

**TASK ORDER NUMBER 31 TO AGREEMENT FOR PROFESSIONAL SERVICES
ON A CONTINUING BASIS**

THIS AGREEMENT is made as of the ___ day of _____ in the year 2008, 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 Boyle Engineering Corporation, whose address is 1600 W. MAIN STREET, LEESBURG, FLORIDA 34748 (hereinafter referred to as the "PROFESSIONAL").

WITNESSETH:

WHEREAS, on **May 24, 2004** 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 Amendment for Task Order Number 31.

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 budget pursuant to the terms and conditions set forth in Exhibits "A & B."

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

"PROFESSIONAL"

By: _____



A. Thomas Brown, PE
District Vice President

Date: _____

"CITY"

By: _____

Mayor/Commissioner

Attest: _____

Date: _____

EXHIBIT A

TASK AUTHORIZATION 31

SCOPE OF WORK

FOR

**DESIGN OF THE PLANTATION AT LEESBURG WWTP MASTER LIFT
STATION AND FORCE MAIN**

A. General

The CITY desires to remove from service and decommission the Plantation at Leesburg Wastewater Treatment Plant (WWTP). In order to do so, several elements must be in place and functional. The WWTP is currently a stand alone facility with no interconnection to any other facility. Raw wastewater flows currently pumped to this WWTP are to be redirected to the City of Leesburg's Turnpike Water Reclamation Facility (WRF) located southeast of the Turnpike-CR470 interchange. Based on the MASTER LIFT STATION PRELIMINARY DESIGN REPORT, prepared by the PROFESSIONAL in July 2007, a master lift station and sewage force main are required to be in operation before the WWTP can be taken out of service. The CITY has asked the PROFESSIONAL to design the master lift station and force main, prepare construction bid documents, and prepare permit applications and provide limited construction phase services.

The Master Lift Station (Master LS) will be constructed on CITY owned property that currently includes the Plantation Wastewater Treatment Plant, two Rapid Infiltration Basins (RIB), and a Reject Effluent Holding Basin. The proposed location for the Master LS is adjacent to a containment berm for the southern-most RIB on its west side, north of the end of the liner for the Reject Effluent Holding Basin. This location was selected to allow unconstrained construction of the Master LS, without interfering with the future decommissioning of the Wastewater Treatment Plant.

The force main will be constructed on public rights-of-way and utility easements over private properties. The required utility easements will be identified by the PROFESSIONAL and will need to be acquired by the CITY. The proposed 8-inch force main route begins at the Plantation WWTP and runs westerly, along the north easement line of a Progress Energy High Voltage Transmission Line easement that is immediately south of the WWTP, across Palatlakaha Creek to a point where the easement is contiguous to Manor Oaks Court. This route depends on obtaining easements from private property owners and permission to co-occupy the easement with Progress Energy.

At Manor Oaks Court, the preferred route continues along the Progress Energy High Voltage Transmission Line easement to CR 33, and north along the east side of CR33 to Rogers Industrial Park Road. This route also depends on obtaining easements from a private property owner and permission to co-occupy the easement with Progress Energy. The force main will be eight inch diameter east of CR 33 and will be ten inch diameter within the CR 33 Right-of-Way.

An alternate route runs west in the Right-of-Way of Manor Oaks Court to CR 33, then north along the east side of CR 33 to Rogers Industrial Park Road. An initial assessment of this portion of the route suggests that crossing Manor Oaks Court at the first opportunity and constructing the pipeline along the south right-of-way will provide the cleanest construction route, however, this will require crossing Manor Oaks Court twice.

The undeveloped property immediately west of the Plantation at Leesburg is expected to develop in the future. If the alternate route is selected, a tee and valve will be provided at the midpoint of the undeveloped property's north property line for the future connection. The force main will increase to 10-inch at this tee and continue to CR 33.

At CR 33 the alternate route will occasion the second crossing of Manor Oaks Court and will continue north along the east side of CR 33, to Rogers Industrial Park Road. The force main diameter will remain ten inch for this portion of the route.

At Rogers Industrial Park Road, the proposed force main will connect to a soon to be constructed force main that was designed by the PROFESSIONAL under a separate authorization.

Currently, the issue of the force main route remains unresolved. For the purpose of this proposal, the survey will extend to Manor Oaks Court and will temporarily end there, pending selection of the preferred or alternate route. The route selection will depend on permission to co-occupy the Progress Energy easement from Manor Oaks Court to CR 33 and the time involved in obtaining that permission. The project plans noted herein are based on the slightly longer alternate route, as the worse case.

The PROFESSIONAL will coordinate activities with geotechnical services required for design after the CITY provides the PROFESSIONAL and the Geotechnical consultant with Notice to Proceed. The PROFESSIONAL will begin design after receipt of survey and geotechnical reports.

The following text presents the specific tasks that will be performed as this Scope of Work. To the extent possible 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 preparing additional AMENDMENTS, as agreed to by both the CITY and PROFESSIONAL. The project budget is presented in Exhibit B.

B. Scope of Work

The PROFESSIONAL will perform the scope of work described in the following paragraphs. The work will be performed as one design project that will result in separate construction projects for the Master LS and the Force Main.

TASK GROUP 1 – PROJECT MANAGEMENT

- 1.1 Project Management: Includes general project documentation and control, managing subconsultants, and team coordination, including communications with CITY staff. This task also includes one project kick-off meeting and one additional meeting with the affected property owners.

TASK GROUP 2 – PROGRESS ENERGY EASEMENT

- 2.1 Co-occupancy of Easement: The preferred route includes co-occupancy of the Progress Energy High Voltage Transmission Line easement. PROFESSIONAL will investigate the process of obtaining permission from Progress Energy to co-occupy the easement. PROFESSIONAL will initiate the required applications and prepare exhibits to support the applications for the co-occupancy of the Progress Energy High Voltage Transmission Line easement. Because this easement is a primary corridor between US 27 and CR 33, the PROFESSIONAL will also inquire about using the entire length of the easement between US 27 and CR 33 as a future utilities corridor. In the interest of anticipated future needs of CITY, permission will be requested for the force main and for future water and reclaimed water transmission mains. PROFESSIONAL will aid the CITY in its efforts to obtain permission to co-occupy the Progress Energy High Voltage Transmission Line easement. Beyond the initial application to Progress Energy PROFESSIONAL will prepare documents and drawings to support the CITY's application. A budget line item allowance has been created to fund this effort. Should the level of effort exceed the funding provided, an Amendment to this authorization will be required.

TASK GROUP 3 – PRELIMINARY DESIGN

- 3.1 Jurisdictional Determination: Prior to topographic surveying, PROFESSIONAL will perform a jurisdictional survey to delineate the boundaries of the Palatlakaha Creek wet lands. The wetlands will be delineated in the project area based on the *Wetland Delineation Manual* (USACOE 1987) and the *Delineation of the Landward Extent of Wetlands and Surface Waters* (Chapter 62-340, Florida Administrative Code). This survey will be used to support the request for a determination of "no permit required" by the St. Johns Water Management District (SJRWMD).
- 3.2 Base Survey: Includes coordination with the surveyor for site survey at the lift station site, and route survey for the force main to Manor Oaks Court. PROFESSIONAL will provide survey as part of this Authorization. The scope of survey services will include site surveys for the Master Lift Station, and initial route survey services from the lift station site to the access point for Manor Oaks Court. PROFESSIONAL will engage an underground utility location service to flag buried utilities in advance of survey.
- 3.3 Identify and Draft Initial Easements: PROFESSIONAL will identify owners of record as identified in the Official Records of Lake County from whom the CITY will require easements for the construction of the first leg of the force main. It is anticipated that up to five easements will be required for this leg of the force main. A budget line item has been created for an allowance to fund the effort required to draft a description of each easement.

- 3.4 Additional Route Surveys: Includes coordination with the surveyor for route survey for the force main along the, as yet, undetermined route (Progress Energy Easement or Manor Oaks Court to CR 33). PROFESSIONAL will provide survey as part of this Authorization. The scope of survey services will include route survey services from the access point for Manor Oaks Court to Rogers Industrial Park Road at CR 33. PROFESSIONAL will engage an underground utility location service to flag buried utilities in advance of survey. A budget line item has been created for an allowance to fund this survey and utilities locating effort.
- 3.5 Identify and Draft Additional Easements: PROFESSIONAL will identify owners of record as identified in the Official Records of Lake County from whom the CITY will require easements for the construction of the final leg of the force main. It is anticipated that up to twenty-five easements may be required for this leg of the force main. A budget line item has been created for an allowance to fund the effort required to draft a description of each easement.
- 3.6 Geotechnical Investigations: Includes coordination services performed by the PROFESSIONAL. Geotechnical services are not included in this scope of services. Geotechnical services are expected to be provided by Universal Engineering Sciences, Inc. under a continuing contract with the CITY. The scope of geotechnical services will include geotechnical investigations and reports required to design and permit an expected crossing of the Palatlahaha Creek via the horizontal directional drilling methodology.
- 3.7 Manifold Force Main Modeling: Includes incorporating the Master LS pump curves and force main parameters into a model developed by the PROFESSIONAL under a separate Task Order, and analyzing the various operational scenarios, including the Master LS operating alone, against any of the other four existing lift stations on the manifold force main, and against all four of the other lift stations on the manifold force main. The modeling will be used to confirm selection of the WWTP Master LS pumps.
- 3.8 Tributary Lift Station Review: Lift stations tributary to the proposed Master LS will be reviewed for pump performance when the existing static head at the Plantation WWTP is replaced by the static head at the Master LS. Recommended remedies for deficiencies discovered during the analysis will be conveyed to the CITY by letter report. Design and permitting of corrections, if necessary, will be addressed under a separate authorization.

TASK GROUP 4 – DESIGN PHASE SERVICES – PLANS AND SPECIFICATIONS

PROFESSIONAL will prepare and submit construction drawings, specifications, and an Engineer's Opinion of Probable Construction Cost at the 60%, 90% and final completion stages. Construction drawings, specifications, and the Opinion of Probable Construction Cost will be prepared for bidding and construction of the Master LS and the force main improvements as separate projects. For clarity of scope and activities under this section, the design phase has been divided into Part 1 Master LS, and Part 2 Force Main.

Part 1 Master LS

PROFESSIONAL anticipates preparing up to sixteen drawings for the lift station. Work under this phase will include:

- 4.1 Up to four general drawings comprising the Cover Sheet; General Notes and Index; Drafting Legend; General Abbreviations.
- 4.2 One site plan sheet, one sectional detail sheet for the lift station structure and equipment, and one detail sheet for a sewage shredder installation.
- 4.3 Four electrical drawings including Electrical Symbols And Abbreviations; Electrical Site Plan; Single Line Diagram; Generator and Lift Station Wiring Diagrams and Details.
- 4.4 Two drawings presenting the design of Instrumentation and Controls, and SCADA systems.
- 4.5 Up to three standard or special detail sheets for lift station, trenching and pipeline construction.
- 4.6 Prepare 60% complete Master LS plans to include General Sheets, site plans, structural section, plan, electrical plans, and details. This plan set does not include special details, fitting or valve identification.
- 4.7 Prepare 60% complete technical specifications for the Master LS, including an index of sections in Table of Contents format and technical specifications but excluding Project Bid Forms and Measurement and Payment.
- 4.8 Prepare Engineer's Opinion of Probable Construction Costs for 60% completion for the Master LS.
- 4.9 Perform an in-house 60% Quality Control Review for the Master LS.
- 4.10 Incorporate 60% Quality Control Review comments and prepare 60% submittal package for the Master LS.
- 4.11 Attend a 60% Review Meeting with CITY staff to discuss CITY review comments for the Master LS.
- 4.12 Prepare 90% project plans incorporating CITY staff's 60% review comments for the Master LS.
- 4.13 Prepare 90% technical specifications for the Master LS.
- 4.14 Prepare Engineer's Opinion of Probable Construction Costs for 90% design for the Master LS.
- 4.15 Perform internal Quality Control Review and incorporate review comments for the 90% plans and specifications for the Master LS.
- 4.16 Assemble and submit 90% complete drawings and specifications to CITY for the Master LS.
- 4.17 Meet with the CITY for 90% design review for the Master LS.
- 4.18 Incorporate CITY comments and assemble submit bid-ready drawings, specifications, and final Opinion of Probable Construction Cost to CITY for the Master LS.

Part 2 Force Main

PROFESSIONAL anticipates preparing up to eighteen drawings for the transmission mains including:

- 4.19 Up to four general drawings comprising the Cover Sheet, General Notes and Index, Drafting Legend, and General Abbreviations.
- 4.20 Up to six double plan sheets at a scale of 1-inch equals 40-feet for the pipeline segments along the high voltage transmission easement, Manor Oaks Court and CR 33 for the force main.
- 4.21 Up to three detail sheets for special details comprised of enlarged plan and profile views for the proposed horizontal directional drilling (HDD) crossings of the Palatlahaha Creek and Manor Oaks Court at the west entrance to Plantation, and a bore and jack crossing of Manor Oaks Court at CR 33.
- 4.22 Up to five sheets for standard details for trenching, pavement repair and pipeline construction details, Maintenance of Traffic and Erosion Control.
- 4.23 Prepare 60% complete pipeline plans to include General Sheets, route piping plans and details.
- 4.24 Prepare 60% complete technical specifications for the force main, including an index of sections in Table of Contents format and technical specifications but excluding Project Bid Forms and Measurement and Payment.
- 4.25 Prepare Engineer's Opinion of Probable Construction Costs for 60% completion for the force main.
- 4.26 Perform an in-house 60% Quality Control Review for the force main.
- 4.27 Incorporate 60% Quality Control Review comments and prepare 60% submittal package for the force main.
- 4.28 Attend a 60% Review Meeting with CITY staff to discuss CITY review comments for the force main.
- 4.29 Prepare final project plans incorporating CITY staff's 60% review comments for the force main.
- 4.30 Prepare final technical specifications for the force main.
- 4.31 Prepare Engineer's Opinion of Probable Construction Costs for final design for the force main.
- 4.32 Incorporate CITY comments and assemble submit bid-ready drawings, specifications, and final Opinion of Probable Construction Cost to CITY for the force main.

TASK GROUP 5 – Permitting

Permits are expected to be required from FDEP for the lift station and force main and Lake County for right-of-way utilization. Should any other agency require a permit, or should additional permits be required in addition to those identified in this proposal, then preparation of these additional permits will

be work beyond the scope of this proposal and the PROFESSIONAL will be entitled to additional compensation.

- 5.1 FDEP: Upon incorporation of the City's review comments into the 60% Plans and Specifications, the PROFESSIONAL will prepare and submit to the CITY one FDEP permit application (NOTIFICATION/APPLICATION FOR CONSTRUCTING A DOMESTIC WASTEWATER COLLECTION/TRANSMISSION SYSTEM) for the lift station and force main. This proposal includes provisions for answering up to two RAI's from FDEP.
- 5.2 Lake County Utilization Permit: The PROFESSIONAL will prepare and submit to the CITY applications for two permits that are expected to be required from Lake County, for right-of-way use on Manor Oaks Road, and CR 33 for piping work within those road rights-of-way. This proposal includes provisions for answering up to two RAI's and attending up to two meetings with Lake County subsequent to submittal of the permit applications.
- 5.3 Lake County Site Plan Review: A Lake County Site Plan Review will be required for this project. The project is a minor revision to an existing site plan for the existing WWTP and, as such, will require review. PROFESSIONAL will prepare and submit to the CITY the Site Plan Review Application for the Lake County Development Review Committee (DRC). The PROFESSIONAL will also prepare required support documents for the application. The CITY will need to sign the application and provide the application fee. The PROFESSIONAL will deliver the application, along with supporting documents to the proper County office and attend one DRC meeting to address questions that arise. PROFESSIONAL will respond to up to one RAI and attend up to one additional DRC meeting.
- 5.4 St. Johns River Water Management District: Because the crossing of the Palatlahaha Creek will be by HDD from upland to upland, and because of the small amount of impervious area at the lift station, PROFESSIONAL assumes that an Environmental Resources Permit (ERP) is not required. PROFESSIONAL will contact SJRWMD to confirm that horizontal directional drilling crossing of the Palatlahaha Creek will not require an ERP, and that the minor amount of additional impervious surface at the WWTP will also not require an ERP, and will request determinations of "no permit required". Should an ERP be required, an amendment to this Task Order will be required.

TASK GROUP 6 – Bid Phase Services

It is assumed the CITY will be responsible for advertising the project, distributing the documents and administering the bid process. The professional will provide the following bid-phase services:

- 6.1 Prepare for and attend two pre-bid meetings.
- 6.2 Review up to two written requests for additional information (RAIs) from the Bidders for each project (four total).
- 6.3 Prepare up to one addendum during the bidding of each project (two total).
- 6.4 Attend the two bid openings.

- 6.5 Review contractor's bid submittals (for two bids) and assist the CITY in evaluating bids.
- 6.6 Prepare conformed plans and specifications for each project within 10-days following receipt of executed front-end documents from CITY Purchasing.

TASK GROUP 7 – Construction Phase Services

- 7.1 Pre-construction Meetings: Attend a preconstruction meeting for each construction contract with CITY staff and the Contractor and be prepared to answer design related questions the contractor may ask.
- 7.2 Shop Drawing Review: PROFESSIONAL will review shop drawings for conformance with the contract documents. PROFESSIONAL's fee is based on reviewing up to ten shop drawings or submittals for the Master LS and up to six shop drawings or submittals for the force main (sixteen total) and up to two re-submittals for each project (four total).
- 7.3 Contractor Requests for Additional Information (RFI): PROFESSIONAL will respond to Contractor's RFIs. PROFESSIONAL's proposed fee is based on responding to up to three RFIs for each project.
- 7.4 Monthly Construction Meetings: PROFESSIONAL will attend monthly construction meetings for the project when requested by the CITY. PROFESSIONAL's fee is based on up to four meetings for the Master LS project and six meetings for the force main project.
- 7.5 Periodic Site Observations: CITY will provide construction observation. PROFESSIONAL will conduct up to six total site visits for the Master LS project and up to ten site visits for the force main project.
- 7.6 Perform Daily Construction Inspection: The CITY will provide required daily construction inspections.
- 7.7 Review Contractor's Pay Requests: The CITY will review pay requests.
- 7.8 Attend Lift Station Start-up: PROFESSIONAL, along with CITY staff, will witness the lift station start-up and prepare a Letter Report on the results of the lift station start-up.
- 7.9 Witness Main Pressure Tests: PROFESSIONAL, along with CITY staff, will witness the flushing of the piping installed during the directional bores and the requisite pressure tests (up to fifteen tests), and will prepare Leakage Calculations and a Letter Report on the results of the Main Pressure Tests for the force main.
- 7.10 Substantial Completion: PROFESSIONAL will perform a substantial completion site visit for each project and prepare a punch-list of items to be performed by the Contractor for each construction contract.
- 7.11 Final Completion: PROFESSIONAL will perform a final completion site visit to determine completion of the punch-list items for each construction contract. A punch list will be prepared

detailing those items still needing to be completed and any additional items noted during the visit for each construction contract.

- 7.12 Record Drawings: PROFESSIONAL will prepare record drawings based on the mark-ups provided by the Contractors as required by FDEP. PROFESSIONAL will provide the CITY one set of the reproducible record drawings and one electronic copy of the record drawings in AutoCAD 2006 format, stored on a CD. The record drawings will be prepared solely on the “as-built” drawings submitted by the General Contractor to CITY for each construction contract.
- 7.13 Certificate of Completion: PROFESSIONAL will prepare and submit certificate of completion and record drawings with noted changes to FDEP.

C. ASSUMPTIONS

Certain assumptions have been made in preparing this Scope of Work. To the extent possible, they are stated above and herein.

- 1) Services will be provided in accordance with the Agreement as qualified herein.
- 2) Services will be provided from the PROFESSIONAL’s office in Leesburg, Florida, and from other offices of the PROFESSIONAL as required.

D. DELIVERABLES

PROFESSIONAL will provide to CITY the following deliverables:

- 1) A letter report identifying owners of record from whom easements will be required for the force main construction.
- 2) Progress Energy applications for co-occupancy of the Progress Energy High Voltage Transmission Easement.
- 3) A letter report summarizing lift station deficiencies noted during the analysis of the lift stations tributary to the new Master LS.
- 4) Six review copies of the constructions drawings and specifications at the 60% completion stage.
- 5) Six review copies of the constructions drawings and specifications at the 90% stage.
- 6) Three copies of the constructions drawings (full-size or half-size format) and specifications for Bidding. Specifications will also be provided in a Microsoft Word format on disk.
- 7) One copy of the FDEP application and two (2) copies of each Lake County permit application (Site Plan and Right-of-Way Utilization).
- 8) Copies of correspondence with SJRWMD regarding requirements for an ERP.

- 9) Five copies of the Conformed Plans and Specifications for each construction contract. This includes one copy for the CITY and four (4) copies for the Contractor.
- 10) One reproducible set of record drawings for each project.
- 11) One set of electronic record drawing files in AutoCAD 2006 format for each project.

E. SERVICES PROVIDED BY THE CITY

This Task Authorization assumes that the CITY generally will assume all responsibilities as set forth in the Agreement and as stated in the preceding paragraphs. In addition, it has been assumed that the CITY will provide the PROFESSIONAL with the following information and services:

- Geotechnical service will be provided by Universal Engineering Sciences (UES) via CITY's Continuing Agreement with Universal Engineering Sciences, Inc.
- Pump operating curves for the tributary Plantation lift stations.
- Historical flow record of the Plantation WWTP necessary to properly size transmission mains and pump facilities.
- Agreement with force main route selection approval and authorization to proceed with design.
- Acquisition of required easements.
- Timely review of materials submitted by the PROFESSIONAL to the CITY for review.
- Submittal of all permit applications.
- Payment of all required permit application fees.
- Assistance with scheduling timely meetings with Lake County Public Works Department, FDEP or with affected property owners, if required.

F. SCHEDULE

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.

- Investigation into the feasibility of using the Progress Energy High Voltage Transmission Easement as a utility corridor will begin within 10 days of receipt of Notice to Proceed. This element will require interacting with Progress Energy staff and is expected to require exhibits including the route survey and force main location. The duration of this activity is unknown, but will be diligently prosecuted.
- Identifying owners of record along the proposed force main route, where it will co-occupy the Progress Energy easement, will begin within 10 days of receipt of Notice to Proceed and is expected to be completed within 30 days thereafter. Owners of record along the balance of the force main

route will be identified for notification as required by the Lake County Right-of-Way Utilization Permit requirements in conjunction with that application.

- The 60% plans and specifications for the Master LS will be submitted to the CITY within 60 days after receipt of the lift station site and transmission main route survey (to Manor Oaks Court).
- The 60% plans and specifications for the force main will be are anticipated to be submitted to the CITY within 120 days after receipt of the lift station site and transmission main route survey (to Manor Oaks Court). This period is controlled by work necessary to ascertain the feasibility of co-occupying the Progress Energy High Voltage Transmission Easement.
- The FDEP permit application will be submitted to the CITY concurrent with the 60% force main plans.
- The Plantation Master Lift Station Final Contract Documents, which includes plans and specifications, will be submitted to CITY for use in Bidding Phase within 60 days after the 60% submittal review meeting.
- The Plantation Force Main Final Contract Documents, which includes plans and specifications, will be submitted to CITY for use in Bidding Phase within 60 days after the 60% submittal review meeting.
- The conformed plans and specifications will be submitted to CITY within 10 days following receipt of executed front-end documents from the CITY for each construction contract.
- The FDEP Certificate of Completion and the record drawings will be submitted to CITY within 30 days after final as-built drawings are received from the Contractor for each construction contract.

PROFESSIONAL will observe the time limitations contained herein. PROFESSIONAL shall not be responsible for delays, which occur as the result of action or inaction of others, such as delays in receiving information from others and in obtaining review comments from the CITY.

G. EXCLUSIONS

Services not included in this scope of work but may be required will be provided by the CITY or authorized as an amendment. Specific services excluded from this Task Order:

- Architectural, or environmental/contamination assessment and remediation services.

H. COMPENSATION

Compensation for this Scope of Work will be on a lump sum basis, in the amount of \$248,306, as shown in Exhibit B. The PROFESSIONAL will invoice the CITY on a monthly basis based upon PROFESSIONAL's percent complete, as determined by PROFESSIONAL at the time of billing.

J. ADDITIONAL 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 and 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 an engineer 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 also will require that the construction contractor provide workers’ compensation and commercial general liability insurance, including completed 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

Plantation Master Lift Station and Force Main

Exhibit B

City of Leesburg

Task Description	Personnel Hours								Budget						
	Principal Engineer	Senior Engineer I	Senior Engineer II	Senior Designer	Assist. Engineer II	Assist. Engineer I	Design CADD	Sr. CADD Operator	Clerical	Total Hours	Labor	Other Direct Costs	Subconsultants	Total Non-Labor	Total
Task Group 1 - Project Management															
1.1 Project Management	24		40						24	88	\$ 11,280	\$ 540		\$ 540	\$ 11,820
Subtotal	24		40						24	88	\$ 11,280	\$ 540		\$ 540	\$ 11,820
Task Group 2 - Progress Energy Easement															
2.1 Co-Occupancy of Easements (Allowance)			40	80				40	40	200	\$ 17,160	\$ 872		\$ 872	\$ 18,032
Subtotal			40	80				40	40	200	\$ 17,160	\$ 872		\$ 872	\$ 18,032
Task Group 3 - Preliminary Design															
3.1 Jurisdictional Determination			18					2	2	20	\$ 2,550	\$ 132		\$ 132	\$ 2,682
3.2 Survey			8					4	2	12	\$ 1,376	\$ 52	\$ 23,100	\$ 23,152	\$ 24,528
3.3 Identify and Draft Initial Easements (Allowance)			2					8	2	2	\$ 270	\$ 9	\$ 3,000	\$ 3,009	\$ 3,279
3.4 Additional Route Surveys (Allowance)			4					10	12	12	\$ 1,132	\$ 52	\$ 48,350	\$ 48,402	\$ 49,534
3.5 Identify and Draft Additional Easements (Allowance)			10					4	10	10	\$ 1,350	\$ 44	\$ 15,000	\$ 15,044	\$ 16,394
3.4 Geotechnical Investigations			4					2	6	6	\$ 688	\$ 26	\$ 7,438	\$ 7,464	\$ 8,152
3.5 Manifold Force Main Modeling			4					1	13	13	\$ 1,200	\$ 57		\$ 57	\$ 1,257
3.6 Tributary Lift Station Review			4					1	21	21	\$ 1,840	\$ 92		\$ 92	\$ 1,932
Subtotal			54	8	16	14	4	96	96	\$ 10,406	\$ 464	\$ 96,888	\$ 97,352	\$ 107,758	
Task Group 4 - Design Phase Services															
Part 1 Master LS															
4.1 Prepare LS General Drawings (4)			1					16	17	17	\$ 1,319	\$ 74		\$ 74	\$ 1,393
4.2 Prepare LS Plan, Structural Section Drawings, Shredder Detail (3)			3					48	63	63	\$ 4,857	\$ 275		\$ 275	\$ 5,132
4.3 Prepare LS Electrical Plans and Details (4)			13					3	54	54	\$ 5,688	\$ 566		\$ 566	\$ 6,254
4.4 Design I&C, SCADA			2					8	6	6	\$ 836	\$ 26	\$ 2,000	\$ 2,026	\$ 2,862
4.5 Prepare LS Standard Detail Sheets (3)			1					4	9	9	\$ 727	\$ 39		\$ 39	\$ 766
4.6 Prepare LS 60% Plans			40					8	4	4	\$ 296	\$ 17		\$ 17	\$ 313
4.7 Prepare LS 60% Specifications			2					8	64	64	\$ 7,160	\$ 279		\$ 279	\$ 7,439
4.8 Prepare LS 60% OPCC			1					11	11	11	\$ 1,095	\$ 48		\$ 48	\$ 1,143
4.9 Perform In-house QC Review			8					9	9	9	\$ 1,615	\$ 39		\$ 39	\$ 1,654
4.10 Incorporate QC Comments and Prepare 60% Submittal			2					4	10	10	\$ 846	\$ 44		\$ 44	\$ 890
4.11 Attend 60% Review Meeting			2					2	4	4	\$ 640	\$ 17		\$ 17	\$ 657
4.12 Prepare 90% Project Plans Incorporating City Comments			2					2	6	6	\$ 578	\$ 26		\$ 26	\$ 604
4.13 Prepare 90% Project Specifications Incorporating City Comments			8					8	16	16	\$ 1,560	\$ 70		\$ 70	\$ 1,630
4.14 Prepare 90% OPCC			2					7	7	7	\$ 775	\$ 31		\$ 31	\$ 806
4.15 Perform Internal QC and Incorporate Comments			4					2	6	6	\$ 1,010	\$ 26		\$ 26	\$ 1,036
4.16 Assemble and Submit Final Plans and Specifications			1					2	5	5	\$ 403	\$ 22		\$ 22	\$ 425
4.17 Attend 90% Design Review Meeting			1					3	3	3	\$ 455	\$ 13		\$ 13	\$ 468
4.18 Incorporate City Comments, Prepare Bid Package and Final OPCC			1					4	19	19	\$ 1,381	\$ 83		\$ 83	\$ 1,464

Project Budget

Plantation Master Lift Station and Force Main

Exhibit B

City of Leesburg

Task Description	Personnel Hours								Budget						
	Principal Engineer	Senior Engineer I	Senior Engineer II	Senior Designer	Assist. Engineer II	Assist. Engineer I	Design CADD	Sr. CADD Operator	Clerical	Total Hours	Labor	Other Direct Costs	Subconsultants	Total Non-Labor	Total
Part 2 Force Main															
4.19 Prepare FM General Sheets (4)			1					16						74	\$ 1,393
4.20 Prepare FM Double Plan Sheets (6)		2			4	6		48						262	\$ 4,854
4.21 Prepare FM Special Crossing Profile Sheets (3)			4					16						87	\$ 1,811
4.22 Prepare FM Standard Detail Sheets, MOT (5)			1					16						74	\$ 1,393
4.23 Prepare FM 60% Plans			1					8						39	\$ 766
4.24 Prepare FM 60% Specifications		32						8						292	\$ 6,292
4.25 Prepare 60% FM OPCC	1		2		4	8								65	\$ 1,440
4.26 Perform In-house QC Review	8		1											39	\$ 1,654
4.27 Incorporate QC Comments and Prepare 60% Submittal	2		2		4			4						61	\$ 1,187
4.28 Attend 60% Review Meeting			2											17	\$ 657
4.29 Prepare Final Project Plans Incorporating City Comments			2		4			4						44	\$ 930
4.30 Prepare Final Project Specifications Incorporating City Comments		8						8						70	\$ 1,630
4.31 Prepare Final OPCC	1		2		4									31	\$ 806
4.32 Incorporate City Comments, Prepare Bid Package and Final OPCC			1		2			4						135	\$ 1,206
Subtotal	29	15	135	24	58	44	14	204	59	582	\$ 55,970	\$ 2,986	\$ 2,000	\$ 4,986	\$ 60,956
Task Group 5 - Permitting															
5.1 Prepare FDEP Permit Application		4						16	4	24	\$ 1,964	\$ 105		105	\$ 2,069
5.2 Prepare Lake County Utilization Permit Application		3				8		12	20	43	\$ 3,093	\$ 187		187	\$ 3,280
5.3 Lake County Site Plan		33						20	4	57	\$ 6,175	\$ 249		249	\$ 6,424
5.4 SJRWMD Confirmation			1					8	1	10	\$ 787	\$ 44		44	\$ 831
Subtotal	-	41	-	-	-	8	-	56	29	134	\$ 12,019	\$ 584	\$ -	\$ 584	\$ 12,603
Task Group 6 - Bid Phase Services															
6.1 Prepare for and Attend Pre Bid Meetings (2)	2		6					2		10	\$ 1,300	\$ 44		44	\$ 1,344
6.2 Review RAI's (Up to 2 Each Project)		1	6	1				1		9	\$ 1,123	\$ 70		70	\$ 1,193
6.3 Prepare Addenda (Up to 1 Each Project)		1	6	2			2	1		12	\$ 1,380	\$ 109		109	\$ 1,489
6.4 Attend Bid Openings (2)			3					3		3	\$ 405	\$ 13		13	\$ 418
6.5 Review Bids and Assist in Evaluation	1		16							17	\$ 2,345	\$ 74		74	\$ 2,419
6.6 Prepare Conformd Plans and Specifications		2						4	8	14	\$ 1,046	\$ 319		319	\$ 1,365
Subtotal	3	2	39	3	-	-	2	4	12	65	\$ 7,599	\$ 629	\$ -	\$ 629	\$ 8,228
Task Group 7 - Construction Phase Services															
6.1 Pre-Construction Meetings (2)	2		6					1		9	\$ 1,240	\$ 39		39	\$ 1,279
6.2 Shop Drawing Review (Up to 16 Total)		4	4	8				1		25	\$ 2,672	\$ 258		258	\$ 2,930
6.3 Contractor RFI's (Up to 3 Each Project)		1	6	1				8		8	\$ 1,063	\$ 60		60	\$ 1,123
6.4 Monthly Construction Meetings (Up to 10 Total)	2		20					5		27	\$ 3,370	\$ 118		118	\$ 3,488

Project Budget

**Plantation Master Lift Station
and Force Main**

Exhibit B

City of Leesburg

Task Description	Personnel Hours								Budget						
	Principal Engineer	Senior Engineer I	Senior Engineer II	Senior Designer	Assist. Engineer II	Assist. Engineer I	Design CADD	Sr. CADD Operator	Clerical	Total Hours	Labor	Other Direct Costs	Subconsultants	Total Non-Labor	Total
6.5 Periodic Site Observation (Up to 16 Total)				4	32				8	44	\$ 3,460	\$ 192		\$ 192	\$ 3,652
6.6 Daily Inspection CITY RESPONSIBILITY											\$ -	\$ -		\$ -	\$ -
6.7 Review Contractor Pay Requests CITY RESPONSIBILITY											\$ -	\$ -		\$ -	\$ -
6.8 Attend Lift Station Start-Up, Generator Start-Up	1		4		8				1	14	\$ 1,425	\$ 61		\$ 61	\$ 1,486
6.9 Witness Main Pressure Test (Up to 15 Tests)	1	4	12		16		90		4	106	\$ 8,610	\$ 462		\$ 462	\$ 9,072
6.10 Substantial Completion Site Visit	1		6		8				1	28	\$ 2,927	\$ 65		\$ 65	\$ 2,992
6.11 Final Completion Site Visit	1		8		8				1	17	\$ 1,905	\$ 74		\$ 74	\$ 1,979
6.12 Record Drawings	1		1						8	8	\$ 480	\$ 35		\$ 35	\$ 515
6.13 FDEP Certificate of Completion	1		1						1	3	\$ 380	\$ 13		\$ 13	\$ 393
Subtotal	8	9	67	13	72	90	158	16	318	289	\$ 27,532	\$ 1,377	\$ -	\$ 1,377	\$ 28,909
Total	64	26	416	40	218	158	16	198	1,454	\$ 141,966	\$ 7,452	\$ 98,888	\$ 106,340	\$ 248,306	

Amounts shown are fee.

Personnel Category	\$/HR
Principal Engineer	\$185.00
Senior Engineer I	\$148.00
Senior Engineer II	\$135.00
Senior Designer	\$105.00
Assist. Engineer II	\$80.00
Assist. Engineer I	\$75.00
Design CADD	\$76.00
Sr. CADD Operator	\$74.00
Clerical	\$60.00