



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

<b>WORK AUTHORIZATION NO: 028</b>	<b><u>COPBFL Project Manager:</u> Horacio Danovich</b> <b>Phone:</b> 954-786- 7834 <b>Email:</b> Horacio.Danovich@copbfl.com <b><u>COPBFL Contract Specialist:</u> Antonio Pucci</b> <b>Phone:</b> 954-786-5504 <b>Email:</b> Antonio.Pucci@copbfl.com
<b>Firm Name:</b> Keith and Associates, Inc. <b>Address:</b> 301 E. Atlantic Blvd <b>City/State/Zip:</b> Pompano Beach, FL 33064	<b>Firm's Contact Representative:</b> Alex Lazowick <b>Phone:</b> 954-788-3400 <b>Email:</b> ALazowick@keith-associates.com
In accordance with solicitation number _____, Ordinance number <u>#2016-19</u> dated <u>November 2, 2015</u> for Engineering, Surveying and Utility Locating services 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.	
<b>Description:</b>  <b>Task 001 Topographic Survey</b>  The CONSULTANT shall prepare a Topographic Survey of portions of the Hillsboro Shores community. The survey will include all roadways in the area bounded by Dow Street to the south, State Road A1A to the west and north, and the Atlantic Ocean to the east. The survey will extend five (5) feet beyond the existing right-of-way lines. The survey of SR A1A will be from the crown of road to the east right-of-way line. The extreme north end of North Riverside Drive, west of SR A1A, will be included for only the existing drainage structures.  The Topographic Survey areas will include all surface features, such as roadways, striping, sidewalks, driveways, surface utilities, signs, mailboxes, etc. Trees will be located and noted by trunk size and common name. Storm and Sanitary Sewer structures will be noted with invert elevation, size, material and direction. Elevations will be noted at an interval of approximately 50 feet, including intermediate changes in grade.  A parcel map of the area will be created along with the existing right-of-way lines. Sub-surface utility designations (paint/flags), as provided by the SUE division, will be located and shown on the survey. Up to 20 test holes will be located, elevated and included on the survey.  The survey shall be referenced to the Florida State Plane Coordinate System (NAD83/11) and the North American Vertical Datum of 1988 (NAVD88).  <b>Task 002 Horizontal Designation Services - (Quality Level 'B')</b>  Conductive utilities will be marked on the surface utilizing active geophysical prospecting techniques in conjunction with electromagnetic equipment utilizing passive radio and audio frequencies. Known non-conductive utilities and/or structures will be marked on the surface utilizing Ground Penetrating Radar (GPR), above ground features, professional judgment, utility plats and/or as-builts. This task does not include identifying drainage, gravity systems, service laterals, irrigation or overhead facilities.	

### **Task 003 Location Services - (Quality Level 'A')**

*(Vacuum Excavations)*

CONSULTANT will perform up to (20) test holes at specific sites requested by the design engineer. Test holes will be utilized to expose utilities to minimize any potential for damage. Test holes performed will be of minimum size (usually 1' by 1'). Backfill of test holes will be performed utilizing the removed material, if suitable. Areas will be restored back as close as possible to their original condition. Installation of an identifiable above ground marker will be performed at each test hole location. Field markers will consist of a nail and disk in asphalt, or an iron rod and cap with survey stake in grassed areas. Test holes performed in the street will be patched using cold patch. The test hole number and utility will be identified on the ground or on the stake, as appropriate. A test hole summary report will be created providing coordinates, depth of cover, type, size and material if applicable.

### **Task 004 Kick-Off & Document Review Phase**

The CONSULTANT will first review all existing information the city has available. This will include any existing modeling performed or other reports to determine the current recommended system. All existing information will be highly scrutinized to ensure the ideal and most economical design is proposed. An initial neighborhood involvement meeting will be held to fully understand the current issues throughout the work area.

### **Task 005 Preliminary Design Phase**

Once all information is reviewed, the CONSULTANT will perform an internal design meeting with senior engineering staff to roadmap the design intent. 30% Paving, Grading and Drainage (PGD) plans will be prepared. Preliminary phasing plans will also be prepared to show potential construction activities. A meeting with COPB and the neighborhood will be held to identify additional critical input.

### **Task 006 Design Development Phase**

The CONSULTANT will update and incorporate all reasonable comments made by the COPB and the neighborhood that fall within this scope. 75% plans, specifications and an engineering construction cost estimate will be prepared. In addition, pipe modeling and sizing will be prepared and completed during this phase. One (1) final design coordination meeting will be held with COPB and the neighborhood to ensure all comments have been addressed. At the end of this Phase and the approval of COPB, engineering permitting will begin.

### **Task 007 Engineering Permitting**

The CONSULTANT shall prepare and submit the permit applications for the construction of the improvements designed as defined by this contract and process them through the following regulatory agencies:

#### Paving, Grading, and Drainage System

City of Pompano Beach

Broward County Environmental Protection and Growth Management Department

It is anticipated a general license will be required as well as a 10-2 self-certification with FDEP.

#### Signing and Pavement Markings Plan

City of Pompano Beach

Broward County Traffic Engineering Division

The CONSULTANT shall attend (1) pre-application meeting with each agency having jurisdiction over the project to review the proposed design.

If permit processing other than those listed above are required, CONSULTANT shall advise CLIENT and prepare a contract addendum for the associated additional services.

### Task 008 Construction Document Phase

Based upon the approved design, the Consultant will prepare Final Construction Engineering Plans and calculations. Additional plan updates will be made as the plans go through the required permitting agencies. Outfall improvements are not anticipated as part of this scope. No work is anticipated within FDOT or BC right-of-way. No other utilities are anticipated being relocated under this scope of work. Final 100% plans, specifications, engineering cost estimates and required reports to complete the project will be finalized. All items will be prepared in anticipation of a COPB on-call contractor to perform the work. It is not anticipated this work will be put out to bid. Minor bidding assistance is included in this scope of work.

### Task 009 Construction Administration Services

The CONSULTANT shall provide construction observation services in order to ensure the integrity of the design intent and certify to the CITY and other jurisdictional agencies that the construction work has been completed in substantial compliance with the approved documents and permits.

Note: It is the contractor's responsibility to coordinate through the CONSULTANT the scheduling of testing. The CONSULTANT shall represent the CITY in performing periodic observation of construction as necessary to confirm construction is in accordance with the approved plans.

This task includes construction observation and certification services for an anticipated construction period of six (6) months.

	Total Fee: \$160,000.00
<b>Total Work Authorization Amount: \$ <u>177,590.00</u></b>	<b>Approved Reduction per Dodie Keith</b>

#### Firm/Contractor Approval:

Accepted by:  \_\_\_\_\_  
Firm Representative

Title: Executive Vice President  
Date: 02/28/2018

#### City of Pompano Beach Approval:

Accepted by: \_\_\_\_\_  
Pompano Beach Representative

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