

## CONSULTING SERVICE AUTHORIZATION

DATE:

CONSULTANT: Kimley Horn and Associates, Inc.

SERVICE AUTHORIZATION NO. \_\_\_\_\_ FOR CONSULTING SERVICES

CITY P.O. NO. \_\_\_\_\_ CITY EXPENSE CODE \_\_\_\_\_

TITLE: DELRAY BEACH 6-IN AND 8-IN WATERMAIN CONNECTIONS

CITY PROJECT NO. \_\_\_\_\_

This Service Authorization, when executed, shall be incorporated in and shall become an integral part of the "Agreement for General Consulting Engineering Services" Contract, dated February 22, 2012.

### **I. PROJECT DESCRIPTION**

Kimley-Horn and Associates, Inc. ("KHA", "Consultant") is pleased to submit this service authorization request to the City of Delray Beach ("Client" or "City") for additional services to the design of the Delray Beach 6-in and 8-in Watermain Connections (City PO No. 706600). The existing project includes the design, permitting, bid phase, and limited construction phase services for four (4) watermain project areas throughout the City of Delray Beach with the understanding they will be bid together as one set of plans and technical specifications.

During the 50% design review meeting for the project, the City requested that the scope of services be expanded to include design of a new watermain in Project Area #1 (NW 1<sup>st</sup> Avenue/NW 2<sup>nd</sup> Avenue) from the intersection of NW 3<sup>rd</sup> Street/NW 1<sup>st</sup> Avenue to NW 3<sup>rd</sup> Court/NW 2<sup>nd</sup> Avenue. Under the original service authorization, the scope of work only included relocating a limited number of water services in a segment of this corridor. The services to be provided in this authorization is supplementary for Project Area #1 to the existing project scope. The scope of services and fee for the additional work follow.

### **II. SCOPE OF SERVICES**

#### **TASK 1 – SUPPLEMENTARY WATERMAIN DESIGN**

##### Data Collection

The Consultant will employ the services of a subconsultant to provide a route of line survey for approximately 200 linear feet along NW 1<sup>st</sup> Avenue from NW 3<sup>rd</sup> Street to NW 3<sup>rd</sup> Court to develop a base map for use in the design. This is beyond the limits of survey obtained for the original service authorization. The survey will contain right-of-way and boundary lines along with aboveground improvements, topographic information, a stationed baseline, benchmarks, and marked subsurface utilities.

It is not anticipated that additional locates beyond those remaining in the original service authorization will be required.

### Construction Documents

As part of developing the construction documents, the Consultant will perform the following services:

- KHA will prepare supplementary construction plans for the watermain improvements at a scale of 1" = 20' (full size) for the project. The plans will contain the following information:

1. Watermain Plan and Profile (2 sheets) – Watermain Design

It is understood that the additional sheets will be incorporated into the construction documents being prepared as part of the original service authorization and that this additional work will be permitted, bid, and constructed as part of that set.

### **SCHEDULE**

Kimley-Horn will begin work upon receiving a notice to proceed from the Client. We propose the following schedule:

- Client issues Notice to Proceed (NTP).
- The survey is anticipated to take fourteen (14) days from notice to proceed to completion.
- Twenty-one (21) days for 90% plan submittal to the City (new sheets for Project Area #1 only) after data collection is complete.
- Three (3) weeks after City comments are received for final plan submittal to the City, the new sheets will be submitted as part of the complete construction documents.

### **III. BUDGET**

KHA will perform the Services in Task 1 on an hourly basis not to exceed the fees below without further authorization from the City. Fees will be invoiced monthly based on the actual amount of service performed and expenses incurred. Payment will be due within 25 days of your receipt of the invoice. Individual task amounts are informational only.

Additional services which may be identified as needed at a later time will be negotiated at that time.

TASK	DESCRIPTION	FEE
1	Watermain Design	\$9,236.46
Total (Including Reimbursable Expenses)		\$9,236.46

### **IV. COMPLETION DATE**

This service authorization is approved contingent upon the City's acceptance of and satisfaction with the completion of the services rendered in the previous phase or as encompassed by the previous service authorization. If the City in its sole discretion is unsatisfied with the services provided in the previous phase or service authorization, the City may terminate the contract without incurring any further liability. The CONSULTANT shall commence work on any service authorization approved by the City to be included as part of the contract without a further notice to proceed.

Approved by:

CITY OF DELRAY BEACH:

Date \_\_\_\_\_

Cary D. Glickstein, Mayor

Witness (Signature) \_\_\_\_\_

Witness (Printed) \_\_\_\_\_

Attest: \_\_\_\_\_

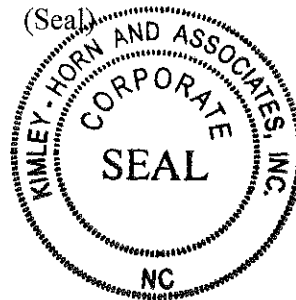
Approved as to Legal Sufficiency

R. Max Lohman  
City Attorney

KIMLEY-HORN AND ASSOCIATES, INC.

Date 12/20/16

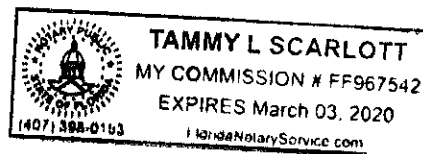
By: [Signature]  
Vice President



BEFORE ME, the foregoing instrument, this 20 day of December, 2016, was acknowledged by Kevin Schanen on behalf of the Corporation and said person executed the same free and voluntarily for the purpose therein expressed.

Witness my hand and seal in the County and State aforesaid this 20 day of December, 2016.

Tammy L Scarlott  
Notary Public  
State of Florida  
My Commission Expires:



# ESTIMATE FOR ENGINEERING SERVICES

PROJECT:	Delray Beach 8-in Watermain Connections, Amend #1				SHEET 1 of 1		
CLIENT:	City of Delray Beach				FILE NO.		
ESTIMATOR:	Fannie Howard				DATE:		11/16/2016
					ALLOCA	\$ -	
DESCRIPTION: See Scope of Services							
	Senior		Senior		DIRECT LABOR (MAN-HOURS)		
	Principal	Principal	Professional	Professional	Analyst	Support Staff	LINE
							TOTAL
	JP/MM	KS	FH	SG	EG	VO	
Task 1 - Watermain Design and Permitting							
Data Collection							
Coordinate with Utility Locator (12 digs)			0.0	2.0		1.0	\$ 342.00
Coordinate with Surveyor for Survey				2.0		1.0	\$ 2,749.46
Construction Documents							
Construction Plan Prep							\$ -
Water Main Plans/Profile (3 sheets)				14.0	35.0		\$ 5,425.00
QC, 50%, 90% plan submittal, review meetings, and comment response			4.0				\$ 720.00
	0	0	4	18	0	2	\$ 2,407.46
	244.00	203.00	180.00	135.00	101.00	72.00	\$ 1.00
	0.00	0.00	0.00	0.00	0.00	0.00	\$ -
	0.00	0.00	720.00	2,430.00	3,535.00	144.00	\$ 2,407.46
							\$ 9,236.46



**HSQ GROUP, INC.**  
**Engineers • Planners • Surveyors**  
1489 West Palmetto Park Road, Suite 340  
Boca Raton, Florida 33486  
(561) 392-0221 Phone • (561) 392-6458 Fax

**City of Delray Beach  
Specific Purpose Surveys  
For Water Main Design  
Addendum**

**SURVEY SCOPE OF SERVICES**

November 1, 2016

**ADDITIONAL PROJECT LIMITS**

NW 3<sup>rd</sup> Street/NW 1st Avenue, from the south right-of-way of NW 3<sup>rd</sup> Street north to station 70+00 (Approximate 200 Linear Feet).

**SCOPE OF SERVICES**

1. Locate above ground features with elevations at 50' intervals within the right of way, obtaining break lines and high and low break points.
2. Locate water meters, valves, fire hydrants, utility boxes, cleanouts, utility poles, pavement striping, driveways (with type), and fences.
3. Obtain rim and invert elevations with invert pipe sizes, materials, and directions for storm and sanitary structures (where accessible).
4. Locate trees with size and type, and locate hedgerows within right of way.
5. Revise the Specific Purpose Survey for this site.

**Survey Deliverables**

- Two copies of each Specific Purpose Survey showing labeled right-of-ways, easements, adjacent parcels, and the existing features mentioned above prepared on 24" x 36" sheets at a scale of 1"=20', signed and sealed.
- One copy of each survey in Microstation digital CADD format and AutoCAD format.
- An ASCII file of points to be used for elevations in terms of x,y,z; description.
- A 3-D surface model in AutoCAD format and a XML file of the surface (for Microstation).



**HSQ GROUP, INC.**  
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**DELRAY BEACH WATERMAINS DESIGN SURVEY ADDENDUM**  
Summary Surveying fee proposal

Description	Two-Man Crew		Senior Surveyor and Mapper		Surveyor and Mapper		Cadd Technician		Total STAFF HRS ACTIVITY	Total COST BY ACTIVITY
	STAFF HOURS	HR RATE	STAFF HOURS	HR RATE	STAFF HOURS	HR RATE	STAFF HOURS	HR RATE		
Basic Survey Services	8.00	\$ 45.00	0.00	\$ 52.00	4.00	\$ 38.57	12.00	\$ 27.00	24.00	\$ 838.28
Optional Survey Services	0.00	\$ 45.00	0.00	\$ 52.00	0.00	\$ 38.57	0.00	\$ 27.00	0.00	\$ -

**HSQ FEE CALCULATIONS**

Type of services	Cost by activity	Overhead multiplier	Overhead cost	Subtotal (cost by activity + overhead cost)	Profit (%)	Total
Basic services	\$ 838.28	156.42%	\$ 1,311.24	\$ 2,149.52	12.00%	\$ 2,407.46
Optional Services	\$ -	156.42%	\$ -	\$ -	12.00%	\$ -
Reimbursables (basic services)						
<b>TOTAL</b>						<b>\$ 2,407.46</b>

# DELRAY BEACH WATERMAINS DESIGN SURVEY ADDENDUM

Basic Survey Services



HSQ GROUP, INC.

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Item No.	Work Task	Estimated Work Hours				Notes
		Two-Man Field Crew	Senior Surveyor and Mapper	Surveyor and Mapper	Survey/CADD Technician	
1						
2						
3						
4						
5						
6	Locate above ground features with elevations at 50' intervals from adjacent edge of pavement to the right of way, obtaining break lines and high and low break points.	3		1	3	
7	Locate water meters, valves, fire hydrants, utility boxes, cleanouts, utility poles, pavement striping, driveways (with type), and fences.	4		1	4	
8	Obtain rim elevations and invert elevations with pipe sizes, material and direction of storm and sanitary.	0		0	0	
9	Locate all trees with size and type and hedgerows, (with width) within right of way.	1			1	
10	Revise Specific Purpose Survey.			1	2	
11	Revise 3-D surface model.			1	2	AutoCAD and Microstation
12						
TOTAL HOURS		8	0	4	12	

**Engineers • Planners • Surveyors**

Item No.	Work Task	Estimated Work Hours				Notes
		Two-Man Field Crew	Senior Surveyor and Mapper	Surveyor and Mapper	Survey/CADD Technician	
1						
2						
3						
Total		0	0	0	0	