

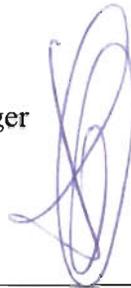
MEMORANDUM

December 23, 2015

TO: Dennis Beach, City Manager

THRU: Greg Harrison, Assistant City Manager
John Sfiropoulos, City Engineer

FROM: Horacio Danovich, CIP Manager



Issue

Staff is seeking City Commission's approval of a Resolution to execute Work Authorization No. 2 in the sum of \$79,100.00 to allow Keith and Associates ("KA") to assist the City with surveying, design and permitting efforts for the NW 7th Avenue sidewalk project (see Location Map).

Recommendation

Staff recommends Approval.

Background

Staff is seeking City Commission's approval to execute a Work Authorization in the sum of \$79,100.00. This work order will allow KA to provide design services related to the construction of sidewalk improvements along NW 7th Avenue from MLK Boulevard to NW 10th Street, and along NW 6th Street from NW 4th Avenue to NW 10th Avenue.

The City applied and was awarded a State of Florida Transportation Enhancement grant in the sum of \$474,342.00 (including \$50,822 for CEI services)(see Exhibit "A"). This grant is geared to fund construction efforts of sidewalks along NW 7th Avenue in areas where sidewalks are not present. Moreover, funds are intended to be used to construct sidewalks along NW 6th Street connecting sections without a public sidewalk as well.

The City plans to use City forces to construct the sidewalk using Florida Department of Transportation's "Force Account" approach whereas the State allows the City to perform all construction work, instead of bidding it out. This approach will result in considerable cost

savings. In general terms, construction efforts do not require much other than forming and pouring concrete, and City Staff is very well equipped and savvy to carry out the work.

However, the City needs to retain a design professional to help with surveying, plan layout, civil engineering (grading, construction details, etc.), and permitting services. KA is FDOT-certified and has performed similar services in the past. Staff recommends approval.

Proposed Sidewalk
Location Map



NORTH

NW 8 St

NW 6 St

Proposed 6' Sdwb

NW 7 Ave

MLK Boulevard

Blanch Ely Ave

NW 6th

NW 5th St

NW 4th Ct

NW 4th Ave

NW 4th

NW 7th Terrace

NW 7th Terrace E

NW 7th Terrace W

Dr

NW

av

N



Florida Department of Transportation

RICK SCOTT
GOVERNOR

3400 West Commercial Boulevard
Fort Lauderdale, FL 33309

ANANTH PRASAD, P.E.
SECRETARY

May 9, 2014

Mr. Dennis Beach
City Manager
City of Pompano Beach
100 W. Atlantic Boulevard, 4th Floor,
Pompano Beach, FL 33060

Subject: Agency commitment to Schedule and Funding for FM# 435145-1-58-01
NW 7TH AVE FROM ATLANTIC BLVD. TO NW 8TH STREET

Dear Mr. Beach:

We are pleased to inform you that your project has been programmed in FDOT District 4 work program for fiscal year 2017. This letter is to confirm your agency's commitment to the above referenced project. Success of the Local Agency Program can only be achieved through partnership and communication. Please review in detail the attached schedule and funding information in the tables below. Please reply with your agency's commit to meeting the schedule, including Production and Encumbrance; for a complete schedule refer to the attached. In addition, please verify the project limits. **Please respond to this letter by: May 30, 2014.**

Schedule Milestone Summary

Submittals	Start Date	Current Float	
Agency Submits Preliminary Phase	03/25/15	43	
Agency Submits Initial Phase	10/14/15	43	
Agency Submits Constructability Phase	04/08/16	43	
Production	08/01/16	0 Month	
FDOT Encumbrance (LAP Commitment)	11/04/16	0 Month	
Phase	Federal/ State Funds	Agency	Amount
58 (Construction)	x		\$ 423,520
58 (Construction)		x	\$ 478,784
68 (CEI)	x		\$ 50,822

Schedule summary as of 5/8/14

Sincerely,

Ellen Daniel, PE, CPM
Local Program Engineer
Florida Department of Transportation

Cc: Greg Stuart
Leslie Wetherell
Arleen Dano

435145.1.58NW 7TH AVE. ATLANTIC BLVD. TO NW 8TH STREET

Activity ID	RESP	Activity Name	Orig Dur	Remaining Duration	Activity % Complete	Start	Finish	Late Start	Late Finish	Total Float
HA29901010	CC	Assign Project Manager	0	0	0%	7/1/14		9/2/14		43
HA06899010	AG	Agency Prepares Project-Specific LAP Certification	60	60	0%	7/1/14	9/24/14	9/2/14	11/25/14	43
HA25099010	CC	Phase 31 Opened	1	1	0%	7/1/14	7/1/14	11/25/14	11/25/14	102
HA57002010	CC	Project Planning and Programming	80	80	0%	9/25/14	1/22/15	11/26/14	3/24/15	43
HA57002110	CC	FDOT Verifies Scope of Work	20	20	0%	7/1/14	7/29/14	2/25/15	3/24/15	163
HA57002310	CC	FDOT Initial Contact with Agency	20	20	0%	7/1/14	7/29/14	2/25/15	3/24/15	163
HA57002210	CC	FDOT Verifies Funding and Project Limits	20	20	0%	7/1/14	7/29/14	2/25/15	3/24/15	163
HA16899020	AG	Agency Submits Project-Specific LAP Certification Documentation	1	1	0%	1/22/15	1/22/15	3/24/15	3/24/15	43
HA06199020	AG	Agency Submits Preliminary Phase	1	1	0%	1/23/15	1/23/15	3/25/15	3/25/15	43
HA13599110	EM	FDOT Environmental Preliminary Field Review	20	20	0%	1/26/15	2/20/15	5/26/15	4/22/15	43
HA23499020	CC	Project Kickoff Meeting	1	1	0%	2/23/15	2/23/15	4/23/15	4/23/15	43
HA06101030	AG	Agency Prepares Initial Plans	120	120	0%	2/24/15	8/12/15	4/24/15	10/13/15	43
HA12599151	EM	FDOT PLEM Notifies Need for Environmental Documents	1	1	0%	2/23/15	2/23/15	8/25/15	3/25/15	129
HA23399010	AG	Agency Environmental Consultant Acquisition	40	40	0%	2/24/15	4/20/15	8/26/15	10/21/15	129
HA06199130	AG	Agency Submits Initial Phase	1	1	0%	8/13/15	8/13/15	10/14/15	10/14/15	43
HA16899030	CC	FDOT Reviews Project Specific LAP Certification Package	60	60	0%	1/23/15	4/16/15	10/15/15	1/13/16	186
HA16199260	AG	Agency Prepares Constructability Plans	120	120	0%	8/14/15	2/8/16	10/15/15	4/7/16	43
HA12599251	AG	Agency Prepares Environmental Documentation / Memo	100	100	0%	4/21/15	9/10/15	10/22/15	3/17/16	129
HA16899040	AG	Agency Revises Project Specific LAP Certification Package	20	20	0%	4/17/15	5/14/15	1/14/16	2/11/16	186
HA23599020	CC	FDOT Submits Initial Phase for ERC Review (optional)	1	1	0%	8/14/15	3/14/16	2/11/16	2/11/16	122
HA16899050	CC	FDOT Final Review of Project Specific LAP Certification Package	40	40	0%	5/15/15	7/13/15	2/12/16	4/7/16	186
HA23599030	CC	FDOT ERC Review of Initial Phase (for critical projects)	20	20	0%	8/17/15	9/14/15	2/12/16	3/10/16	122
HA17499020	EM	FDOT Environmental Review of Initial Plans	20	20	0%	8/14/15	9/11/15	2/12/16	5/10/16	123
HA31299010	CC	FDOT Right of Way Review of Initial Plans	20	20	0%	8/14/15	9/11/15	2/12/16	3/10/16	123
HA18899010	AG	Agency Responds to Initial Phase Review Comments	20	20	0%	9/15/15	10/12/15	3/11/16	4/7/16	122
HA12599351	AG	Agency Submits Environmental Document Draft	1	1	0%	9/11/15	9/11/15	3/18/16	3/18/16	129
HA13299451	EM	FDOT Reviews Environmental Document Draft	20	20	0%	9/14/15	10/9/15	3/21/16	4/15/16	129
HA12599140	EM	FDOT Env LAP Contamination Coord Mtg w Dist Contamination Impact	5	5	0%	9/15/15	9/21/15	4/1/16	4/7/16	137
HA16899060	CC	FDOT Issues Project-Specific LAP Certification	1	1	0%	7/14/15	7/14/15	4/8/16	4/8/16	186
HA06199140	AG	Agency Submits Constructability Phase	1	1	0%	2/9/16	2/9/16	4/8/16	4/8/16	43
HA36199270	CC	FDOT Submits Constructability Phase for ERC Review	1	1	0%	2/10/16	2/10/16	4/11/16	4/11/16	43
HA36199160	EM	FDOT Environmental Review of Constructability Plans	20	20	0%	2/10/16	3/8/16	4/12/16	5/9/16	44
HA36199290	CC	FDOT ERC Review of Constructability Phase	20	20	0%	2/11/16	3/9/16	4/12/16	5/9/16	43
HA12599551	AG	Agency Revises Environmental Documents	15	15	0%	10/12/15	10/30/15	4/18/16	5/6/16	129
HA12599651	AG	Agency Submits Final Draft Environmental Documents	1	1	0%	11/2/15	11/2/15	5/9/16	5/9/16	129
HA12599451	AG	Agency Prepares Environmental Memo	40	40	0%	2/24/15	4/20/15	5/10/16	7/6/16	306

435145.1.58NW 7TH AVE, ATLANTIC BLVD, TO NW 8TH STREET

Activity ID	RESP	Activity Name	Ong Dur	Remaining Duration	Activity % Complete	Start	Finish	Late Start	Late Finish	Total Float
HA12599751	EM	FDOT Sends Final Documents to FHWA for Review	20	20	0%	11/3/15	12/3/15	5/10/16	6/7/16	129
HA36199280	AG	Agency Responds to Constructability ERC Comments	40	40	0%	3/10/16	5/4/16	5/10/16	7/6/16	43
HA12599851	EM	FHWA Sends Final Documents to SHPO for Review	20	20	0%	12/4/15	1/4/16	6/8/16	7/6/16	129
HA17499030	EM	FDOT Environmental Certification	1	1	0%	5/5/16	5/5/16	7/7/16	7/7/16	43
HA18701080	RW	FDOT ROW Certification for Construction (Letter)	1	1	0%	5/5/16	5/5/16	7/7/16	7/7/16	43
HA06199150	AG	Agency Submits Production Package	1	1	0%	5/6/16	5/6/16	7/8/16	7/8/16	43
HA06199170	CC	FDOT Reviews Production Package	15	15	0%	5/9/16	5/27/16	7/11/16	7/29/16	43
HA06199150	CC	Production	1	1	0%	8/1/16*	8/1/16*	8/1/16	8/1/16	0
HA07701110	CC	FDOT Prepares LAP Agreement	15	15	0%	8/2/16	8/22/16	8/5/16	8/25/16	3
HA07702110	CC	FDOT Sends LAP agreement to Agency	1	1	0%	8/23/16	8/23/16	8/26/16	8/26/16	3
HA07701130	AG	Agency Signs and Returns LAP Agreement	60	60	0%	8/24/16	10/22/16	8/29/16	10/27/16	5
HA45601130	CC	FDOT Encumbrance Process	5	5	0%	10/24/16	10/28/16	10/28/16	11/3/16	4
HA45501010	CC	FDOT Encumbers funds for CEI Other Agency	1	1	0%	11/4/16*	11/4/16*	11/4/16	11/4/16	0
HA45401130	CC	FDOT Encumbrance (LAP Commitment)	1	1	0%	11/4/16*	11/4/16*	11/4/16	11/4/16	0
HA06101160	CC	FDOT Legal Review of Signed LAP Agreement	5	5	0%	11/7/16	11/14/16	11/7/16	11/14/16	0
HA77011140	CC	FDOT Executes LAP Agreement	3	3	0%	11/15/16	11/17/16	11/15/16	11/17/16	0
HA23401080	CC	FDOT Issues LAP NTP to Agency	1	1	0%	11/18/16	11/18/16	11/18/16	11/18/16	0
HA27801030	AG	Agency Prepares Project Advertisement	15	15	0%	11/21/16	12/13/16	11/21/16	12/13/16	0
HA27801040	AG	Agency Project Advertisement	20	20	0%	12/14/16	1/12/17	12/14/16	1/12/17	0
HA28901010	AG	Agency Opens Bids and Notifies FDOT of Results	20	20	0%	1/13/17	2/10/17	1/13/17	2/10/17	0
HA07701270	CC	FDOT Issues Bid Concurrence	5	5	0%	2/13/17	2/17/17	2/13/17	2/17/17	0
HA07701140	AG	Agency Commission Approves Construction Contract	40	40	0%	2/20/17	4/14/17	2/20/17	4/14/17	0
HA23401040	AG	Agency Issues Construction NTP	15	15	0%	4/17/17	5/5/17	4/17/17	5/5/17	0
HA23499050	AG	Agency Breaks Ground	5	5	0%	5/8/17	5/12/17	5/8/17	5/12/17	0
HA07701230	AG	Agency Submits Construction and CEI Invoices	200	200	0%	5/15/17	3/1/18	5/15/17	3/1/18	0
HA07701240	AG	Agency Submits Final Invoice and Close-out Package	20	20	0%	3/2/18	3/29/18	3/2/18	3/29/18	0
HA07701260	CC	FDOT Submits Close-out Package to Financial Services	40	40	0%	3/30/18	5/24/18	3/30/18	5/24/18	0
HA07701250	CC	FDOT Submits Close-out Package to FHWA	20	20	0%	5/25/18	6/22/18	5/25/18	6/22/18	0
HA02500100	CC	LAP Complete	0	0	0%		6/22/18*		6/22/18	0



City Attorney's Communication #2016-291

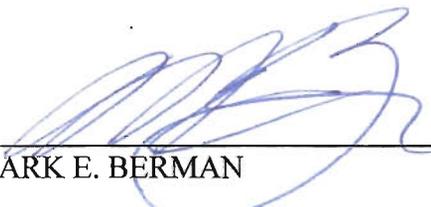
December 21, 2015

TO: Horacio Danovich, CIP Engineer
FROM: Mark E. Berman, City Attorney
RE: Resolution – Work Authorization No. 2 / Keith and Associates, Inc.

Pursuant to your e-mail dated December 18, 2015, attached please find the following captioned resolution:

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF POMPANO BEACH, FLORIDA, APPROVING AND AUTHORIZING THE PROPER CITY OFFICIALS TO EXECUTE WORK AUTHORIZATION NO. 2 FOR PROFESSIONAL SERVICES IN THE AMOUNT OF \$79,100.00 FOR THE NW 7TH AVENUE SIDEWALK EXTENSION (LAP PROJECT), PURSUANT TO THE CONTRACT FOR CONSULTING/PROFESSIONAL SERVICES BETWEEN THE CITY OF POMPANO BEACH AND KEITH AND ASSOCIATES, INC. FOR VARIOUS CITY PROJECTS; PROVIDING AN EFFECTIVE DATE.

Please feel free to contact me if I may be of further assistance.



MARK E. BERMAN

/jrm
l:cor/engr/2016-291

Attachment

CITY OF POMPANO BEACH
Broward County, Florida

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF POMPANO BEACH, FLORIDA, APPROVING AND AUTHORIZING THE PROPER CITY OFFICIALS TO EXECUTE WORK AUTHORIZATION NO. 2 FOR PROFESSIONAL SERVICES IN THE AMOUNT OF \$79,100.00 FOR THE NW 7TH AVENUE SIDEWALK EXTENSION (LAP PROJECT), PURSUANT TO THE CONTRACT FOR CONSULTING/PROFESSIONAL SERVICES BETWEEN THE CITY OF POMPANO BEACH AND KEITH AND ASSOCIATES, INC. FOR VARIOUS CITY PROJECTS; PROVIDING AN EFFECTIVE DATE.

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF POMPANO BEACH, FLORIDA:

SECTION 1. That a work authorization pursuant to the Contract for Consulting/Professional Services between the City of Pompano Beach and Keith and Associates, Inc., for the NW 7th Avenue Sidewalk Extension (LAP Project), a copy of which work authorization is attached hereto and incorporated by reference as if set forth in full, is hereby approved.

SECTION 2. That the proper City officials are hereby authorized to execute said work authorization between the City of Pompano Beach and Leisure Grant Services, Inc.

SECTION 3. This Resolution shall become effective upon passage.

PASSED AND ADOPTED this _____ day of _____, 2016.

LAMAR FISHER, MAYOR

ATTEST:

ASCELETA HAMMOND, CITY CLERK

**WORK AUTHORIZATION PURSUANT TO THE AGREEMENT FOR
PROFESSIONAL SERVICES BETWEEN
THE CITY OF POMPANO BEACH
AND KEITH AND ASSOCIATES, INC.**

DATE: December 11, 2015

WORK AUTHORIZATION NO. # 02

PROJECT NO. 02 (CITY) 07020.20 (K&A)

TITLE: NW 7 Avenue Sidewalk Extension (LAP Project)

This work authorization is pursuant to the Agreement for Professional Services between the City of Pompano Beach and Keith and Associates, Inc., approved by City Ordinance #2016-19, passed and adopted on November 2, 2015.

PROJECT

NW 7th Avenue Sidewalk Extension (LAP Project) – Design and Permitting

The purpose of this Agreement is to outline the scope of services recommended by CONSULTANT and accepted by CITY, and to establish the contractual conditions between CONSULTANT and CITY with respect to the proposed services. The services include providing professional surveying and engineering services associated with the design and permitting of sidewalk and limited roadway improvements along the following roadway segments within the City of Pompano Beach, Broward County, Florida:

1. NW 7th Avenue (between Martin Luther King Boulevard (intersection not included) and NW 8th Street (approximately 1,600 feet)). This segment of NW 7th Avenue is identified as a City roadway and outside of the Broward County Trafficways Plan. However, the improvements will be limited to the existing 50-ft (typical) R-O-W (however there are R-O-W segments that vary from 30-ft to 55-ft per City's R-O-W Maps), and other existing roadway conditions.
2. NW 6th Street for limited segments to complete limited sidewalk gaps between NW 4th Avenue and NW 10th Avenue.
 - a. East and West of NW 8th Ave. (approximately 350 feet).
 - b. East of NW 7th Ave. (approximately 200 ft)

These two segments of NW 6th Street are the only roadway segments between NW 4th Avenue and NW 10th Avenue where existing sidewalk along the south side has not been constructed. NW 6th Avenue is identified as a City roadway and outside of the Broward County Traffic ways Plan. However, per the City's R-

O-W Maps it appears the existing available R-O-W along these segments is less than 40-ft and there may even be conflicts with private fencing and/or actual residential single family structures which could prevent the sidewalk extension.

SCOPE OF SERVICES

A- Surveying Services

Task 001 Topographic Survey

CONSULTANT shall complete a Topographic Survey throughout the project limits. Survey shall extend 15 feet beyond the apparent right-of-way lines. Survey will include the location of all surface features and elevations will be observed at intervals appropriate to show the surface topography including grade breaks, swales and other changes in elevation. No subsurface features, including sanitary and storm drainage systems, will be investigated. The existing right-of-way lines will be recovered using the City's right-of-way maps and the plats and official records that can be found from the public records of Broward County.

The horizontal datum shall be referenced to the North American Datum of 1983 with the 2011 adjustment applied (NAD83/11). The vertical datum shall be referenced to the North American Vertical Datum of 1988 (NAVD88). The Topographic Survey shall conform to the Standards of Practice as set forth by the Florida Board of Professional Surveyors and Mappers in Chapter 5J-17 of the Florida Administrative Code, pursuant to Section 5J-17 of the Florida Statutes.

The Lump Sum fee for this Task shall be.....\$25,000.00

B- Subsurface Utility Engineering (SUE) and Utility Coordination Services

Not included at this time in this scope of work.

C- Engineering Services

Task 002 Research/Data Collection

The CONSULTANT will evaluate the area of proposed improvements and will meet with the applicable governmental agencies having jurisdiction over the project to collect pertinent information including but not limited to; utility as-builts plans (FPL, AT&T, Comcast, water, sewer and drainage); permit and plan approval requirements.

The Topographic Survey developed under Task 001 shall be utilized as the basis for the design plans.

Engineering review will consist of:

- a. Analysis of existing infrastructure as it relates to the proposed improvements.
- b. Review of existing utility infrastructure (subsurface and above ground) as it relates to the proposed roadway improvements.

The Lump Sum fee for this Task shall be \$3,420.00

Task 003 Schematic Plans

The CONSULTANT shall prepare a schematic engineering plans for the sidewalk improvements along NW 7th Avenue between Martin Luther King Boulevard (intersection not included) and NW 8th Street (approximately 1,600 feet). This segment of NW 7th Avenue is identified as a City roadway and outside of the Broward County Trafficways Plan. However, the improvements will be limited to the existing 50-ft (typical) R-O-W (however R-O-W vary from 30-ft to 55-ft per City's R-O-W Maps), and the existing roadway section.

The schematic plans will also include sidewalk extensions for limited sidewalk gaps along NW 6th Street between NW 4th Avenue and NW 10th Avenue.

- a. East and West of NW 8th Ave. (approximately 350 feet).
- b. East of NW 7th Ave. (approximately 200 ft)

These two segments of NW 6th Street are the only roadway segments between NW 4th Avenue and NW 10th Avenue where existing sidewalk along the south side has not been constructed. NW 6th Avenue is identified as a City roadway and outside of the Broward County Trafficways Plan. However, per the City's R-O-W Maps it appears the existing available R-O-W along these segments is less than 40-ft and there may even be conflicts with private fencing and/or actual residential single family structures which could prevent the sidewalk extension.

It is anticipated that sidewalk easements will be required; however, per typical FDOT LAP Agreement requirements, any easements that would have been required would have been acquired by the City (Local Agency) prior to entering into the agreement with FDOT. If sidewalk easements are determined to be required; evaluation, coordination and preparation of sketches/legal for these easements are not included in this scope of work at this time (a separate Work Authorization or Addendum will be required).

Schematic Plans shall include:

- Cover Sheet
- Topographic Survey
- Preliminary Typical Section(s)
- Preliminary Paving and Grading Plans (initial anticipated sidewalk alignment, curb placement, establishment of existing access driveways, minor associated roadway improvements).
- Preliminary Identification of Utility Conflicts.

Preliminary stormwater management calculations shall be prepared to address the required stormwater management criteria (water quality/quantity) by City of Pompano Beach, BCEPGMD and-FDOT. In addition, the CONSULTANT shall prepare an engineer's opinion of probable cost estimate based on the schematic plans prior to beginning with design development plans.

The results of the hydraulic conductivity tests (performed under a separate work authorization by City) will be critical in the development of the proposed drainage improvements. This is crucial to the design since in review of the City's stormwater utility atlas map there seems to be no existing positive discharge.

At the request of the CITY, the CONSULTANT shall attend up to two (2) team meetings

required to review the work associated with this task and overall project status.

The Lump Sum fee for this Task shall be.....\$7,200.00

Task 004 Design Development Plans

Based upon the approved Schematic Design Documents, Keith and Associates will prepare Detailed Design Documents to describe details, and other elements critical to the design of the project. At the Design Development level, the format is more detailed and is essentially a 60% Construction Document set which will be used to submit to FDOT (LAP Review) and other outside agencies. These drawings will address:

Roadway Design Development Plans shall include:

- Detailed Typical Section(s)
- Detailed Sidewalk Layout Plans
- Detailed Paving, Grading and Drainage Plans (drainage layout, sidewalk grading, curb placement, new swale grading, identification of required pavement widening areas, milling/resurfacing areas, pavement removal areas). Harmonization details for areas outside of R-O-W) will not be allowed by FDOT per standard LAP Agreement. If sidewalk easements are determined to be required; evaluation, coordination and preparation of sketches/legals for these easements are not included in this scope of work at this time (a separate Work Authorization or Addendum will be required).
- Detailed Utility Adjustment Plans (not included in this scope of work at this time – if required a separate Work Authorization or Addendum will be required).
- Construction Details
- Construction Notes
- Stormwater Pollution Prevention Plan and Details

Final stormwater management calculations shall be prepared to address the required stormwater management criteria (water quality/quantity) by City of Pompano Beach, BCEPGMD and FDOT. In addition, the CONSULTANT shall prepare an updated engineer's opinion of probable cost estimate based on the design development plans prior to beginning with development of Final Construction Document plans.

At the request of the CITY, the CONSULTANT shall attend up to two (2) team meetings required to review the work tasks associated with this task and overall project status.

The Lump Sum fee for this Task shall be.....\$9,480.00

Task 005 Final Construction Documents (Final Plans and Specifications)

The CONSULTANT shall prepare final roadway plans to include:

- Cover Sheet
- Final Typical Section(s)
- Final Sidewalk Layout Plans

- Final Paving, Grading and Drainage Plans
- Final Utility Adjustment Plans (not included in this scope of work at this time – if required a separate Work Authorization or Addendum will be required).

- Final Pavement Marking and Signage Plans
- Construction Details
- BCTED Standard Details and Notes
- City of Pompano Beach Standard Details and Notes
- Construction Notes
- Stormwater Pollution Prevention Plan and Details
- Traffic Control Plans per standard FDOT Index.

The CONSULTANT shall finalize the stormwater management calculations to address all comments during the permitting process. The CONSULTANT shall update the engineer's opinion of probable cost estimate based on the Final Plans.

The CONSULTANT shall prepare technical specifications in City approved format and provide them to the CITY for inclusion into the bid/contract documents. The front end documents (i.e. contract requirements, general requirements, bid form) will be prepared by the City, as required and conforming with FDOT LAP requirements.

At the request of the CITY, the CONSULTANT shall attend up to two (2) team meetings required to review the work tasks associated with the design, permitting and overall project status.

The Lump Sum Fee for this Task shall be.....\$12,760.00

Task 006 Permitting

The CONSULTANT shall prepare the permit applications for the construction of the improvements designed as defined by this Agreement and submit them to the following regulatory agencies. All permit application fees shall be the responsibility of the CITY.

Paving and Grading Plans and Stormwater Approval

City of Pompano Beach
Broward County Environmental Protection and Growth Management Department (BCEPGMD)
South Florida Water Management District (SFWMD)
Broward County Highway and Construction Engineering Division (BCHCED)
Florida Department of Transportation (LAP process under separate task)

Pavement Marking Plans

City of Pompano Beach
Broward County Traffic Engineering Division (BCTED)
Florida Department of Transportation (LAP process under separate task)

The Lump Sum fee for this Task shall be.....\$8,700.00

Task 007 FDOT LAP - Pre-Construction Coordination Services

Subsequent to previous LAP project(s) completed for the City of Pompano Beach the following is K&A's understanding:

- Design Plans can be prepared at 24"X36" and 1"=20' scale.

- Plans do not necessarily need to meet FDOT Plans Preparation Manual and/or FDOT Design Standards. At a minimum they should follow Florida Greenbook standards.
- Cost Estimates shall be prepared in a similar format to that previously prepared by City and accepted by FDOT.
- Bid/Procurement shall follow City standards; however, cannot be in conflict with LAP agreement. Divisions 0 and 1 specifications (“front end documents”) can be standard City documents. However, FDOT LAP Coordinator will provide Federal Requirements that will need to be added to the Construction Documents.
- The technical specifications can be non-FDOT since project is off the State Highway System (SHS).
- Right-of-Way. FDOT LAP projects do not allow any work to be included on the plans outside of right-of-way. However, in accordance with other LAP project(s) for the City it was agreed that all required new pavement markings and signage outside the right-of-way (within private driveways) will need to be labeled “By Others”.
- MOT/TCP Plans – FDOT will require that TCP/MOT sheets will need to be included. Since project is off-SHS typical index sheets will be required and included on the plans together with any special phasing notes that the contractor will need to be aware of.
- Typical Section Package – FDOT will accept the Typical Section details shown on Construction Plan sheets.
- Pavement Design Package – FDOT indicated that they will accept Milling/Resurfacing and Pavement Widening acceptable to the City. Design Exceptions – FDOT indicated that design exception requests with justifications (i.e. clear zones not being met; segment of 5-ft wide sidewalk) will need to be submitted to FDOT for FDOT District Engineer approval.
- Proprietary Materials or branded items (i.e. “Rainbird” for irrigation) will require submittal of Proprietary request letter for FDOT District Engineer approval.

The following will need to be provided by the City (Local Agency):

- Ensure Title VI/Non-Discrimination Compliance. Local Agency (LA) shall assign Title VI Coordinator. Ensure standard City front end documents include non-discrimination language in compliance with LAP agreement.
- Front end documents shall include language to ensure subcontractors are paid within 30 days of the prime general contractor being paid.
- City (LA) shall assign ADA Coordinator.
- Ensure standard City front end documents include statement that the “Use of DBEs in encouraged, but there can be no DBE preference criteria in the selection process. The City (LA) cannot force the use of local businesses while using Federal funds.
- FDOT indicated that “No” Warranties for labor and materials should be included in the general conditions.
- The technical specifications can be non-FDOT since project is off the State Highway System (SHS) with the exception of the “Big Four” in which FDOT specifications should be used. The “Big Four” consist of earthwork, asphalt, concrete and landscaping.
- City (LA) shall include contingencies within budget for potential overruns and/or

encountered conditions.

The Lump Sum fee for this task shall be.....\$12,540.00

CONSULTANT’S TOTAL ESTIMATED FEE.....\$ 79,100.00

D- Post Design Services (Bid/Procurement Assistance & Construction Coordination)

Not included at this time in this scope of work.

E- Landscape Architecture Services

Not included at this time in this scope of work.

Schedule

Subsequent to the execution of this Agreement, the Consultant shall commence work on the project. We anticipate completing the services and tasks included in this agreement within 4-6 months from the fully executed Agreement.

City’s Responsibility

The City shall assist Consultant with the following items in order to expedite the completion of the project in an effective manner.

- A. Designate a representative(s) who shall have the authority to transmit instruction, receive information and enunciate policies and decisions.
- B. Provide access to and obtain permission for Consultant to enter upon public lands as required at no additional cost to perform surveys, observations, or other necessary services under this Agreement.
- C. Assist in obtaining required approvals, permits, or consents from governmental or regulatory bodies or others necessary for the completion of the work, with Consultant being primarily responsible for preparation of permit applications and supporting documentation.
- D. Make available to Consultant all of its existing information which may in any way be pertinent to the project.
- E. Attend meetings with regulatory agencies.
- F. Review contract documents and provide comments in a timely manner.

Additional Services

Consultant shall not perform any additional services without the written consent of the City. Services performed beyond the Scope of Services described above shall be

“CITY”:

Witnesses:

CITY OF POMPANO BEACH

By: _____
LAMAR FISHER, MAYOR

By: _____
DENNIS W. BEACH, CITY MANAGER

Attest:

(SEAL)

ASCELETA HAMMOND, CITY CLERK

Approved As To Form:

MARK E. BERMAN, CITY ATTORNEY

STATE OF FLORIDA
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me this _____ day of _____, 2016 by **LAMAR FISHER**, as Mayor, **DENNIS W. BEACH** as City Manager and **ASCELETA HAMMOND**, as City Clerk of the City of Pompano Beach, Florida, a municipal corporation, on behalf of the municipal corporation, who are personally known to me.

NOTARY’S SEAL:

NOTARY PUBLIC, STATE OF FLORIDA

(Name of Acknowledger Typed, Printed or Stamped)

Commission Number

CONSULTANT:

Witnesses:

KEITH AND ASSOCIATES, INC.

Elizabeth Lawrence

By: _____

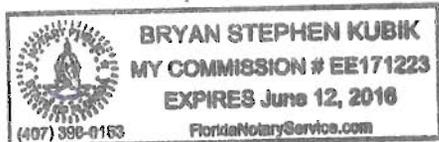
A. Dodie Keith-Lazowick
President
301 East Atlantic Blvd.
Pompano Beach, FL 33060

Standa Shereff

STATE OF FLORIDA
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me this 28th day of December, 2015 by A. DODIE KEITH-LAZOWICK President of Keith and Associates, Inc., a Florida corporation, on behalf of the corporation and who is personally known to me.

NOTARY'S SEAL:



Bryan Kubik
NOTARY PUBLIC STATE OF FLORIDA
(Signature of Notary Taking Acknowledgement)

Bryan Kubik
(Name of Acknowledger Typed, Printed or Stamped)

EE171223
Commission Number

**EXHIBIT A
 PROFESSIONAL SERVICE FEE SCHEDULE – Page 1 of 2**

	Hourly Rate
01 Administrative Assistant	\$50.00
11 Technician	\$80.00
15 Senior Technician	\$90.00
30 Associate Planner	\$90.00
32 Senior Planner (AICP)	\$125.00
33 Landscape Designer	\$80.00
34 Senior Landscape Designer	\$100.00
35 Landscape Architect (RLA)	\$125.00
36 ISA Certified Arborist	\$125.00
50 Project Engineer	\$100.00
51 Senior Project Engineer	\$115.00
52 Professional Engineer (PE)	\$125.00
53 Field Representative	\$75.00
54 Sr Field Representative	\$90.00
60 Project Manager	\$125.00
61 Senior Project Manager	\$160.00
70 Principal	\$190.00
72 Expert Witness Testimony	\$250.00
76 BIM Modeler	\$110.00
77 GIS Specialist	\$100.00
78 Project Surveyor	\$95.00
79 Senior Project Surveyor	\$110.00
80 Professional Surveyor & Mapper (PSM)	\$120.00
81 Survey Party (2) Person	\$110.00
82 Survey Party (3) Person	\$130.00
83 Survey Laser Scanning	\$125.00
90 Utility Crew Supervisor	\$70.00
91 Utility Locating Technician	\$60.00
92 Utility Project Manager	\$100.00
93 Utility Project Engineer	\$125.00
95 Utility Field Technician	\$40.00
96 Utility Designating/GPR	\$200.00
97 Vacuum Excavation Test Hole (Pervious Surface)	\$350.00/Each
98 Vacuum Excavation Test Hole (Impervious Surface)	\$400.00/Each

Effective 01/01/2015

EXHIBIT B
PROFESSIONAL SERVICE FEE SCHEDULE – Page 1 of 2

<u>Direct Expenses</u>	<u>Cost per Unit</u>
Photographic Copies	
Color Copies	
a) 8.5" x 11"	\$ 1.00
b) 8.5" x 14 or 11"x 17"	\$ 2.00
c) 24"x 36"	\$18.00
Black & White Copies	
a) Any Size up to 11"x17"	\$ 0.15
b) 24"x 36" Blackline	\$ 2.00
c) 30" x 42" Blackline	\$ 2.00
d) 24"x 36" Mylar	\$15.00
Laminating/Transparency Film Covers	\$ 2.00
Display Boards	
Mounted (Foam) 30"x 40"	\$42.00
Mounted (Foam) 40"x 60" and larger	\$70.00
3 Ring Binders 1"	\$ 1.00
Dividers (Tabs) Set of 10	\$ 0.80
Acco/GBC Binding	\$ 1.50
Facsimiles	\$ 2.00
Overnight Packages	per service
Courier & Delivery Services	per service
Postage: 1 st Class	Current US Postal rate
Mileage:	\$ 0.50 / mile

Any other expenses will be billed at cost plus 10% carrying charge.

****NOTE:** Typical other reimbursable expenses include travel, lodging, and meals when traveling on CLIENT'S behalf, identifiable communication expenses, all reproduction costs, and special accounting expenses not applicable to general overhead.

Effective 08/01/07

PROPOSAL FEES

Our Project/Proposal Number		Personnel and Hourly Rates			Task Subtotals
Proposal Date		01	16	60	
Task		Administrative Assistant	CAD Technician	Project Manager	
No.	Description	\$50.00	\$80.00	\$125.00	
001	Topographic Survey				\$ 25,000.00
002	Research/Data Collection		24	12	\$ 3,420.00
003	Schematic Plans		40	32	\$ 7,200.00
004	Design Development Plans		56	40	\$ 9,480.00
005	Final Construction Documents		72	56	\$ 12,760.00
006	Permitting		40	44	\$ 8,700.00
007	FDOT LAP - Pre-Construction Coordination	24	48	60	\$ 12,540.00
008					\$ -
009					\$ -
010					\$ -
Personnel Hours		24	280	244	\$ 79,100.00
Personnel Cost		\$ 1,200.00	\$ 22,400.00	\$ 30,500.00	
Task 001					\$ 25,000.00
Personnel Subtotal					\$ 54,100.00
Direct Expenses					\$ -
GRAND TOTAL					\$ 79,100.00

