

## Tropic Isle Neighborhood Improvements Owner's Representative Task Summary List 8/08/2025

### Tasks

When determined by the City of Delray Beach (City), the various Tasks/ Services listed below shall become effective by the issuance of a Notice to Proceed (NTP) to meet the goals and objectives set for the Project. Such services when requested shall be performed as set forth in the Agreement and in this Exhibit. Basic services include and are limited to all the Tasks/ Services included by the Owner's Representative (Consultant) in the negotiated fees with the City as set forth in this document and Agreement. The Tasks/ Services are further described below. Each individual Task/ Service may be as maximum amount Not to Exceed (NTE) or a Lump Sum (LS) amount. The Consultant shall have the authority to transfer amounts to and from Tasks/ Services 1 through 3 listed below subject to the City's PM approval. It is understood that Task/ Services 4 (Optional Services) are subject to the City's PM approval for the use and authorization of these funds.

Task/ Service	Scope Reference	Description	Dollar Amount \$ (NTE) or (LS) Amount
1	3.12	<b><u>Pre-Construction Services</u></b> Support the City of Delray Beach, as needed, during the procurement of the CMAR. Review CMAR qualifications, assist in identifying Work construction packages by phases/segments. Assist the City with drafting the CMAR construction agreement. Review CMAR subcontractor pre-qualifications, subcontractor bid tabulations and provide recommendations of subcontractor awards. Assist the City in negotiating Early Work GMP(s) for the Project, if applicable. Assist the City with home owners coordination associated with easement for drainage outfall.	\$118,000 (NTE)
2	3.6 3.7 3.8 3.9	<b><u>General Basic Services (Labor)</u></b> Consists of general basic and inspection duties and responsibilities as outlined in the Agreement and Scope of Services document.	\$3,756,280 (NTE)
2-A	3.10	<b><u>Public Information Services</u></b> Provide services and be proactive in keeping the community aware of the status and traffic impacts of the referenced project. Develop and maintain Project website. With approval from the City's designee, prepare and disseminate information to the public, elected officials and the media of any upcoming events which will affect traffic flow. Produce and distribute all publications (letters, flyers, brochures and news releases) necessary for the contract. Prior to release, the City's designee will approve all responses, letters, news releases and the like. The Information Officer will provide timely,	\$34,800 (NTE)

		professional responses to project inquiries including emails, telephone calls, etc. and coordinate general public information meetings, open houses, and community meetings as directed by the City's representatives.	
<b>2-B</b>	<b>3.2</b>	<b><u>Grant Administration</u></b> Provide complete management of FDEP Grant 22SRP60, including compliance monitoring and documentation, reporting and reimbursement coordination, identifying eligibility of costs, closeout and final reporting.	\$50,000 (NTE)
<b>3</b>	<b>3.11</b>	<b><u>QC Services/Geotech Allowance</u></b> Provide geotechnical services, independent material sampling and testing, if needed, and at the request of the City and Engineer of Record (EOR), and all duties and responsibilities indicated in the Scope of Services as outlined in the Agreement and in compliance with contract documents.	\$50,000 (NTE)
<b>4</b>	<b>3.14 3.15</b>	<b><u>Optional Services</u></b> The Tropic Isle Neighborhood Improvements Project may require services not specifically identified in the Scope of Services document. An Optional Service may be authorized at the sole discretion of the City's PM, and will be supported by an approved Work Authorization issued by City's PM. Additional Services could include but may not be limited to: <ul style="list-style-type: none"> <li>• Surveying Services</li> <li>• Subsurface Utility Engineering Services</li> <li>• Shift work or overtime for field RPR staff to meet schedule requirements.</li> <li>• Extended services due to Schedule delays or unforeseen conditions.</li> <li>• Environmental sampling and testing</li> <li>• Seawall special inspection by structural engineer, if needed</li> </ul>	\$250,000 (NTE)
		<b>Total Tasks 1 through 4</b>	\$4,184,120 (NTE)
		<b>Reimbursable Cost</b>	\$5,000 (LS)* \$5,000 (NTE)
		<b>Grand Total</b>	<b>\$4,269,080 (NTE/LS)</b>

\*Reimbursable Cost (LS):

- \$5,000 (LS) is for webpage development, purchasing the domain name and renewal, purchasing the SSL certificate and renewal, Google translate fees, and purchasing the hotline for the anticipated four (4) year contract.