

EXHIBIT A

The Indian River County Parks and Recreation Division (IRCPD) plans to add a covered pavilion, exercise equipment pad, and interconnected walk / maintenance vehicle path(s) at the Intergenerational (iG) Recreation Center. Under Work Order 4 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 Intergenerational Recreation Center Improvements 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 and for Engineering Utility & Site Design purposes for this project. The proposed concrete pavilion and fitness pads will be located north of the existing recreational field and west of the existing dry retention area. The proposed, potable water service extension for the drinking fountain will begin south of the existing fire hydrant gate valve along the west side of the existing service drive and thence proceed west the proposed accessible walkway to the proposed drinking fountain location.

Masteller & Moler, Inc. shall locate all specimen hardwoods greater than 4" in caliper and all Cabbage palms with 10' or greater of clear trunk within the proposed clearing limits.

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.

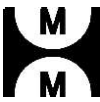
Task B – Engineering Design & Preparation of Construction Plans

Masteller & Moler, Inc. shall use the aforementioned Base Plans for design and preparation of Construction Plans for the location and requirements for the proposed 26' x 26' concrete pavilion pad, 31' x 24' concrete fitness pad, ADA accessible concrete sidewalk, looped concrete walking path, stabilized walking path, drinking fountain (by others) with concrete pad and potable water service extension. Consultant shall prepare plans and specifications which shall include requirements for connection of the new potable water utility to existing system and requirements for the extension of the existing utility.

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 concrete pavilion and fitness pads with concrete sidewalk;



- Location of proposed ADA compliant path of travel;
- Location of the proposed utility service extension;
- Location of the proposed stabilized coquina/ shell walking / maintenance paths;
- Minor modifications to the existing stormwater management dry retention area;
- Location of the existing trees within the limits of the proposed clearing.

The permit review fee yet to be determined is excluded from this Work Order. 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 \$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:

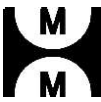
- Indian River County Department of Utility Services – Utility Construction Permit (Review fee of \$159.14)
- Indian River County Public Works – SWMS Type A Permit (Review fee of \$ 850.00)
- Indian River County Fire Prevention – Minor Site Plan Review (Review fee to be determined)
- Indian River County Department of Health – Minor Site Plan Review (Review fee to be determined)
- SJRWMD Letter Modification to ERP No. 4-061-26066-3 (South County Regional Park) (Review fee of \$ 270.00)
- Indian River County – Land Clearing Permit (Review fee of \$120.00)
- Indian River County – Tree Removal Permit (Review fee of \$200.00)

Permit application fees have been included for reference only and 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)	<u>60</u> Working Days
Submittal of Permit Applications (after NTP Receipt)	<u>80</u> Working Days

FEE SCHEDULE

The COUNTY agrees to pay, and the ENGINEER agrees to accept a maximum not-to-exceed amount of \$54,340.00 for the above-described services rendered based on the following:

Task A – Surveying Services	\$ 4,500.00
Task B – Engineering Design & Preparation of Construction Plans	\$ 19,200.00
Task C – Minor Site Plan Approval*	\$ 4,160.00
Additional rounds of responses, hourly NTE (if necessary)	\$ 2,710.00
Task D – Permitting*	\$ 8,730.00
Task E – Bidding Services and Specifications	\$ 7,110.00
Task F – Construction Administration Services	\$ 7,930.00
Project Total	\$ 54,340.00

* Permit review fees are excluded from this Work Order.