



**CITY OF POMPAÑO BEACH**  
100 W Atlantic Blvd, Pompano Beach, FL 33060

<p><b>WORK AUTHORIZATION NO: 22185-1</b></p>	<p><b>COPBFL Project Manager:</b>  <b>Phone: 954-786-4029 Email: Anthony.Alhashemi@copbfl.com</b>  <b>COPBFL Contract Specialist: Antonio Pucci</b>  <b>Phone: 954-786-5574 Email: Antonio.Pucci@copbfl.com</b></p>
<p><b>Firm Name: Chen Moore &amp; Associates, Inc.</b>  <b>Address: 500 W Cypress Creek Rd, Ste 630</b>  <b>City/State/Zip: Fort Lauderdale, FL 33309</b></p>	<p><b>Firm's Contact Representative: Jason McClair</b>  <b>Phone: 954-947-1762</b>  <b>Email: <a href="mailto:jmccclair@chenmoore.com">jmccclair@chenmoore.com</a></b></p>
<p>In accordance with solicitation number E-20-20, Ordinance number 2021-54 dated April 27, 2021 for the City of Pompano Beach hereby directs the firm to perform the services for the project as detailed in the scope of work, attached hereto and made a part of this Work Authorization for the amount specified below.</p> <p>All terms and conditions of the Original Contract dated May 3, 2021 approved via Ordinance No. 2021-54 remain unchanged and in full force and effect, and shall govern the work described herein to its completion, independent of the Original Contract's effective termination date.</p>	
<p><b>Description: SCOPE OF SERVICES</b></p> <p><b>Task 1: Site Investigation</b></p> <p><b>Task 1.1 Document Research/Review</b></p> <p>CMA will gather, review, and evaluate all available topographic surveys, atlases, design drawings, record drawings and/or maintenance records for the existing stormwater infrastructure within the project area to determine the configuration of existing conditions. CMA shall contact the Sunshine State One Call Service to determine the existing utilities which are located in the project area. As necessary, CMA will coordinate directly with all utility providers with existing infrastructure within the project area to obtain any available system maps. CMA shall incorporate the approximate location of all existing underground utilities into the design plans based on any available drawings. CMA gather, review, and evaluate all plat maps for the project area to confirm the presence of any utility easements at the locations of the existing stormwater outfall within the project area. CMA will gather, review, and evaluate any existing stormwater permits issued by the relevant regulatory agencies for the project area. Any existing stormwater permit issued for the project area will define the peak allowable discharge via the existing outfalls into surrounding surface waters, which can limit the extent of the potential stormwater improvements within the project area. CMA shall complete this task within 30 calendar days from the issuance of the Notice to Proceed (NTP) from the City. The fees for this task will be paid on a lump sum basis.</p> <p><b>Task 1.2 Topographic Survey</b></p> <p>CMA shall retain a licensed surveyor to complete the topographic survey of the public right of way within the project limits along with any existing drainage easements. The surveyor will be responsible for providing the topographic survey of the project area in PDF and CAD formats along with any signed and sealed surveys required during the permitting process. The topographic survey shall include the following information:</p> <ul style="list-style-type: none"> <li>• Survey each public roadway from right-of-way line to right-of-way line along with the utility easements for the existing stormwater outfall within the project area.</li> <li>• Establish a control traverse with Florida State Plane Coordinates at sufficient intervals to support the topographic survey to be utilized on the design plans.</li> <li>• Establish benchmarks relative to North American Vertical Datum 1988 (NAVD). The elevations will be based on the nearest governmental benchmark of record.</li> <li>• Locate aboveground features within the survey limits according to the following schedule: pavement, driveways, pavement markings, parking spaces, paved swales, sidewalks, curbs, walls, fences, utility poles,</li> </ul>	

anchors, handrails, utility manholes, catch basins, pull boxes, signs, cabinets, risers, valve boxes, meter boxes, control panels, vaults, slabs, fire hydrants, and overhead utilities.

- Locate underground features of sanitary manholes, storm manholes, and catch basins. Measure the invert elevations of pipes and determine the pipe materials and size when possible.

- Locate trees with caliper of 3 inches and larger will be located. Clusters of trees will be shown as a group. Trees will be identified by the common species name and denoted as unknown if the species cannot be identified. A tree legend will be affixed to the survey drawing and will list the tree species, DBH, and identifying tree number.

- Tie in any subdivision corners, lot corners, and plat corners which can be located along the right-of-way lines. Depict right-of-way lines on the survey for informational purposes only. This will not constitute a boundary or right-of-way survey as defined in the Minimum Technical Standards for Land Surveying and Mapping.

- Measure topographic cross-sections approximately every 50 feet of public right of way and at high and lows spots.

- Ownership and title searches are not included within the scope.

- Easements will be based on information obtained from record plats.

CMA shall coordinate directly with the surveyor to ensure all appropriate data is gathered during the completion of the topographic survey. CMA shall review topographic data upon completion of the survey and provide any comments to the surveyor if necessary. CMA shall update the CAD settings of the topographic survey as necessary and incorporate survey information into the base plans for the project. CMA shall complete this task within 30 calendar days from the issuance of the Notice to Proceed (NTP) from the City. All work under this task will be billed on a lump sum basis.

### **Task 1.3 Geotechnical Investigation**

CMA shall retain a geotechnical engineering firm to acquire the relevant soils information required to estimate subsurface soil conditions, which is necessary to properly design the proposed stormwater improvements within the project area. This task includes the completion of 2 Standard Penetration Test (SPT) soil borings to verify the subsurface soil conditions and 4 exfiltration tests to verify the soil conductivity within the project area. CMA shall complete this task within 30 calendar days from the issuance of the Notice to Proceed (NTP) from the City. All work under this task will be billed on a lump sum basis.

### **Task 1.4 Subsurface Utility Verification**

CMA shall retain a subsurface utility engineering consultant to conduct up to 15 utility testholes to confirm the location of any existing underground utilities within the project area. The completion of up to 15 utility testholes will be necessary to avoid conflicts between the proposed stormwater improvements and any existing underground utility infrastructure within the public right of way. The subsurface utility engineering consultant will be responsible for providing the utility testhole report to CMA for use in the development of the design plans. CMA shall coordinate directly with the subsurface utility engineering consultant to ensure all appropriate data is gathered on the existing underground utilities. CMA shall review the utility testhole report upon completion and provide any comments to the subsurface utility engineering consultant if necessary. CMA shall incorporate the existing underground utilities into the base plans for the project based on the information included within the utility testhole reports. CMA shall complete this task within 30 calendar days from the completion of Task 1.1 and Task 1.2. All work under this task will be billed on a lump sum basis.

### **Task 1.5 Project Site Visits and Meetings**

CMA shall perform necessary site visits throughout the project area to verify the configuration of the any existing utilities, structures, driveways, walkways, tree, landscaping, fencing, and other obstructions within the public right of way and on private property within the project area. CMA shall walk the site and obtain photographs of all potential obstructions and encroachments that may negatively impact the feasibility of the proposed stormwater improvements. CMA shall also visually inspect the existing drainage infrastructure within the project area to confirm the current condition, particularly the existing stormwater outfalls from this project area. CMA shall review any drainage pipe inspection videos provided by the City. As needed, CMA will also attend coordination meetings with the City staff during the design phase of this project. During the preliminary design, CMA shall also meet with the relevant regulatory agencies to discuss the potential system improvement alternatives for this project and to confirm the permit requirements for each potential system improvement alternative. CMA shall complete this task throughout the duration of the design phase. The fees for this task will be paid on a lump sum basis.

## **Task 2: Design Services**

### **Task 2.1 60% Design Submittal**

CMA shall be responsible for all civil engineering design services necessary to prepare the 60% Design Submittal. CMA will prepare and submit the 60% Design Submittal to the City for review and approval. The 60% Design Submittal shall include the following design documents:

- Design Plans – CMA will prepare 60% design drawings, which will consist of the existing condition plans, demolition plans, stormwater plans (plan view only), paving and grading plans, and any relevant detail drawings.
- Cost Estimate – CMA will prepare a preliminary cost estimate of the probable construction costs which will reflect the proposed work included within the 60% Design Submittal.

CMA shall submit 60% Design Submittal to the City for review within 60 calendar days from the completion of Task 1 – Preliminary Design. Any review comments from the City on the 60% Design Submittal are expected to be provided to CMA in a timely manner. As necessary, CMA shall immediately revise the project documents to address any review comments from the City. The fees for this task will be paid on a lump sum basis.

### **Task 2.2 90% Design Submittal**

CMA shall be responsible for all civil engineering design services necessary to prepare the 90% Design Submittal. CMA will prepare and submit the 90% Design Submittal to the City for review and approval. The 90% Design Submittal shall include the following design documents:

- Design Plans – CMA will prepare these 90% design drawings, which will consist of the existing condition plans, demolition plans, stormwater plans (plan and profile views), paving and grading plans, pavement markings and signage plans, landscape restoration plans, and any relevant detail drawings.
- Technical Specifications – CMA will prepare technical specifications within the proposed work included within the 90% Design Submittal.
- Cost Estimate – CMA will prepare a cost estimate of the probable construction costs which will reflect the proposed work included within the 90% Design Submittal.

CMA shall submit the 90% Design Submittal to the City for review within 60 calendar days from the completion of Task 2.1 – 60% Design Submittal. Any review comments from the City on the 90% Design Submittal are expected to be provided to CMA in a timely manner. As necessary, CMA shall immediately revise the project documents to address any review comments from the City. The fees for this task will be paid on a lump sum basis.

### **Task 2.3 Regulatory Permitting**

CMA will obtain, review, and complete permit applications and will prepare backup documentation required by the regulatory permitting agencies. CMA will be responsible for coordination with all regulatory agencies during the permitting process. CMA will send the application forms to the City for signature along with check(s) for all permit and application fees, which will be provided by the City. CMA shall submit all required permit applications to the relevant regulatory agencies. The regulatory agencies typically complete their initial review within 30 calendar days after the permit submittal. Upon obtaining review comments from the regulatory agencies, CMA will revise applications, plans, and technical specifications as per comments from these regulatory agencies and re-submit to the regulatory agencies for permit approval. CMA expects to need the following permit approvals for this project:

- Surface Water Permitting – CMA shall obtain the relevant surface water permits required for the proposed stormwater improvements within the project area. CMA shall submit permit application packages to the South Florida Water Management District (SFWMD) for an Environmental Resource Permit and to Broward County Environmental Protection and Growth Management (BCEPGM) for a Surface Water License as necessary. CMA shall update the design plans based on any review comments received from SFWMD and BCEPGM during the permitting process.
- Water Use Permitting – CMA shall obtain the relevant water use permits required for the dewatering activities needed during construction within the project area. CMA shall submit water use permit application packages to SFWMD and BCEPGM for the dewatering operations required during construction. CMA shall update the design plans based on any review comments received from SFWMD and BCEPGM during the permitting process.
- Environmental Permitting – CMA shall obtain the relevant environmental permits required due to any potential outfall modifications within the project area. CMA shall submit environmental permit application packages to Army Corps of Engineers, SFWMD, and/or BCEPGM to any potential outfall modifications within the project area. CMA shall update the design plans based on any review comments received from the

regulatory agencies during the permitting process.

- Roadway Permitting – CMA shall obtain the relevant roadway permits required for the proposed improvements to the pavement markings, and signage within the project area. CMA shall submit permit application packages to Broward County Traffic Engineering Department (BCTED) for approval as necessary. CMA shall update the pavement markings and signage plans based on any review comments received from BCTED during the permitting process.

- City Building Permit Dry Run Review – CMA shall submit the design plans to the City Building Department for a “dry run” review of the landscaping, irrigation, and structural components of the proposed improvements. For review and approval by the City Landscaping Division, CMA will also prepare a tree survey and assessment of the existing trees within the project area and a tree mitigation plan for any existing trees impacted by the construction activities. The City will coordinate directly with the City staff responsible for the “dry run” review of these component to expedite the review process. CMA shall update the design plans based on any review comments received from the City during the permitting process.

The permit approvals can typically be expected within 60-90 days of submittal to the regulatory agencies. All required permit approvals must be obtained from the regulatory agencies prior to submitting the 100% Design Submittal to the City. The fees for this task will be paid on a lump sum basis. The fees for this task will be paid on a lump sum basis.

### **Task 2.4 Final Design Submittal**

CMA shall be responsible for all civil engineering design services necessary to prepare the Final Design Submittal. CMA will prepare and submit the Final Design Submittal to the City for review and approval. The Final Design Submittal shall include the following design documents:

- Design Plans – CMA will prepare these final design drawings, which will consist of the existing condition plans, stormwater plans (plan and profile view), paving and grading plans, pavement markings and signage plans, landscape restoration plans, and any relevant detail drawings.

- Technical Specifications – CMA will prepare the final technical specifications, which will include the proposed work defined within the Final Design Submittal.

- Cost Estimate – CMA will prepare a final cost estimate of the probable construction costs, which will reflect the proposed work defined within the Final Design Submittal.

- Bid Schedule – CMA will prepare a final bid schedule, which will include all line items for the proposed work defined within the Final Design Submittal.

CMA shall submit the Final Design Submittal to the City for review within 30 calendar days upon receiving permit approvals from all regulatory agencies. Any review comments from the City on the Final Design Submittal are expected to be provided to CMA in a timely manner. As necessary, CMA shall immediately revise the project documents to address any review comments from the City. The fees for this task will be paid on a lump sum basis.

### **Task 3: Reimbursable Expenses**

#### **Task 3.1 Document Reproduction**

CMA shall provide all document reproduction required for each project deliverable to the City and regulatory agencies as defined within the scope. All printing costs for deliverable will be reimbursed by the City at cost.

#### **DELIVERABLES**

CMA will provide the following deliverables at each submittal:

Design Plans:

- 5 half size sets (11”x17”) at each submittal
- 1 digital copy (CAD format) at each submittal
- 1 digital copy (PDF format) at each submittal

Technical Specifications:

- 1 hard copy at each submittal
- 1 digital copy (PDF format) at each phase submittal

**Total Work Authorization Amount: \$ 165,015.00**

CIP/Account No. (For City's internal use): 22-185/ 426-7707-538.65-03

**Firm/Contractor Approval:**

See Signature Pages Below

**City of Pompano Beach Approval:**

See Signature Pages Below

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed the day and year hereinabove written.

Attest:

**CITY OF POMPANO BEACH**

\_\_\_\_\_  
KERVIN ALFRED, CITY CLERK

By: \_\_\_\_\_  
REX HARDIN, MAYOR

By: \_\_\_\_\_  
GREGORY P. HARRISON, CITY MANAGER

APPROVED AS TO FORM:

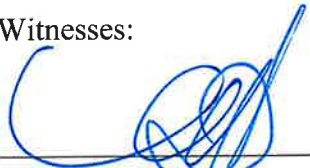
\_\_\_\_\_  
MARK E. BERMAN, CITY ATTORNEY

(SEAL)

**“CONTRACTOR”**

**Chen Moore and Associates, Inc.**

Witnesses:

  
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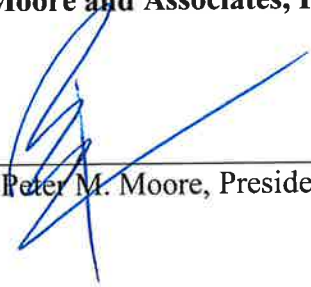
Megan Schmidt  
(Print or Type Name)

  
\_\_\_\_\_

Melissa Danneley  
(Print or Type Name)

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

Peter M. Moore, President



STATE OF FLORIDA

COUNTY OF BROWARD

The foregoing instrument was acknowledged before me, by means of  physical presence or  online notarization, this 20 day of July, 2023, by Peter M. Moore as President of Chen Moore and Associates, Inc., a Florida corporation on behalf of the corporation. He is personally known to me or who has produced \_\_\_\_\_ (type of identification) as identification.

NOTARY’S SEAL:



NOTARY PUBLIC, STATE OF FLORIDA

Johanna Zona  
(Name of Acknowledger Typed, Printed or Stamped)

HH 213916  
Commission Number