



ROUTING FORM FOR TASK ORDERS – CITY MANAGER’S APPROVAL

Project/Contract Number: 11419 / 466-11723-4 CMO Log #:
Document Title: Task Order No.1 Attached: ☒ 3 original
Department: Public Works - Engineering Contact: Dronix Suarez
Corresponding CAM #: 17-0261 Contact #: 954-828-6982
Commission Date: March 7 2017

The project consists of final design and construction of a stormwater retention pond, wetland areas, tree islands, native plantings, and associated drainage features such as grass berms, culverts and discharge control structures. *FOR design consultant, construction management, and monitoring services. FOR RIVEROAKS PRESERVE Phf*

FUNDING INFORMATION

CIP Funded Project: Yes ☒ No ☐
Amount Required by Task Order: ~~\$290,035~~ \$289,059
Index/Sub Object Code: P11419.470-6534 for \$209,1096 - P11419.470E for \$80,839
Engineering Finance Approval Sign: *Shauna Graham 7/11/17*

APPROVAL ROUTING –PUBLIC WORKS

	Approved:	Disapproved:	Signature/Date
Dronix Suarez Project Manager	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>[Signature]</i> 2/11/2017
Rares Petrica Senior Project Manager	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>[Signature]</i> 7/11/17
Chris Bennett Assistant City Engineer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>[Signature]</i> 7/12/17
Keith Landry, PhD., P.E. Assistant Public Works Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>[Signature]</i> 7/14/17
<i>8</i> Paul Berg, Public Works Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>[Signature]</i> 7/14/17

APPROVAL ROUTING –FINANCE DEPARTMENT

	Recommend Approval:	Disapproved:	Signature/Date
Kirk W. Buffington, C.P.M., Finance Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>[Signature]</i> 7/12/17

APPROVAL ROUTING – CITY ATTORNEY’S OFFICE

	Approved as to form:	Disapproved:	Signature/Date
City Attorney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>[Signature]</i>

APPROVAL ROUTING – CITY MANAGER’S OFFICE

	Approved:	Disapproved:	Signature/Date
Lee R. Feldman, ICMA-CM, City Manager	<input type="checkbox"/>	<input type="checkbox"/>	

CITY CLERK’S OFFICE Upon approval by the City Manager, please route this form along with Task Order to PW- Engineering, Kian Movafaghi (Ext. 7818).



COMMISSION AGENDA ITEM
DOCUMENT ROUTING FORM

Today's Date: 7/28/17

③ ✓
7/31/17 L

DOCUMENT TITLE: Task Order No. 1 / Craven, Thompson & Associates, Inc.

COMM. MTG. DATE: 03/07/2017 CAM #: 17-0261 ITEM #: PUR-8 CAM attached: ☒ YES ☐ NO

Routing Origin: CAO Router Name/Ext: Lizardo Coronado

CIP FUNDED: ☒ YES ☐ NO

Capital Investment / Community Improvement Projects defined as having a life of at least 10 years and a cost of at least \$50,000 and shall mean improvements to real property (land, buildings, or fixtures) that add value and/or extend useful life, including major repairs such as roof replacement, etc. Term "Real Property" include: land, real estate, realty, or real.

1) City Attorney's Office # of originals attached: 3

Approved as to Form: ☒ YES ☐ NO

Date to CCO: 7/28/17

RMH
Initials

2) City Clerk's Office: # of originals: 3 Routed to: Gina Ri/CMO/X5013 Date: 7/28/17

3) City Manager's Office: CMO LOG #: 501-119 Date received from CCO: 7/28/17

Assigned to: L. FELDMAN ☒ S. HAWTHORNE ☐ C. LAGERBLOOM ☐
L. FELDMAN as CRA Executive Director ☐

☐ APPROVED FOR LEE FELDMAN'S SIGNATURE ☐ N/A FOR L. FELDMAN TO SIGN

PER ACM: S. HAWTHORNE _____ (Initial/Date) C. LAGERBLOOM _____
(Initial/Date) ☐ PENDING APPROVAL (See comments below)

Comments/Questions: _____

Forward _____ originals to ☐ Mayor ☒ CCO Date: 7/31/17

4) Mayor/CRA Chairman: Please sign as indicated. Forward _____ originals to CCO for attestation/City seal (as applicable) Date: _____

INSTRUCTIONS TO CLERK'S OFFICE

City Clerk: Retains 1 original and forwards 2 original/copy to: Kian M./PW/7818

Attach _____ certified Reso # _____ ☐ YES ☒ NO

Rev. 6/10/16

Check List for Task Orders and similar documents. *Revised September 19, 2016*

Attachments: ☒ CAM ☒ SunBiz ☒ PW Routing Form ☐ CMO Routing Form

Who: ☒ Fort Lauderdale should be spelled out. Do not accept "Ft." Lauderdale.

☒ Appropriate City signature page

Dronix Suarez

☒ Full legal name of entity as registered with the State Division of Corp. in title and ☒ above the signature line. <http://www.sunbiz.org>

☒ President/Vice President (Inc. or Corp.) or Managing Member (LLC) or GP (LLP or Partnership)
☐ proof of authorization if not any of the above.

~~If the vendor entity signature page has lines for the information below, it needs to be completed.~~

☐ ~~2 Witnesses. Names printed under the signature. (Notary can count as 1 witness)~~

☐ ~~Attested by the Secretary (Inc.) ☐ Corporate Seal ☐ Notarized (all entities)~~

What: ☒ Purpose/Preamble/Project Background/Task description

☒ Task Orders to date do not exceed the amount approved by the City Commission/Contract Cap.

☒ Funding source is on Task Order or attachment. ☒ Math is checked.

☒ Item # and \$ must agree with Scope of Services in Master Agreement

☐ ~~11 x 17 Plans for Task Order are attached.~~

When: ☒ Time Frame for project completion - specifically stated (avoid use of "approximate")

☒ Reference to the Master Agreement by name and ☒ date of agreement and expiration date.

☒ Project will be completed prior to the expiration of the underlying contract

Other: ☒ All listed exhibits or schedules are included with the task order

☒ Check that any **sub**consultants are listed in the Master Agreement..
☒ If not, attach the approval letter by the Acting PW Director or his designee.

☒ Check that all **sub**consultants are registered with the State Division of Corp.

☐ ~~A date line to be filled in when approved by COM if a commission item.~~

☐ ~~Contact Person/phone number~~

☒ Break down of reimbursables ☒ listed reimbursables are allowed in Master Agreement

☒ Three original documents executed by entity. (1 for each party, 1 for City Clerk)

After routing through Public Works

☒ Finance sheet attached verifying contract cap, listing any previous task orders showing there is enough funding to cover the task order being routed. (added by Finance after PW Dept.)

☒ (CAO) Update Time Matters and if a commission item, Clerk's log



CITY OF FORT LAUDERDALE
City Commission Agenda Memo
REGULAR MEETING

#17-0261

TO: Honorable Mayor & Members of the
Fort Lauderdale City Commission

FROM: Lee R. Feldman, ICMA-CM, City Manager

DATE: March 7, 2017

TITLE: Motion to Approve Civil Engineering Consulting Services Continuing
Contracts – Various Consultants - \$6,054,463 (estimated two-year total)

Recommendation

It is recommended that the City Commission award civil engineering consulting services continuing contracts with the following firms: Calvin, Giordano & Associates; Chen Moore and Associates, Inc.; EAC Consulting, Inc.; Craven, Thompson & Associates, Inc.; Kimley-Horn and Associates, Inc.; Tetra Tech, Inc.; CH2M Hill Engineering, Inc.; and Keith and Associates, Inc., in substantially the forms attached, in the estimated aggregate amount of \$6,054,463. This amount is for an initial two-year term and is to be distributed among the consultants following the normal task order approval process. Staff also requests approval for the City Manager to approve two, one-year renewal options, and contingent upon appropriation of funds.

Background

On November 1, 2016, the City Commission approved negotiations with the top seven ranked firms: Calvin; Giordano & Associates; Chen Moore and Associates, Inc.; EAC Consulting, Inc.; Craven, Thompson & Associates, Inc.; Kimley-Horn and Associates, Inc.; Tetra Tech, Inc.; CH2M Hill Engineering, Inc.; and Keith and Associates, Inc. (CAM 16-1245) for civil engineering consulting services, Request for Qualifications No. 466-11723. Negotiations with all firms were successful and are therefore included in this approval request.

The selected firms will provide civil engineering services under a continuing contract as authorized by individual task orders for individual projects subject to the availability of funding. It is the intent of the City to use the selected firms on an as-needed basis. The specific scope of work and fee schedule for each firm will be individually agreed upon by the City and the consultants. These contracts will be used to advance a variety of initiatives which will include but not be limited to improvements, repairs and projects. Funds for these contracts in the amount of \$6,054,463 are planned in the FY 2017-2021 Community Investment Plan (CIP).

Resource Impact

There will be a current fiscal year impact of \$2,742,703. Future purchases are contingent upon approval of fiscal year budgets and available CIP funding.

Funds available as of February 16, 2017					
ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
470-P12022.470-6534	700-1000 WEST LAS OLAS BOULEVARD STORMWATER	Capital Outlay/ Consultant Engineering	\$272,043	\$248,004	\$54,409
470-P12027.470-6534	3318 SE 6TH AVENUE STORMWATER IMPROVEMENTS	Capital Outlay/ Consultant Engineering	\$339,925	\$326,460	\$67,985
470-P12033.470-6534	205 SW 21ST STREET STORMWATER IMPROVEMENTS	Capital Outlay/ Consultant Engineering	\$563,239	\$507,199	\$112,648
470-P12042.470-6534	SW 27 TERRACE AND RIVERLAND ROAD STORMWATER	Capital Outlay/ Consultant Engineering	\$173,361	\$173,361	\$34,672
470-P11419.470-6534	RIVEROAKS STORMWATER PARK	Capital Outlay/ Consultant Engineering	\$2,904,691	\$537,809	\$300,000
454-P11882.454-6534	PUMP STATION B-22 REPLACEMENT	Capital Outlay/ Consultant Engineering	\$455,594	\$423,039	\$54,020
454-P11905.454-6534	UTILITIES RESTORATION	Capital Outlay/ Consultant Engineering	\$793,305	\$206,127	\$97,920
454-P10850.454-6534	VICTORIA PARK A - NORTH SMALL WATER MAIN IMPR	Capital Outlay/ Consultant Engineering	\$2,546,068	\$1,714,592	\$510,111
454-P11901.454-6534	VICTORIA PARK B- SOUTH SMALL WATERMAINS IMPROV	Capital Outlay/ Consultant Engineering	\$430,500	\$128,819	\$763,750
454-P12180.454-6534	CROISSANT PARK SMALL WATER MAINS	Capital Outlay/ Consultant Engineering	\$2,965,000	\$2,961,950	\$598,570
454-P12184.454-6534	DAVIE BLVD. 18" WATER MAIN ABANDONMENT FROM I-95 TO ANDREWS AVE	Capital Outlay/ Consultant Engineering	\$219,450	\$218,450	\$77,818
454-P12179.454-6534	TANBARK LANE SMALL WATERMAIN REPLACEMENT	Capital Outlay/ Consultant Engineering	\$154,000	\$143,854	\$30,800
454-P11856.454-6534	PEELE DIXIE WATER TREATMENT PLANT RENEWAL & REPLACEMENT	Capital Outlay/ Consultant Engineering	\$200,000	\$349,638	\$40,000
				TOTAL →	\$2,742,703

Strategic Connections

This item is a *Press Play Fort Lauderdale Strategic Plan 2018* initiative, included within the Infrastructure Cylinder of Excellence, specifically advancing:

- Goal 2: Be a sustainable and resilient community.
- Objective 1: Proactively maintain our water, wastewater, road, and bridge infrastructure.

This item advances the *Fast Forward Fort Lauderdale 2035 Vision Plan: We Are Ready*.

Attachment

Exhibit 1 – Contract Template

Prepared by: Christopher Bennett, Public Works - Engineering
Althea Pemsel, Finance
Linda Blanco, Finance

Department Directors: Paul Berg, Public Works
Kirk Buffington, Finance

TASK ORDER No. 1

Dated this 7th day July, 2017

FORT LAUDERDALE PUBLIC WORKS DEPARTMENT

RIVER OAKS STORMWATER PRESERVE

PROFESSIONAL SERVICES

This Task Order between the City of Fort Lauderdale, a Florida municipal corporation ("CITY") and Craven, Thompson & Associates, Inc., a Florida corporation ("CONSULTANT") is pursuant to the Continuing Contract for Civil Engineering Consultant Services Agreement dated March 7, 2017 and expiring on March 7, 2019 ("MASTER AGREEMENT").

PROJECT BACKGROUND

The River Oaks Preserve area consists of 9.1 acres of land area that the City acquired to provide a preserve park for the public (See Exhibit B). The City intends to develop a stormwater passive park featuring wetlands, an elevated boardwalk, and a historic CSX bascule bridge donated by Florida Department of Transportation (FDOT) and converted into a pedestrian boardwalk. The proposed stormwater park will provide water quality treatment to stormwater runoff from the River Oaks neighborhood area prior to being discharged to the South Fork of the New River.

The City of Fort Lauderdale obtained a conceptual permit for the proposed stormwater preserve park in February 2016, from the regulatory agencies. A Surface Water Management License SWM-2015-091-0 and an Environmental Resource License DF-13-113 have been issued for the construction of the stormwater preserve based on the Plans dated 10/15/2015.

PROJECT DESCRIPTION

The project consists of final design and construction of a stormwater retention pond, wetland areas, tree islands, native plantings, and associated drainage features such as grass berms, culverts and discharge control structures.

The project also includes passive recreational park amenities such as an elevated boardwalk, elevated gazebo, and educational historical references for the CSX bridge and the River Oaks Stormwater Preserve park. Specifically, the project creates a stormwater treatment train consisting of grassed swales, bioswales, drainage basins, pollution retardant baffles, retention areas, filter marsh, and wetlands to treat runoff from the neighborhood prior to discharge to the South Fork of the New River.

The design shall consist of the tasks included in this task order and briefly summarized as follows:

- Construction of approximately six hundred (600') feet, six (6') foot wide elevated boardwalk made out of wood, or approved equal material, along the northern side of the project site.
- Connections of the proposed boardwalk to the existing CSX RR Bridge abutment.
- Connections of the proposed boardwalk to one (1) educational gazebo (constructed by FDOT) along the elevated boardwalk trail.
- Grading of the proposed stormwater preserve area to include the construction of berms, retention pond, dredging and filling, plantings for wetlands, drainage structures, and bioswales.
- Design and construction of the stormwater park, wetlands, and interconnects between the South Fork of the New River and the various stormwater control structures within the project site, including outfall(s), gate(s), and overland flow controls.

GENERAL REQUIREMENTS

Design Standards

The CONSULTANT shall be responsible for determining the standards the work shall meet and obtain all the requisite regulatory approvals. The design shall include, but is not limited to, the plans and specifications, which describe all systems, elements, details, components, materials and equipment. The design shall be accurate, coordinated between disciplines, and in all respects, adequate for construction, and shall be in conformity and in compliance with all applicable laws, codes, permits, and regulations at the time of design.

Quality Control

The CONSULTANT is responsible for the quality control (QC) of their work and its sub-consultants' work. The CONSULTANT shall provide to the City the list of sub-consultants that will be used for this project. This list shall not be changed without prior approval of the CITY. All sub-consultant documents and submittals shall be submitted directly to the CONSULTANT for their independent QC review. The City shall only accept submittals for review and action from the CONSULTANT.

The CONSULTANT shall be responsible for the professional quality, technical accuracy, and coordination of all field investigations and survey services, designs, drawings, specifications, and other services furnished by the CONSULTANT and their sub-consultant(s). It is the CONSULTANT's responsibility to independently and continually QC their plans, specifications, reports, electronic files, progress payment applications, schedules, and all project deliverables required by this task order.

Project Schedule

The CONSULTANT shall submit a preliminary project schedule as an exhibit of this task order. The schedule shall be prepared in Microsoft Project, and shall utilize an estimated Notice-to-Proceed (NTP), based on the best available information.

The CONSULTANT shall submit a final project schedule to the CITY, for approval, within ten (10) business days after receiving the NTP and prior to beginning work. No work shall commence without an approved schedule. The final schedule shall include design, permitting activities, submittal review timeframes, and other project activities as required to complete the work. The CONSULTANT shall submit updated project schedules as required in the specific scope of services.

Permitting

The CONSULTANT shall obtain all required engineering permits for this project. The CONSULTANT shall coordinate with the CITY, regulatory agencies, and any other government entity having an interest or jurisdiction, which may require permits for this project. The CONSULTANT shall provide an estimate of fees and duration associated with the permitting process. The CONSULTANT shall assist the contractor to acquire the required building permits to construct the project.

SPECIFIC SCOPE OF SERVICES

The Scope of Services to be provided by CONSULTANT shall be as follows:

Task 1 – Design and Permitting

Site Inspection and Field Investigation

- A. CONSULTANT shall visit the site to obtain an understanding of the site and complete field investigations to verify and document existing conditions in the area of work. This includes all activities related to document the existing conditions of the site for the purposes of grant compliance
- B. CONSULTANT shall obtain any available reports, studies, as-builts, atlases and plans from FDOT or other agencies or consultants, which may be needed to complete a final design and construction of the project
- C. CONSULTANT shall conduct geotechnical investigation/testing within the Stormwater Preserve project area, and provide a signed and sealed Geotechnical Report for the design of the elevated boardwalk and surface water management system. This report shall be signed and sealed by a Professional Engineer registered in the State of Florida and shall contain, at a minimum, project vicinity map, plan view showing the location of soil borings, basis and results of tests performed, a detailed description of findings, recommendations, and an executive summary. The CONSULTANT shall provide one (1) hard copy and one (1) CD of the Geotechnical Report to the CITY

Survey

- D. Update the existing survey of the project area to include tree surveys and easements (ingress/egress, roadway, maintenance/access easements, etc.) as required by project stakeholders and the executed agreement, dated May 22, 2012, between the CITY and the Florida Department of Transportation (FDOT). CONSULTANT shall coordinate requirements with FDOT to prepare and deliver a signed and sealed topographic survey with the required easements

- E. The survey will be confined to the limits of the Stormwater Preserve area, and it will include recovery of pertinent boundary corners, the location of above-ground visible improvements, including pavement, slabs, fences, trees, utility features, piles, etc. In addition, the survey will depict rim elevations of utility structures, pipe invert elevations, pipe size, utility lines such as water mains, force mains or franchise utilities, if available, and type of drainage and sanitary structures
- F. The survey will meet current surveying requirements of the Board of Professional Surveyors and Mappers, of the State of Florida, and will comply with the City of Fort Lauderdale CAD standards. The survey will be prepared in AutoCAD Civil 3D, version 2014 drawing file format. Elevations will be based on the North American Vertical Datum of 1988 (NAVD 88) and referenced to National Geodetic Survey benchmarks

Pre-Final Design

- G. CONSULTANT shall incorporate all findings from field investigations and survey tasks to provide the pre-final design, wetland planting, drainage design (including drainage calculations or revisions to hydraulic modeling as required by permit agencies), grading, and modified outfall drainage system including outfall structure(s)
- H. CONSULTANT shall incorporate all findings from field investigations and survey tasks to provide the pre-final design for the boardwalk as required by permit agencies)
- I. CONSULTANT shall identify key constructability issues and include potential solutions in plan, specifications or construction documents as applicable. These issues may be related to dredging, dewatering limitations, and soil conditions
- J. CONSULTANT shall send the 60% design plan submittal to the CITY for review. The CITY shall provide comments to the CONSULTANT within 14 days of receiving the submittal on how to proceed with the proposed design
- K. CONSULTANT shall attend a meeting with the CITY to review the 60% design comments. The CONSULTANT shall incorporate the review comments into the 100% design documents. The CONSULTANT shall prepare and submit meeting minutes
- L. CONSULTANT shall prepare an opinion of probable cost based on the conceptual design, current building unit pricing, and denote source(s) of information for all project elements except the boardwalk, which is included in separate subtask
- M. CONSULTANT shall prepare an opinion of probable cost for the elevated boardwalk based on design, current building unit pricing, and denote source(s) of information

Permitting

- N. CONSULTANT shall obtain all required engineering permits from the CITY and Broward County Environmental Protection and Growth Management Department (BCEPGMD), USACOE and SFWMD or other applicable regulatory agency for this project
- O. CONSULTANT shall respond to all permit comments from the regulatory agencies

- P. CONSULTANT shall attend pre-application and permit meetings with the CITY and regulatory agencies, record and prepare meeting minutes, and provide documentation to the CITY
- Q. CONSULTANT is responsible for determining which permits are required and which agencies are applicable to the project. Permitting agencies associated with this project may include the following:
- City of Fort Lauderdale Engineering and Building Department
 - Florida Department of Environment Protection / BCEPGMD
 - US Army Corp of Engineers
 - South Florida Water Management Division
- R. If required, CONSULTANT shall assist the contractor to acquire the dewatering permit, including potential environmental requirements established by South Florida Water Management Division (SFWMD) and BCEPGMD
- S. CONSULTANT will assist the contractor in the acquisition of the required building permit(s)
- T. Permit fees are to be paid by CITY

Final Design and Specifications

- U. CONSULTANT shall incorporate the findings and/or review comments from pre-final design and permit tasks in the final design of the wetland planting and stormwater management system
- V. CONSULTANT shall incorporate the findings and/or review comments from pre-final design and permit tasks in the final design of the boardwalk
- W. CONSULTANT shall prepare wetland plantings and stormwater management system design drawings and specifications to allow the City to bid out the construction of the project
- X. CONSULTANT shall prepare the elevated boardwalk design drawings and specifications to allow the City to bid out the construction of the boardwalk
- Y. CONSULTANT shall send the 100% plans submittal to CITY for review. The CITY shall provide the CONSULTANT review comments within 14 days of receiving the submittal
- Z. CONSULTANT shall attend a meeting with the CITY to review the 100% design comments. The CONSULTANT shall incorporate the review comments into the final contract documents. The CONSULTANT shall prepare the agenda and submit meeting minutes
- AA. Once all changes are made from the outcome of the 100% design review meeting, or if no changes or corrections are necessary after CITY review, CONSULTANT shall submit final plans and specifications, and support documentation to CITY
- BB. CONSULTANT shall submit three (3) original signed and sealed sets of the Final Design Package (22" x 34" plan sheets), together with an electronic copy CD to CITY

CC. CONSULTANT shall prepare a construction cost estimate based on the 100% design

Deliverables of Task 1

The following deliverables shall be submitted to CITY via U-share file server, including electronic files in original format (Microsoft word, excel, Auto Cad, ICPR, or other software), in addition to PDF files under this Task:

- One (1) hard copy and one (1) CD of the signed and sealed Geotechnical Report
- One (1) hard copy and one (1) CD of the signed and sealed Survey
- One (1) copy of the 60% Design review meeting minutes
- One (1) copy of the Estimate of Probable Cost, based on current building unit pricing and denoting source(s) of information
- One (1) copy of all completed permit applications and approved permits associated with the project, including permit review meeting minutes
- Three (3) copies of the 100% design drawings and specifications
- Two (2) copies of the design data and drainage calculations, including revisions to hydraulic modeling as required by permit agencies, and hydraulic modeling files
- One (1) copy of the 100% design review meeting minutes
- One (1) copy of the Final Construction Cost Estimate
- Three (3) copies of the signed and sealed Final Contract Documents, including drawings (22" x 34" plan sheets) and specifications, plus one (1) CD
- 60% and 100% Plans and calculations
- Permit submittals, as applicable, to allow the CITY to bid out the construction phase of the project

Task 2 - Bidding and Contractor Selection Services

CONSULTANT shall provide services during the bidding phase.

- A. Respond to bid questions. Assume ten (10) bid questions
- B. Issuing the clarification or revisions to drawings/addendums as needed and make the necessary submittals to regulatory agencies, if needed, due to the revisions authorized during the bidding phase

Task 3 - Construction Services

CONSULTANT shall provide coordination services with the CITY, FDOT, Florida Department of Environmental Protection (FDEP), and CONTRACTOR as well as Construction Observation Services during the construction phase.

- A. CONSULTANT shall attend four (4) meetings including Pre-Construction Meeting and project coordination meetings with CONTRACTOR, CITY, and/or other agency as authorized by CITY. Additional meetings may be authorized by CITY on as needed basis

- B. CONSULTANT shall provide a written response to all requests for information (RFIs) within seven (7) business days
- C. CONSULTANT shall review and respond to request for changes and claims and forward recommendations and cost evaluations to the CITY
- D. Consultant shall review pay requests and deny or approve them for processing by CITY
- E. CONSULTANT shall prepare site visits and weekly reports of progress to comply with FDEP grant work plan and CITY requirements for all work except the boardwalk, which is included in separate subtask
- F. CONSULTANT shall prepare site visits and weekly reports of progress to comply with FDEP grant work plan and CITY requirements for the boardwalk
- G. CONSULTANT shall provide periodic site inspections as necessary during the construction of the project. Site inspections will be supplemented by the CITY to assure conformance with the permitted drawings and grant work plan
- H. CONSULTANT shall review as-built drawings provided by the contractor and provide written comments to the CITY in regards to construction certification and grant compliance objectives
- I. CONSULTANT shall certify the project based on CONSULTANT's field observations and as-built plans provided by the CONTRACTOR
- J. Construction duration is assumed to be twelve (12) months

Task 4 - Public Education

The CONSULTANT will provide public education information about the project and its environmental benefits in the following formats:

- 1) Narrative about the project environmental benefits to be used for the informational gazebo or signs
- 2) Pamphlets distributed to the surrounding neighborhood
- 3) Public Service Announcement (PSA) narrative to be televised locally
- 4) Dated photographs of site existing conditions, construction activities, and final site condition after project construction

Public Education information will be submitted in the draft and final formats to the CITY for review and revised per comments provided.

Deliverables of Task 4

- Submit a technical Memorandum to the CITY with the narrative about the project environmental benefits to be used for grant compliance and the informational gazebo or signs
- Draft print-ready pamphlets submitted to the CITY and FDEP Grant Manager for review and approval prior to final printing and distribution

- A copy of the draft PSA submitted to the CITY AND FDEP Grant Manager for review and approval before airing and distribution. Deliverables should be submitted as electronic copies unless otherwise requested by FDEP Grant Manager
- Copy of the final printed pamphlets with number distributed and where they were distributed
- Summary of airing dates for final approved PSA. Deliverables should be submitted as electronic copies unless otherwise requested by FDEP Grant Manager
- Dated photographs of existing site conditions, project construction activities, and final site conditions after project construction

Task 5 - Quality Assurance Project Plan

Prepare, submit, and receive approval from the Florida Department of Environmental Protection on a Quality Assurance Project Plan (QAPP) prior to the commencement of any monitoring associated with the project. The QAPP must specify the sampling procedures, locations, instruments, and parameters to be sampled. The QAPP will use the format provided by the Department's Grant Manager, if applicable.

The format of the QAPP shall include:

- Project management and design including project contacts, monitoring design, field measurements and laboratory analytes
- Data generation and acquisition including sample collection and document procedures sample containers and collection volumes, holding times, and field testing equipment
- Assessment and oversight including a plan review audit report of the contractor
- Data validation and usability including data quality acceptance and data storage

Deliverables of Task 5

- Draft QAPP submitted electronically in word format to the Department's Grant Manager. Upon request, a paper copy of the draft QAPP to the Department's Grant Manager
- The CONSULTANT shall prepare and process a report of the mitigation

Task 6 – Monitoring

CONSULTANT will conduct monitoring in accordance with the approved Quality Assurance Project Plan (QAPP) required by the FDEP for this project. CONSULTANT shall coordinate the monitoring effort with FDEP to assure compliance with the QAPP and the grant work plan to the acceptance of FDEP

Deliverables of Task 6

Provide a technical memorandum in electronic and paper format) of a summary of the completed monitoring activities (dates completed, sampling conducted and any not conducted and why), monitoring results along with interpretation of those results (as expected or not as expected) submitted electronically, along with the final laboratory report and sampling logs (must also have field and weather data)

Task 7 - Final Report

CONSULTANT will prepare a final report of the project after the project is inspected and accepted as finally completed, summarizing the results of the project, including all tasks requested by FDEP's grant work plan. The Final Report must include at a minimum:

- Project location and background, project description and timeline, grant award amount and anticipated benefits
- Financial summary of actual costs versus the budget, along with any changes required to the budget, including grant match provided, along with any other related project work performed to identify the overall project cost
- Discussion of project schedule versus actual completion, including any schedule changes or extensions that were required, unexpected site conditions and adjustments, significant unexpected delays and corrections, and/or other significant deviations from the original project plan
- Summary of activities completed as well as those not completed and why, approved revisions or amendments to the grant agreement, as well as a brief summary of any additional phases to be completed
- Photo documentation of work performed (before, during and after), appropriate figures (site location, site plan(s), etc.), appropriate tables summarizing data/information relevant to grant work plan tasks, and appropriate attachments relevant to the project.
- Discussion of whether the anticipated benefits have been or will be realized (e.g., why a BMP did or did not exceed the expected removal efficiency)
- Summary of monitoring activities completed and any not completed and why, monitoring results, and an interpretation of data based on planned versus realized results

Deliverables of Task 7

- An electronic copy in Word format and paper copy (upon request) of the draft Final Report for review and comments by CITY and FDEP
- An electronic copy of the signed and sealed Final report, with all suggested changes incorporated, in Word or PDF format. Upon request a paper copy of the Final Report

PROJECT ASSUMPTIONS

- The boardwalk and connections to the perimeter will conform to the American with Disabilities Act (ADA) guidelines, to the maximum extent practical
- Project deliverables shall include DWG, PDF, WORD, and Excel files as required. The drawings need to comply with CITY CAD Standards
- The design is only within the boundaries of the Preserve project area
- All off-site design will be considered additional services

ADDITIONAL SERVICES

If authorized in writing by the CITY as an amendment to this Task Order, the CONSULTANT shall furnish, or obtain, Additional Services of the types listed in the Master Agreement. The CITY, as indicated in the Master Agreement, will pay for these services

PERFORMANCE SCHEDULE

The CONSULTANT shall perform the services identified as follows (See Exhibit C):

Task 1	456 days of Notice to Proceed
Task 2	110 of the completion of Task 1
Task 3	is anticipated to be completed in 395 days from Construction NTP
Task 4	871 days from NTP
Task 5	914 days from NTP
Task 6	365 days after Construction Completion
Task 7	251 days after Construction Completion

CONSULTANT shall prepare design schedule in Microsoft Project format.

PROJECT FUNDING

The performance of this project is at the CITY's discretion and may be contingent upon the CITY receiving funding and work shall not begin until the CITY provides a Notice to Proceed to the CONSULTANT.

METHOD OF COMPENSATION

The services performed will be accomplished using the Not-to-Exceed method of compensation. The total hourly rates payable by the CITY for each of CONSULTANT's employee categories, reimbursable expenses, if any, and sub-consultant fees, if any, are shown on Exhibit-A, attached hereto and made a part hereof. Reimbursable expenses associated with these services are not included in the fees and will be itemized separately, subject to an established Not-to-Exceed limit. Payment for reimbursable expenses shall be based on actual costs for items in accordance with the Master Agreement. Pay applications shall be detailed and submitted monthly.

TERMS OF COMPENSATION

A fee schedule and cost breakdown for reimbursable expenditures is included on **Exhibit A. Services** will be provided for the following **Not-to-Exceed** :

Task No	Task Title	Labor Fees		Total
		Consultant	Sub-consultant	
1	Design and Permitting	\$ 96,138	\$ 46,550	\$142,688
	Design and Permitting for Boardwalk	\$3,424	\$5,900	\$9,324
2	Bidding Assistance	\$7,134	\$0	\$7,134
3	Construction Observation Services	\$25,088	\$40,265	\$65,353
	Construction Observation Services for Boardwalk	\$2,592	\$700	\$3,292
4	Public Education	\$6,766	\$0	\$6,766
5	Quality Assurance Project Plan	\$14,672	\$10,200	\$24,872
6	Monitoring	\$15,062	\$8,004	\$23,066
7	Final Report	\$6,064	\$0	\$6,064
All Labor Basic Services Tasks				\$288,559
Task No	Description	Reimbursables		Total
		Consultant	Sub-consultant	
	Printing, postage	\$500	\$	\$500
All reimbursables				\$500
All Labor Basic Services & Reimbursables				\$289,059
Task No	Description	Optional Tasks – Other Cost		Total
		Consultant	Sub-consultant	
All Optional Tasks – Other Costs				
TOTAL				\$289,059

Sub-consultants

Absolute Civil Engineering Solutions, LLC
InfraMap Corp.
Thompson & Associates, Inc., Civil Engineering
MUEngineers Inc.
The Chappell Group, Inc.
TestAmerica Laboratories, Inc.

CITY CONTACTS

Requests for payments should be directed to CITY of Fort Lauderdale Accounts Payable via e-mail to AcctsPayable@FortLauderdale.gov. All other correspondence and submittals should be directed to the attention of Dronix Suarez, Project Manager II, at the address shown below. **Please be sure that all correspondence refers to the CITY project number and title as stated above.**

Dronix Suarez
Project Manager II
Public Works
City of Fort Lauderdale
City Hall, 4th Floor Engineering
100 North Andrews Avenue
Fort Lauderdale, FL 33301
(954) 828-6982
dsuarez@fortlauderdale.gov

Christopher Bennett, P.E.
Assistant City Engineer
Public Works
City of Fort Lauderdale
City Hall, 4th Floor Engineering
100 N. Andrews Ave.
Fort Lauderdale, FL 33301
(954) 828-6522
chbennett@fortlauderdale.gov


CONSULTANT CONTACTS

Patrick J. Gibney, P.E.
Vice President of Engineering
Craven, Thompson & Associates, Inc.
3563 NW 53rd Street
Fort Lauderdale, FL 33309
Email: pgibney@craventhompson.com
Phone: 954-739-6400
Fax: 954-739-6409

CITY

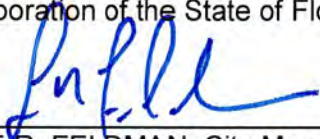
IN WITNESS WHEREOF, the parties hereto have set their hands and seals as of the date first above written.

ATTEST:



JEFFREY A. MODARELLI
City Clerk

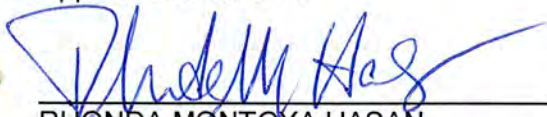
CITY OF FORT LAUDERDALE, a municipal
corporation of the State of Florida.



LEE R. FELDMAN, City Manager

(SEAL)

Approved as to form:



RHONDA MONTOYA HASAN
Assistant City Attorney

CONSULTANT

WITNESSES:

Tammy Taylor
Tammy Taylor

Print Name

Fabienne Dupreuil
Fabienne Dupreuil

Print Name

CRAVEN, THOMPSON & ASSOCIATES,
INC. a Florida profit corporation.

By

Name/Title

Patrick J. Gibney, P.E.,
Vice President

(CORPORATE SEAL)

ATTEST:

Joseph Handley, Secretary

STATE OF FLORIDA:
COUNTY OF BROWARD :

The foregoing instrument was acknowledged before me this 14th day of June,
2017, by PATRICK J. GIBNEY, P.E. as VICE PRESIDENT of
CRAVEN, THOMPSON & ASSOCIATES, INC. a Florida profit corporation.

(SEAL)



Patricia A. Gilbert
Notary Public, State of Florida

PATRICK A. GILBERT
Name of Notary Typed, Printed or Stamped

☒ Personally Known or ☐ Produced Identification
Type of Identification Produced: _____

River Oaks Stormwater Preserve
City Project No.
Task Order No. 1

5/8/2017

CONSULTANT WORK BREAKDOWN AND FEE SCHEDULE

	CRAVEN THOMPSON											SUBCONSULTANT				SUB-TOTAL HOURS	SUB-TOTAL FEES
	Principal Engineer	Clerical	Sr. Supervising Engineer	Senior Engineer	Project Engineer	Engr. Sr. CADD Tech	Principal Surveyor	Professional Land Surveyor	Director of Construction	Sr Field Rep.	2 Man Survey Crew	Chappell	Test America	MUEngineers	ACES		
												Environmental Services	Testing Lab	Structural	Geo Tech		
Hourly Rate	\$198.00	\$65.00	\$168.00	\$100.00	\$110.00	\$90.00	\$148.00	\$130.00	\$140.00	\$90.00	\$130.00						
Task 1 Design and Permitting																	
Site Inspections Pre Design	2		8	12	16			4			10				\$5,000	52	\$11,734.00
Survey	2		2			40	40	60			144					288	\$34,606.00
Pre-Final Design	2	6	24	40	80	80										232	\$26,012.00
Permitting	2	6	8	24	40							\$41,550				80	\$51,194.00
Final Design and Specifications	2		24	24	40	80										170	\$19,142.00
Sub-Total Task 1																	\$142,688.00
*Boardwalk Design and Permitting			8	16										\$5,900		24	\$9,324.00
Task 2 Bidding	2	8	8	24	16											58	\$7,134.00
Task 3 Construction Observation Services	16		16	16	40				40	80		\$40,265				208	\$65,353.00
*Boardwalk Construction Observation Services			4	8	8									\$700		20	\$3,292.00
Task 4 Public Education	2	8	12	16	16											54	\$6,766.00
Task 5 Quality Assurance Project Plan	0	16	24	40	40							\$10,200				120	\$24,872.00
Task 6 Monitoring	2	16	24	40	40							\$6,980	\$1,024			122	\$23,066.00
Task 7 Final Report	0	8	8	12	24											52	\$6,064.00
Reimbursables																	\$500.00
Sub-Total Basic Services												\$98,995	\$1,024	\$6,600	\$5,000	1,480	\$289,059.00

Total

\$98,995 \$1,024 \$6,600 \$5,000

CTA CTA
HOURS LABOR SUBS TOTAL

Task 1 - 7 Basic Services 1,480 \$176,940.00 \$111,619 \$288,559
Reimbursable \$500
1,480 \$176,940.00 \$111,619 \$289,059

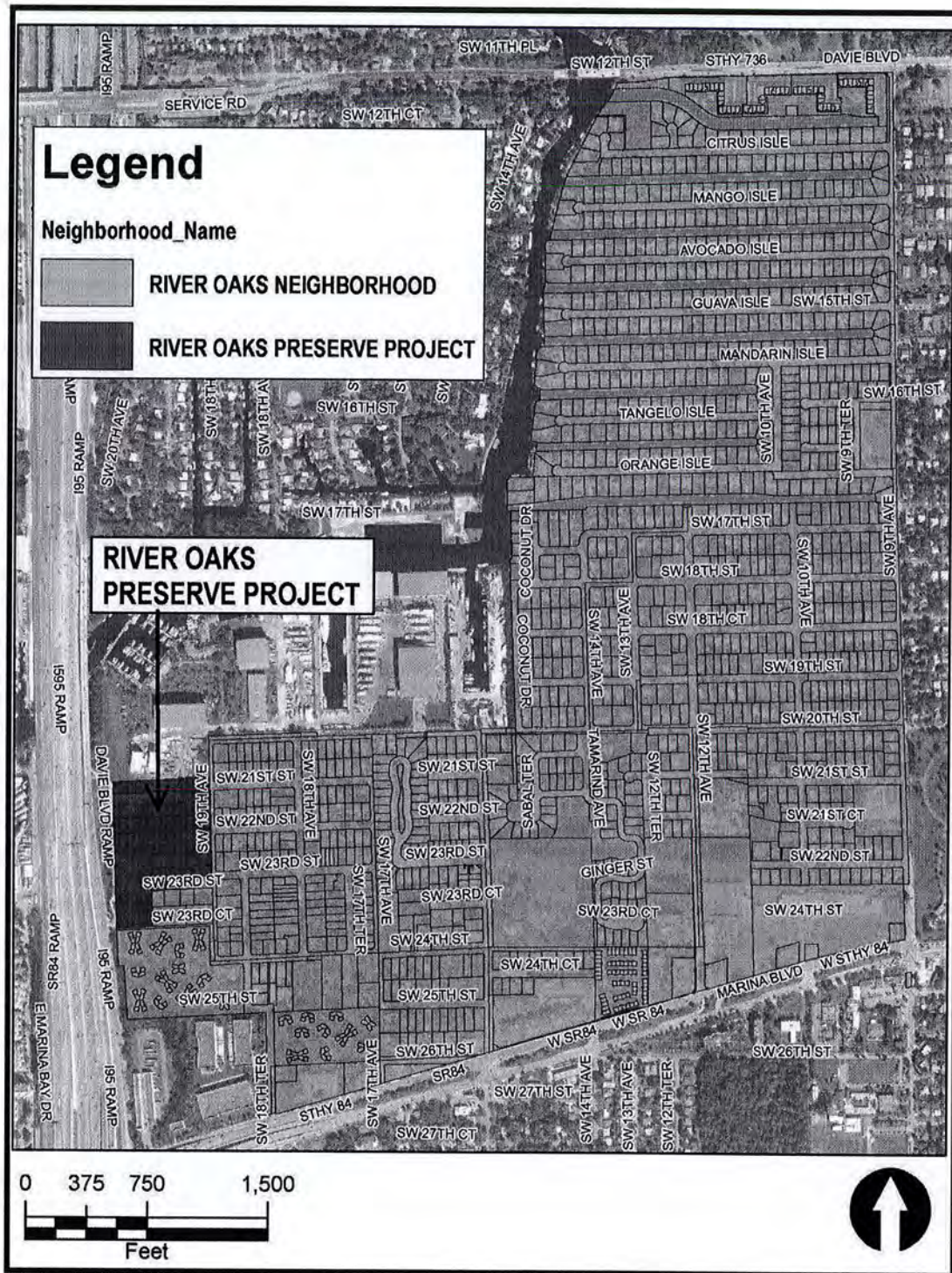
*Fees for the Boardwalk design, permitting and construction observation services are not grant eligible.

Exhibit A - Work Breakdown Fee Schedule

Consultant: Craven, Thompson & Associates, Inc.

Task Order No. : 1
Project No. 11419

Exhibit B – Location Map



**ENGINEERING and WETLAND DESIGN & PERMITTING
RIVER OAKS PRESERVE PROJECT**

ID	Task Name	Duration	Start	Finish	2nd Qua	3rd Qua	4th Qua	1st Qua	2nd Qua	3rd Qua	4th Qua	1st Qua	2nd Qua	3rd Qua	4th Qua	1st Qua	2nd Qua	3rd Qua	4th																	
					A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N
1	Notice To Proceed	0 days	Mon 6/5/17	Mon 6/5/17																																
2	Final Project Schedule	6 days	Mon 6/5/17	Mon 6/12/17																																
3	Task 1 -Design and Permitting	327 days	Mon 6/5/17	Tue 9/4/18																																
4	Task 2 - Bidding and Contractor Selection	132 days	Fri 6/1/18	Mon 12/3/18																																
5	Construction	196 days	Thu 11/15/18	Thu 8/15/19																																
6	Task 3 - Construction Observation Services	299 days	Tue 12/4/18	Fri 1/24/20																																
7	Task 4 - Public Education	131 days	Fri 6/1/18	Fri 11/30/18																																
8	Task 5 - Quality Assurance Project Plans	173 days	Tue 1/2/18	Thu 8/30/18																																
9	Task 6 - Monitoring	263 days	Mon 9/30/19	Wed 9/30/20																																
10	Task 7 - Final Report	300 days	Thu 8/8/19	Wed 9/30/20																																

Project: River Oaks Preserve CDs-5/4/17	Task		External Tasks		Manual Task		Finish-only	
	Split		External Milestone		Duration-only		Deadline	
	Milestone		Inactive Task		Manual Summary Rollup		Progress	
	Summary		Inactive Milestone		Manual Summary			
	Project Summary		Inactive Summary		Start-only			

CRAVEN THOMPSON & ASSOCIATES, INC.

Exhibit C – Project Schedule

Task Order No.: 1
Project No. 11419
Consultant: Craven, Thompson & Associates, Inc.