



EXHIBIT A

The Indian River County Parks and Recreation Division (IRCPRD) plans to replace the existing restroom building and septic system serving the football field and playground area located at the southeast corner of Victor Hart Park. Under Work Order 3 of the 2018 Agreement, Masteller & Moler, Inc. (MM) performed conceptual planning and submitted for, and attended, an IRCCDD Pre-Application Conference.

This Work Order proposes to provide for the engineering design and preparation of construction plans, site planning and project permitting, bidding services, and construction administration and observation services for the Victor Hart Sr. Complex Restroom and Concession Facility project.

Scope of Work:

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 & concession stand (by others) will be located on the northeast corner of the existing football/ soccer field and north of the existing restroom facility. In order to provide water service to the proposed restroom building, the potable water service for the existing restroom building will be extended north approximately 200 lineal feet along the west side of 47th Place, open cutting the existing, unpaved parking lot and terminating on the south side of the proposed facility. The proposed lift station shall be situated north of the proposed restroom facility. The proposed 2” discharge force main will connect to the existing 12” Indian River County Department of Utility Services (IRCDUS) force main located along the southerly boundary of the Parks’ property in order to provide wastewater collection and conveyance services for the proposed restroom building.

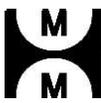
The Site Survey will include location of all visible improvements within the proposed project limits and detailed information as needed along the proposed utility extension(s). Elevations will be based on NAVD 1988 and cross sections will be obtained on an as-needed basis. Base Plans will be generated showing the Site Survey information for use in preparing the Engineering 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/ concession building, private canned lift station, force main extension and potable water service extension. The Consultant shall prepare plans depicting the demolition of the existing restroom facility and abandonment of the existing septic tank & drain field for the County’s / Contractor’s use in obtaining the required permitting from the Building and Health Departments. The 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 February 27th, 2023 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/ concession stand building (building elevations & specifications provided by others);
- Location of the proposed utilities extensions;
- Location of the proposed private canned Lift Station;
- Modification to on-site drainage facilities;
- Demolition of existing restroom facility

The permit review fee yet to be determined is excluded from this Work Order. Following the submittal, we shall complete any required rounds of responses 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 \$2,710.00.

Task D – Supporting Permits

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

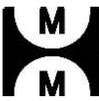
- Indian River County Department of Utility Services – Utility Construction Permit (Review fee of \$159.14)
- Indian River County– Type A SWMS Permit (Review fee of \$ 850.00)
- Indian River County – Land Clearing / Tree Removal Exemption (No review fee)
- Indian River County Fire Prevention – Minor Site Plan Review (Review fee to be determined)
- Indian River County Department of Health – Minor Site Plan Review (Review fee to be determined)
- SJRWMD Letter Modification to ERP No. 4-061-40158-5 (Gifford Youth Center) (Review fee of \$ 270.00)
- FDEP Wastewater General Permit (Review fee of \$250.00 included in this Work Order)

FDEP Permit application fee(s) only are included; all others are excluded from this Work Order. It is our understanding an FDEP Water General Permit will not be required for the potable water service extension, as such is not included within the above listed Scope & Fees.

Indian River County Department of Health demolition and septic system abandonment are excluded from this Work Order.

Task E – 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 F – 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.

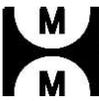
Deliverables – The ENGINEER shall provide the COUNTY:

- 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)	60 Working Days
Submittal of Permit Applications (after NTP Receipt)	80 Working Days



FEE SCHEDULE

The COUNTY agrees to pay, and the ENGINEER agrees to accept a maximum not-to-exceed amount of \$50,510.00 for the above-described services rendered based on the following:

Task A – Surveying Services	\$ 3,200.00
Task B – Engineering Design & Preparation of Construction Plans	\$ 16,420.00
Task C – Minor Site Plan Approval	\$ 4,160.00
Additional rounds of responses, hourly NTE (if necessary)	\$ 2,710.00
Task D – Permitting*	\$ 8,980.00
Task E – Bidding Services and Specifications	\$ 7,110.00
Task F – Construction Administration Services	\$ 7,930.00
Project Total	\$ 50,510.00

* FDEP Wastewater General Permit Approval / permit application fee of \$250.00 is included in this Task. All other permit review fees are excluded from this Work Order.

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