

**TASK ORDER NUMBER 21 TO AGREEMENT FOR PROFESSIONAL SERVICES  
ON A CONTINUING BASIS**

THIS AGREEMENT is made as of the \_\_\_ day of \_\_\_\_\_ in the year 2010, between The City of Leesburg, a Florida Municipal Corporation, whose address is 501 West Meadow Street, Post Office Box 490630, Leesburg, Florida 34749-0630 (hereinafter referred to as the "CITY"), and AECOM U.S.A., Inc., whose address is 320 EAST SOUTH STREET, ORLANDO, FLORIDA 32801, (hereinafter referred to as the "PROFESSIONAL").

**WITNESSETH:**

**WHEREAS**, on **October 27, 2008** the CITY and the PROFESSIONAL previously entered into an Agreement for PROFESSIONAL Services on a Continuing Basis (hereinafter referred to as the "Agreement"). The Agreement is referenced herein as though set forth in full.

**WHEREAS**, the CITY and the PROFESSIONAL desire to enter into a Written for Task Order Number 21.

**NOW THEREFORE**, for and in consideration of the mutual covenants and promises contained in this Agreement, the CITY and the PROFESSIONAL do hereby agree as set forth below:

1. The above recitals are true and correct and are incorporated herein.
2. The Parties agree to the Scope of Work and Project Budget pursuant to the terms and conditions set forth in the attached Exhibits "A" & "B".

**IN WITNESS WHEREOF**, the parties hereto have executed this Agreement on the respective dates under each signature.

**"PROFESSIONAL"**

By: \_\_\_\_\_

Lee Grant, PE

Its: \_\_\_\_\_  
District Vice President

Date: 6/22/10

**"CITY"**

By: \_\_\_\_\_

Mayor / Commissioner

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

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

# EXHIBIT A

## Task Authorization 21 - Revised

### CITY OF LEESBURG

### Professional Services for Lake Hollywood Drainage Basin BMPs Final Design

#### A. GENERAL

Under a previous AUTHORIZATION, AECOM (PROFESSIONAL) prepared for the City of Leesburg (CITY) conceptual plans for five Best Management Practice (BMP) projects to treat non-point source pollution potentially attributable to stormwater runoff from the Lake Hollywood sub-basin to Lake Harris. The CITY submitted the conceptual plans to the Florida Department of Environmental Protection (FDEP) in a request for cooperative funding under the Section 319, Non-Point Source Management Program and was notified by the FDEP that the grant application would receive grant funds for up to 60% of the construction costs. The CITY will be required to provide matching funds for this project. The CITY's financial commitment for the project will include the cost for preparing the final design, permit applications, survey, construction oversight and grant management. The CITY now wishes PROFESSIONAL to provide professional services for the implementation of these BMPs.

The following discussion presents the specific tasks that will be performed as part of this Task Authorization. Certain assumptions have been made in preparing this Task Authorization and to the extent possible, these assumptions are stated herein and are reflected in the budget for services. If the work tasks differ from those formulated as a result of these assumptions, or if the CITY desires additional services, the resulting changes in scope and/or budget will serve as a basis for modifying this Task Authorization, as agreed to by both the CITY and PROFESSIONAL.

#### B. SCOPE OF WORK

The specific tasks to be performed are described below. The anticipated level of effort to perform these tasks is presented in the attached Project Budget.

PROFESSIONAL will provide the CITY with the following services:

#### **TASK GROUP 1      BAFFLE BOX BMP SERVICES**

##### **1.1 Project and Grant Management**

PROFESSIONAL will provide general project management, team coordination, and meetings to successfully deliver the project including preparation of up to four Quarterly Progress Reports and the Final Project Report, documenting the construction of the BMPs, for the CITY to submit with the grant invoices to FDEP for reimbursement. The anticipated tasks include Project and Grant management activities:

1. Project management, includes team coordination and general project management. The expected duration is 16 months.
2. Attend one project kick-off meeting.
3. Preparation and submittal of up to four FDEP 319 Quarterly Progress Reports.
4. Preparation of one FDEP 319 Final Project Report.

5. FDEP 319 grant reimbursement services and coordination with the Grant Program Manager.

## 1.2 Baffle Box BMP Design

Services described under Task 2 are for design of nutrient separating baffle boxes at the four following BMP locations selected from the City of Leesburg Stormwater Master Plan. The specific BMP for these locations shall be nutrient separating baffle boxes. It is assumed the design will be based upon installing standard prefabricated baffle boxes:

- South Street (W. Dixie) Outfall Baffle Box
- Flamingo Pond Baffle Box
- Colfax Street Outfall Baffle Box
- Emerson Street Outfall Baffle Box

PROFESSIONAL will prepare scopes of work for the CITY to use to secure surveying and geotechnical services for this project. Based in part on the information provided by the CITY's surveyor and geotechnical engineer, PROFESSIONAL will prepare engineering design drawings for the construction of four baffle boxes suitable for submittal with permit applications and bid documents. A set of 60% and 90% plans will be provided to the CITY for review and comment. Based on input from the CITY, the final design drawings and specifications will be prepared. For the purpose of preparing this proposal, it is assumed that no more than one minor utility conflict will need to be resolved at any of the four baffle box locations. Tasks include:

1. Prepare scopes of work for the CITY to contract surveying and geotechnical services. The survey and the geotechnical investigation shall be performed by CITY vendors or consultants, and are excluded from this scope of work. This subtask also includes labor to coordinate with the surveyor and the geotechnical engineer, and review of surveying deliverable for consistency with the required scope of work.
2. Perform engineering calculations and develop one hydraulic model based on readily available, or CITY provided data, for each BMP to determine drainage system response and losses to support Task 1.3 services. Calculations and model will evaluate existing conditions compared to planned conditions in accordance with FDOT Critical Duration requirements.
3. Prepare 60% Specifications, Design Plans, and Engineer's Opinion of Probable Construction Cost (OPCC). The specifications will consist of a Table of Contents. The plan set will include:
  - a. Cover Sheet
  - b. Location Map – General Notes and Sheet Index
  - c. Standard Abbreviations
  - d. Drafting Legend
  - e. One Plan Sheet for each baffle box (4 total)
  - f. Detail Sheet for each baffle box (4 total)
4. Attend one (1) meeting with CITY and FDOT to discuss 60% design plans.
5. Prepare 90% Specifications, Design Plans, and Engineer's Opinion of Probable Construction Cost (OPCC).
6. Attend one (1) meeting with CITY and FDOT to review 90% design plans.

7. Prepare final design plans, specifications, and OPCC.

### **1.3 Baffle Box BMP Permitting Services**

PROFESSIONAL will coordinate with the St. Johns River Water Management District (SJRWMD) and the Florida Department of Transportation (FDOT) regarding the regulatory requirements and determining the need for permitting the four BMPs identified in Task 1.2. Tasks include:

1. Submittal of one (1) Environmental Resource Permit (ERP) Letter of Permit Determination Request to the SJRWMD in support of Task 1.2 services.
2. Coordinate and attend one meeting with the FDOT.
3. Preparation and submittal of up to three (3) FDOT Special Use Permit, Right of Way Work Authorization Permit or Drainage Connection Permit applications in support of Task 1.2 services.
4. Respond to one (1) request for additional information (RAI) per FDOT Permit application, maximum of three (3).

### **1.4 Baffle Box BMP Bid and Construction Phase Services**

PROFESSIONAL will provide limited bid phase services and construction observation. Tasks include:

1. Attend one (1) pre-bid meeting with the CITY associated with the Task 1.2 BMP Design Services.
2. Provide one (1) bid package addendum associated with the Task 1.2 BMP Design Services.
3. Attend one (1) pre-construction meeting for the four baffle box sites, total of one meeting.
4. Conduct up to two (2) site reviews to observe construction per site, maximum of four sites (to include one (1) final completion walkthrough per site), maximum of eight site reviews.
5. Review and prepare record drawings based on contractor's as-built drawings, two (2) sheets per site, maximum of four sites, maximum of eight sheets.
6. Prepare Certificates of Completion for each BMP Baffle Box.

### **1.5 Baffle Box BMP Quality Control Management**

To ensure the project deliverables meet requirements of the CITY, the PROFESSIONAL, standard engineering practice, and pertinent technical design standards of applicable agencies, specifically FDEP, FDOT and SJRWMD, PROFESSIONAL will develop and implement a project specific Quality Control Plan.

## **TASK GROUP 2 WETLAND BMP SERVICES**

The City proposes to use a wetland to provide water quality treatment for stormwater runoff from the South St. and Colfax St outfalls, using the natural ecological process within the receiving forested wetland. This project involves modifying water levels in a wetland on property thought to be partially owned by the FDOT, and regulated by the St. Johns River Water Management District (SJRWMD) and U.S. Army Corps of Engineers (ACOE). Due to the uncertainties associated with regulatory requirements and land ownership, TASK Group 2 is being proposed to be performed on a Time and Materials Basis.

PROFESSIONAL will conduct pre-application meetings with the Florida Department of Transportation (FDOT), St. Johns River Water Management District (SJRWMD), and U.S. Army Corps of Engineers (ACOE) to evaluate regulatory and land ownership issues with the project. Should the City elect to proceed the PROFESSIONAL will prepare design plans for the construction of a wetland treatment system suitable for submittal with permit applications and bid documents. Preparation of the design plans

and specifications for this Task Group 2, as described below, assumes that the work for Task Group 2 will be bid separately from the work in Task Group 1. If the work in Task Groups 1 and 2 are bid and constructed together, then the budget for Task Group 2 will be reduced based on the extent of common, overlapping subtasks.

It is assumed that geotechnical analysis of the soils in the wetland will not be required.

Tasks to be performed as part of Task Group 2 include:

1. Attend one project kick-off meeting.
2. Conduct pre-application regulatory meetings with FDOT, SJRWMD, and the ACOE. A maximum total of 3 meetings.
3. Prepare a scope for the CITY to contract survey services. Survey shall be performed by a sub-consultant to the CITY and is excluded from this scope of work. This subtask also includes labor to coordinate with the surveyor, and review of surveying deliverable for consistency with the required scope of work.
4. Develop one Hydraulic and Hydrologic model of wetland area based on readily available, or CITY provided data (including a survey) to support the project design.
5. Prepare 60% Design Plans, specifications, and OPCC. The specifications will consist of a table of contents. The plan set will include:
  - a. Cover Sheet
  - b. Location Map – General Notes and Sheet Index
  - c. Standard Abbreviations
  - d. Drafting Legend
  - e. One Plan Sheet of the wetland area and proposed treatment system
  - f. One Detail Sheet for the proposed treatment system
6. Attend one meeting with CITY to discuss 60% design plans.
7. Prepare final Design Plans, specifications, and OPCC for the wetland treatment system.
8. Prepare a Joint application for ERP/Nationwide Permit to SJRWMD and ACOE. This task includes responding to one RAI.
9. Attend one pre-bid meeting.
10. Prepare one bid package addendum.
11. Attend one pre-construction meeting.
12. Conduct two site reviews during construction.
13. Prepare record drawings based on the Contractor's as-built drawings.
14. Prepare a Certificate of Completion for the Wetland BMP system.
15. Perform grant management tasks associated with the Wetland BMP Services.
16. Provide internal Quality Control Management

## **C. ADDITIONAL SERVICES**

The following services are not included in this Scope of Services:

- Survey services
- Geotechnical exploration, soil analysis, or hazardous materials services
- Full-time construction inspection services
- Sediment removal or hauling services
- Water quality sampling and analysis
- ERP or Dredge and Fill Permit for baffle box BMPs
- Responses to Requests for Additional Information (RAIs) from the SJRWMD, ACOE and FDOT, beyond those specifically provided above
- Preparation of wildlife management plans
- Wetland delineation and monitoring services
- Mitigation plans or services
- Permit application fees
- Preparation and submittal of legal documents including but not limited to Construction or Drainage Easements

## **D. DELIVERABLES**

PROFESSIONAL will provide CITY with the following deliverables:

- Scopes of work for survey and geotechnical services identified in Task Groups 1 and 2.
- Four (4) review copies of the construction plans (half-size format), specifications, and OPCC at the 60% completion stage for Task Groups 1 and 2.
- One (1) review copy of the construction plans (half-size format), specifications, and OPCC at the 90% completion stage for Task Group 1.
- Four (4) copies of final bid-ready construction plans, specifications, and OPCC Task Groups 1 and 2. Additionally, bid documents will be provided on a disc in electronic format (Specifications in Microsoft Word and Drawings in Adobe).
- One (1) copy of the letter request for permit determination to SJRWMD (Task 1.3).
- Seven (7) copies of FDOT Special Use Permit, Right of Way Work Authorization Permit and or Drainage Connection Permit applications prepared in support of Task 1.3. The CITY will sign and submit the required sets to the appropriate agency with the application fee.
- Seven (7) copies of the ERP/Dredge and Fill application and supporting documentation for Task 2.8. CITY will sign and submit five sets to the SJRWMD with the application fee.
- Two (2) sets of signed and sealed record drawings based on Contractor As-built drawings for Task Groups 1 and 2. Record drawings will also be furnished in electronic format (Adobe) on a disc.
- Two (2) sets of Certificate of Completion for each individual BMP, as required by the permitting agency for Task Groups 1 and 2.

- One (1) copy of each quarterly progress report and the final project report prepared in support of Task 1 grant management services.

## **E. INFORMATION AND SERVICES TO BE PROVIDED BY CITY**

CITY will provide PROFESSIONAL with the following information and services at the time of notice to proceed:

- Boundary and topographic surveys of the four individual BMP project sites identified in Task 1.2 and a boundary and topographic survey of the proposed wetland treatment area identified in Task 2, in accordance with the survey scope of work prepared by PROFESSIONAL for the respective tasks.
- Geotechnical Engineering services required for the four BMP Baffle Boxes.
- Field locate City Utilities within the project area prior to commencement of surveying
- Utility locate design services as may be determined through survey
- Access to CITY's facilities, properties, and project area
- Services related to the preparation and acquisition of Construction or Drainage Easements
- Assist PROFESSIONAL in coordinating with regulatory agencies and/or utility owners as necessary to complete the work of the Project
- Provide assistance and/or services for activities not defined herein but related to the Project
- Review and approve submittals made by PROFESSIONAL to CITY as set forth herein in a timely manner. All comments shall be provided to PROFESSIONAL in written form by the CITY
- Pay permit application fees required for the Project
- CITY will solicit, receive bids, and select Contractor for sediment removal and hauling, as determined necessary
- CITY will verify all quantities and approve all contractor pay requests
- Upland site for sediment disposal, as determined necessary
- Services related to the identification, removal or handling of hazardous materials
- Contractor management and construction inspection services
- Construction Phase services, except as proposed herein to be provided by PROFESSIONAL

## **F. PERIOD OF SERVICE**

The services described in this exhibit are anticipated to be completed in accordance with the following summary. Unless noted otherwise, all time durations listed below are in calendar days from receipt of an executed agreement from the CITY "authorization." The schedule provided herein is based on the timely receipt of the information to be provided by the CITY. Should the CITY's activities or regulatory agency response require more time than anticipated, the schedule described below will be modified accordingly.

1. Submit a Request for Permit Determination to SJRWMD for task Group 1 within one week after receipt of authorization from the CITY.
2. Submit scopes of work to the CITY for surveying and geotechnical engineering for Task Group 1 within 2 weeks after receipt of authorization from the CITY.

3. Submit 60% construction plans, specifications and OPCC for Task Group 1 within eight weeks after receipt of survey data.
4. Submit Task Group 1 FDOT permit applications within two weeks after receipt of 60% review comments from the CITY.
5. Submit 90% construction plans, specifications and OPCC for Task Group 1 within four weeks after receipt of 60% review comments from the CITY, or within four weeks after receipt of comments from FDOT, whichever occurs last.
6. Submit final Construction Plans, specifications, and OPCC for Task Group 1 within four weeks after receipt of 90% review comments from the CITY.
7. Schedule the pre-application regulatory meetings with FDOT, SJRWMD, and ACOE for Task Group 2 within two weeks after receipt of authorization from the CITY. Note, the PROFESSIONAL will attempt to expedite occurrence of these meeting, but these meetings will be scheduled at the convenience of the regulatory agencies.
8. Submit a survey scope of work for Task Group 2 within one week after the pre-application regulatory meetings with FDOT, SJRWMD and ACOE.
9. Submit 60% construction plans, specifications and OPCC for Task Group 2 within eight weeks after receipt of survey data.
10. Submit SJRWMD/ACOE permit application for Task Group 2 within two weeks after receipt of 60% review comments from the CITY.
11. Submit final construction plans, specifications, and OPCC for Task Group 2 within four weeks after receipt of review comments from the CITY, or within four weeks after receipt of comments from SJRWMD/ACOE, whichever occurs last.
12. Bid and construction phase services will be provided as scheduled by the CITY.
13. Certificates of Completion and Record Drawing will be provided within four weeks after receipt of CITY's contractor as-built drawings.
14. Quarterly Grant Management Reports will be provided at three-month intervals following City authorization
15. A Final Grant Management Report will be prepared at the completion of Tasks Groups 1 and 2.

**G. COMPENSATION**

**TASK GROUP 1 BAFFLE BOX SERVICES** will be provided in accordance with the **Lump Sum Method** for a total of \$90,388.00.

**TASK GROUP 2 WETLAND BMP SERVICES** will be performed on a **Time and Materials** basis with a not to exceed the amount of \$51,812.00.

<b>TASK GROUP 1</b>	<b>Baffle Box BMP Services</b>	<b>\$ 90,388.00</b>	<b>Lump Sum</b>
<b>TASK GROUP 2</b>	<b>Wetland BMP Services</b>	<b>\$ 51,812.00</b>	<b>Time and Materials</b>
<b>Total</b>		<b>\$ 142,200.00</b>	

The level of effort and the resulting fees are presented in the attached Project Budget (**Exhibit B**). PROFESSIONAL will invoice CITY for services for on a monthly basis according to PROFESSIONAL's

estimated percent project completion for TASK GROUP 1, and on a time and material basis for TASK GROUP 2. Material changes between work tasks, or level of effort actually required versus those detailed herein, may serve as a basis for modifying this scope and budget, as mutually agreed to between PROFESSIONAL and CITY.

## **H. OTHER PROVISIONS**

The services described herein will be provided in accordance with the current generally accepted standards of the engineering profession. Certain assumptions have been made in preparing this scope of services. To the extent possible, they are stated herein and are reflected in the budget estimates included in this scope of services. Reasonable material changes between work tasks, or level of effort actually required and those budgeted, may serve as a basis for modifying this scope and budget, as mutually agreed to between the CITY and the PROFESSIONAL.

- The PROFESSIONAL is entitled to rely upon the accuracy of historical and existing data and information provided by the CITY and others without independent review and verification.
- The PROFESSIONAL is not responsible for the means, methods, sequences, techniques or procedures of the CITY or Contractor operations, or for safety precautions and programs.
- Any Opinion of the Construction Cost prepared by the PROFESSIONAL represents its judgment as a design PROFESSIONAL and is supplied for the general guidance of the CITY. Since the PROFESSIONAL has no control over the cost of labor and material, or over competitive bidding or market conditions, the PROFESSIONAL does not guarantee the accuracy of such opinions as compared to contractor bids or actual costs to the CITY.
- Documents, drawings, and specifications, and electronic information/data, including computer aided drafting and design ("CADD"), prepared by the PROFESSIONAL pursuant to this agreement are not intended or represented to be suitable for reuse by the CITY or others on extensions of the Project or on any other project. Any use of completed documents for other projects and any use of incomplete documents without specific written authorization from the PROFESSIONAL will be at the CITY's sole risk and without liability to the PROFESSIONAL. The CITY assumes full responsibility for such changes unless the CITY has given the PROFESSIONAL prior notice and has received from the PROFESSIONAL written consent for such changes. Electronic data delivered to the CITY is for the CITY's convenience and shall not include the PROFESSIONAL stamp or signature of the PROFESSIONAL or architect. The CITY agrees that the PROFESSIONAL shall not be liable for claims, liabilities or losses arising out of, or connected with the decline of accuracy or readability of electronic data due to inappropriate storage conditions or duration.
- The CITY will require that any construction contractor performing work in connection with the Project hold harmless, indemnify and defend CITY, PROFESSIONAL, their consultants, and each of their directors, officers, agents and employees from any and all liabilities, claims, losses, damages and costs, including attorneys' fees, arising out of or alleged to arise from the construction contractor's performance of the work described in the construction contract documents, but not including liability that may be due to the sole negligence of CITY, PROFESSIONAL, their consultants, or their directors, officers, agents and employees.
- The CITY will also require that the construction contractor provide workers' compensation and commercial general liability insurance, including complete operations and contractual liability, with the latter coverage sufficient to insure the construction contractor's indemnity, as above required; and such insurance shall include CITY, PROFESSIONAL, their consultants, and each

of their directors, officers, agents and employees as additional insureds. The insurance afforded to these additional insureds shall be primary insurance. If the additional insureds have other insurance which might be applicable to any loss, the amount of the insurance provided under this paragraph shall not be reduced or prorated by the existence of such other insurance.

- The CITY will provide a copy of the construction contract documents before they are executed in order that PROFESSIONAL may confirm that the above requirements have been met. CITY agrees to forward to PROFESSIONAL a complete copy of the fully executed construction contract documents. The documents copied to PROFESSIONAL will include, but not be limited to, the executed agreement, bonds, insurance certificates and endorsements.

Project Budget - Revised

City of Leesburg

Lake Hollywood BMP Design  
Task Order 21 Exhibit B

Task Description	Personnel Hours						Budget		
	Principal Engineer	Senior Engineer II	Senior Ecologist II	CADD III/GIS Analyst	Project Admin II	Total Hours	Labor	Non-Labor Fees	Total
<b>Task Group 1 Baffle Box BMP Services</b>									
<b>Task 1.1 Project and Grant Management</b>									
1. Project Management (16 months)	24	4	4		20	44	\$ 6,000	\$ 200	\$ 6,200
2. Attend one (1) project kick-off meeting			16		4	8	\$ 1,080	\$ 100	\$ 1,180
3. FDEP 319 grant - four quarterly reports			8		1	9	\$ 2,320	\$ 10	\$ 2,330
4. FDEP 319 Grant Final Reports (Baffle boxes only)			4		24	30	\$ 1,100	\$ 10	\$ 1,110
5. FDEP 319 Grant reimbursement services (one submittal)			4			4	\$ 2,360	\$ 10	\$ 2,370
<b>Subtotal Task 1.1</b>	<b>26</b>	<b>4</b>	<b>32</b>	<b>-</b>	<b>49</b>	<b>111</b>	<b>\$ 12,860</b>	<b>\$ 330</b>	<b>\$ 13,190</b>
<b>Task 1.2 Baffle Box BMP Design Services</b>									
1. Prepare surveying services scope of work & coordinate with surveyor		16		24	2	42	\$ 4,688	\$ 25	\$ 4,713
2. Prepare hydraulic model and calculations for 4 BMPs using FDOT Critical Duration methodology	4	60				64	\$ 9,200	\$ 50	\$ 9,250
3. Prepare 60% design plans, bid specs, and OPCC	4	40		80		124	\$ 14,160	\$ 25	\$ 14,185
4. Attend one (1) 60% design review meeting		4			1	5	\$ 620	\$ 100	\$ 720
5. Prepare 90% design plans, bid specs, and OPCC	2	16		32	4	54	\$ 5,984	\$ 25	\$ 6,009
6. Attend one (1) 90% design review meeting		4			1	5	\$ 620	\$ 100	\$ 720
7. Prepare final design plans, bid specs, and OPCC	2	16		16	2	36	\$ 4,312	\$ 100	\$ 4,412
<b>Subtotal Task 1.2</b>	<b>12</b>	<b>156</b>	<b>-</b>	<b>152</b>	<b>10</b>	<b>330</b>	<b>\$ 39,584</b>	<b>\$ 425</b>	<b>\$ 40,009</b>

Project Budget - Revised

Lake Hollywood BMP Design  
Task Order 21 Exhibit B

City of Leesburg

Task Description	Personnel Hours						Total Hours	Budget		
	Principal Engineer	Senior Engineer II	Senior Ecologist II	CADD III/GIS Analyst	Project Admin II			Labor	Non-Labor Fees	Total
<b>Task 1.3 Permitting Services</b>										
1. Prepare and submit an ERP letter of permit determination to SJRWMD for Baffle Boxes		10				1	11	\$ 1,460	\$ 10	\$ 1,470
2. One Pre-application meeting with the FDOT		8				1	9	\$ 1,180	\$ 100	\$ 1,280
3. Prepare a maximum of three (3) separate FDOT Special Use Permit or Right-of-Way Work Authorization Permit Applications (BMP #s 1, 2, & 4)		24		24	8		56	\$ 6,168	\$ 30	\$ 6,198
4. Respond to a maximum of one (1) RAI per FDOT permit package (total)		24			3		27	\$ 3,540	\$ 30	\$ 3,570
<b>Subtotal Task 1.3</b>	-	66	-	24	13		103	\$ 12,348	\$ 170	\$ 12,518
<b>Task 1.4 Bid &amp; Construction Services</b>										
1. Attend one (1) pre-bid meeting		4	4				8	\$ 1,080	\$ 100	\$ 1,180
2. Prepare one (1) bid package addendum		2	2	8	2		14	\$ 1,436	\$ 25	\$ 1,461
3. Attend one (1) pre-construction meeting for all four sites		8			4		12	\$ 1,360	\$ 200	\$ 1,560
4. Conduct two (2) site review meetings per site, maximum of 8		32					32	\$ 4,480	\$ 380	\$ 4,860
5. Prepare record drawings based on Contractor's as-built drawings, two sheets per site, maximum of eight sheets		16		32	2		50	\$ 5,464	\$ 200	\$ 5,664
6. Prepare certificates of completion for each BMP Baffle Box installation.		8			2		10	\$ 1,240	\$ 200	\$ 1,440
<b>Subtotal Task 1.4</b>	-	70	6	40	10		126	\$ 15,060	\$ 1,105	\$ 16,165
<b>Task 1.5 Quality Control Management</b>										
1. Perform quality control management for BMP Baffle Boxes	32	4	4	8	4		52	\$ 8,496	\$ 10	\$ 8,506
<b>Subtotal Task 1.5</b>	32	4	4	8	4		52	\$ 8,496	\$ 10	\$ 8,506
<b>SUBTOTAL TASK GROUP I</b>	70	300	42	224	86		722	\$ 88,348	\$ 2,040	\$ 90,388

Project Budget - Revised

City of Leesburg

Lake Hollywood BMP Design  
Task Order 21 Exhibit B

Task Description	Personnel Hours					Budget		Total	
	Principal Engineer	Senior Engineer II	Senior Ecologist II	CADD III/GIS Analyst	Project Admin II	Total Hours	Labor		Non-Labor Fees
<b>TASK GROUP 2 WETLAND BMP SERVICES</b>									
1. Attend one (1) project kick-off meeting		4	4		1	9	\$ 1,140	\$ 50	\$ 1,190
2. Pre-application FDOT, SJRWMD, ACOE Regulatory Meetings		16	40		4	60	\$ 7,680	\$ 150	\$ 7,830
3. Prepare survey scope of services		1	4		1	6	\$ 720		\$ 720
4. Hydraulic and hydrologic model for wetland for permit application submittals		40				40	\$ 5,600		\$ 5,600
5. Prepare 60% design plans, bid specs, and OPCC		12	24	36	1	73	\$ 8,352		\$ 8,352
6. Attend one (1) 60% design review meeting			4		1	5	\$ 580	\$ 50	\$ 630
7. Prepare and submit Joint Application for ERP/Nationwide Permit to SJRWMD and ACOE		4	40	16	2	62	\$ 7,432		\$ 7,432
8. Prepare final design plan, Bid Specs, OPCC		14	20	16	3	53	\$ 6,292		\$ 6,292
9. Attend one (1) pre-bid meeting		4	4			8	\$ 1,080	\$ 50	\$ 1,130
10. Prepare one (1) bid package addendum		2	2	8	2	14	\$ 1,436		\$ 1,436
11. Attend 1 pre-construction meeting		4	4		1	9	\$ 1,140	\$ 50	\$ 1,190
12. Conduct 2 site reviews during construction		10	10		2	22	\$ 2,820	\$ 100	\$ 2,920
13. Prepare record drawings based on Contractor's as-built drawings		4	4	8		16	\$ 1,856	\$ 50	\$ 1,906
14. Prepare a Certificate of Completion for the Wetland BMP		2	8		1	3	\$ 340		\$ 340
15. Grant Management Tasks					8	16	\$ 1,520	\$ 100	\$ 1,620
16. Perform quality control management for the Wetland BMP	16					16	\$ 3,200	\$ 25	\$ 3,225
<b>Subtotal TASK GROUP 2</b>	<b>16</b>	<b>117</b>	<b>168</b>	<b>84</b>	<b>27</b>	<b>412</b>	<b>\$ 51,188</b>	<b>\$ 625</b>	<b>\$ 51,813</b>
<b>Total</b>	<b>86</b>	<b>417</b>	<b>210</b>	<b>308</b>	<b>113</b>	<b>1,134</b>	<b>\$ 139,536</b>	<b>\$ 2,665</b>	<b>\$ 142,201</b>

Personnel Category	\$/HR
Principal Engineer	\$200.00
Senior Engineer II	\$140.00
Senior Ecologist II	\$130.00
CADD III/GIS Analyst	\$97.00
Project Admin II	\$60.00