

EXHIBIT "A"

CCNA2018 WORK ORDER NO. 2 (PARKS)

FRAN B. ADAMS NORTH COUNTY REGIONAL PARK RESTROOM FACILITY

Masteller & Moler, Inc. is pleased to present you with Work Order Number 2 which provides Professional Engineering Services for design, construction plans, permitting, specifications with bidding, and construction administration.

Project Description

The Indian River County Parks and Conservation Services Department plans to install a pre-fabricated restroom building (provided by others) adjacent to the playground area located just north of the softball diamonds at the Fran B. Adams North County Regional Park (WW Ranch Rd & C.R. 512). The restroom building is intended to serve park visitors at the existing soccer fields and the playground area. Said project requires the design of an extension to the existing gravity sewer system and potable water system to the restroom building.

The existing gravity sewer system serves the softball facilities and flows into a lift station located along the west side of WW Ranch Road, just east of the northeastern softball diamond. This project will propose to connect to existing gravity sewer manhole #4 located at the north end of the softball facility. The existing potable water system consists of a 6" potable water main running along the west side of WW Ranch Road and terminating approximately 425 LF north of the existing Lift Station. The project will require an extension of the 6" potable water main approximately 250 LF north towards the playground site and a water service extension with backflow preventer to the proposed restroom building location. At this time, pump station and flow data to the existing lift station is unknown, and any adjustments necessary to the existing lift station in order to accommodate flows from the proposed restroom building are not included as part of this Work Order.

In order that Indian River County Parks and Conservation Services may provide for bidding and construction of this project, Masteller & Moler, Inc. proposes to perform the following scope of services:

Scope of Services

Task A – Surveying Services

Masteller & Moler, Inc. shall use the services of our survey sub-consultant Masteller, Moler, & Taylor, Inc. to provide a Site Survey for Engineering Utility & Site Design purposes for this project. The proposed restroom building (by others) will be located north and east of the existing playground area. The proposed water main extension will begin at the existing terminus point of the water main as described above and proceed north approximately 250 lineal feet along the west side of WW Ranch Road in order to provide water service to the proposed restroom building. The proposed gravity sewer system extension will connect to existing manhole #4 and proceed north and west some 300 lineal feet in order to provide wastewater collection and conveyance services for the proposed restroom building.

The Site Survey will include location of all visible improvements within the proposed project limits and detailed information as needed along the proposed utility extension(s). Elevations will be based on NAVD 1988 and cross sections will be obtained on an as-needed basis. Base Plans will be generated showing the Site Survey information for use in preparing the Engineering Utility Design Construction Plans.

Task B – Engineering Design & Preparation of Construction Plans

Masteller & Moler, Inc. shall use the aforementioned Base Plans for design and preparation of Construction Plans for the location and requirements for the new restroom building, gravity sewer, and potable water main extensions. Consultant shall prepare plans and specifications which shall include requirements for connection of the new utilities to existing systems and requirements for the extension of the existing utilities.

Task C – Minor Site Plan Approval

A Pre-Application Conference with the Technical Review Committee (TRC) was held on April 27th, 2020 to discuss the Project requirements based on a Conceptual Site Plan that was submitted along with the Conference request. Masteller & Moler, Inc. shall utilize the aforementioned design and construction plans for submittal to the County Planning Department to secure Minor Site Plan Approval based on comments provided by TRC Staff at the pre-application conference. The Plans shall include improvements necessary to facilitate Minor Site Plan Approval generally including but not limited to:

- Location of the proposed restroom building (building elevations & specifications provided by others);
- Location of the proposed utilities extensions;
- Concrete sidewalk leading to and from the restroom building and ADA compliant parking spaces, if required.

Following the submittal, we shall complete any required additional rounds of responses following the first round based on hours expended multiplied by the appropriate job classification rate set forth in Exhibit 1 attached to the Agreement for a fee not to exceed \$1,780.00.

Task D – Soils Engineering Services

Masteller & Moler, Inc. shall use the services of our soils engineering sub-consultant KSM Engineering & Testing to provide soil engineering services for the project as follows:

- Perform two (2) hand auger soil borings to a depth of 8’ along the proposed utility extension routes;
- Perform two (2) soil borings to a depth of 10’ under the proposed restroom building location;
- Provide a report detailing all findings and conclusions as to the suitability of the subsurface soils for the project.

Task E – Electrical Engineering Services

Masteller & Moler, Inc. shall use the services of our electrical engineering sub-consultant Treasure Coast Engineering to provide electrical engineering services for the project for the restroom building site. The electrical engineering services will generally include the evaluation of the existing power to the site (if any) to determine the suitability for the project’s needs, interfacing with the power utility to ensure adequate power is delivered to the restroom building site, and furnishing of electrical plans and diagrams as necessary.

Task F – Supporting Permits

Masteller & Moler, Inc. shall secure the supporting permits for the proposed work from the following agencies:

- Indian River County Department of Utility Services – Utility Construction Permit (Review fee of \$150.00)
- Indian River County Public Works – Right-of-Way Permit (Review fee of \$ 800.00)
- SJRWMD Letter Modification to ERP No. 4-061-66856-1 (Fran B. Adams North Co. Regional Park) (Review fee of \$ 270.00)
- FDEP Wastewater General Permit (Review fee of \$250.00)
- FDEP Water General Permit (Review fee of \$650.00)

Permit application fees are not included in this Work Order.

Task G – Bidding Services and Specifications

Using IRC standard bid documents, Masteller & Moler Inc. shall prepare Contract Plans and Specifications with Bid Documents to allow the Indian River County Purchasing Department to advertise and bid the proposed Site Improvements Project. Additionally, we will provide engineering services during the project's bidding process generally including but not limited to the following:

1. Preparation for and attendance at a mandatory pre-bid meeting and preparation of a letter of response to include in an addendum.
2. Revise and/or amend Contract Plans and Specifications and prepare written addendum / addenda during bidding to reflect any comments and/ or requirements by permitting agencies.
3. Research and responses to bidders' questions to be incorporated into written addenda during the bidding process.
4. Review submitted bids, evaluate for correctness and completion, compile bid comparison by line item for each bidder, contact references (if applicable), and provide Letter of Findings and Recommendation of Contract Award.

Task H – Construction Administration and Observation

Masteller & Moler, Inc. shall provide engineering services as needed during the construction of the project generally including but not limited to the following:

1. Preparation for and attendance of a mandatory pre-construction meeting;
2. Periodic construction observations as needed;
3. Perform the walkthrough at the end of the construction;
4. Provide a punch list to the Contractor;
5. Review the As-built drawings;
6. Prepare Project Close-out/Certification documents.

Deliverables – The **ENGINEER** shall provide the **COUNTY**:

- a. 60% Construction Plans and Preliminary Specifications – 1 Hard Copy + PDF
- b. Final Construction Plans - 2 Sets + PDF
- c. Bid Documents and Final Specifications necessary for Advertisement and Bidding of the work
- d. Related digital AutoCAD, DOC, and PDF files

TIME SCHEDULE

Project shall be completed as follows:

Engineering Design & Preparation of Construction Plans (after NTP Receipt)	<u>60</u> Working Days
Submittal of Permit Applications (after NTP Receipt)	<u>80</u> Working Days

FEE SCHEDULE

Consultant proposes to provide the outlined Scope of Services based on the following lump sum fees:

Task A – Surveying Services	\$ 4,800.00
Task B – Engineering Design & Preparation of Construction Plans	\$ 13,900.00
Task C – Minor Site Plan Approval	\$ 2,930.00
Additional rounds of responses, hourly NTE (if necessary)	\$ 1,780.00
Task D – Soils Engineering Services	\$ 1,540.00
Task E – Electrical Engineering Services	\$ 3,850.00
Task F – Permitting	\$ 8,080.00
Task G – Bidding Services and Specifications	\$ 6,220.00
Task H – Construction Administration Services	\$ 4,510.00
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Total Lump Sum Fee	\$ 47,610.00