services for St. Johns Avenue Drainage Improvements portion of Segment 3.

#### **II. CONSULTANT'S SERVICES**

The CONSULTANT shall design and prepare Construction Documents, construction estimates, acquire permits, provide bidding services and construction administration for roadway and drainage improvements for a portion of St. Johns Avenue, said improvements consisting of road widening and drainage trunk line from Kay Larkin Drive to 1,100 feet east of Kay Larkin Drive plus side drain and swale grading improvements easterly to College Road. The proposed improvements along the St. Johns Avenue corridor include roadway widening and storm sewer improvements consisting of a trunk line storm sewer pipe (box culvert or equivalent trunk line pipe), ancillary storm runoff collection pipes and inlets, swale grading, side drain improvements

as needed, and reconstruction of the proposed adjacent multi-use path to facilitate changes encountered from the improvements (refer to DEO agreement number HM007 Attachment B – Project Narrative). The COUNTY will provide approved plans for the multi-use path. For purposes of this addendum, this work shall be referred to as the PROJECT. The documents prepared, at the minimum, shall comply with the requirements for a rural minor collector in the FDOT Manual of Uniform Minimum Standards for Design, Construction, and Maintenance for Streets and Highways, the Putnam County Land Development Code, and directions from the County Public Works Director, or his authorized representative. The CONSULTANT warrants that they will provide all services required to produce a complete and usable project, omissions on the part of the CONSULTANT are not the responsibility of the COUNTY.

### III. DESIGN AND PERMITTING SERVICES

The Scope of Work for the CONSULTANT shall include all necessary professional services for the preparation of construction plans, technical specifications, special provisions, agency permits, bid documents and related services to design, apply for permits, and perform specific bidding and construction phase services for the PROJECT.

**Roadway Plans:** The CONSULTANT shall design and prepare construction plans utilizing County-approved alignments and typical sections for St. Johns Avenue from Kay Larkin Drive to 1,100 feet east of Kay Larkin Drive, which includes road widening, a trunkline drainage pipe, and ancillary storm runoff collection pipes and inlets. Additionally, design includes swale regrading and side drain improvements (as needed) easterly to College Road. Design will show the adjacent multi-use path in plan and cross-sectional view, using the approved multi-use path plans to be provided by the COUNTY at start-up of the PROJECT. Design will show any required impacts to the adjacent multi-use path for the purposes of roadway widening or drainage improvements associated with the PROJECT.

There will only be one bid set of plans that will be in combination with previously authorized Segments 1 and 2. The typical section within the 1,100-foot limits consists of widened pavement to accommodate a future three-lane rural section that includes a center left turn lane to serve the abutting side road(s) and driveways. The typical section is planned to have both paved and stabilized unpaved shoulders and swales for drainage. Improvements will be located within the existing right-of-way where possible. Existing driveways will be replaced to match existing surface materials to the existing right-of-way lines.

The CONSULTANT will prepare a construction cost estimate to facilitate the development of an economical construction budget. The construction estimate will be based on unit prices of the major items. Pavement design for the project will conform to the Putnam County Land Development Code or the governing agency. The CONSULTANT will initially provide preliminary engineering (30% Plans) consisting of a layout utilizing an aerial background, preliminary quantity calculations, a preliminary construction cost estimate, and a review of these items with the COUNTY. Scope excludes tree protection / relocation / replacement plans and excludes landscape plans.

- A. Drainage:** The CONSULTANT shall prepare a drainage map showing the drainage areas contributing to roadside swales, the drainage structures, and the drainage patterns around the project. The CONSULTANT shall identify and size all drainage structures required to drain the area. The CONSULTANT shall consider various drainage features in the design of a system that will protect the road and that can be permitted by regulatory agencies and comply with the Putnam County Land Development Code or the governing agency. Where cross drains and side drains are needed, they will be reinforced concrete pipes with mitered end sections (or equivalent) on both ends as allowed by the governing agency. CONSULTANT will provide plans for a piped conveyance system along St. Johns Avenue proposed to be a box culvert or trunkline pipe system within the 1,100-foot limits. Plans will also include ancillary lateral pipes and inlets as needed for collection. Plans will also include swale regrading and side drain improvements as needed extending easterly to College Road.
- B. Surveys:** The CONSULTANT will provide the Specific Purpose Route Survey required for the project, showing the topography and existing right-of-way lines, per Putnam County standards. The survey will include cross sections at intervals of 100 feet (minimum interval) within the project limits, extending to 10 feet beyond the right-of-way line (minimum). The survey will include the location of up to seven (7) geotechnical test holes. It is assumed that Temporary Construction Easements (TCEs) and permanent drainage easements will be provided (as needed) by the abutting property owners as described as a portion of their property and coordinated by the COUNTY. CONSULTANT survey scope includes the preparation of sketches and legal descriptions for up to ten (10) TCEs or permanent drainage easements. Aboveground utility features will be included in the survey within the project limits; however, the survey scope excludes Subsurface Utility Exploration (SUE) vertical data. Survey will show horizontal location of utilities (two-dimensional, 2-D) based on above ground utility information as well as designation by utility companies. The survey scope excludes a tree survey; however, trees of diameter at breast height (DBH) of 8 inches or greater will be located within the survey corridor. Project network control data will be maintained but a Project Network Control Sheet may not be prepared for the plan set. Survey will be tied to the North American Datum of 1983 (NAD83), State Plane Coordinate System, Florida East Zone. The vertical component will be tied to the North American Vertical Datum of 1988 (NAV88). The deliverable will be an AutoCAD digital file along with a signed and sealed Surveyor's report.
- D. Signing and Pavement Markings:** The CONSULTANT shall prepare notes, tables and special details, and plans for the signing and pavement markings per the FHWA Manual on Uniform Traffic Control Devices and FDOT Design Standards. The road will have centerline and edge line markings. Existing signing will be re-used, and relocated as necessary, to the maximum practical extent.
- E. Permit Applications and Environmental Services:** The CONSULTANT shall be responsible for preliminary coordination with the appropriate regulatory agencies so that design efforts are properly directed toward permit approval. The CONSULTANT'S

environmental specialist will review roadside ditches for determination of wetland status and will provide a listed species evaluation.

The CONSULTANT shall prepare a permit package based on preliminary coordination and the regulatory agency requirements at the time of submittal. The permit package shall include site and system design information required by the regulatory agency, applicable sketches and calculations. The CONSULTANT shall respond to the requests of the regulatory agencies concerning the submitted information. The CONSULTANT will submit the permit packages to the regulatory agencies under the COUNTY name. Permit involvement is anticipated from the following regulatory agencies:

St. Johns River Water Management District (SJRWMD)

Army Corps of Engineers (ACOE) or Florida Department of Environmental Protection (FDEP)  
NPDES Permit Support

The CONSULTANT shall:

- Attend one (1) pre-application meeting with SJRWMD in Palatka (or as designated by SJRWMD).
- Attend one (1) field meeting with SJRWMD and (1) field meeting with FDEP / ACOE to field verify type(s) of surface water(s) and any wetlands.
- Attend / participate in project meetings with the project team as required.
- Prepare application for Clean Water Act (CWA) Section 404 authorization from ACOE or FDEP.
- Prepare written responses for a maximum of two (2) Requests for Additional Information (RAI) from SJRWMD and ACOE / FDEP.

The COUNTY will pay all permit application fees and wetland mitigation fees required for this project.

**Gopher Tortoise 100% Coverage Survey:** Additionally, the CONSULTANT's environmental specialist will provide a 100%-level gopher tortoise survey of up to a 6-acre site (pond site designated in Segments 1 and 2) comprising of the potentially occupied habitats that could be adversely affected by the PROJECT and will be conducted by an authorized Gopher Tortoise Authorized Agent (GTAA), to be completed no earlier than 90 days prior to any land disturbing activities.

**Gopher Tortoise Permitting:** The CONSULTANT'S environmental specialist will prepare and submit an application to the Florida Fish and Wildlife Conservation Commission (FWC) for a Gopher Tortoise Conservation Permit for the removal of up to twelve (12) gopher tortoises. The CONSULTANT'S environmental specialist will seek to procure a reservation letter from an appropriate recipient site, a required part of the permit application process. Written local governmental project approval is required by FWC prior to the relocation of tortoises and shall be the responsibility of the COUNTY. This written local government approval can be in the form of a development order, clearing permit, or environmental resource permit. The COUNTY will be responsible for the application fee to FWC and the COUNTY will be responsible for

recipient site fees for the recipient site accepting relocated tortoises. It is assumed that a gopher tortoise recipient site is available and will furnish a reservation letter.

The COUNTY will pay all permit application fees and wetland mitigation fees required for this project.

NOTE: Virtual meetings may replace in-person or on-site meetings when applicable. Virtual site reviews may replace field reviews when applicable.

- F. Geotechnical:** The CONSULTANT will provide Geotechnical information. Within the roadway corridor project limit, up to four (4) borings will be completed to a depth of 25 feet below the ground surface within the corridor between Kay Larkin Drive and 1,100 feet east of Kay Larkin Drive, located at intervals to be determined along the side of the existing road. Up to three (3) cores of the existing pavement section (asphalt surface and underlying base courses) will be performed within the same corridor to determine the thickness of the existing pavement section. The cores will be located on approximate 500-foot intervals, alternating left and right of the existing roadway centerline. Lane closures for maintenance of traffic (MOT) may be required in order to complete the GEOTECHNICAL work. Existing underground utilities at the boring locations will be attempted to be located by utilizing the Sunshine State One-Call (SSOC) system. Any utilities not included in the SSOC system will need to be located by the utility owner. GEOTECHNICAL information will be provided in a report and in soil log sheets.
- G. Project Meetings:** The CONSULTANT shall attend and participate in project status meetings with the COUNTY. Virtual meetings may replace in-person or on-site meetings when applicable. Virtual site reviews may replace field reviews when applicable.
- H. Utilities:** The CONSULTANT'S utility coordination scope is limited as follows: The CONSULTANT will utilize the Sunshine One-Call (SSOC) system to determine the Utility Agency Owners within the project limits. The CONSULTANT will show the existing utilities on the design plans using information provided by the utility owners. This will reflect two-dimensional (2-D) horizontal location of utilities based on information provided from utility owners. Subsurface Utility Exploration (SUE) is not included in this scope. The Utility Adjustment Plans will identify existing utilities that will be in conflict with the proposed roadway widening and drainage improvements.
- I. Maintenance of Traffic (MOT):** A Maintenance of Traffic (MOT) plan will be developed and designed by the CONSULTANT. An MOT plan containing up to three phases of traffic control schemes will be designed.

#### **IV. BID PHASE SERVICES**

The CONSULTANT will attend a Pre-bid conference, provide responses to bid phase questions, and review the bid packages from each Bidder. The CONSULTANT will summarize its findings in writing and will provide this summary to the COUNTY. Virtual meeting(s) may replace in-person or on-site meeting(s) when applicable.

**V. CONSTRUCTION ADMINISTRATION SERVICES**

- A. The CONSULTANT will advise and consult with the COUNTY concerning the construction activities and act as the COUNTY'S representative as provided in the General Conditions of the Contract Documents concerning construction administrative matters as hereinafter described.
- B. The CONSULTANT will attend and represent the COUNTY at preconstruction, progress and project closeout meetings with the Contractor, surveyors or layout personnel and construction quality control testing personnel. The CONSULTANT will review and monitor Contractor's construction schedule and advise the COUNTY of any anticipated project delays and / or early completion indicated through such review and through construction progress observation. Virtual meetings may replace in-person or on-site meetings when applicable. Virtual site reviews may replace field reviews when applicable.
- C. The CONSULTANT will make periodic visits to the work site to observe the progress and report to the COUNTY as to the amount of work complete, the overall quality of executed work, and observed impediments to the successful contract completion. The construction period is expected to last for up to 12 months and one site visit on average per month is included in this scope. The CONSULTANT will not be required to make exhaustive or continuous on-site observations as to the quality or quantity of completed work; the CONSULTANT will not be responsible for the construction means, methods, techniques, sequences, or procedures or the safety precautions incidental thereto. The CONSULTANT'S efforts will be directed toward providing assurance to the COUNTY that the completed project will substantially conform to the contract, plans, and specifications, but the CONSULTANT will not be responsible for the Contractor's failure to perform the construction work in accordance with said documents. Based on on-site observation as an experienced and qualified design professional, the CONSULTANT will keep the COUNTY informed as to the progress of the work, will endeavor to guard the COUNTY against defects and discrepancies and will coordinate with the COUNTY and the Contractor as to disapproving or rejecting work which fails to meet the project plans, specifications or other Contract Documents.
- D. The CONSULTANT will check and approve shop drawings, catalog data, diagrams, illustrations, schedules, samples, test and inspection results and other data the Contractor is required to submit, but only as to conformance with the overall design concept of the project and compliance with the Plans, Specifications, and other Contract Documents.

- E.** The CONSULTANT will issue all instructions of the COUNTY to the Contractor and will advise the COUNTY on routine Change Orders as required. The CONSULTANT may, as the COUNTY representative, require special inspection or testing of the work (whether or not fabricated, installed or completed). The CONSULTANT will act as interpreter of the terms and conditions of the Contract Documents and judge of the performance thereunder by the COUNTY and the Contractor and will make decisions on all claims of the COUNTY and the Contractor relating to the execution and progress of the work and all other matters and questions related thereto. The CONSULTANT shall not be liable for the results of any such interpretations or decisions rendered by him in good faith.
- F.** Based on the CONSULTANT'S on-site observations as an experienced and qualified design professional and on his review of the Contractor's applications for payment, supporting data, and information received from the COUNTY, the CONSULTANT will determine the amounts owing to the Contractor and recommend approval in writing of payments to the Contractor in such amounts; such recommendations to constitute representations to the COUNTY, that are expressions of the CONSULTANT'S opinion, based on such observations and review, that the work has substantially progressed to the point indicated and that, to the best of the CONSULTANT'S knowledge, information and belief, the quality of the work is in accordance with the Contract Documents (subject to an evaluation of the work as a functioning project upon Substantial Completion and to the results of any subsequent tests called for in the Contract Documents and to any qualifications stated in his approval). By recommending an application for payment, the CONSULTANT shall not be deemed to have represented that the CONSULTANT has made any examination to determine how and for what purposes the Contractor has used the monies paid on account of the Contract Price, or that title to any of the Contractor's work, materials, or equipment has passed to the COUNTY free and clear of any liens, claims, security interests or encumbrances. Such representations shall at no time be considered as a legal obligation of the CONSULTANT.
- G.** The CONSULTANT will, in conjunction with other COUNTY representatives, conduct punch list and final inspections of the in-place work to determine if the work is completed substantially in accordance with the Plans, Specifications and other Contract Documents. These inspections shall form the basis for the CONSULTANT'S review and recommendation for payment on the Contractor's final pay request.
- H.** The CONSULTANT will review Contractor provided record drawings / surveys and other as-built data for installed facilities and bring any apparent discrepancies between the as-built conditions and the design conditions to the attention of the COUNTY. The CONSULTANT will coordinate with the Contractor regarding provision of the construction record drawings prior to final on-site inspections and punch list preparation. It should be noted that the preparation of as-built survey and drawings are the Contractor's responsibility (not the CONSULTANT'S) responsibility.

- I. The CONSULTANT will prepare statements of completion (qualified if necessary) certifying completion of the work and submit statements in accordance with the requirements of the Contract Documents, the regulatory agencies, and the COUNTY.
- J. The CONSULTANT shall not be responsible for the acts or omissions of the Contractor or any of the Contractor's Sub-Contractors, Agents, or Employees, or other persons performing any of the work under the construction contract, or of others.
- K. COUNTY acknowledges that construction administration services as outlined in previous paragraphs will be provided concurrent with Construction & Engineering Inspection (CEI) services. CEI services will be provided by others.

**VI. CONSTRUCTION INSPECTION SERVICES (not included in this scope)**

- A. CEI services will be provided by others and are not included in this scope.

**VII. GENERAL REQUIREMENTS**

- A. **Plan Preparation:** At the conclusion of the design phase of the contract, the CONSULTANT will submit to the COUNTY PDF format plans, legible, and suitable for bidding purposes as shown in the CONSULTANT'S fee estimate. The CONSULTANT will also provide a record set of digitally signed and sealed plans in PDF format. For recommendations concerning the plans preparation, the CONSULTANT shall refer to the following (as applicable):

- AASHTO POLICY ON GEOMETRIC DESIGN OF HIGHWAYS AND STREETS
- FDOT PLANS PREPARATION MANUAL
- FDOT STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION
- FDOT DESIGN STANDARDS
- FDOT DRAINAGE MANUAL
- FDOT SURVEY MANUAL
- FDOT RIGHT-OF-WAY MAPPING HANDBOOK
- FHWA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES
- Other standards, manuals, and information as required.

- B. **Work Progress:** The CONSULTANT shall, at the COUNTY'S discretion, meet with the COUNTY at the 30%, 60%, and 90% completion stages of the project to review the project progress (virtual meetings may replace in-person or on-site meetings when applicable; virtual site reviews may replace field reviews when applicable). The CONSULTANT shall provide a digital 11" x 17" PDF format set of plans at the 60% submittal. At the 90% submittal, the CONSULTANT shall provide a digital 11" x 17" PDF format set of plans, a PDF format file of the quantities, a PDF format file of the cost estimate, and a PDF format responses to the 60% submittal comments (if applicable). At



the Final Submittal, the CONSULTANT shall provide a record set of digitally signed and sealed plans in PDF format, a digitally signed & sealed specifications package, a PDF format file of the quantities and cost estimate, a PDF format file of the responses to the 90% submittal comments (if applicable). Should hard copies of documents be needed, additional copy fees may be applied by the CONSULTANT.

- C. Scales:** The following approximate scales (based on 11" x 17" plan sheets) will be used for the preparation of drawings under this Agreement:  
Drainage Maps: 1" = 500' Horizontal (approximate)  
Plan and Profile Sheets: 1" = 40' Horizontal, 1" = 10' Vertical (approximate)  
Cross Section Sheets: 1" = 40' Horizontal, 1" = 10' Vertical (approximate)
- D. Americans with Disabilities:** The CONSULTANT shall ensure compliance with all applicable governmental accessibility standards including, without limitation, those applicable under Section 35.151.

## **VIII. SCHEDULES AND TIME CONSTRAINTS**

Within ten (10) days after receiving the Notice to Proceed, the CONSULTANT shall provide a design schedule and an anticipated payment schedule. The CONSULTANT shall commence services as delineated in the Notice to Proceed and complete all services within the time frame specified herein.

## **IX. CONTRACT SPECIFICATIONS**

The COUNTY will furnish a copy of the COUNTY'S standard requirements for the CONSULTANT'S use and incorporation in the bidding and contract documents and specifications. The CONSULTANT shall provide the technical special provisions for the project and modify the standard COUNTY documents as necessary.

## **X. PLAN AND SPECIFICATIONS REPRODUCTION**

The CONSULTANT will provide Construction Documents, consisting of up to one (1) signed and sealed set of 11" x 17" plans and up to one (1) signed and sealed set of specifications (8 ½" x 11") as shown in the CONSULTANT'S fee estimate. The cost of this is included in the lump sum paid the CONSULTANT as compensation for services required under this Task Assignment. If additional sets of Construction Documents are required by the COUNTY, the CONSULTANT shall furnish such sets at the unit cost provided in the CONSULTANT's fee proposal (under Direct Costs).

Payment for such additional sets shall be made by the COUNTY, upon properly supported invoices, submitted by the CONSULTANT.

## **XI. PLANS AND DOCUMENT OWNERSHIP**

The original plans and specifications will become the property of the COUNTY upon completion of this Project. The CONSULTANT will also supply copies of all drainage and design calculations. Computer systems (CADD) are to be used in the preparation of the construction plans; a copy of all electronic data and drawing files are to be submitted on CD-Rom or other acceptable electronic medium. These will utilize a COUNTY approved CAD software. If other software is used, it is to be translated to the aforementioned software.

## **XII. DOCUMENT PRIORITY**

In the event of a conflict between this Agreement and the attached CONSULTANT's fee proposal, the fee proposal shall govern. The fee proposal, along with all subconsultants' scopes as outlined in their fee proposals, shall be considered a part of this contract.

### **ARTICLE 2 - SCHEDULE**

Within ten (10) days after receiving the Notice to Proceed, the CONSULTANT shall provide a design schedule and an anticipated payment schedule.

### **ARTICLE 3 - PAYMENTS TO CONTRACTOR**

- A. The County shall pay to the CONSULTANT for services satisfactorily performed Four Hundred Seventy-One Thousand, Three Hundred Thirty Dollars and Seventy-One Cents (\$471,330.71), which includes all direct charges, indirect charges and reimbursable expenses, if any. The CONTRACTOR will bill the County monthly.
- B. The invoices received from the CONSULTANT pursuant to this Agreement will be reviewed and approved by the initiating County department, indicating that services have been rendered in conformity with the Agreement and then will be sent to the Finance Department for payment. The invoice must reference the bid number, the current purchase order number (if any) and specify the work performed.
- C. In order for both parties herein to close their books and records, the CONSULTANT will clearly state "**final invoice**" on the CONSULTANT 'S final/last billing to the COUNTY. This indicates that all services have been performed and all charges and costs have been invoiced to the County. Since this account will thereupon be closed, any and all other further charges if not properly included on this final invoice shall be waived by the CONSULTANT.
- D. CONSULTANT acknowledges that he/she has reviewed the scope of work and no change orders are anticipated.

### **ARTICLE 4 - TERMINATION**

This Agreement may be terminated by the CONSULTANT on 30 days prior written notice to the COUNTY in the event of substantial failure by the COUNTY to perform in accordance with the terms hereof through no fault of the CONSULTANT. It may also be terminated by the COUNTY, with or without cause, immediately upon written notice to the CONSULTANT. Unless the CONSULTANT is in breach of this Agreement, the CONSULTANT shall be paid for services rendered to the COUNTY's satisfaction through the date of termination. After receipt of a termination notice and except as otherwise directed by the COUNTY the CONSULTANT shall:

- A. Stop work on the date and to the extent specified.
- B. Terminate and settle all orders and subcontracts relating to the performance of the terminated work.
- C. Transfer all work in process, completed work, and other material related to the terminated work to the COUNTY.
- D. Continue and complete all parts of the work that have not been terminated.

#### **ARTICLE 5 - PERSONNEL**

The CONSULTANT represents that it has or will secure at its own expense all necessary personnel required to perform the services under this Agreement. Such personnel shall not be employees of or have any contractual relationship with the COUNTY.

All of the services required herein under shall be performed by the CONSULTANT or under its supervision, and all personnel engaged in performing the services shall be fully qualified and, if required, authorized or permitted under state and local law to perform such services.

The CONSULTANT warrants that all services shall be performed by skilled and competent personnel to the highest professional standards in the field.

#### **ARTICLE 6 - SUBCONTRACTING**

The COUNTY reserves the right to accept the use of a subcontractor or to reject the selection of a particular subcontractor and to inspect all facilities of any subcontractors in order to make a determination as to the capability of the subcontractor to perform properly under this Agreement. The CONSULTANT is encouraged to seek minority and women business enterprises for participation in subcontracting opportunities.

If a subcontractor fails to perform or make progress, as required by this Agreement, and it is necessary to replace the subcontractor to complete the work in a timely fashion, the CONSULTANT shall promptly do so, subject to acceptance of the new subcontractor by the COUNTY.

#### **ARTICLE 7 - FEDERAL AND STATE TAX**

The COUNTY is exempt from payment of Florida State Sales and Use Taxes. The COUNTY will sign an exemption certificate submitted by the CONSULTANT. The CONSULTANT shall **not** be exempted from paying sales tax to its suppliers for materials used to fulfill contractual obligations with the COUNTY, nor is the CONSULTANT authorized to use the COUNTY'S tax exemption number in securing such materials.

The CONSULTANT shall be responsible for payment of his/her own taxes due as a result of this Agreement.

#### **ARTICLE 8 - AVAILABILITY OF FUNDS**

The obligations of the COUNTY under this Agreement are subject to the availability of funds lawfully appropriated for its purpose by the State of Florida and the Board of County Commissioners of Putnam County.

#### **ARTICLE 9 - INSURANCE**

- A. The CONSULTANT shall not commence work under this Agreement until he/she has obtained all insurance required under this paragraph and such insurance has been approved by the COUNTY.
- B. All insurance policies shall be issued by companies authorized to do business under the laws of the State of Florida.

CONSULTANT shall purchase and maintain a policy or policies of commercial general liability insurance satisfactory in all respects to County. All policies shall be occurrence form policies and shall name County as an additional insured, with the premiums thereon fully paid by CONSULTANT on or before their due date. The liability insurance policy shall afford minimum protection of \$1,000,000 combined single limit coverage for bodily injury, property damage or combination thereof.

Required insurance shall be documented in Certificates of Insurance which provide that County shall be notified at least 30 days in advance of cancellation, nonrenewal or adverse change. New Certificates of Insurance are to be provided to County at least 15 days prior to coverage renewals.

If requested by County, CONSULTANT shall furnish complete copies of its insurance policies, forms and endorsements.

For commercial general liability coverage, CONSULTANT shall, at the option of County, provide an indication of the amount of claims, payments or reserves chargeable to the aggregate amount of liability coverage.

Receipt of certificates or other documentation of insurance or policies or copies of policies by County, or by any of its representatives, which indicate less coverage than required does not constitute a waiver of CONSULTANT 'S obligation to fulfill the insurance requirements herein.

CONSULTANT shall also purchase and maintain workers compensation insurance for all obligations imposed by law, with employer's liability limits of at least \$100,000 each accident, and \$100,000 each employee / \$500,000 policy limit for disease. CONSULTANT shall also purchase any other coverage required by law.

CONSULTANT 'S maintenance of the insurance policies required hereunder shall not limit or otherwise affect its liability hereunder.

If checked below, the County requires the following additional types of insurance:

\_\_\_\_\_ Builders Risk. The CONSULTANT shall provide Builders Risk insurance to cover the property for all risks of loss. The policy shall be for the full value of the improvements and include the County as an additional insured as its interest may appear.

  X   Business Auto Liability. Proof of Business Auto Liability shall be provided with minimum protection of \$1,000,000 combined single limit coverage for bodily injury, property damage or combination thereof. Coverage shall include hired and non-owned auto liability also.

#### **ARTICLE 10 - INDEMNIFICATION**

The CONSULTANT shall indemnify and save harmless and defend the COUNTY, its agents, servants and employees from and against any and all claims, liability, losses, and/or causes of action which may arise from any act or omission of the CONSULTANT, its agents, servants, or employees, or which otherwise arises in connection with, the performance of this Agreement.

The CONSULTANT further agrees to indemnify, save harmless and defend the COUNTY, its agents, servants and employees from and against any claim, demand or cause of action included in the paragraph above and for which the COUNTY, its agents, servants or employees are alleged to be liable.

#### **ARTICLE 11 - SUCCESSOR AND ASSIGNS**

This Agreement shall be binding upon, and inure to the benefit of, the parties hereto and their respective successors, legal representatives and permitted assigns.

Neither the COUNTY nor the CONSULTANT shall assign, sublet, convey or transfer its interest in this Agreement without the prior written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of the COUNTY, which may

be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than the COUNTY and the CONSULTANT.

#### **ARTICLE 12 - REMEDIES**

This Agreement shall be governed by, and construed in accordance with, the laws of the State of Florida. Any and all legal action necessary to enforce the Agreement will be held in Putnam County. No remedy herein conferred upon any party is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or further exercise thereof.

#### **ARTICLE 13 - UNIFORM COMMERCIAL CODE**

The Uniform Commercial Code as may be in effect from time to time in Florida shall prevail as the basis for determining the rights and obligations of the CONSULTANT and the COUNTY hereunder.

#### **ARTICLE 14 - CONFLICT OF INTEREST**

The CONSULTANT represents that it presently has no interest and shall acquire no interest, either direct or indirect, which would conflict in any manner with the performance of services required hereunder, as provided for by applicable law. The CONSULTANT further represents that no person having any such interest shall be employed for said performance.

The CONSULTANT shall promptly notify the COUNTY in writing by certified mail of all potential conflicts of interest for any prospective business association, interest or other circumstance which may influence or appear to influence the CONSULTANT'S judgment or quality of services being provided hereunder. Such written notification shall identify the prospective business association, interest or circumstance, the nature of work that the CONSULTANT may undertake and request an opinion of the COUNTY as to whether the association, interest or circumstance would, in the opinion of the COUNTY, constitute a conflict of interest if entered into by the CONSULTANT. The COUNTY agrees to notify the CONSULTANT of its opinion by certified mail within 30 days of receipt of notification by the CONSULTANT. If, in the opinion of the COUNTY, the prospective business association, interest or circumstance would not constitute a conflict of interest by the CONSULTANT, the COUNTY shall so state in the notification and the CONSULTANT may, at his/her option, enter into said association, interest or circumstance and it shall be deemed not a conflict of interest with respect to services provided to the COUNTY by the CONSULTANT under the terms of this Agreement.

#### **ARTICLE 15 - EXCUSABLE DELAYS**

The CONSULTANT shall not be considered in default by reason of any failure in performance if such failure arises out of causes reasonably beyond the CONSULTANT'S control and without its

fault or negligence. Such causes may include, but are not limited to: Acts of God; the County's omissive and commissive failures; natural or public health emergencies; labor disputes; freight embargoes; and severe weather conditions

Upon the CONSULTANT 'S request, the COUNTY shall consider the facts and extent of any failure to perform the work and, if the CONSULTANT 'S failure to perform was without its fault or negligence, the timeframes set forth in this Agreement may be amended by written agreement by the CONSULTANT and County Administrator, subject to the COUNTY'S rights to change, terminate, or stop any or all of the work at any time.

**ARTICLE 16 - ARREARS**

The CONSULTANT shall not pledge the COUNTY'S credit or make it a guarantor of payment or surety for any contract, debt, obligation, judgment, lien, or any form of indebtedness.

**ARTICLE 17 - DISCLOSURE AND OWNERSHIP OF DOCUMENTS**

The CONSULTANT shall deliver to the COUNTY for approval and acceptance, and before being eligible for final payment of any amounts due, all documents and materials prepared by and for the COUNTY under this Agreement.

All written and oral information not in the public domain or not previously known, and all information and data obtained, developed, or supplied by the COUNTY or at its expense will be kept confidential by the CONSULTANT and will not be disclosed to any other party, directly or indirectly, without the COUNTY's prior written consent. Such information and data shall be and remains the COUNTY's property and may be reproduced and reused at the discretion of the COUNTY.

The COUNTY and the CONSULTANT shall comply with the provisions of the Florida Public Records Law.

**ARTICLE 18 – PRESS RELEASES AND CONFIDENTIALITY OF INFORMATION**

CONSULTANT agrees that no press releases, articles for professional journals, speeches, or other kinds of publicity concerning the Project shall be released, made or generated by CONSULTANT or its employees without COUNTY'S prior written consent. CONSULTANT shall require all Subcontractors and Suppliers to agree in writing to be bound by the provisions of this paragraph.

**ARTICLE 19 – PUBLIC RECORDS COMPLIANCE**

CONSULTANT understands that by virtue of this Agreement all of its documents, records and materials of any kind, relating to the relationship created hereby, shall be open to the public for inspection in accordance with Florida law.

**IF CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT: PUTNAM COUNTY ATTORNEY, (386) 329-1903, [PR-REQUESTS@PUTNAM-FL.COM](mailto:PR-REQUESTS@PUTNAM-FL.COM), 2509 CRILL AVENUE, SUITE 200, PALATKA, FL 32177.**

If CONSULTANT will act on behalf of COUNTY, as provided under Section 119.011(2), Florida Statutes, CONSULTANT, subject to the terms of Section 287.058(1)(c), Florida Statutes, and any other applicable legal and equitable remedies, shall:

1. Keep and maintain public records required by COUNTY to perform the service;
2. Upon request from COUNTY'S custodian of public records, provide COUNTY with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided by law;
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Contract term and following completion of the contract if CONSULTANT does not transfer the public records to COUNTY;
4. Upon completion of the contract transfer, at no cost to COUNTY all public records in possession of CONSULTANT or keep and maintain public records required by COUNTY to perform the service. If CONSULTANT transfers all public records to COUNTY upon completion of the Contract, CONSULTANT shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If CONSULTANT keeps and maintains public records upon completion of the Contract, CONSULTANT shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to COUNTY, upon request from COUNTY'S custodian of public records, in a format that is compatible with the information technology systems of COUNTY; and
5. If CONSULTANT does not comply with a public records request, COUNTY shall enforce the Contract provisions in accordance with the Contract.
6. If CONSULTANT fails to provide the public records to COUNTY within a reasonable time, CONSULTANT may be subject to penalties under Section 119.10, Florida Statutes.
7. If a civil action is filed against CONSULTANT to compel production of public records relating to COUNTY'S contract for services, the court shall assess and awards against CONSULTANT the reasonable costs of enforcements, including attorney fees in accordance with Section 119.0701, Florida Statutes.

## **ARTICLE 20 – AUDITING, RECORDS AND INSPECTION**

In the performance of this Contract, CONSULTANT shall keep books, records and accounts of all activities, related to the Contract, in compliance with generally accepted accounting procedures. Throughout the term of this Contract, books, records and accounts related to the performance of this Contract shall be open to inspection during regular business hours by an authorized representative of COUNTY and shall be retained by CONSULTANT, for a period of three years after termination or completion of the Contract or until the full COUNTY audit is complete, whichever comes first. COUNTY shall retain the right to audit the books during the three-year



period. All books, records and accounts related to the performance of this Contract shall be subject to the applicable provisions of the Florida Public Records Act, Chapter 119, Florida Statutes. COUNTY also has the right to conduct an audit within sixty (60) days from the effective date of this Contract to determine whether CONSULTANT has the ability to fulfill its contractual obligations to the satisfaction of COUNTY. COUNTY has the right to terminate this Contract based upon the findings in this audit without regard to any notice requirement for termination.

#### **ARTICLE 21 - INDEPENDENT CONTRACTOR RELATIONSHIP**

The CONSULTANT is, and shall be, in the performance of all work services and activities under this Agreement, an independent contractor, and not an employee, agent, or servant of the COUNTY. All persons engaged in any of the work or services performed pursuant to this Agreement shall at all times, and in all places, be subject to the CONSULTANT 'S sole direction, supervision, and control. The CONSULTANT shall exercise control over the means and manner in which it and its employees perform the work, and in all respects the CONSULTANT 'S relationship and the relationship of its employees to the COUNTY shall be that of an independent contractor and not as employees or agents of the COUNTY.

The CONSULTANT does not have the power or authority to bind the COUNTY in any promise, agreement, or representation.

#### **ARTICLE 22 - CONTINGENT FEES**

The CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT, to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the CONSULTANT, a commission, percentage, gift, or any other consideration contingent upon or resulting from the award or making of this Agreement.

#### **ARTICLE 23 - NONDISCRIMINATION**

The CONSULTANT warrants and represents that all of its employees are treated equally during employment without regard to race, color, religion, physical handicap, sex, age, national origin or other status protected by law.

#### **ARTICLE 24 - AMENDMENT**

Unless expressly allowed herein, none of the provisions, terms and conditions contained in this Agreement may be added to, modified, superseded or otherwise altered, except by a written instrument executed by the parties hereto.

#### **ARTICLE 25 - ENFORCEMENT COSTS**

If any legal action or other proceeding is brought for the enforcement of this Agreement, or because of an alleged dispute, breach, default or misrepresentation in connection with any provision, the successful or prevailing party or parties shall be entitled to recover reasonable attorney's fees, court costs and all expenses even if not taxable as court costs (including, without limitation, all such fees, costs and expenses incident to appeals), incurred in that action or proceeding, in addition to any other relief to which such party or parties may be entitled.

## **ARTICLE 26 - AUTHORITY TO PRACTICE/LAWS, RULES AND REGULATIONS**

The CONSULTANT hereby represents and warrants that it has and will continue to maintain all licenses and approvals required to conduct its business, and all personnel will maintain licensures indicated in the proposal, and that it will at all times conduct its business activities in a reputable manner. The CONSULTANT agrees that it will abide by all laws, rules and regulations in performance of the Agreement.

## **ARTICLE 27 – SOVEREIGN IMMUNITY**

COUNTY expressly retains all rights, benefits and immunities of sovereign immunity in accordance with Section 768.28, Florida Statutes. Notwithstanding anything set forth in any section, article or paragraph of the Contract to the contrary, nothing in this Contract shall be deemed as a waiver of sovereign immunity or limits of liability which may have been adopted by the Florida Legislature or may be adopted by the Florida Legislature, and the cap on the amount and liability of COUNTY for damages, attorney fees and costs, regardless of the number or nature of claims in tort, equity or contracts, shall not exceed the dollar amount set by the Florida Legislature for tort. Nothing in this Contract shall inure to the benefit of any third party for the purpose of allowing any claim against COUNTY which would otherwise be barred under the Doctrine of Sovereign Immunity or operation of law.

## **ARTICLE 28 – EMPLOYMENT ELIGIBILITY VERIFICATION (E-VERIFY)**

In accordance with State of Florida, Office of the Governor, Executive Order 11-116 (superseding Executive Order 11-02; Verification of Employment Status), in the event performance of this Agreement is or will be funded using state or federal funds, CONSULTANT must comply with the Employment Eligibility Verification Program (“E-Verify Program”) developed by the federal government to verify the eligibility of individuals to work in the United States and 48 CFR 52.222-54 (as amended) is incorporated herein by reference. If applicable, in accordance with Subpart 22.18 of the Federal Acquisition Register, CONSULTANT must:

1. Enroll in the E-Verify Program;
2. Use E-Verify to verify the employment eligibility of all new hires working in the United States, except if CONSULTANT is a state or local government, CONSULTANT may choose to verify only new hires assigned to the Contract;
3. Use E-Verify to verify the employment eligibility of all employees assigned to the Contract; and

4. Include these requirements in certain subcontracts, such as construction. Information on registration for and use of the E-Verify Program can be obtained via the internet at the Department of Homeland Security Web site: <http://www.dhs.gov/E-Verify>.

#### **ARTICLE 29 – SCRUTINIZED COMPANIES**

This Contract may be terminated by COUNTY, without penalty to COUNTY:

1. In the event that CONSULTANT is put on the scrutinized companies lists enumerated in Section 287.135, Florida Statutes; or

2. If COUNTY determines that CONSULTANT falsely certified to COUNTY that CONSULTANT is not listed as a scrutinized company.

Exemptions and additional penalties shall be as set forth in Section 287.135, Florida Statutes.

#### **ARTICLE 30 – SEVERABILITY**

If any term or provision on this Agreement, or the application thereof to any person or circumstances shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement, or the application of such terms or provisions to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected, and every other term and provision of this Agreement shall be deemed valid and enforceable to the extent permitted by law.

#### **ARTICLE 31 – MODIFICATION**

The COUNTY reserves the right to make changes in the work, including alterations, reductions therein or additions thereto. Upon receipt by the CONSULTANT of the County's notification of a contemplated change, the consultant shall (1) if requested by COUNTY, provide an estimate for the increase or decrease in cost due to the contemplated change, (2) notify the COUNTY of any estimated change in the completion date, and (3) advise the COUNTY in writing if the contemplated change shall affect the CONSULTANT'S ability to meet the completion dates or schedules of this Agreement.

If the COUNTY so instructs in writing, the CONSULTANT shall suspend work on that portion of the Work affected by a contemplated change, pending the COUNTY'S decision to proceed with the change.

If the COUNTY elects to make the change, the County shall issue a contract amendment or change order and the CONSULTANT shall not commence work on any such change until such written amendment or change order has been issued and signed by each of the parties. Contract amendments affecting price changes may be made on behalf of the County in writing signed by the County Administrator subject to those limits set forth in the County's Purchasing Ordinance.

#### **ARTICLE 32 - CONTRACT DOCUMENTS**

The other documents which comprise the entire agreement are attached hereto, made a part hereof and consist of the Request for Qualifications 20-05 (RFQ 20-05) and those documents described in the purchase order issued for the services requested and any subsequent Addenda.

In the event of a conflict between the terms of the above documents and the terms of this Agreement, the terms of this Agreement shall prevail.

There are no contract documents other than those listed above and there are no promises or understandings other than those stated herein. All covenants, agreements, representations and warranties made herein, or otherwise made in writing by any party pursuant hereto shall survive the execution and delivery of this Agreement and the consummation of the transactions contemplated hereby.

### **ARTICLE 33 – NOTICE**

Each notice or communication under this Contract shall be deemed delivered and received if in writing and either: (a) personally delivered; (b) delivered by reliable overnight air courier service; (c) deposited with the United States Postal Service or any official successor thereto, certified or registered mail, return receipt requested, with adequate postage prepaid, delivered or addressed to CONSULTANT or COUNTY, as appropriate, or d) sent by email transmission providing proof of transmission (provided, that a copy of such email notice is also forwarded by one of the other methods provided above). Rejection or other refusal by the addressee to accept the notice, and inability to deliver the notice because of a change of address of the party of which no notice was given, shall be deemed to be the receipt of the notice on the third (3rd) day following the date postmarked by the United States Postal Service, or on the second (2nd) day following the date accepted by the courier service.

### **ARTICLE 34 – CONSULTANT EVALUATION**

The Consultant understands performance will be evaluated in accordance with the Professional Consultant Work Performance Evaluation System as defined in Chapter 14-75, Florida Administrative Code and that the consultant must state in all subcontracts that services performed by any such sub consultant will be subject to the Professional Consultant Work Performance Evaluation system as defined in Chapter 14-75, Florida Administrative Code.

Putnam County Board of County Commissioners

RFQ No: 20-05

RFQ Name: Professional Services for Engineering Design of St. Johns Ave Drainage Improvements

IN WITNESS WHEREOF, the Board of County Commissioners of Putnam County, Florida has made and executed this Agreement on behalf of the COUNTY on this 25th day of May, 2021 and CONSULTANT has hereunto set his/her hand as of the day and year written below.

ATTEST:  
MATT REYNOLDS, CLERK

BY: [Signature]  
Clerk or DEPUTY CLERK



PUTNAM COUNTY BOARD OF  
COUNTY COMMISSIONERS:

BY: [Signature]  
CHAIRMAN

WITNESS:

[Signature]  
SIGNATURE

Sarah Herbein  
NAME (TYPE OR PRINT)

DATE: May 25, 2021

CONSULTANT:

Five Points Design Group, Inc.  
COMPANY NAME

Nancy L. Debs  
NAME (TYPE OR PRINT)

President  
TITLE

[Signature]  
SIGNATURE

DATE: 5/25/21

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY

BY: [Signature]  
COUNTY ATTORNEY

DATE: 5/25/2021

**FIVE POINTS DESIGN GROUP, INC.**  
**ST. JOHNS AVENUE DRAINAGE IMPROVEMENTS SEGMENT 3 (KAY LARKIN DR. TO 1,100' EAST OF KAY LARKIN DR.) -**  
**FEE ESTIMATE**  
**MARCH 26, 2021**

**Fee Summary**  
**WITH MUT CHANGES, GT PERMITTING**

Preliminary Engineering (30% Plans)	\$	22,164.75
Final Design Plan Preparation (60%, 90%, 100% & Final)	\$	60,759.75
Technical Tasks	\$	102,694.55
Permitting	\$	25,259.50
Construction Administration Services	\$	29,120.60
<b>Five Points Design Group Subtotal</b>	<b>\$</b>	<b>239,999.15</b>
Road Design Support (Hanson)	\$	162,195.00
Surveying (Geomatics)	\$	22,713.50
Geotechnical (Meskel)	\$	9,600.00
Environmental (JMT)	\$	17,372.00
Structural (CSI)	\$	19,451.06
<b>GRAND TOTAL</b>	<b>\$</b>	<b>471,330.71</b>

**FIVE POINTS DESIGN GROUP, INC.**  
**ST. JOHNS AVENUE DRAINAGE IMPROVEMENTS SEGMENT 3 (KAY LARKIN DR. TO 1,100' EAST OF KAY LARKIN DR.) - FEE ESTIMATE**  
**MARCH 26, 2021**

Task Description	Shts	Proj Mgr	Proj Eng	Staff Manhours			Total	Remarks
				CADD Dsgnr	Admin			
<b>Preliminary Engineering (30% Plans)</b>								
1 Preliminary Drawing for HUD Submittal	5			6	10	1	17	CADD hour calculations / task des
2 Typical Section Determination - Hanson	0	2	4	0	0		6	5 X 2 = 10
3 Preliminary Roadway Horizontal & Vertical Alignment - Hanson	0	2	2	0	0		4	0 X 0 = 0
4 Box Culvert / Trunk Line Pipe Analysis	1	6	18	4	0		28	0 X 0 = 0
5 Preliminary Storm Sewer Layout	0	6	18	0	0		34	1 X 4 = 4
6 Preliminary Outfall Ditch Design	0		0	0	0		0	5 X 2 = 10
7 Pond Calculations	1		10	2			12	0 X 0 = 0
8 Quantity Calculations	0		8	8	6		14	1 X 2 = 2
9 Cost Estimate	0	8	8			1	17	0 X 0 = 0
10 Meeting / Field Review	12	6	6			2	14	0 X 0 = 0
		30	80	32	4		146	14 30% Facilitated Review
		195	150	120	75		21,990	146
<b>Subtotal Labor</b>		<b>\$ 5,850</b>	<b>\$ 12,000</b>	<b>\$ 3,840</b>	<b>\$ 300</b>	<b>\$</b>	<b>\$ 22,164.75</b>	
<b>Direct Costs</b>							<b>\$ 174.75</b>	
<b>TOTAL</b>							<b>\$ 22,164.75</b>	
<b>Direct Costs</b>								
Copies								
200 copies	x	\$ 0.50	=				\$ 100.00	Includes 11"x17" copies
Field Reviews	x	\$ 0.58	=			1 no. of site visits	\$ 74.75	
130 miles						per mile		
Meetings	x	\$ 0.58	=			0 mtgs	\$ -	
104 miles						per mile		
							<u>\$ 174.75</u>	

**FIVE POINTS DESIGN GROUP, INC.**  
**ST. JOHNS AVENUE DRAINAGE IMPROVEMENTS SEGMENT 3 (KAY LARKIN DR. TO 1,100' EAST OF KAY LARKIN DR.) - FEE ESTIMATE**  
**MARCH 26, 2021**

Task Description	Shfts	Proj Mgr	Proj Eng	Staff Manhours			Total	Remarks
				CADD Dsgnr	Admin			
1 Cover / Key Sheet - Hanson	1		2	2	2		4	CADD hour calculations
2 Legend / Index of Drawings - Hanson	0		4	0	0		4	1 X 0 = 0
3 Overall Project Map - Hanson	0		4	0	0		4	0 X 0 = 0
4 Drainage Map	3	8	14	30	8		52	3 X 10 = 30
5 Typical Sections - Hanson	2	2	6	8	16		16	2 X 4 = 8
6 Special Details	2	6	10	16	32		32	2 X 8 = 16
7 General Notes - Hanson	0	2	6	0	0		8	0 X 0 = 0
8 Project Layout - Hanson	0	1	2	0	0		3	0 X 0 = 0
9 Plan & Profile Sheets - Hanson	0	4	10	0	0		14	0 X 0 = 0
10 Storm Sewer Plans (includes coord. with multi-use-trail MUT)	5	12	28	50	0		90	5 X 10 = 50
11 Soil Logs - Hanson	0		2	0	0		2	0 X 0 = 0
12 Drain. Struct. Shfts. (includes coord. with MUT)	8	10	18	30	0		58	6 X 5 = 30
13 Cross Sections - Hanson (provide north and south ditch grading, coord with MUT)	16	6	8	32	0		46	16 X 2 = 32
14 Outfall Ditch, Pond Plan, Pond Outfall	1	4	14	6	0		24	1 X 6 = 6
15 MOT Notes, Plans, Details - Hanson	0		0	0	0		0	0 X 0 = 0
16 Erosion Control Notes & Details	6		8	6	0		14	0 X 0 = 0
17 Stormwater Pollution Prevention Plans (SWPP)	3		4	3	0		7	6 X 1 = 6
18 Signing & Pavement Marking Plans - Hanson	0		0	0	0		0	3 X 0 = 0
19 Construction Details (Drainage Structures Sheets & Misc Paving / Grading Details)	3	8	16	15	0		39	0 X 0 = 0
20 Utility Adjustment Plans - Hanson	0	2	4	0	0		6	3 X 5 = 15
	50						50	0 X 0 = 0
<b>Subtotal Labor</b>		65	160	198	0		423	
		\$ 195	\$ 150	\$ 120	\$ 75		\$ 60,435	\$ 60,435
<b>Direct Costs</b>		\$ 12,675	\$ 24,000	\$ 23,760	\$ -		\$ 324.75	
<b>TOTAL</b>							\$ 60,759.75	
<b>Direct Costs</b>								
<b>Copies</b>								
500 copies	x	\$ 0.50	=				\$ 250.00	Includes 11"x17" copies
<b>Field Reviews</b>								
130 miles	x	\$ 0.58	=				\$ 74.75	
		per mile						
<b>Meetings</b>								
104 miles	x	\$ 0.58	=				\$ -	
		per mile						
							\$ 324.75	



**FIVE POINTS DESIGN GROUP, INC.**  
**ST. JOHNS AVENUE DRAINAGE IMPROVEMENTS SEGMENT 3 (KAY LARKIN DR. TO 1,100' EAST OF KAY LARKIN DR.) - FEE PROPOSAL**  
**MARCH 25, 2021**

Task Description	Shts	Staff Manhours				Total	Remarks
		Proj Mgr	Proj Eng	CADD Dsgnr	Admin		
<b>Technical Tasks</b>							
1 Field Visits / Site Review		8	8	2	2	18	18/2 people x 4 hrs x 2 visits/site reviews = 16 hrs (field/site review time plus prep time)
2 Drainage Analysis		14	16	12	4	42	42
3 Facilitated Review Meetings (60%, 90%, 100%)		12	12	4	6	28	28/2 people x 4 hrs x 3 mtg = 24 hrs (mtg attendance/participation, prep and mtg mins)
4 Team Meetings		20	24	4	6	50	50
5 TCE / Permanent Drainage Easement / ROW Determination & Coordination		4	8	4	14	16	16 Temporary Construction Easements / Permanent Drainage Easements / ROW review
6 Quantities Calculations		16	28	8	8	52	52
7 Construction Cost Estimate		6	6	6	4	16	16
8 Specifications, Special Provisions, & Bid Documents		6	26	6	6	38	38
9 Project Schedules		6	8	8	4	26	26
10 Existing Utility Data Request - Hanson		12	12	4	4	28	28
11 Submittals (60%, 90%, 100%, Final)		16	44	14	14	74	74
12 Bid Assistance (Pre-Bid Meeting, Bid Questions, Post Bid Tab Evaluation)		36	44	14	14	94	94
13 Project QA / QC		36	32	15	15	84	84
14 Project Supervision & Team Coordination		28	30	14	14	72	72
15 General Project Administration (Contract, Progress Reports, Invoicing)							
16 Grant Agency Review Coordination							
	0	220	318	38	96	672	672
		\$ 195	\$ 150	\$ 120	\$ 75		
		\$ 42,900	\$ 47,700	\$ 4,560	\$ 7,200	\$ 102,360	\$ 102,360
<b>Subtotal Labor</b>							
<b>Direct Costs</b>							
<b>TOTAL</b>							
							\$ 334.55
							\$ 102,694.55

Includes 11"x17" copies

Direct Costs  
 400 copies x \$ 0.50 = \$ 200.00

Field Reviews  
 130 miles x \$ 0.58 = \$ 74.75  
 per mile

Meetings  
 104 miles x \$ 0.58 = \$ 59.92  
 per mile

**\$ 334.55**

**FIVE POINTS DESIGN GROUP, INC.**  
**ST. JOHNS AVENUE DRAINAGE IMPROVEMENTS SEGMENT 3 (KAY LARKIN DR. TO 1,100' EAST OF KAY LARKIN DR.) - FEE ESTIMATE**  
**MARCH 26, 2021**

Task Description	Shts	Proj Mgr	Proj Eng	Staff Manhours			Total	Remarks
				CADD	Admin	Design		
<b>Permitting</b>								
1 SJRWMD Meeting (Mtg Arrangements, Preparation, Attendance/Participation, Meeting Mins., Follow-Up)		6	6	14	6	8	18	2 people x 6 hrs ea = 12 hrs plus prep, mtg minutes
2 SJRWMD Permit Modification		16	26	10	4	4	60	
3 DEP or ACOE Nationwide Permit / Modification (or Notice of Construction)		16	30	10	4	2	14	
4 NPDES Permit Support		4	4	4	4	4	12	
5 Gopher Tortoise Permitting		8						
		50	66	28	24	24	168	
Subtotal Labor		\$ 195	\$ 150	\$ 120	\$ 75	\$ 24,810	\$ 24,810	
Direct Costs		\$ 9,750	\$ 9,900	\$ 3,360	\$ 1,800	\$ 449.50		
<b>TOTAL</b>						<b>\$ 25,259.50</b>		
<b>Direct Costs</b>								
Copies								
600 copies	X	\$ 0.50					\$ 300.00	Includes 11"x17" copies
Field Reviews	X	\$ 0.58					\$ 74.75	= 1 no. of site visits per mile
130 miles	X	\$ 0.58					\$ 74.75	= 1 mtgs per mile
Meetings	X	\$ 0.58					\$ 74.75	= 1 mtgs per mile
130 miles	X	\$ 0.58					\$ 74.75	
							<u>\$ 449.50</u>	

**FIVE POINTS DESIGN GROUP, INC.**  
**ST. JOHNS AVENUE DRAINAGE IMPROVEMENTS SEGMENT 3 (KAY LARKIN DR. TO 1,100' EAST OF KAY LARKIN DR.) - FEE ESTIMATE**  
**MARCH 26, 2021**

Task Description	Shrs	Staff Manhours				Total	Remarks
		Proj Mgr	Proj Eng	CADD Dsgnr	Admin		
<b>Construction Administration</b>							
1 Pre-Construction Meeting		4	4		4	12	2 people x 4 hrs ea = 8 hrs plus prep time & mtg mins
2 Coordination with CEI		8	16		4	24	
3 Shop Drawing Review		8	14	8	4	34	
4 Site Visits / On-Site Meetings		18	18	18	4	40	1 site vis per month x 12 months, 12 visits x 3 hrs / vis = 36 hrs + documentation
5 Misc. Design Clarification During Construction		16	20	10		46	
6 Final Walk-Through		5	5		2	10	
7 Coordination with Construction Surveyor for As-Builts			2	2		6	
8 Certifications at Completion of Construction			6			6	
		Total No. of Sheets Manhours				0	
		Hourly Rate					
<b>Subtotal Labor</b>		59	85	20	14	178	178
		\$ 195	\$ 150	\$ 120	\$ 75	\$ 27,705	\$27,705
<b>Direct Costs</b>		\$ 11,505	\$ 12,750	\$ 2,400	\$ 1,050	\$ 1,415.60	\$ 1,415.60
<b>TOTAL</b>						\$ 29,120.60	

**Direct Costs**  
 Copies 200 copies x \$ 0.50 = \$ 100.00 includes 11"x17" copies

Field Reviews 130 miles x \$ 0.58 = \$ 1,196.00  
 per mile

Meetings 104 miles x \$ 0.58 = \$ 119.60  
 2 mtgs per mile

\$ 1,415.60

**FIVE POINTS DESIGN GROUP, INC.**  
**ST. JOHNS AVENUE DRAINAGE IMPROVEMENTS SEGMENT 3 (KAY LARKIN DR. TO 1,100' EAST O KAY LARKIN DR.) -**  
**FEE ESTIMATE**  
**MARCH 26, 2021**

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**General Notes & Assumptions**

*General:*

- 1 Any service not specifically denoted in this fee spreadsheet is excluded from the anticipated scope.
- 2 The final products to be delivered from this fee proposal are: a set of 11"x17" construction plans, quantities, cost estimates, bid documents & specifications, and construction administration. CEI services will be provided by others.
- 3 Virtual meetings may replace in-person or on-site meetings when applicable. Virtual site reviews may replace field reviews when applicable.
- 4 This scope includes roadway widening and drainage trunk line from Kay Larkin Drive to approx. 1,100' east of Kay Larkin Drive with additional side drain and swale grading improvements extending further east to College Road.
- 5 There will only be one bid set of plans that will be in combination with previous authorized Segments 1 & 2 currently under final design (90% Plans complete).
- 6 Final construction limits are expected to be from Kay Larkin Drive to a location in the vicinity of 1,100' east of Kay Larkin Drive, with swale grading and side drain improvements extending to College Road. Construction limits are to be determined based on funding limitations.

*Plans:*

- 1 Plans will be prepared on 11"x17" plan sheets.
- 2 The actual number of sheets could be less than what is indicated in this proposal.
- 3 The following submittals are anticipated: 30%, 60%, 90%, 100% & Final. Plans will be 11"x17". All plans, cost estimates, and specifications will be provided in digital PDF format. A final record set of digitally signed and sealed PDF plans will be provided. Should hard copies be needed, additional copy fees may apply.
- 4 Approved multi-use path plans will be provided by the County at the start up of Segment 3 services and will be the basis for the multi-use path information shown in the drainage improvement project. Scope excludes revisions for future multi-use path changes.

*Technical Tasks:*

- 1 Proposal does not include any subsurface utility exploration (SUE) for horizontal / vertical utility location verification.

*Permitting:*

- 1 Mitigation design is not included in this proposal.
- 2 All permit fees will be paid by Putnam County directly to the regulatory agency.
- 3 Five Points does not guarantee permit issuance for circumstances beyond their reasonable control.
- 4 Gopher tortoise removal is not included in this proposal.

**ESTIMATE OF WORK EFFORT AND COST - PRIME CONSULTANT**

Name of Project: St. Johns Avenue Drainage - Segment 3 (1,200 LF East of Kay Larkin Dr) + Rev Trail  
 County: Putnam County  
 FPN: RFQ 20-05  
 FAP No.: NA  
 Consultant Name: Hanson Professional Services Inc.  
 Date: 3/26/2021  
 Consultant No.: NA  
 Estimator: David Kemp, PE

Staff Classification	Total Staff Hours From SH Summary -	Project Manager	Senior Engineer	Project Engineer	Sr CADD Designer	Engineer	Admin	Staff Classification 9	Staff Classification 10	Staff Classification 11	Staff Classification 12	SH By Activity	Salary Cost By Activity	Average Rate Per Task
3. Project General and Project Common Tasks	214	107	32	21	43	0	11	\$0.00	\$0.00	\$0.00	\$0.00	214	\$44,200	\$206.54
4. Roadway Analysis	386	39	39	97	97	97	19	0	0	0	0	388	\$63,690	\$164.15
5. Roadway Plans	114	11	11	29	29	29	6	0	0	0	0	115	\$18,765	\$163.17
6a. Drainage Analysis	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
6b. Drainage Plans	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
7. Utilities	135	14	14	34	34	34	7	0	0	0	0	137	\$22,505	\$164.27
8. Environmental Permits and Env. Clearances	27	3	3	7	7	7	1	0	0	0	0	28	\$4,650	\$166.07
9. Structures - Misc. Tasks, Dwg. Non-Tech.	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
10. Structures - Bridge Development Report	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
11. Structures - Temporary Bridge	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
12. Structures - Short Span Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
13. Structures - Medium Span Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
14. Structures - Structural Steel Bridge	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
15. Structures - Segmental Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
16. Structures - Movable Span	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
17. Structures - Retaining Walls	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
18. Structures - Miscellaneous	44	4	4	11	11	11	2	0	0	0	0	43	\$7,015	\$163.14
19. Signaling & Pavement Marking Analysis	8	1	1	2	2	2	0	0	0	0	0	8	\$1,370	\$171.25
20. Signaling & Pavement Marking Plans	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
21. Signalization Analysis	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
22. Signalization Plans	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
23. Lighting Analysis	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
24. Lighting Plans	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
25. Landscape Analysis	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
26. Landscape Plans	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
27. Survey (Field & Office Support)	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
28. Photogrammetry	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
29. Mapping	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
30. Terrestrial Mobile LIDAR	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
31. Architecture Development	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
32. Noise Barriers Impact Design Assessment	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
33. Intelligent Transportation Systems Analysis	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
34. Intelligent Transportation Systems Plans	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
35. Geotechnical	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
36. 3D Modeling	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
<b>Total Staff Hours</b>	<b>928</b>	<b>179</b>	<b>104</b>	<b>201</b>	<b>223</b>	<b>180</b>	<b>46</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>933</b>	<b>\$162,195.00</b>	<b>\$173.84</b>
<b>Total Staff Cost</b>	<b>\$42,960.00</b>	<b>\$22,880.00</b>	<b>\$39,195.00</b>	<b>\$33,450.00</b>	<b>\$19,800.00</b>	<b>\$3,910.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>Check =</b>	<b>\$162,195.00</b>	

SALARY RELATED COSTS:		
OVERHEAD:		\$0.00
OPERATING MARGIN:	0%	\$0.00
FCCM (Facilities Capital Cost Money):	0.00%	\$0.00
EXPENSES:	0.00%	\$0.00
<b>TOTAL ESTIMATED FEE:</b>		<b>\$162,195.00</b>

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
3.1	Public Involvement					
3.1.1	Community Awareness Plan	LS	1	0	0	
3.1.2	Notifications	LS	1	0	0	
3.1.3	Preparing Mailing Lists	LS	1	0	0	
3.1.4	Median Modification Letters	LS	1	0	0	
3.1.5	Driveway Modification Letters	LS	1	0	0	
3.1.6	Newsletters	LS	1	0	0	
3.1.7	Renderings and Fly Throughs	LS	1	0	0	
3.1.8	PowerPoint Presentation	LS	1	0	0	
3.1.9	Public Meeting Preparations	LS	1	0	0	
3.1.10	Public Meeting Attendance/Followup	LS	1	0	0	
3.1.11	Other Agency Meetings	LS	1	0	0	
3.1.12	Web Site	LS	1	0	0	
	<b>3.1 Public Involvement Subtotal</b>				<b>0</b>	
3.2	Joint Project Agreements	EA	0	0	0	
3.3	Specifications Package Preparation	LS	1	24	24	Includes time for bid assistance/prebid meeting - Att Bid coordination per funding limits
3.4	Contract Maintenance and Project Documentation	LS	1	60	60	20 hrs setup + (4 hrs x 10 Months) = 60 hrs
3.5	Value Engineering (Multi-Discipline Team) Review	LS	1	0	0	
3.6	Prime Consultant Project Manager Meetings	LS	1	40	40	See listing below
3.7	Plans Update	LS	1	30	30	Update plans for MDG Trail Alignment Revisions - 1-time only
3.8	Post Design Services	LS	1	30	30	Assume 12-Month construction schedule - See Notes below for scope included
3.9	Digital Delivery	LS	1	0	0	
3.10	Risk Assessment Workshop	LS	1	0	0	

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
3.11	Railroad, Transit, and/or Airport Coordination	LS	1	0	0	
3.11.1	Aeronautical Evaluation	LS	1	0	0	Five Points taking care of FAA coordination
3.12	Landscape and Existing Vegetation Coordination	LS	1	0	0	
3.13	Other Project General Tasks	LS	1	30	30	Misc County Coord / Funding Agency Support/Coord
<b>3. Project Common and Project General Tasks Total</b>					<b>214</b>	

<b>3.6 - List of Project Manager Meetings</b>						
	Units	No of Units	Hours/ Unit	Total Hours	Comments	
Roadway Analysis	EA	0	0	0		
Drainage	EA	0	0	0		
Utilities	EA	0	0	0		
Environmental	EA	0	0	0		
Structures	EA	0	0	0		
Signing & Pavement Marking	EA	0	0	0		
Signalization	EA	0	0	0		
Lighting	EA	0	0	0		
Landscape Architecture	EA	0	0	0		
Survey	EA	0	0	0		
Photogrammetry	EA	0	0	0		
ROW & Mapping	EA	0	0	0		
Terrestrial Mobile LIDAR	EA	0	0	0		
Architecture	EA	0	0	0		
Noise Barriers	EA	0	0	0		
ITS Analysis	EA	0	0	0		
Geotechnical	EA	0	0	0		
Progress Meetings	EA	4	4	16	Prep/Attend (Est. 4 bi-monthly meetings total)	
Phase Reviews	EA	4	4	16	Prep/Attend (Est. 4 at 30/60/90/100)	
Field Reviews	EA	2	4	8	Prep/Attend 2 field visits	
<b>Total Project Manager Meetings</b>					<b>40</b>	<b>Total PM Meeting Hours carries to Task 3.6 above</b>

**Notes:**

**3.8 Post-Design Services include:**

1. Attend Pre-Con Mtg (1-Total)
2. Assist Coordination with CEI
3. Shop Drawing Review
4. Site Visits / On-Site Meetings (10-total)
5. Miscellaneous Design Clarifications
6. Assist Final Walk Through (1-Total)

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
4.1	Typical Section Package	LS	1	0	0	
4.2	Pavement Type Selection Report	LS	1	0	0	
4.3	Pavement Design Package	LS	1	0	0	One Pavement Design - Already done for Segments 1 and 2
4.4	Cross-Slope Correction	LS	1	0	0	
4.5	Horizontal /Vertical Master Design Files	LS	1	121	121	2,200 LF of Roadway (290 hrs x (1200/5280) = 121 hrs
4.6	Access Management	LS	1	0	0	
4.7	Roundabout Evaluation	LS	1	0	0	
4.8	Roundabout Final Design Analysis	LS	1	0	0	
4.9	Cross Section Design Files	LS	1	46	46	2,200 LF of Roadway (110 hrs x (2350/5280) = 46 hrs
4.10	Temporary Traffic Control Plan Analysis	LS	1	40	40	Level II TTCO
4.11	Master TTCO Design Files	LS	1	48	48	3 Phases (3 x 16 hrs) = 48 hrs
4.12a	Selective Clearing and Grubbing of Existing Vegetation/Field Assessment	LS	1	0	0	
4.12b	Selective Clearing and Grubbing Site Inventory of Existing Vegetation and Cross-Discipline Coordination (OPTIONAL SERVICES)	LS	1	0	0	
4.12c	Selective Clearing and Grubbing- Existing Vegetation Maintenance Report	LS	1	0	0	
4.13	Tree Disposition Plan	LS	1	0	0	
4.14	Design Variations and Exceptions	LS	1	0	0	
4.15	Design Report	LS	1	0	0	
4.16	Quantities	LS	1	40	40	4 submittals at 10 hrs each
4.17	Cost Estimate	LS	1	16	16	4 submittals at 4 hrs each
4.18	Technical Special Provisions and Modified Special Provisions	LS	1	0	0	
4.19	Other Roadway Analyses	LS	1	8	8	Alt bid construction limits coordination per funding
<b>Roadway Analysis Technical Subtotal</b>					<b>319</b>	



Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
4.20	Field Reviews	LS	1	8	8	1 visits at 4 hrs each for 2 people
4.21	Monitor Existing Structures	LS	1	0	0	
4.22	Technical Meetings	LS	1	16	16	Meetings are listed below
4.23	Quality Assurance/Quality Control	LS	%	5%	16	
4.24	Independent Peer Review	LS	%	0%	0	
4.25	Supervision	LS	%	5%	16	
<b>Roadway Analysis Nontechnical Subtotal</b>					<b>56</b>	
4.26	Coordination	LS	%	3%	11	
<b>4. Roadway Analysis Total</b>					<b>386</b>	

Technical Meetings	Units	No of Units	Hours/ Unit	Total Hours	Comments	PM Attendance at Meeting Required?	Number
Typical Section	EA	0	0	0			0
Pavement	EA	0	0	0			0
Access Management	EA	0	0	0			0
15% Line and Grade	EA	0	0	0			0
Driveways	EA	0	0	0			0
Local Governments (cities, counties, MPO)	EA	0	0	0			0
Work Zone Traffic Control	EA	0	0	0			0
30/60/90/100% Comment Review Meetings	EA	0	0	0			0
Other Meetings	EA	0	0	0			0
<b>Subtotal Technical Meetings</b>					<b>0</b>		<b>0</b>
Progress Meetings (if required by FDOT)	EA	0	0	0		PM attendance at Progress Meetings is manually entered on General Task 3	--
Phase Review Meetings	EA	4	4	16		PM attendance at Phase Review Meetings is manually entered on General Task 3	--
<b>Total Meetings</b>					<b>16</b>	<b>Total Project Manager Meetings (carries to Tab 3)</b>	<b>0</b>

Carries to Tab 3

Task No.	Task	Scale	Units	No. of Units or Sheet	Hours/ Unit or Sheet	Total Hours	Comments
5.1	Key Sheet		Sheet	1	2	2	
5.2	Summary of Pay Items Including Quantity Input		Sheet	0	0	0	
5.3	Typical Section Sheets						
5.3.1	Typical Sections		EA	1	4	4	
5.3.2	Typical Section Details		EA	0	0	0	
5.4	General Notes/Pay Item Notes		Sheet	0	0	0	
5.5	Summary of Quantities Sheets		Sheet	2	5	10	
5.6	Project Layout		Sheet	1	8	8	
5.7	Plan/Profile Sheet	40 scale	Sheet	2	4	8	1200 LF @ 600' per sheet = 2 sheets
5.8	Profile Sheet		Sheet	0	0	0	
5.9	Plan Sheet		Sheet	0	0	0	
5.10	Special Profile		Sheet	0	0	0	
5.11	Back-of-Sidewalk Profile Sheet		Sheet	0	0	0	
5.12	Interchange Layout Sheet		Sheet	0	0	0	
5.13	Ramp Terminal Details (Plan View)		Sheet	0	0	0	
5.14	Intersection Layout Details		Sheet	0	0	0	
5.15	Special Details		EA	0	0	0	

Task No.	Task	Scale	Units	No. of Units or Sheet	Hours/ Unit or Sheet	Total Hours	Comments
5.16	Cross-Section Pattern Sheet(s)		Sheet	0	0	0	
5.17	Roadway Soil Survey Sheet(s)		Sheet	1	1	1	To be provided by Geotech
5.18	Cross Sections		EA	24	0.25	6	1200 LF@ 50' spacing = 24 cross sections
5.19	Temporary Traffic Control Plan Sheets		Sheet	6	4	24	2 sheets x 3 phases = 6 sheets
5.20	Temporary Traffic Control Cross Section Sheets		EA	0	0	0	
5.21	Temporary Traffic Control Detail Sheets		Sheet	2	8	16	
5.22	Utility Adjustment Sheets		Sheet	4	6	24	Includes roadway
5.23	Selective Clearing and Grubbing Sheet(s)						
5.23.1	Selective Clearing and Grubbing		Sheet	0	0	0	
5.23.2	Selective Clearing and Grubbing Details		Sheet	0	0	0	
5.24	Tree Disposition Sheet(s)						
5.24.1	Tree Disposition Plan Sheet(s)		Sheet	0	0	0	
5.24.2	Tree Disposition Plan Tables and Schedules		Sheet	0	0	0	
5.25	Project Control Sheet(s)		Sheet	1	1	1	To be provided by Surveyor
5.26	Environmental Detail Sheets		Sheet	0	0	0	
5.27	Utility Verification Sheet(s) (SUE Data)		Sheet	0	0	0	SUE services not included
<b>Roadway Plans Technical Subtotal</b>						<b>104</b>	
5.28	Quality Assurance/Quality Control		LS	%	5%	5	
5.29	Supervision		LS	%	5%	5	
<b>5. Roadway Plans Total</b>						<b>114</b>	

**6b. Drainage Plans**

Task No.	Task	Scale	Units	No. of Units or Sheet	Hours/ Unit or Sheet	Total Hours	Comments	
6b.1	Drainage Map (Including Interchanges)		Sheet	0	0	0		
6b.2	Bridge Hydraulics Recommendation Sheets		Sheet	0	0	0		
6b.3	Summary of Drainage Structures		Sheet	0	0	0		
6b.4	Optional Pipe/Culvert Material		Sheet	0	0	0		
6b.5	Drainage Structure Sheet(s) (Per Structure)		EA	0	0	0		
6b.6	Miscellaneous Drainage Detail Sheets		Sheet	0	0	0		
6b.7	Lateral Ditch Plan/Profile		Sheet	0	0	0		
6b.8	Lateral Ditch Cross Sections		EA	0	0	0		
6b.9	Retention/Retention Ponds Detail Sheet(s)		Sheet	0	0	0	To be provided by Five Points	
6b.10	Retention Pond Cross Sections		EA	0	0	0	To be provided by Five Points	
6b.11	Erosion Control Plan Sheet(s)		Sheet	0	0	0	To be provided by Five Points	
6b.12	SWPPP Sheet(s)		Sheet	0	0	0	To be provided by Five Points	
<b>Drainage Plans Technical Subtotal</b>							<b>0</b>	
6b.13	Quality Assurance/Quality Control		LS	%	5%	0		
6b.14	Supervision		LS	%	5%	0		
<b>6. Drainage Plans Total</b>						<b>0</b>		

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments	PM Attendance at Meeting Required?	Number
7.1	Utility Kickoff Meeting	LS	1	0	0	Meeting is listed below - Not included		0
7.2	Identify Existing Utility Agency Owner(s)	LS	1	0	0			0
7.3	Make Utility Contacts	LS	1	27	27	9 UAOs x 3 contacts x 1 hr each = 27 hrs		0
7.4	Exception Processing	LS	1	0	0			0
7.5	Preliminary Utility Meeting	LS	1	0	0	Meeting is listed below		0
7.6	Individual/Field Meetings	LS	1	0	0	Meetings are listed below		0
7.7	Collect and Review Plans and Data from UAO(s)	LS	1	36	36	9 UAOs at 4 hrs each = 36 hrs		0
7.8	Subordination of Easements Coordination	LS	1	0	0			0
7.9	Utility Design Meeting	LS	1	0	0	Meeting is listed below		0
7.10	Review Utility Markups & Work Schedules, and Processing of Schedules & Agreements	LS	1	36	36	9 UAOs at 4 hrs each = 36 hrs		0
7.11	Utility Coordination/Followup	LS	1	36	36	9 UAOs at 4 hrs each = 36 hrs		0
7.12	Utility Constructability Review	LS	1	0	0			0
7.13	Additional Utility Services	LS	1	0	0			0
7.14	Processing Utility Work by Highway Contractor (UWHC)	LS	1	0	0			0
7.15	Contract Plans to UAO(s)	LS	1	0	0			0
7.16	Certification/Close-Out	LS	1	0	0			0
7.17	Other Utilities	LS	1	0	0			0
<b>7. Utilities Total</b>					<b>135</b>			
Technical Meetings		Units	No of Units	Hours/ Unit	Total Hours	Comments	PM Attendance at Meeting Required?	Number
Kickoff (see 7.1)		EA	0	0	0			0
Preliminary Meeting (see 7.5)		EA	0	0	0			0
Individual UAO Meetings (see 7.6)		EA	0	0	0			0
Field Meetings (see 7.6)		EA	0	0	0			0
Design Meeting (see 7.9)		EA	0	0	0			0
Other Meetings (this is automatically added into Utilities Total (cell F27))		EA	0	0	0			0
<b>Total Meetings</b>					<b>0</b>	<b>Total Project Manager Meetings (carries to Tab 3)</b>		<b>0</b>

Carries to Tab 3

Task No.	Task	Units	No. of Units	Hours/ Units	Total Hours	Comments
<b>Environmental Permits and Environmental Clearances</b>						
8.1	Preliminary Project Research Permits	LS	1	0	0	
8.2	Field Work					
8.2.1	Pond Site Alternatives	per pond site	0	0	0	
8.2.2	Establish Wetland Jurisdictional Lines and Assessments	LS	1	0	0	
8.2.3	Species Surveys	LS	1	0	0	
8.3	Agency Verification of Wetland Data	LS	1	0	0	
<b>8.4 Complete And Submit All Required Permit Applications</b>						
8.4.1	Complete and Submit All Required Wetland Permit Applications	LS	1	0	0	
8.4.2	Complete and Submit All Required Species Permit Applications	LS	1	0	0	
8.5	Coordinate and Review Dredge and Fill Sketches	LS	1	0	0	
8.6	Prepare USCG Permit Application	LS	1	0	0	
8.7	Prepare Water Management District or Local Water Control District Right of Way Occupancy Permit Application	LS	1	0	0	
8.8	Prepare Coastal Construction Control Line (CCCL) Permit Application	LS	1	0	0	
8.9	Prepare USACE Section 408 Application to Alter a CMI/ Works Project	LS	1	0	0	
8.10	Compensatory Mitigation Plan	LS	1	0	0	
8.11	Mitigation Coordination and Meetings	LS	1	0	0	
8.12	Other Environmental Permits	LS	1	24	24	Prep of exhibits related to design elements for permit applications by Five Points.
<b>Environmental Clearances/Reevaluations</b>						
<b>8.13 Technical support to Department for Environmental Clearances and Reevaluations (use when consultant provides technical support only)</b>						
8.13.1	NEPA or SEIR Reevaluation	LS	1	0	0	
8.13.2	Archaeological and Historical Resources	LS	1	0	0	
8.13.3	Wetland Impact Analysis	LS	1	0	0	
8.13.4	Essential Fish Habitat Impact Analysis	LS	1	0	0	
8.13.5	Protected Speices and Habitat Impact Analysis	LS	1	0	0	

Task No.	Task	Units	No. of Units	Hours/ Units	Total Hours	Comments
8.14	Preparation of Environmental Clearances and Reevaluations (use when consultant prepares all documents associated with reevaluation)	LS	1	0	0	
8.14.1	NEPA or SEIR Reevaluation	LS	1	0	0	
8.14.2	Archaeological and Historical Resources	LS	1	0	0	
8.14.3	Wetland Impact Analysis	LS	1	0	0	
8.14.4	Essential Fish Habitat Impact Analysis	LS	1	0	0	
8.14.5	Protected Species and Habitat Impact Analysis	LS	1	0	0	
8.15	Contamination Impact Analysis	LS	1	0	0	
8.16	Asbestos Survey	LS	1	0	0	
<b>Environmental Permits and Environmental Clearances/Reevaluations Technical Subtotal</b>					<b>24</b>	
8.17	Technical Meetings	LS	1	0	0	Meetings are listed below - None included
8.18	Quality Assurance/Quality Control	LS	%	5%	1	
8.19	Supervision	LS	%	5%	1	
<b>Environmental Permits and Environmental Clearances Nontechnical Subtotal</b>					<b>2</b>	
8.20	Coordination	LS	%	3%	1	
<b>8. Environmental Permits and Environmental Clearances Total</b>					<b>27</b>	

Technical Meetings		Units	No of Units	Hours/ Unit	Total Hours	Comments	PM Attendance at Meeting Required?	Number
VMMD		EA	0	0	0			0
NMFS		EA	0	0	0			0
USACE		EA	0	0	0			0
USCG		EA	0	0	0			0
USFWS		EA	0	0	0			0
FFWCC		EA	0	0	0			0
FDOT		EA	0	0	0			0
Other Meetings		EA	0	0	0			0
<b>Subtotal Technical Meetings</b>					<b>0</b>			<b>0</b>
Progress Meetings (if required by FDOT)		EA	0	0	0	PM attendance at Progress Meetings is manually entered on General Task 3		--
Phase Review Meetings		EA	0	0	0	PM attendance at Phase Review Meetings is manually entered on General Task 3		--
<b>Total Meetings</b>					<b>0</b>	<b>Total Project Manager Meetings (carries to Tab 3)</b>		<b>0</b>

Carries to Tab 3

Task No.	Task	Units	No. of Units	Hours/ Units	Total Hours	Comments	PM Attendance at Meeting Required?	Number
19.1	Traffic Data Analysis	LS	1	0	0			0
19.2	No Passing Zone Study	LS	1	0	0			0
19.3	Reference and Master Design File	LS	1	39	39	30 hrs setup + (40 hrs x 1200/5280) = 39 hrs		0
19.4	Multi-Post Sign Support Calculations	EA	1	0	0			0
19.5	Sign Panel Design Analysis	EA	1	0	0			0
19.6	Sign Lighting/Electrical Calculations	EA	1	0	0			0
19.7	Quantities	LS	1	0	0	Included with Roadway		0
19.8	Cost Estimate	LS	1	0	0	Included with Roadway		0
19.9	Technical Special Provisions and Modified Special Provisions	LS	1	0	0			0
19.10	Other Signing and Pavement Marking	LS	1	0	0			0
<b>Signing and Pavement Marking Analysis Technical Subtotal</b>					<b>39</b>			
19.11	Field Reviews	LS	1	0	0			0
19.12	Technical Meetings	LS	1	0	0	Meetings are listed below		0
19.13	Quality Assurance/Quality Control	LS	%	5%	2			2
19.14	Independent Peer Review	LS	%	0%	0			0
19.15	Supervision	LS	%	5%	2			2
<b>Signing and Pavement Marking Analysis Nontechnical Subtotal</b>					<b>4</b>			
19.16	Coordination	LS	%	3%	1			1
<b>19. Signing and Pavement Marking Analysis Total</b>					<b>44</b>			
<b>Technical Meetings</b>		<b>Units</b>	<b>No of Units</b>	<b>Hours/ Unit</b>	<b>Total Hours</b>	<b>Comments</b>	<b>PM Attendance at Meeting Required?</b>	<b>Number</b>
Sign Panel Design		EA	0	0	0			0
Queue Length Analysis		EA	0	0	0			0
Local Governments (cities, counties)		EA	0	0	0			0
Other Meetings		EA	0	0	0			0
<b>Subtotal Technical Meetings</b>					<b>0</b>			<b>0</b>
Progress Meetings (if required by FDOT)		EA	0	0	0	PM attendance at Progress Meetings is manually entered on General Task 3		--
Phase Review Meetings		EA	0	0	0	PM attendance at Phase Review Meetings is manually entered on General Task 3		--
<b>Total Meetings</b>					<b>0</b>	<b>Total Project Manager Meetings (carries to Tab 3)</b>		<b>0</b>

Carries to Tab 3



Task No.	Task	Scale	Units	No of Units	Hours/ Unit	No. of Sheets	Total Hours	Comments	
20.1	Key Sheet		Sheet	0	0	0	0		
20.2	Summary of Pay Items Including Input		LS	1	0		0		
20.3	Tabulation of Quantities		Sheet	0	0	0	0		
20.4	General Notes/Pay Item Notes		Sheet	0	0	0	0		
20.5	Project Layout		Sheet	0	0	0	0		
20.6	Plan Sheet		Sheet	2	4	2	8		
20.7	Typical Details		EA	0	0		0		
20.8	Guide Sign Worksheet(s)		EA	0	0		0		
20.9	Traffic Monitoring Site		EA	0	0		0		
20.10	Cross Sections		EA	0	0		0		
20.11	Special Service Point Details		EA	0	0		0		
20.12	Special Details		LS	1	0		0		
20.13	Interim Standards		LS	1	0		0		
<b>Signing and Pavement Marking Plans Technical Subtotal</b>							<b>2</b>	<b>8</b>	
20.14	Quality Assurance/Quality Control		LS	%	5%		0		
20.15	Supervision		LS	%	5%		0		
<b>20. Signing and Pavement Marking Plans Total</b>							<b>2</b>	<b>8</b>	

**Exhibit "B"**

Hourly Rates	
\$ 140.00	Crew per hr.
\$ 80.00	CAO per hr.
\$ 175.00	PSM per hr.
\$ 50.00	Clerical per hr.

St. Johns Ave. Segment 3 2/2/2020
Geomatix Corp. - Surveintz

Beg. Sta. 0  
 End Sta. 0  
 Dist. In Feet 0  
 Wetlands 0 Assumed LF  
 Trees 0 Assumed #

GPS/RTK Horiz. CH	Crew	CAOD (hours)	PSM (hours)	Office	Recover/Density as needed	Recover/Density as needed	\$10 \$
Vertical Control	1	0.5	0	0	0	0	-
Topo S/A per Tim A's email	33	21	2	0	50' Cross Sections, 20' outside R/W (north & south), Approx. 2100', Ascm. 900' /day. Any tree DBH 8" and greater WITHIN THE R/W and within 20' of the R/W will be located as part of this task.	0	-
Ditch Cross Sections (2)	2	0.5	0	0	Marked by others. Will require addl. mobilization.	0	-
Locate UG	7	2	0	0	Established in PH 1/2. No addl. work needed.	0	-
Establish right of way St. Johns Avenue	0	0	0	0	Every 50' or 100'. On edge of road.	0	-
Paint Stations	2	3	0	0	7 holes St. Johns Ave.	0	-
Locate Geotech holes	3	1	0	0	Tops, Inverts, Pipe Sizes. Access could be an issue due to traffic.	0	-
Structures (Sanitary & Storm)	6	2	0	0	East of Cross Culvert (PH 1/2)	0	-
Pipes on PRC Way	2	1	0	0	Limits unknown as of 12/7/2020. Ascm. 1/2 day plus mobilization.	0	-
Trees on CSX Parcel	7	2	0	0	Locate TOB, & all Structures, Top Water	0	-
Ponds (4)	4	2	0	0		0	-
Prepare 10 TCU/Perm. Drain, Basements	0	50	15	5		0	-
Misc. CAO	0	5	0	0		0	-
Overall PM	0	0	2	0		0	-
Misc. Clerical	0	0	0	1	Deliverables, Invoicing, Contract management	0	-
Drive Time	13.4				2 hrs. per day - 1 hr. each way		-
<b>Total Hrs.</b>	<b>81.4</b>	<b>90.5</b>	<b>19</b>	<b>6</b>			
							<b>\$ 22,713.50 Total Fee</b>

Trees - NOT Tagged by others  
 Trees - Tagged by others  
 Wetlands

\$10 \$  
 \$7 \$  
 0.75 \$

Make sure to zero out \$ on one of the TREE Unit Prices

\$ per LF x LF - Adjust \$ accordingly

13.4

Notes: Approx. 2100' of roadway. Trees on CSX parcel (N. of R/W). No Wetlands. UG's marked by others. See email from Tim A. 10/4/20 @ 11:23 am for Scope. Deliverables will be the same as was delivered for Sng. 1 & 2. JCAD digital file only.

November 30, 2020  
Revised: February 26, 2021



Ms. Nancy L. Debs, P.E.  
Five Points Design Group, Inc.  
10135 Gate Parkway, #807  
Jacksonville, Florida 32246

Subject: **Revised** Proposal for Geotechnical Exploration and Engineering Services  
Proposed St. Johns Avenue Drainage Improvements – Segment 3  
Putnam County, Florida  
MAE Proposal No. 022120.1

Dear Ms. Debs:

**MESKEL & ASSOCIATES ENGINEERING, PLLC (MAE)** is pleased to present this proposal to provide the geotechnical exploration and engineering services for the subject project. Your Request for Proposal email of November 24, 2020 provided the requested geotechnical scope of work and included an aerial markup showing the project limits for Segment 3. This proposal has been revised to show a reduction in project scope based on your email of February 25, 2021.

Based on our understanding of the provided information, we understand that the project will include widening along St. Johns Avenue from Kay Larkin Drive to a point 1,200 feet east, for a total project length of 1,200 feet. The new typical section will consist of 3 lanes (one travel lane in each direction and one center turn lane). Additionally, the project will include a concrete box culvert that will be constructed below the existing eastbound travel lane (the future center turn lane).

The objective of the geotechnical exploration is to provide site and subsurface information to evaluate the subsurface conditions at the site for the proposed construction. Based on the provided information, we understand the following field services are requested:

Test Location	Number of Borings	Test Depth ft below ground surface
New Box Culvert/Roadway Widening	4 SPT*	25
Cores of Existing Pavement	3	Pavement Layers**

\*Standard Penetration Test boring (ASTM D 1586)

\*\*Asphalt surface course and underlying base course

In accordance with Florida law, we will attempt to locate the existing underground utilities at the boring locations by utilizing the Sunshine State One-Call (SSOC) system. Any utilities not included in the SSOC system will need to be located by the utility owner.

We will need to utilize Maintenance of Traffic (MOT) services for the pavement coring operations. This will include flagging operations as we will need to close one lane to safely cut the cores. MOT in the form of signs and cones will be used for the soil borings along St. Johns Avenue. However, no lane closures or flagging operation are anticipated as the borings will be located off the current edge of pavement.

Once the SPT borings are completed, they will be backfilled with soil cuttings. Each pavement core will be backfilled from bottom to top with tamped asphalt cold-patch material. We will take reasonable



precautions to prevent damage to property and will reasonably restore the boring locations as close as possible to the condition existing prior to the start of our fieldwork. Some clearing of small brush and tree limbs may be necessary to access the boring locations within the proposed pond area.

The recovered soil samples will be described in the field by the field crew. The field logs and samples will be delivered to our laboratory where the logs will be reviewed, and the samples classified by a geotechnical engineer. Laboratory classification and index property tests will be performed as necessary on selected soil samples to confirm the soil classification and provide engineering characteristics to estimate compressibility.

In addition, two bulk samples of the near-surface soils will be obtained along the proposed widening and box culvert route and the samples will be returned to our laboratory. One sample will be tested for soil corrosion potential testing to determine the soil pH, resistivity, chloride content and sulfate content. The other sample will be tested for its Limerock Bearing Ratio (LBR).

The pavement layers (asphalt surface and underlying base) will be measured, and the base material identified by the field crew. The asphalt core sample will be returned to our laboratory for observation and thickness verification. Photographs of the asphalt core sample will be included in our report.

A geotechnical engineer, licensed in the State of Florida, will direct the geotechnical exploration and provide an engineering evaluation of the subsurface conditions encountered at the boring locations. The results of the exploration and engineering evaluation will be documented in a report that will include the following:

- Our understanding of the planned construction,
- The observed site conditions, such as topography, surface vegetation, etc. as they relate to the anticipated construction,
- The field and laboratory test procedures used and the results obtained,
- The encountered subsurface and pavement conditions, including subsurface profiles, measured groundwater levels, measure thicknesses of the pavement layers, and estimated geotechnical engineering properties, as necessary,
- The environmental classification of the soils based on the soil corrosion test results,
- The results of the LBR test,
- A geotechnical engineering evaluation of the site and subsurface conditions with respect to the anticipated construction,
- Recommendations for shallow foundation design parameters for the proposed box culvert, including our estimate of the performance of the foundation system,
- Recommendations for reuse of the excavated soils for the box culvert as backfill along with placement of backfill,
- Recommendations for pavement design including the use of a geogrid, and
- Recommendations for testing required during site preparation and earthwork construction.

Based on the scope of the services outlined above, we propose to complete our work for a lump sum fee of **\$9,600.00**. This fee includes submittal of an electronic copy of the report. Bound, paper copies can be provided at an additional cost of \$100 per copy. We will contact you immediately if we encounter

subsurface conditions that could require the borings to be advanced to deeper depths, and/or if additional engineering analysis/evaluation outside the scope of this proposal is necessary.

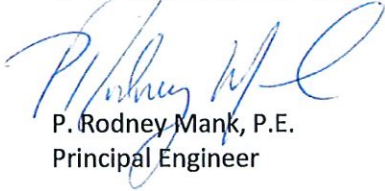
A returned copy of the attached authorization sheet will authorize our work. Our work will be performed in accordance with our General Conditions, a copy of which is attached to and made a part of this proposal.

Once authorization is received, a utility locate request will be submitted. We will mobilize our field crew to the site within one week once the utilities have been marked and located. We anticipate that the field work will take 2 to 3 days to complete, weather permitting. Laboratory testing will take up to one week to complete depending on the amount of lab testing assigned. We expect to submit our draft geotechnical report 3 weeks after completion of the field and laboratory testing.

We appreciate this opportunity to provide this proposal for your project. If you have any questions concerning this proposal, or if we can serve you in any other way, please contact me.

Sincerely,

**MESKEL & ASSOCIATES ENGINEERING, PLLC**



P. Rodney Mank, P.E.  
Principal Engineer

Distribution: Ms. Nancy L. Debs, P.E. – Five Points Design Group, Inc. One (1) e-mail copy

**PROPOSAL AUTHORIZATION**  
For Geotechnical Services  
Proposed St. Johns Avenue Drainage Improvements – Segment 3  
Putnam County, Florida  
MAE Proposal No. 022120.1

**Billing Information:**

Company Name: \_\_\_\_\_

Attention: \_\_\_\_\_

Company \_\_\_\_\_

Address: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Email: \_\_\_\_\_

Project Contact Name:  
(if different than above) \_\_\_\_\_

**Additional Reports: Please List Below Any Additional Parties To Receive Reports.**

1. \_\_\_\_\_  
\_\_\_\_\_

No. of Reports Required: \_\_\_\_\_

2. \_\_\_\_\_  
\_\_\_\_\_

No. of Reports Required: \_\_\_\_\_

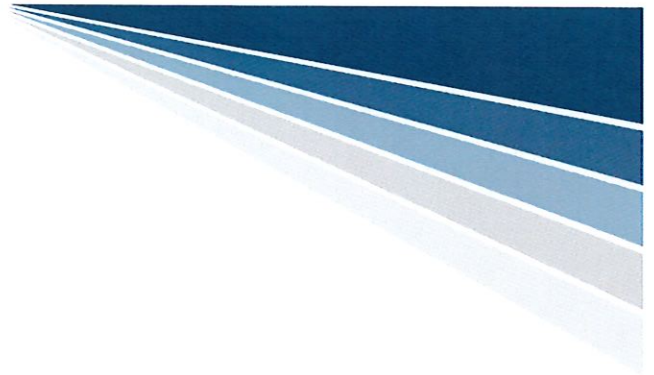
**NOTE: Our fee includes submittal of an electronic copy for each report. If bound paper copies are requested, the client will be charged \$100 for each additional copy.**

**MAE invoices should be received by you by the \_\_\_\_\_ of each month (date required for your processing)**

The Client representative named below has read the General Conditions that are attached and made a part of this proposal, and agrees to be bound to the terms of the General Conditions.

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



March 22, 2021

Nancy L. Debs, P.E.  
Five Points Design Group, Inc.  
10135 Gate Parkway North #807  
Jacksonville, Florida 32246  
Phone (904) 705-7354  
ndebs@fivepointsdsgn.com

**Subject:        Engineering Design of St. Johns Avenue Drainage Improvements  
                  From CR 309C to SR 19, Putnam County, Florida  
                  Financial Project ID: DEO Agreement No. HM007  
                  Environmental Services for Segment 3 and Pond Site  
                  JMT Project Number 19-02695-001**

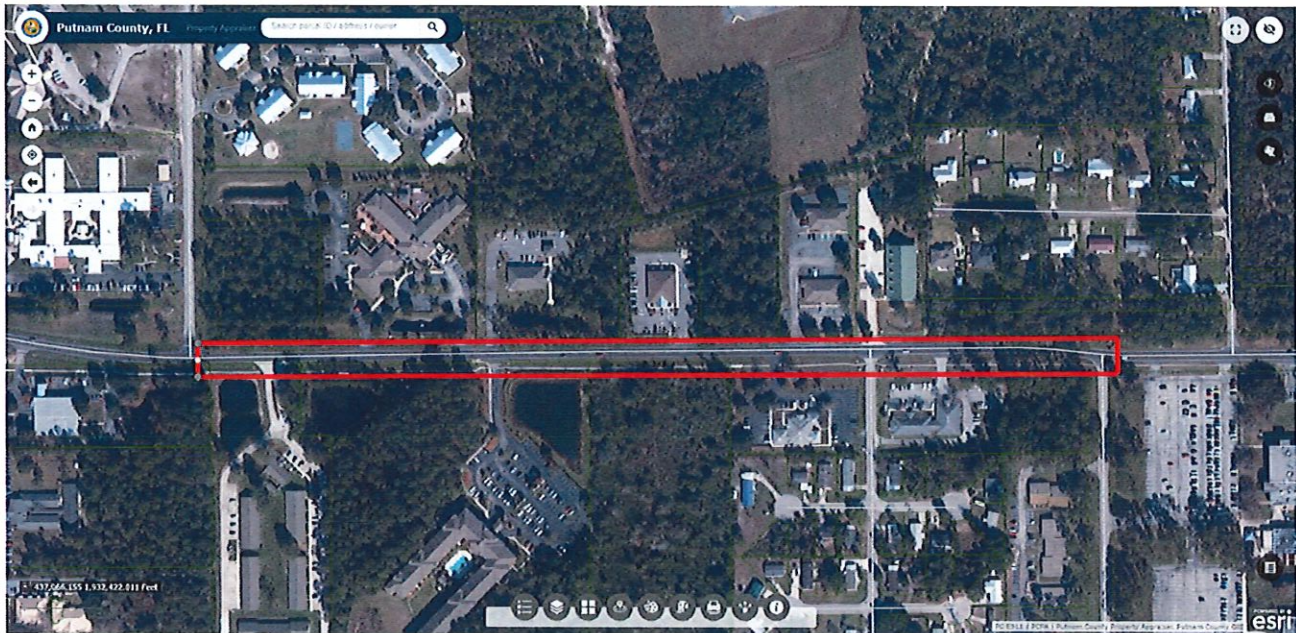
Dear Ms. Debs:

Thank you for providing JMT the opportunity to team with Five Points Design Group, Inc. (FPDG) on the above-referenced project. JMT proposes to provide services associated with wetlands assessment and permitting; protected species (including gopher tortoises) assessments, management, and permitting; and mitigation planning (if necessary).

**Project Understanding**

St. Johns Avenue is a high-trafficked, east-west, minor, arterial-spine road serving the City of Palatka and Central Putnam County. Many portions of St. Johns Avenue, its side roads, and fronting properties experienced high flooding during Hurricane Irma in September 2017. The installation of improved storm water conveyance and other features will alleviate flooding in the area and increase safety of existing evacuation shelters, health facilities, educational facilities, businesses, and residences. The proposed improvement covered under *Financial Project ID: DEO Agreement No. HM007* is a new storm water management facility with a closed conduit collection system to replace the existing sporadic ditch collection system.

The county previously released FPDG to begin work on only Segments 1 and 2 of the project, including an adjacent site, which will be used to construct a stormwater management facility (pond). The county now requests scoping details and cost estimates for work on Segment 3 (as indicated in the aerial photo below) and continued work on the pond site, which is provided below. To assist FPDG in its evaluation of the relevant sections of St. Johns Avenue and the pond site, JMT proposes to execute the following tasks in consideration of the sums indicated:



**Figure 1: St. Johns Avenue Segment 3**

**Task 7: Surface Water Classification (Segment 3)**

JMT shall delineate the extent and configuration of surface waters (in the Segment 3 corridor) within the regulatory jurisdiction of St. Johns River Water Management District (SJRWMD) and US Army Corps of Engineers (USACE). In most cases, JMT will utilize “top-of-bank” (TOB) positions provided by the project surveyor/engineer to map the extents of surface water features (including swale and ditches). However, if any TOB elevations/horizontal positions are not clear from project files, JMT will mark seasonal high water elevations/limits and/or TOB positions in the field. Similarly, if any wetlands are found, wetland limits will be flagged in the field for surveying by the Owner’s professional land surveyor.

**Lump Sum Fee for Task 7: \$1,132.00**

**Task 8: Verification of Jurisdictional Surface Waters (Segment 3)**

JMT will conduct one meeting with SJRWMD and one meeting with FDEP or USACE (which may be required if the project-area comprises Waters of the U.S.) to field-verify the extent and type of surface waters and any wetlands.

**Lump Sum Fee for Task 8: \$1,071.00**

**Task 9: Regulatory Permitting: State (Segment 3)**

JMT will assist FPDG in the preparation of a modification to the Environmental Resource Permit (ERP) application to the SJRWMD. JMT will provide basic information pertaining to wetlands and protected species, including GIS exhibits (location, land use, soils, wetlands, and threatened and endangered species localities) and wetland impact drawings (including CAD files for use in engineering plans). Additional documentation to be submitted by the Engineer of Record, which are not included in this



task, include drainage calculations, a geotechnical report, and construction plans. Payment of application fee is responsibility of the Client/Owner, and not included in the amount below. This task includes responses to up to two requests for additional information. JMT assumes that the above information will support a modification to an authorization/permit, which appears to be forthcoming as of the time of this proposal.

**Lump Sum Fee for Task 9: \$3,392.00**

**Task 10: Regulatory Permitting: Clean Water Act Section 404 (Segment 3)**

With assistance from FPDG for engineering data and plans, JMT will prepare a permit application (Form ENG 4345) for a CWA Section 404 authorization from USACE or FDEP. The permit application will be supported by GIS exhibits (location, land use, soils, wetlands, and T&E) and suggest listed species determinations to support USACE consultations under Section 7 of the Endangered Species Act (ESA), and wetland impact drawings. This task includes responses to up to two requests for additional information.

**Lump Sum Fee for Task 10: \$4,242.00**

**Task 11- 100%-Coverage Gopher Tortoise Survey (Pond Site)**

FWC requires that to plan for potential future permitting for relocation of tortoises, a 100%-coverage survey comprising all of the potentially occupied habitats that could be adversely affected by a project must be conducted by a Florida-authorized Gopher Tortoise Agent (GTAA) not more than 90 days prior to any land disturbing activities. If more than 90 days elapse prior to start of construction, FWC will request a new 100% survey be submitted to the agency. JMT's GTAA will survey suitable habitats within the 6-acre pond site and produce a map of potentially occupied burrows.

**Lump Sum Fee for Task 11: \$4,500.00**

**Task 12 Gopher Tortoise Removal Permitting (Pond Site)**

FWC requires approval of a gopher tortoise removal permit and transfer of tortoises to a recipient site prior to construction. JMT will prepare and submit an application for a Gopher Tortoise Conservation Permit to FWC upon completion of Task 11. Written local governmental project approval is required prior to the relocation of tortoises. This can be in the form of a development order, clearing permit, or environmental resource permit. FWC permitting goals include issuance of permits within six to eight weeks for submittal; which results in approximately one month to execute removals. If requested, JMT will attend FWC agency field reviews of the "donor site" (6-acre pond site). Once the tortoise relocation permit has been issued, and with a valid survey (no older than 90 days since completion), JMT will submit a notice of commencement for relocation activities (see Task 13). Following the relocation, JMT will utilize the tortoise data to complete the After-Action report required by FWC. This scope does not include the permit application fee payable to FWC (approximately \$2,800 for up to 12 tortoises) and recipient site fees (estimated at \$1,500 per tortoise, payable to the recipient site accepting relocated tortoises), both of which will be the responsibility of the Owner. JMT will seek to procure a reservation letter from an appropriate recipient site, which is required as part of the permit application process, while the Owner will provide verification of local governmental approval for the pond project. The removal permit application fee is the responsibility of the Owner or their representative.

**Lump Sum Fee for Task 12: \$3,035.00**

**Task 13: Gopher Tortoise Removal (Pond Site) *Not Included***

JMT will coordinate the excavation and relocation of gopher tortoises, based on a 100% survey that according to FWC rules, must be no more than 90-days-old. JMT will provide a backhoe excavator (with welded plate on the bucket; no teeth) and a backhoe operator that will assist in the capture of tortoises. The tortoises will be transported by JMT to the approved recipient site or recipient site agent, if requested. If the recipient site does not provide the required tortoise data, JMT will weigh, measure and mark tortoises per FWC guidelines. The scope and fee indicated here are based on a total of twelve (12) burrows requiring relocation. Should the number of burrows exceed this, a scope amendment will be required.

*Not Included* **Lump Sum Fee for Task 13: \$12,845.00**

**ASSUMPTIONS**

It is understood that JMT will perform services under the sole direction of the Client. In the performance of these services, JMT will communicate its efforts with those of other project team members as required.

The following assumptions are made:

- The site is accessible and JMT is provided with full access to the property.
- There is no other jurisdictional agency involvement.
- A gopher tortoise recipient site is available and will furnish a reservation letter.
- Client or Owner will directly provide the application fee payable to FWC (approximately \$2,800 for up to 12 tortoises) and recipient site fees (estimated at \$1,500 per tortoise) payable to the recipient site accepting relocated tortoises.
- No more than 90 days may lapse between the 100% gopher tortoise survey and land clearing activities.
- Gopher tortoises must be removed prior to land clearing activities

**SERVICES NOT INCLUDED**

The following services have not been included in this Amendment at this time:

- Formal ESA Section 7 Consultation

**CLIENT-FURNISHED INFORMATION**

JMT will rely upon the accuracy and completeness of Client-furnished information in connection with the performance of services under this proposal. Client shall provide JMT with project-related technical data including, but not limited to, the following:

- Boundary Survey of relevant parcels
- Engineering plans and data as indicated above
- Land survey data as indicated above
- Local government approval of the project, which will be required for securing a gopher tortoise relocation permit

**SCHEDULE**

JMT will begin work on authorized tasks within thirty (30) calendar days of Notice to Proceed (NTP). The schedule is also subject to timely delivery of information promised by the Client and is exclusive of Client and local review of interim products.

We sincerely appreciate this opportunity to provide professional services for this project. Please sign where indicated and return hard copy, scan/email, or fax, one (1) copy to our office to constitute our NTP. If you have any questions regarding this proposal, please contact Jason Evert at (904) 476-9571 or [jevart@jmt.com](mailto:jevart@jmt.com).

Sincerely,

**Johnson, Mirmiran & Thompson, Inc.**



**LUIS TELLECHEA**  
Vice President

Attached: Standard Terms and Conditions

## STANDARD TERMS & CONDITIONS

### A. General Provisions

JMT agrees that this proposal shall remain open for 60 days from the date of this proposal. Acceptance of the proposal after the end of the 60 day period is valid if JMT elects, in writing, to reaffirm the proposal and waive its right to re-evaluate and resubmit the proposal.

JMT reserves the right to renegotiate the contract which this proposal, if accepted, will comprise, on or after six (6) months from the date of this proposal, provided the Client is given 30 days of notice in writing, if salaries or operational costs increase in a sufficient amount. Our present quotation is based upon current salaries and operational costs.

It is understood and agreed that once work is started on this project by JMT, only the Client or its duly authorized representative has the authority to order the work stopped on his behalf and only upon giving JMT, 10 days of notice in writing, as to when the work shall stop. The Client further agrees to be liable and pay to JMT, for all labor done, work performed, materials furnished, and expenses incurred up to and including the day work is stopped in accordance with the notice.

JMT will provide the Client with data on electronic files; however, the Client acknowledges that data stored on electronic media can deteriorate undetected or be modified without the JMT's knowledge. Therefore, electronic files are provided without warranty or obligation on the part of JMT as to accuracy of information contained on the electronic files. All information on the electronic files must be independently verified by the Client and the Client agrees to indemnify and hold JMT harmless from any and all claims, damages, losses, and expenses including but not limited to attorney's fees arising out of the use of the electronic files.

Client acknowledges and agrees that JMT may include or otherwise reference the Project in its general project portfolio, and shall be entitled to identify the Project and the services performed by JMT for the Client in its general marketing materials, and for purposes of demonstrating relevant qualifications and experience. JMT shall also have the right to access the Project site to document, photograph, video, and/or record by any media or means, the Project at each phase, during construction and upon completion, for its own use and for other legitimate business purposes, including but not limited to exhibitions, or award competitions, or publication in journals. Any publication of the Project by Client or any representative of the Client, shall include reference to JMT and proper attribution and credit for its role in the Project.

### B. Time of Payments and Litigation Expenses

JMT will submit monthly certified invoices for services rendered during the preceding month. Payments are due and payable within 30 days from the date of invoice. If Client fails to pay the full amount due for services and expenses within 30 days after date of invoice, the amount due will include a charge at the rate of 1-1/2% per month of the outstanding balance from said 30th day. In addition, in the event any invoice has not been paid in full by its due date, JMT may, after giving three (3) days

written notice to Client, suspend services under this Agreement until Client has paid in full amounts due JMT for services, expenses and interest.

In the event JMT deems it necessary to refer any unpaid invoices to its attorneys for the purposes of instituting collection or mechanic's liens proceedings, Client agrees to pay JMT's attorney's fees, court costs, and litigation expenses, including fees for expert witnesses, trial and deposition transcripts, cost of printing briefs, and travel expenses for witnesses, attorneys and employees.

In the event Client asserts a claim against JMT and/or JMT's subconsultants for any act arising out of performance of the services provided herein, whether by an original action, or by counterclaim set-off or other defense to any mechanic's lien or other claim asserted by JMT as a result of Client non-payment of fees and expenses for services rendered, and if Client fails to prevail in such action, counterclaim, set-off, or defense, Client agrees to pay all attorney's fees, costs and litigation expenses (including fees for expert witnesses, trial transcripts and deposition transcripts) incurred by JMT and/or JMT's subconsultants in opposing any such action, counterclaim, set-off or defense.

JMT may withhold the delivery, signature or sealing plans and specifications, and may repossess all plans and specifications previously delivered to or otherwise made available to Client, their agents or assigns, without incurring any liability for direct and/or consequential damages to Client or anyone claiming through them or on their behalf whenever JMT deems it necessary to ensure payment for services rendered. Should any claim for such damages be made, Client agrees to hold JMT harmless from all litigation expenses incurred by JMT as defined herein.

**C. Additional Services**

In the event additional services beyond those identified in the Scope of Work are required by the Client or by circumstances beyond JMT's control, JMT will furnish such services upon written authorization of the Client. Payment for Additional Services will be charged at the following hourly rates which are inclusive of labor, overhead, payroll burden and profit.

<u>Classification</u>	<u>Hourly Rate</u>
n/a	n/a

Any changes to the previously approved submittals will be considered a change in scope of services and JMT will be entitled to additional compensation at the rates herein specified.

**D. Insurance**

JMT maintains Professional Liability, General Liability and Workmen's Compensation Insurance. On request, JMT will furnish Client certification of insurance.

**E. Termination**

In the event of termination of this Agreement by Client, Client shall pay JMT for services (including additional services) rendered, performed, or procured through such phase, including Expenses, at the

rates stated in the Agreement, plus all termination expenses. Termination expenses mean additional Reimbursable Expenses directly attributable to termination.

**F. Indemnification and Limitation of Liability**

Except as otherwise agreed, JMT shall hold harmless and indemnify the Client against injury, loss or damage arising out of the negligent acts, errors or omissions of JMT. The Client agrees to limit JMT's liability hereunder to Client and to all Construction Contractors and Subcontractors on the project, due to such negligent acts, errors or omissions, such the total aggregate liability of JMT to all those named shall not exceed JMT's total fee for services rendered on this project.

**G. Standard of Care**

JMT shall perform the services in a manner consistent with the degree of skill and care ordinarily exercised by members of the same profession currently practicing under the same conditions.

**H. Severability**

If any provision of this Agreement, or application thereof, shall be held invalid, the invalidity shall not affect the other provisions of the Agreement which can be given effect without the invalid provisions or applications, and to this end the provisions of this Agreement are declared to be severable.

WE HEREBY AUTHORIZE JOHNSON, MIRMIRAN & THOMPSON, INC. TO PROCEED IN ACCORDANCE WITH THE ABOVE PROPOSAL. IF ANY PROFESSIONAL SERVICES ARE ORDERED BY A REPRESENTATIVE OF THE CLIENT, FOR ITEMS LISTED ABOVE WITH A RETURNED ACCEPTANCE, THE PRICES AND TERMS OF THIS PROPOSAL SHALL BE IN EFFECT.

ORGANIZATION: \_\_\_\_\_ DATE: \_\_\_\_\_

BY: \_\_\_\_\_ TITLE \_\_\_\_\_

## PROPOSAL DOCUMENT GENERAL CONDITIONS

**Payment** – Payment shall be due within 30 days after date of invoice.

**Insurance** – Meskel & Associates Engineering (MAE) maintains Commercial General Liability with limits of \$1,000,000 – per occurrence, \$2,000,000 general aggregate, \$2,000,000 products and completed operations aggregate. A certificate of insurance can be provided at your request evidencing such coverage. All subcontractors to MAE maintain Workers' Compensation, Employer's Liability with limits of \$1,000,000 bodily injury by accident – each accident, \$1,000,000 bodily injury by disease – each employee, \$1,000,000 bodily injury by disease – policy limit. Workers Compensation coverage is in accordance with the Workers Compensation Law for the State of Florida.

**Professional Liability:** MAE maintains Professional Liability with limits of \$2,000,000 each claim and \$3,000,000 aggregate. A certificate of insurance can be provided at your request evidencing such coverage.

**Right-of-Entry** – Unless otherwise agreed, Client will furnish right-of-entry on the property for MAE to make the planned borings, surveys, and/or exploration. MAE will take reasonable precautions to minimize damage to the property caused by its equipment and sampling procedures, but the cost of restoration or damage which may result from the planned operations is not included in the contracted amount.

**Legal Jurisdiction** – The parties agree that any actions brought to enforce any provision of this Agreement shall only be brought in a court of competent jurisdiction located in Jacksonville, Duval County, Florida.

**Damage to Existing Man-made Objects** – It shall be the responsibility of the Owner or his duly authorized representative to disclose the presence and accurate location of all hidden or obscure man-made objects relative to field tests, sampling, or boring locations. When cautioned, advised or given data in writing that reveal the presence or potential presence of underground or overhead obstructions, such as utilities, MAE will give special instructions to its field personnel. As evidenced by your acceptance of this proposal, Client agrees to indemnify and save harmless MAE from all claims, suits, losses, personal injuries, death and property liability resulting from unusual subsurface conditions or damages to subsurface structures, owned by Client or third parties, occurring in the performance of the proposed work, whose presence and exact locations were not revealed to MAE in writing, and to reimburse MAE for expenses in connection with any such claims or suits, including reasonable attorney's fees.

**Limitation of Responsibility** – Client hereby agrees to the fullest extent permitted by law the Consultant's total liability to Client for any and all injuries, claims, losses, expenses or damages whatsoever arising out of or in any way relating to the project, the site, or this Agreement from any cause or causes including but not limited to the Consultant's negligence, errors, omissions, strict liability, breach of contract, or breach of warranty shall not exceed the greater of the total amount paid by the Client for the services of the Consultant under this contract or \$50,000.00, whichever is greater.

Client and the Consultant agree that to the fullest extent permitted by law the Consultant shall not be liable to Client for any special, indirect or consequential damages whatsoever, whether caused by the Consultant's negligence, errors, omissions, strict liability, breach of contract, breach of warranty or other cause or causes whatsoever.

To the fullest extent permitted by law, Client agrees to defend, indemnify, and hold Consultant, its agents, subcontractors, and employees harmless from and against any and all claims, defense costs, including attorneys' fees, damages, and other liabilities arising out of or in any way related to Consultant's reports or recommendations concerning this Agreement, Consultant's presence on the project property, or the presence, release, or threatened release of asbestos, hazardous substances, or pollutants on or from the project property; provided that Client shall not indemnify Consultant against liability for damages to the extent caused by the negligence or intentional misconduct of Consultant, its agents, subcontractors, or employees.

**Use of Documents** – All documents, including but not limited to drawings, specifications, reports, and data or programs stored electronically, prepared by the Consultant are related exclusively to the services described in this Agreement, and may be used only if the Client has satisfied all of its obligations under this Agreement. They are not intended or represented to be suitable for use, partial use or reuse by the Client or others on extensions of this project or on any other project. Any modifications made by the Client to any of the Consultant's documents, or any use, partial use or reuse of the documents without written authorization or adaptation by the Consultant will be at the Client's sole risk and without liability to the Consultant, and the Client shall indemnify, defend and hold the Consultant harmless from all claims, damages, losses and expenses, including but not limited to attorneys' fees, resulting therefrom. The Consultant's electronic files and source code

developed in the development of application code remain the property of the Consultant and shall be provided to the Client only if expressly provided for in this Agreement. Any electronic files not containing an electronic seal are provided only for the convenience of the Client, and use of them is at the Client's sole risk. In the case of any defects in the electronic files or any discrepancies between them and the hardcopy of the documents prepared by the Consultant, the hardcopy shall govern. Because data stored in electronic media format can deteriorate or be modified without the Consultant's authorization, the Client has 60 days to perform acceptance tests, after which it shall be deemed to have accepted the data.

## PURSUANT TO FLORIDA STATUTES SECTION 558.0035 (2013) AN INDIVIDUAL EMPLOYEE OR AGENT OF MAE MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE.

**Sampling or Testing Location** – Unless specifically stated to the contrary, the fees included in this proposal do not include costs associated with professional land surveying of the site or the accurate horizontal and vertical locations of tests. Field tests or boring locations described in our report or shown on our sketches are based on specific information furnished to us by others or estimates made in the field by our technicians. Such dimensions, depths or elevations should be considered as approximations unless otherwise stated in the report.

**Sample Handling and Retention** – Generally test samples or specimens are consumed and/or substantially altered during the conduct of tests and MAE, at its sole discretion, will dispose (subject to the following) of any remaining residue immediately upon completion of test unless required in writing by the Client to store or otherwise handle the samples. (a) NON HAZARDOUS SAMPLES: At Client's written request, MAE will store test samples and specimens, or the residue thereof for ninety (90) days after submission of MAE's report to Client free of storage charges. After the initial 90 days and upon written request, MAE will store test specimens or samples for a mutually acceptable storage charge and period of time. (b) HAZARDOUS OR POTENTIALLY HAZARDOUS SAMPLES: In the event that samples contain substances or constituents hazardous or detrimental to human health, safety or the environment as defined by federal, state or local statutes, regulations, or ordinances ("Hazardous Substances" and "Hazardous Constituents", respectively), MAE will, after completion of testing and at Client's expense: (i) return such samples to Client; (ii) using a manifest signed by Client as generator, will have such samples transported to a location selected by Client for final disposal. Client agrees to pay all costs associated with the storage, transport, and disposal of such samples. Client recognizes and agrees that MAE is acting as a Bailee and at no time does MAE assume title of said waste.

**Discovery of Unanticipated Hazardous Materials** – Hazardous materials or certain types of hazardous materials may exist at a site where there is no reason to believe they could or should be present. MAE and Client agree that the discovery of unanticipated hazardous materials constitutes a changed condition mandating a renegotiation of the scope of work or termination of services. MAE and Client also agree that the discovery of unanticipated hazardous materials may make it necessary for MAE to take immediate measures to protect health and safety. MAE agrees to notify Client as soon as practicable should unanticipated hazardous materials or suspected hazardous materials be encountered. Client encourages MAE to take any and all measures that, in MAE's professional opinion, are justified to preserve and protect the health and safety of MAE's personnel and the public. Client agrees to compensate MAE for the additional cost of working to protect employees' and the public's health and safety. In addition, Client waives any claim against MAE, and agrees to defend, indemnify and save MAE harmless from any claim or liability for injury or loss arising from MAE's discovery of unanticipated hazardous materials or suspected hazardous materials. Client also agrees to compensate MAE for any time spent and expenses incurred by MAE in defense of any such claim, with such compensation to be based upon MAE's prevailing fee schedule and expense reimbursement policy relative to recovery of direct project costs.

**Force Majeure** – MAE shall not be held responsible for any delay or failure in performance of any part of this Agreement to the extent such delay or failure is caused by fire, flood, explosion, war, strike, embargo, government requirement, civil or military authority, acts of God, act or omission of subcontractors, carriers, client or other similar causes beyond its control.

**ESTIMATE OF WORK EFFORT AND COST - SUBCONSULTANT**

Name of Project: St. Johns Ave Drainage Improvements  
 County: Putnam  
 FPN: RFQ 20-05  
 FAP No.: NA

Consultant Name: Civil Services, Inc.  
 Consultant No.: enter consultants proj. number  
 Date: 2/26/2021  
 Estimator: C. Morse

Staff Classification	Total Staff Hours From "SH Summary" Firm*	Project Manager	Chief Engineer	Sr. Engineer	Engineer	Designer	Staff Classification 5	Staff Classification 6	Staff Classification 7	Staff Classification 8	Staff Classification 9	Staff Classification 10	Staff Classification 11	Staff Classification 12	SH By Activity	Salary Cost By Activity	Average Rate Per Task
		\$100.00	\$72.53	\$72.12	\$32.00	\$28.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			#DIV/0!
3. Project General and Project Common Tasks	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
4. Roadway Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
5. Roadway Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
6a. Drainage Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
6b. Drainage Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
7. Utilities	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
8. Environmental Permits, and Env. Clearances	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
9. Structures - Misc. Tasks, Dwgs. Non-Tech.	64	2	4	13	28	19	0	0	0	0	0	0	0	64	\$2,754	\$43.03	#DIV/0!
10. Structures - Bridge Development Report	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!	
11. Structures - Temporary Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!	
12. Structures - Short Span Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!	
13. Structures - Medium Span Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!	
14. Structures - Structural Steel Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!	
15. Structures - Segmental Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!	
16. Structures - Movable Span	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!	
17. Structures - Retaining Walls	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!	
18. Structures - Miscellaneous	110	3	8	22	44	33	0	0	0	0	0	0	0	110	\$4,733	\$43.03	#DIV/0!
19. Signing & Pavement Marking Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!	
20. Signing & Pavement Marking Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!	
21. Signalization Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!	
22. Signalization Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!	
23. Lighting Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!	
24. Lighting Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!	
25. Landscape Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!	
26. Landscape Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!	
27. Survey (Field & Office Support)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!	
28. Photogrammetry	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!	
29. Mapping	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!	
30. Terrestrial Mobile LIDAR	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!	
31. Architecture Development	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!	
32. Noise Barriers Impact Design Assessment	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!	
33. Intelligent Transportation Systems Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!	
34. Intelligent Transportation Systems Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!	
35. Geotechnical	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!	
36. 3D Modeling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!	
<b>Total Staff Hours</b>	<b>174</b>	<b>5</b>	<b>12</b>	<b>35</b>	<b>70</b>	<b>52</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>174</b>	<b>\$7,486.56</b>	<b>\$43.03</b>	
<b>Total Staff Cost</b>		<b>\$500.00</b>	<b>\$870.36</b>	<b>\$2,524.20</b>	<b>\$2,240.00</b>	<b>\$1,352.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>		<b>\$7,486.56</b>	

SALARY RELATED COSTS:	
OVERHEAD:	
OPERATING MARGIN:	148%
FCCM (Facilities Capital Cost Money):	10%
EXPENSES:	0.403%
SUBTOTAL ESTIMATED FEE:	1.419%
Survey (Field)	0
Geotechnical Field and Lab Testing	4-person crew \$ / day
SUBTOTAL ESTIMATED FEE:	\$19,451.06
Optional Services	
GRAND TOTAL ESTIMATED FEE:	\$19,451.06

Notes:  
 1. This sheet to be used by Subconsultant to calculate its fee.



Project Activity 9: Structures Summary and Miscellaneous Tasks and Drawings

Estimator:

St. Johns Ave Drainage Improvements  
RFQ 20-05

<b>Representing</b>	<b>Print Name</b>	<b>Signature / Date</b>
FDOT District		
Consultant Name		

*NOTE: Signature Block is optional, per District preference*

Task No.	Task	Units	Design and Production Staffhours					Comments			
			No. of Units	Hours per Unit	No. of Sheets	Total					
<b>General Drawings</b>											
9.1	Key Sheet and Index of Drawings	Sheet	0	0	0	0					
9.2	Project Layout	Sheet	0	0	0	0					
9.3	General Notes and Bid Item Notes	Sheet	0	0	0	0					
9.4	Miscellaneous Common Details	Sheet	0	0	0	0					
9.5	Incorporate Report of Core Borings	Sheet	0	0	0	0					
9.6	Standard Plans- Bridges	LS	1	0		0					
9.7	Existing Bridge Plans	LS	1	0		0					
9.8	Assemble Plan Summary Boxes and Quantities	LS	1	10		10					
9.9	Cost Estimate	LS	1	10		10					
9.10	Technical Special Provisions and Modified Special Provisions	LS	1	0		0					
<b>Structures - Summary and Miscellaneous Tasks and Drawings</b>			0		20						
<b>Task No.</b>	<b>Task</b>	<b>Total</b>	<b>Task 10</b>	<b>Task 11</b>	<b>Task 12</b>	<b>Task 13</b>	<b>Task 14</b>	<b>Task 15</b>	<b>Task 16</b>	<b>Task 17</b>	<b>Task 18</b>
10-16	Bridge 1	0	0	0	0	0	0	0	0		
10-16	Bridge 2	0									
10-16	Bridge 3	0									
10-16	Bridge 4	0									
10-16	Bridge 5	0									

Project Activity 9: Structures Summary and Miscellaneous Tasks and Drawings

10-16	Bridge 6	0											
10-16	Bridge 7	0											
10-16	Bridge 8	0											
10-16	Bridge 9	0											
10-16	Bridge 10	0											
17	Retaining Walls	0										0	
18	Miscellaneous Structures	110											110
<b>Structures Technical Subtotal</b>		110	0	0	0	0	0	0	0	0	0	0	110
<b>Task No.</b>	<b>Task</b>	<b>Units</b>	<b>No. of Units</b>	<b>Hours per Unit</b>	<b>Total</b>	<b>Comments</b>							
9.11	Field Reviews	LS	1	0	0								
9.12	Technical Meetings	LS	1	4	4	Meetings are listed below							
9.13	Quality Assurance/Quality Control	LS	%	6%	8								
9.14	Independent Peer Review	LS	1	0	0								
9.15	Supervision	LS	%	6%	8								
<b>Structures Nontechnical Subtotal</b>					20								
9.16	Coordination	LS	1	24	24								
<b>9. Structures - Summary and Miscellaneous Tasks and Drawings</b>					64								

Technical Meetings		Units	No of Units	Hours/ Unit	Total Hours	Comments				PM Attendance at Meeting Required?	Number
BDR	Coordination/Review	EA	0	0	0						0
90/100%	Comment Review	EA	1	2	2						0
Aesthetics	Coordination	EA	0	0	0						0
Regulatory Agency		EA	0	0	0						0
Local Governments (cities, counties)		EA	1	2	2						0
Utility Companies		EA	0	0	0						0
Other Meetings		EA	0	0	0						0
<b>Subtotal Technical Meetings</b>					4						0
Progress Meetings (if required by FDOT)		EA	0	0	0	PM attendance at Progress Meetings is manually entered on General Task 3					--
Phase Review Meetings		EA	0	0	0	PM attendance at Phase Review Meetings is manually entered on General Task 3					--
<b>Total Meetings</b>					4	<b>Total Project Manager Meetings (carries to Tab 3)</b>					0

**Project Activity 18: Miscellaneous Structures**

Estimator:

St. Johns Ave Drainage Improvements  
RFQ 20-05

<b>Representing</b>	<b>Print Name</b>	<b>Signature / Date</b>
<b>FDOT District</b>		
<b>Consultant Name</b>		

*NOTE: Signature Block is optional, per District preference*

Task No.	Task	Unit	No. of Units	Hours/ Unit	No. of Sheets	Total Hours	Comments
<b>Concrete Box Culvert</b>							
18.1	Concrete Box Culverts	EA	5	10		50	Approximately 1100 LF of Box Culvert. Design of precast and CIP box culvert.
18.2	Concrete Box Culverts	EA	0	0		0	
18.3	Concrete Box Culvert Data Table Plan Sheets	Sheet	15	4	15	60	Assume 5 segments including Data Tables and Reinforcing Bar List.
18.4	Concrete Box Culvert Special Details Plan Sheets	Sheet	0	0	0	0	
<b>Strain Poles</b>							
18.5	Steel Strain Poles	Initial Config EA Add'l Config	0 0	0 0		0 0	
18.6	Concrete Strain Poles	Initial Config EA Add'l Config	0 0	0 0		0 0	
18.7	Strain Pole Data Table Plan Sheets	Sheet	0	0	0	0	
18.8	Strain Pole Special Details Plan Sheets	Sheet	0	0	0	0	
<b>Mast Arms</b>							
18.9	Mast Arms	EA Design	0	0		0	
18.10	Mast Arms Data Table Plan Sheets	Sheet	0	0	0	0	
18.11	Mast Arm Special Details Plan Sheets	Sheet	0	0	0	0	
<b>Overhead/Cantilever Sign Structures</b>							
18.12	Cantilever Sign Structures	EA Design	0	0		0	
18.13	Overhead Span Sign Structures	EA Design	0	0		0	
18.14	Special (Long Span) Overhead Span Sign Structures	EA Design	0	0		0	
18.15	Monoboe Overhead Sign Structure	EA Design	0	0		0	
18.16	Bridge Mounted Signs (Attached to Superst.)	EA Design	0	0		0	
18.17	Overhead and Cantilever Sign Structures Data Table Plan Sheets	Sheet	0	0	0	0	
18.18	Overhead and Cantilever Sign Structures Special Details Plan Sheets	Sheet	0	0	0	0	

**Project Activity 18: Miscellaneous Structures**

<b>High Mast Lighting</b>							
18.19	Non-Standard High Mast Lighting Structures	EA Design	0	0	0	0	
18.20	High Mast Lighting Special Details Plan Sheets	Sheet	0	0	0	0	
<b>Noise Barrier Walls (Ground Mount)</b>							
18.21	Horizontal Wall Geometry	EA Wall	0	0	0	0	
18.22	Vertical Wall Geometry	EA Wall	0	0	0	0	
18.23	Summary of Quantities - Aesthetic Requirements	Sheet	0	0	0	0	
18.24	Control Drawings	Sheet	0	0	0	0	
18.25	Design of Noise Barrier Walls Covered by Standards	EA Design	0	0	0	0	
18.26	Design of Noise Barrier Walls Not Covered by Standards	EA Design	0	0	0	0	
18.27	Aesthetic Details	LS	1	0	0	0	
<b>Special Structures</b>							
18.28	Fender System	LS	1	0	0	0	
18.29	Fender System Access	LS	1	0	0	0	
18.30	Special Structures	LS	1	0	0	0	
18.31	Other Structures	LS	1	0	0	0	
<b>Ancillary Structures Report</b>							
18.32	Condition Evaluation of Signal and Sign Structures, and High Mast Light Poles	EA structure	0	0	0	0	
18.33	Condition Evaluation of Signal and Sign Structures, and High Mast Light Poles (No As built or Design Plans Available)	EA structure	0	0	0	0	
18.34	Analytical Evaluation of Signal and Sign Structures, and High Mast Light Poles	EA structure	0	0	0	0	
18.35	Ancillary Structures Report	LS	1	0	0	0	
<b>18. Structures - Miscellaneous Total</b>					<b>15</b>	<b>110</b>	