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Land Surveying & Mapping Services • Sub-Surface Utility Designation & Location Services • Geographic Information Systems • GPS Asset Inventories

February 21, 2019

Via Email: [jboyer@ircgov.com](mailto:jboyer@ircgov.com)

Mr. John M. Boyer, PE  
Utilities Engineer  
IRC Department of Utility Services  
1801 27<sup>th</sup> Street – Building A  
Vero Beach, FL 32960  
(772) 226-1823

**RE: IRC Project 1722 – 45<sup>th</sup> Street Improvements**  
**45<sup>th</sup> Street – 43<sup>rd</sup> Street to 58<sup>th</sup> Avenue**  
**Section 28, Township 32 South, Range 39 East, Indian River County, Florida**

Dear Mr. Boyer,

We are pleased to submit our proposal for Subsurface Utility Verification (Penetrating) on the above referenced project.

**SCOPE OF WORK:**

1. Coordinate Sunshine 811 and utility locates to include supplemental calls to each locator to expedite the field marking of each subsurface utility as required by law.
2. Expose the subject utilities by using non-destructive vacuum excavation methods at **forty (40)** specific locations as indicated on plan sheets provided and marked by client in the field.  
**The Client is to stake test hole locations.**
3. Confirm/determine the vertical and horizontal position of the subject utilities and record the information, using the locate marks provided by the utility owners and/or their representatives unless otherwise specifically requested by client.
4. Any asphalt/concrete removed will be repaired using like materials.
5. Tie each test hole location to a minimum of three visible physical features to enable this data to be added to your base map and also enable future recovery.
6. Provide all M.O.T. required for Test Holes. Permitting for roadway work will be provided by IRC Department of Utility Services.

6500 All American Blvd  
Orlando, FL 32810  
407.292.8580  
407.292.0141 Fax

1130 Highway 90  
Chipley, FL 32428  
850.638.0790  
850.638.8069 Fax

Lakeside Executive Center  
8641 Baypine Road  
Suite 5  
Jacksonville, FL 32256  
904.737.5990  
904.737.5995 Fax

119 West Main Street  
Tavares, FL 32778  
352.343.4880  
352.343.4914 Fax

10 East Lake Street  
Kissimmee, FL 34744  
407.944.4880  
407.944.0424 Fax

University Corporate Park  
10770 North 46th Street  
Suite C-300  
Tampa, FL 33617  
813.898.2711  
813.898.2712 Fax

410 Honeysuckle Road  
Dothan, AL 36305  
334.648.0288

Licenses: PSM: Florida Professional Surveyor & Mapper • PLS: Alabama Professional Land Surveyor • PE: Professional Engineer  
Certifications: EI: Engineering Intern • GISP: Geographic Information Systems Professional • CST: Certified Survey Technician

The final product will be test hole reports/sketches of the project area reflecting all pertinent data for your use.

**Terms and Conditions**

It is understood that the IRC Department of Utility Services construction contractor is responsible to abide by Sunshine 811, Florida State Statutes Chapter 556.106 and all applicable laws, and regulations that pertain to the services provided.

IRC Department of Utility Services will make available all plans and utility records that have been obtained for this site. However, the information provided by IRC Department of Utility Services is also dependent upon a Sunshine 811 request for utility owners and/or their representatives to mark their buried underground plant at the project site as required by law. Southeastern Surveying and Mapping Corporation (SSMC) has a right to rely on the accuracy of such plans and utility records and will notify IRC Department of Utility Services if there are any patently or reasonably identifiable defects in the documents.

IRC Department of Utility Services is aware that due to the inherent uncertain nature of subsurface utilities, including but not limited to deficient or misrepresentation of prints, SSMC cannot guarantee that all subsurface utility lines will be accounted for. SSMC will ensure that all reasonable efforts are made to identify the location of said underground utilities and provide the best available information within the project area with the use of Ground Penetrating Radar, Electronic Line Locating Equipment and Vacuum Excavation methods, as needed. Additional research will only be conducted by SSMC if requested in writing by IRC Department of Utility Services.

In accordance with the Underground Facility Damage Prevention and Safety Act, the Design Engineer shall perform sufficient Utility Coordination with the Utility providers in this location to affirm the information from SSMC's efforts and confirm that no other subsurface utility is possibly undetected by these efforts.

SSMC shall not be held liable for any latent or unreasonably discoverable utilities in the project area. Furthermore in the event of a claim regarding the services provided in the proposal, SSMC shall have liability for reasonable and necessary defense costs to the extent caused by SSMC's negligence.

**M.O.T.** will be used only if absolutely necessary and these invoice charges will be an addition to the total per day rate and reflected on our invoice to you.

**Note:** If permitting is required for said work, these charges will also be additional and reflected on our invoice to you.

**Note:** Test Holes that require a depth of greater than ten (10) feet, or require a substantial amount of increased effort (sleeving, shoring, de-watering, etc.), then said Test Holes may need to be negotiated separately on a case by case basis if normal vacuum excavation practices do not allow said utilities to be exposed.

**Note:** All utility sizes given are outside diameter unless otherwise specified and are approximate only due to uncontrollable field conditions that may be encountered during excavation.

**Note:** Any additional overlaying or restoration of pavement, other than the replacement of materials removed and cold patched, will be the responsibility of IRC Department of Utility Services.

Mr. John M. Boyer, PE  
IRC Project 1722 – 45<sup>th</sup> Street Improvements  
February 21, 2019

Our fee for this project will be as follows:

**Test Holes/Day Rate:**

\$512.00 Dirt/Each (anticipate 13)	\$6,656.00
\$571.00 Asphalt/Concrete/Each (anticipate 27)	\$15,417.00

**M.O.T. (SSMC)**

\$500.00 per Lane Closure/Day Rate (10)	\$5,000.00
\$931.00 per Lane Closure/Night Rate	

**Permitting: (If Required)**

\$103.00 per hour + cost of permit

**The fee estimate for the proposed scope of services is valid for six (6) months from the date of proposal.**

We anticipate completion of the above described work within **five (5) weeks** after receipt of approved permit and written notice to proceed.

SSMC will submit monthly invoices electronically via email as an attachment. SSMC requires each client to provide its Accounts Payable contact information along with any invoicing deadlines and requirements per project. Please complete the attached Contact Information Sheet and return to SSMC Project Manager listed below with your signed proposal letter or executed agreement.

**Payment is due upon completion of the work and prior to release of project information. We accept VISA and MasterCard for your payment convenience.**

**Notice to Owner**

- For all construction related projects a Notice to Owner will be filed.

We look forward to the opportunity to work with you on this project.

Sincerely,



M. Scott Sowards  
Utility Division Project Manager

MSS:gac



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February 21, 2019

If the above scope, period of service and method of compensation meets with your approval, please execute below and email to SSMC as notice to proceed along with the notice of commencement.

If your firm prefers using your own standard PROFESSIONAL SERVICES AGREEMENT in lieu of this proposal letter, this document MUST BE furnished to SSMC, negotiated, and executed prior to the commencement of any service.

**Send all Agreements to:**

**Orlando Corporate Office**  
**6500 All American Boulevard**  
**Orlando, FL 32810.**  
Fax: 407-292-0141  
Email: [info@southeasternsurveying.com](mailto:info@southeasternsurveying.com)

Your firm agrees that by (1) signing and returning this Proposal, or (2) partial or complete performance under this Proposal and SSMC has not received, negotiated and/or executed a PROFESSIONAL SERVICES AGREEMENT, then it is agreed that THE TERMS AND CONDITIONS IN THIS PROPOSAL SHALL GOVERN THE SERVICES RENDERED.

Furthermore, if requested, your firm acknowledges that by accepting this Proposal, SSMC will provide your firm with an insurance certificate that (1) contains the project name and (2) lists your firm as the certificate holder.

The person executing this document **must indicate** that he/she is a Principal and/or Corporate Officer.

If the signatory is not a Principal and/or Corporate Officer, a Letter of Authorization on company letterhead signed by a Principal and/or Corporate Officer, MUST be provided that specifically states that signatory has the authority to bind the parties by entering into this agreement.

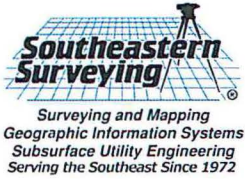
ACCEPTED BY:

/

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Principal / or Corporate Officer	Title	Printed Name	Date
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Orlando Corporate Office: 6500 All American Boulevard, Orlando, FL 32810 • (407) 292-8580  
Chipley Office: 1130 Highway 90, Chipley, FL 32428 • (850) 638-0790  
Jacksonville Office: Lakeside Executive Center, 8641 Baypine Road, Suite #5, Jacksonville, FL 32256 • (904) 737-5990  
Kissimmee Office: 10 East Lake Street, Kissimmee, FL 34744 • (407) 944-4880  
Tampa Office: University Corporate Park, 10770 North 48<sup>th</sup> Street, Suite C300, Tampa, FL 33617 • (813) 898-2711  
Tavares Office: 119 West Main Street, Tavares, FL 32778 • (352) 343-4880  
Alabama Office: 410 Honeysuckle Road, Dothan, AL 36305 • (334) 648-0288

## CONTACT INFORMATION SHEET

Please provide the following information:

Company Name: \_\_\_\_\_

Physical Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Office Phone: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Principal Owner/Manager: \_\_\_\_\_ Email: \_\_\_\_\_

Accounts Payable Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Accounts Payable Email: \_\_\_\_\_

Invoicing Deadlines:  Yes  No (If yes, please provide your invoice schedule)

Return this form via email to [info@southeasternsurveying.com](mailto:info@southeasternsurveying.com) and the Southeastern Surveying and Mapping Corporation (SSMC) Project Manager upon acceptance of a signed proposal or contract.

If you have any questions, please do not hesitate to contact a representative from SSMC and we will be happy to assist you.

### SSMC Contact Information

Accounts Receivable  
Orlando, Kissimmee, Tampa, & Tavares  
Tina Via  
Phone: (407) 292-8580 ext. 2252  
Email: [tvia@southeasternsurveying.com](mailto:tvia@southeasternsurveying.com)

Accounts Receivable  
Chipley  
Tammy Hicks  
Phone: (850) 638-0790 ext. 3225  
Email: [thicks@southeasternsurveying.com](mailto:thicks@southeasternsurveying.com)

Accounts Receivable  
Jacksonville  
Savanna Howard  
Phone: (904) 737-5990 ext. 4301  
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Leonilla John  
Phone: (407) 292-8580 ext. 2249  
Email: [ljohn@southeasternsurveying.com](mailto:ljohn@southeasternsurveying.com)

Contracts / Certificate of Insurance  
All Offices  
Rebecca Bess  
Phone: (407) 292-8580 ext. 2202  
Email: [rbess@southeasternsurveying.com](mailto:rbess@southeasternsurveying.com)