

**CONSULTING ENGINEERING SERVICES AGREEMENT FOR OSLO PARK PAVING  
AND DRAINAGE PROJECT (IRC-2308)**

THIS AGREEMENT for PROFESSIONAL SERVICES ("Agreement"), entered into as of this 9<sup>th</sup> day of January, 2024 by and between Indian River County, a political subdivision of the State of Florida ("County"), and Carter Associates, Inc., ("Consultant"):

**BACKGROUND RECITALS:**

A. In accordance with the Consultants' Competitive Negotiations Act, Section 287.055, Florida Statutes, the County solicited, evaluated and developed ranking of firms to provide Design Services for Oslo Park Paving and Drainage ("Project"), based on statement of qualifications received in response to Request for Qualifications 2023057.

B. As a result of its response, the County has selected Consultant to provide certain professional services relating to Oslo Park Paving and Drainage Services ("Services") as more fully set forth in the Phase 1 Scope of Work, attached as "Exhibit A" to this Agreement and made a part hereof by reference.

C. The Consultant is willing and able to perform the Services for the County on the terms and conditions set forth below; and

D. The County and the Consultant wish to enter into this Agreement for the Consultant's Services for the Project.

NOW THEREFORE, in recognition and consideration of the above Recitals, which are not merely prefatory, but are incorporated by reference as though fully set forth herein and form part of the consideration, terms and conditions of this Agreement, and in accordance with the mutual covenants herein contained and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

**1. GENERAL.**

1.1 The Background Recitals are true and correct and form a material part of this Agreement.

1.2 Professional services provided by the Consultant for the County will include survey, geotechnical investigation, permitting investigation, conceptual design, and public outreach, as identified in Exhibit A. The parties agree that the not to exceed services rates in Exhibit A are the basis to be used for billing purposes and that method of Consultant's compensation is set forth in section 5. Consultant's services will be performed in a timely, efficient, cost effective manner. In the performance of professional services, the Consultant will use that degree of care and skill ordinarily exercised by other similar professionals in the field under similar conditions in similar localities ("standard of care"). The Consultant will use due care in performing its services and will have due regard for acceptable engineering design standards and principles. Consultant's standard of care shall not be altered by the application, interpretation, or construction of any other provision of this Agreement.

1.3 Additional services which would increase, decrease or which are otherwise outside the scope of Services or level of effort contemplated by the Exhibit(s) shall be Services for which the Consultant must obtain the prior written approval of the County as provided by

this Agreement. All terms for the performance of such Services must be agreed upon in a written document prior to any deviation from the terms of the Agreement, and when properly authorized and executed by both the Consultant and the County shall become an amendment to the Agreement.

1.4 An amendment to this Agreement is anticipated to define expectations and compensation for Phase 2 services, to include final design plan development, permitting, and utility coordination/adjustments.

## **2. COUNTY OBLIGATIONS.**

2.1 The County will provide the Consultant with a copy of any preliminary data or reports available as required in connection with the services to be performed under this Agreement, together with all available drawings, surveys, right-of-way maps, and other documents in the possession of the County pertinent to the Project and as otherwise provided in Exhibit A. The Consultant is responsible for bringing to the County's attention, for the County's resolution, material inconsistencies or errors in such data that are made known to the Consultant, but Consultant is not responsible for discovering errors, omissions, or inconsistencies in the drawings or data provided.

2.2 The County shall provide all criteria and full information as to the requirements for the Project, attend Project-related meeting, provide interim reviews on an agreed-upon schedule, make decisions on Project alternatives, and participate in the Project to the extent necessary to allow Consultant to perform the services.

2.3 The County shall arrange for access to, and make provisions for the Consultant to enter upon, public and private property (where required) as necessary for the Consultant to perform its Services, upon timely written request of Consultant to County.

2.4 The County shall promptly execute all permit applications necessary to the Project.

2.5 The County shall examine any and all studies, reports, sketches, drawings, specifications, proposals and other documents presented by the Consultant, and render, in writing, decisions pertaining thereto within a reasonable time.

2.6 The County will appoint a Project Manager who shall (a) act as the County's agent with respect to the Services rendered hereunder; (b) transmit instructions to and receive information from the Consultant; (c) communicate the County's policies and decisions to the Consultant regarding the Services; and (d) determine, initially, whether the Consultant is fulfilling its duties, responsibilities, and obligations hereunder.

2.7 The County shall give prompt written notice to the Consultant whenever the County observes or otherwise becomes aware of any development that affects the timing or delivery of the Consultant's Services. If the Consultant has been delayed in completing its Services through no fault or negligence of either the Consultant or any sub-consultant, and, as a result will be unable to perform fully and satisfactorily under the provisions of this

Agreement, then the Consultant shall promptly notify the Project Manager. In the County's sole discretion, and upon the submission to the County of evidence of the causes of the delay, the Work Order shall be modified in writing as set forth in this Agreement, at no additional cost to the County, subject to the County's rights to change, terminate, or stop any or all of the Services at any time in accordance with this Agreement.

2.8 The Consultant shall not be considered in default for a failure to perform if such failure arises out of causes reasonably beyond the Consultant's control and through no fault or negligence of the Consultant. The parties acknowledge that performance of Consultant's subconsultants and subcontractors is with Consultant's reasonable control. The parties also acknowledge that adverse weather conditions, acts of God, or other unforeseen circumstances of a similar nature, may necessitate modifications to this Agreement. If such conditions and circumstances do in fact occur, then the County and Consultant shall mutually agree, in writing, to the modifications to be made to this Agreement.

2.9 The County shall be responsible for acquiring all rights-of-way, easements, and other rights in land, as necessary to complete the project.

2.10 The County shall be responsible for notifying residences in the Project area of the work, and informing them that Consultant will be encroaching on their properties for the purposes of conducting surveys and investigations.

### 3. **RESPONSIBILITIES OF THE CONSULTANT.**

3.1 The Consultant agrees to perform all necessary Services as outlined in Exhibit A, in connection with the assigned Project as set forth in this Agreement.

3.2 The Consultant agrees to complete the Project in a timely manner and within a mutually agreed upon schedule, as may be modified from time to time.

3.3 The Consultant will maintain an adequate staff of qualified personnel and assign them to work on the project as necessary to complete the agreed upon scope of services.

3.4 The Consultant will comply with all present and future federal, state, and local laws, rules, regulations, policies, codes, and guidelines applicable to the Services performed under this Agreement.

3.5 The Consultant, as a part of the consideration hereof, does hereby covenant and agree that: (1) in connection with the furnishing of Services to the County hereunder, no person shall be excluded from participation in, denied the benefits of, or otherwise subjected to discrimination in regard to the services to be performed by Consultant under this Agreement on the grounds of such person's race, color, creed, national origin, religion, physical disability, age or sex; and (2) the Consultant shall comply with all existing requirements concerning discrimination imposed by any and all applicable local, state, and federal rules, regulations, or guidelines, as such rules, regulations, or guidelines may be from time to time amended.

3.6 The Consultant shall, during the entire term of this Agreement, procure and keep in full force, effect, and good standing any and all necessary licenses, registrations, certificates,

permits, and any and all other authorizations as are required by local, state, or federal law, in order for the Consultant to render its Services as described in this Agreement. The Consultant shall also require all subconsultants to comply by contract with the provisions of this section.

3.7 The Consultant will cooperate fully with the County in order that all phases of the Services may be properly scheduled and coordinated.

3.8 The Consultant will cooperate and coordinate with other County consultants, as directed by the County.

3.9 The Consultant shall report the status of the Services under this Agreement to the County Project Manager upon request and hold all related work open to the review of the County Project Manager or his authorized agent at any time, upon reasonable request.

3.10 All documents, reports, field books, survey notes and information, and other data developed by the Consultant for the purpose of this Agreement, shall become the property of the County upon payment for the Services. The foregoing items will be created, maintained, updated, and provided in the format specified by the County. When all Services contemplated under this Agreement is complete and payment in full is made, all of the above data shall be delivered to the County Project Manager.

3.11 The Consultant will confer with the County during the project(s) for which the Consultant has provided Services, and the Consultant will make corrections to the Consultant's Work Product due to the fault of Consultant, based on the Scope of Services Defined in Exhibit A, at no additional cost to the County, within thirty (30) calendar days of notice by the County, or upon a determination of the Consultant that corrections are needed, whichever event shall first occur.

3.12 The Consultant agrees to maintain complete and accurate books and records ("Books"), in accordance with sound accounting principles and standards for all Services, costs, and expenditures under this Agreement. The Books shall identify the Services rendered during each month of the Agreement and the date and type of each Project-related expense. The County shall have the right, at any reasonable time during normal business hours upon five (5) business days' notice to Consultant and through any of its designated agents or representatives, to inspect and audit the Books in conformance with generally accepted auditing standards for the purpose of verifying the accuracy of any invoice. The Consultant shall retain the Books, and make them available to the County as specified above, until the later of three (3) years after the date of termination of this Agreement, or such longer time if required by any federal, state, or other governmental law, regulation, or grant requirement.

3.13 The Consultant shall not assign or transfer any work under this Agreement without the prior written consent of the County. However, the Consultant is permitted to retain subconsultants to perform work under this Agreement. When applicable and upon receipt of such consent from the County, the Consultant shall cause the names of the professional subconsultant firms responsible for the major portions of each separate specialty of the work to be inserted on the reports or other data.

3.14 All documents, prepared by the Consultant pursuant to this Agreement are related exclusively to the Services described herein and are not intended or represented to be suitable for reuse by the County or others on any other project. Reuse of any documents

prepared by the Consultant is prohibited and shall be at the County's own risk. The Consultant shall not be held liable for any modifications made to the documents by others.

3.15 Consultant is registered with and will use the Department of Homeland Security's E-Verify system ([www.e-verify.gov](http://www.e-verify.gov)) to confirm the employment eligibility of all newly hired employees for the duration of this agreement, as required by Section 448.095, F.S. Consultant is also responsible for obtaining proof of E-Verify registration and utilization for all subconsultants.

3.16 The Consultant shall not be held liable for any modifications made to the documents by others.

3.17 Where services hereunder include preparation of drawings and other contract documents by Consultant and where, notwithstanding acceptance and approval by the County thereof, in the opinion of the County, drawings and other contract documents so prepared are found during the course of construction to require modification due to the oversight, inadvertence or negligent omissions of, errors by, or lack of detail provided by Consultant, such modifications must be made by Consultant without additional compensation. Where such contract documents are used in letting a contract for construction, Consultant will assume responsibility for any direct or actual damages suffered or incurred by the County, including, but not limited to, any increase in compensation due to a construction contractor, which increase is directly attributable to the required changes in the Drawings or other contract documents to the extent caused by Consultant's negligent acts, omissions, or errors.

3.18 Approval by the County of any of the Consultant's work, including but not limited to drawings, design specifications, written reports, or any work products of any nature whatsoever furnished hereunder, shall not in any way relieve the Consultant of responsibility for the technical accuracy and adequacy of the work. Neither the County's review, approval or acceptance of, or payment for, any of the Services furnished under this Agreement shall be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement. The Consultant shall be and remain liable in accordance with all applicable laws for all damages to the County caused by the negligent performance by the Consultant of any of the Services furnished under this Agreement.

#### 4. **TERM; TIME FOR COMPLETION.**

4.1 The time for completion of the Services shall be defined in Exhibit A.

#### 5. **COMPENSATION.**

5.1 The County shall pay to the Consultant a mutually agreed professional fee, to be paid in monthly installments or on a deliverable basis, all as set forth in Exhibit A. Invoices shall be submitted to the County Project Manager, in detail sufficient for proper prepayment and post payment audit. Upon submittal of a proper invoice the County Project Manager will determine if the tasks or portions thereof have been satisfactorily completed. Upon a determination of satisfactory completion, the County Project Manager will authorize payment to be made. All payments for services shall be made to the Consultant by the County in accordance with the Florida Prompt Payment Act, as may be amended from time

to time (Section 218.70, Florida Statutes, et seq.).

5.1.1 The Consultant acknowledges and agrees that it will not be reimbursed for travel within the State of Florida.

5.1.2 The County shall make direct payment of all permit fees paid to regulatory agencies for approvals directly attributable to the Services under the Project. These permit fees do not include those permits required for any construction contractor.

5.2 The County may at any time notify the Consultant of requested changes to the Services, and thereupon the County and the Consultant shall execute a mutually agreeable amendment to this Agreement.

5.3 The County shall have the sole right to reduce or eliminate, in whole or in part, any portion of the Services under Exhibit A at any time and for any reason, upon written notice to the Consultant specifying the nature and extent of the reduction. In such event, the Consultant shall be paid for the Services already performed and also for the Services remaining to be done and not reduced or eliminated, upon submission of invoices as set forth in this Agreement.

5.4 The County may, at any time and for any reason, direct the Consultant to suspend Services, in whole or in part under this Agreement. Such direction shall be in writing, and shall specify the period during which Services shall be stopped. The Consultant shall resume its Services upon the date specified, or upon such other date as the County may thereafter specify in writing. Where the County has suspended the services under this Agreement for a period in excess of six (6) months, the compensation of Consultant for such suspended Services may be subject to modification. The period during which the Services are stopped by the County shall be added to the time of performance of this Agreement.

## 6. **ADDITIONAL WORK.**

6.1 If services in addition to the Services provided hereunder are required or desired by the County in connection with the Project, the County may, at the sole option of the County: separately obtain same outside of this Agreement; or request the Consultant to provide, either directly by the Consultant or by a subconsultant, such additional services by a written amendment to this Agreement.

## 7. **INSURANCE AND INDEMNIFICATION.**

7.1 The Consultant shall not commence work on this Agreement until it has obtained all insurance required under this Agreement and such insurance has been approved by the County's Risk Manager.

7.2 Consultant's insurance coverage shall be primary.

7.3 All required insurance policies shall be placed with insurers licensed to do business in Florida and with a Best's rating of A VII or better.

7.4 The insurance policies procured shall be occurrence forms, not claims made policies with the exception of professional liability.

7.5 A certificate of insurance shall be provided to the County's Risk Manager for review and approval, ten (10) days prior to commencement of any work under this Agreement. The County shall be named as an additional insured (or such insurance should have a blanket additional insured endorsement) on commercial general liability policy.

7.6 The insurance companies selected shall send written verification to the County Risk Manager that they will provide 30 days prior written notice to the County Risk Manager of its intent to cancel any required policies of insurance.

7.7 Consultant shall furnish separate certificates and endorsements for each subconsultant. All coverages for subconsultants shall be subject to all of the requirements stated herein.

7.8 Consultant agrees that it now carries and will continue to carry during the performance of this Agreement, at its own expense, the applicable insurance policies indicated below, with limits not less than those specified. Any insurance on a "claims made" basis shall be maintained for at least 3 years after completion of the Services.

- A. Worker's Compensation – Statutory
- B. Employer's Liability - \$1,000,000 per occurrence
- C. Commercial General and Contractual Liability – \$1,000,000 per occurrence
- D. Automobile Liability - \$500,000 per occurrence
- E. Umbrella Liability - \$2,000,000 aggregate (in excess of B., C. and D. above)
- F. Professional Liability - \$1,000,000 per claim/aggregate.

7.9 The Consultant shall indemnify and hold harmless the County, and its officers and employees, from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees (where recoverable under law), to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the Consultant and other persons employed or utilized by the Consultant in the performance of this Agreement.

## 8. **TERMINATION.**

8.1 This Agreement may be terminated: (a) by the County, for any reason, upon thirty (30) days' prior written notice to the Consultant; or (b) by the Consultant, for any reason, upon thirty (30) days' prior written notice to the County; or (c) by the mutual Agreement of the parties; or (d) as may otherwise be provided below. In the event of the termination of this Agreement, any liability of one party to the other arising out of any Services rendered, or for any act or event occurring prior to the termination, shall not be terminated or released.

8.2 In the event of termination by the County, the County shall be obligated to pay the Consultant for those portions of completed work previously authorized under this Agreement. Such payment shall be determined on the basis of the percentage of work performed by the Consultant, up to the time of termination. In the event of such termination, the County may, without penalty or other obligation to the Consultant, elect to employ other persons to perform the same or similar services.

8.3 In addition to the termination rights set forth in 8.1, the obligation to provide services under this Agreement may be terminated by either party upon seven (7) days prior

written notice in the event of substantial failure by the other party to perform in accordance with the terms of this Agreement through no fault of the terminating party.

8.4 In the event that the Consultant merges with another company, becomes a subsidiary of, or makes any other substantial change in structure, the County reserves the right to terminate this Agreement in accordance with its terms.

8.5 In the event of termination of this Agreement, the Consultant agrees to surrender any and all documents prepared by the Consultant for the County in connection with this Agreement.

8.6 The County may terminate this Agreement for refusal by the Consultant to allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119 Florida Statutes and made or received by the Consultant in conjunction with this Agreement.

8.7 The County may terminate this Agreement in whole or in part if the Consultant submits an intended false invoice to the County.

8.8 TERMINATION IN REGARDS TO F.S. 287.135: Consultant certifies that it and those related entities of Consultant as defined by Florida law are not on the Scrutinized Companies that Boycott Israel List, created pursuant to s. 215.4725 of the Florida Statutes, and are not engaged in a boycott of Israel. In addition, if this agreement is for goods or services of one million dollars or more, Consultant certifies that it and those related entities of Consultant as defined by Florida law are not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to Section 215.473 of the Florida Statutes and are not engaged in business operations in Cuba or Syria.

8.8.1 County may terminate this Contract if Consultant is found to have submitted a false certification as provided under section 287.135(5), Florida Statutes, been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or been engaged in business operations in Cuba or Syria, as defined by section 287.135, Florida Statutes.

8.8.2 County may terminate this Contract if Consultant, including all wholly owned subsidiaries, majority-owned subsidiaries, and parent companies that exist for the purpose of making profit, is found to have been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel as set forth in section 215.4725, Florida Statutes.

## **9. TRUTH-IN-NEGOTIATION CERTIFICATE; CONTINGENCY FEES.**

9.1 Execution of this Agreement by the Consultant shall act as the execution of a truth-in-negotiation certificate certifying that the wage rates and costs used to determine the compensation provided for in this Agreement are accurate, complete and current as of the date of the Agreement. The original contract price and any additions thereto will be adjusted to exclude any significant sums by which the County determines the contract price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such contract adjustments must be made within 1 year following the end of the contract. County has the authority and right to audit Consultant's records under this provision. The County does



not hereby waive any other right it may have pursuant to Section 287.055, Florida Statutes, as it may be from time- to-time amended.

9.2 Pursuant to the Consultants' Competitive Negotiations Act, F. S. section 287.055, the Consultant warrants that it has not employed or retained any company or person other than a bona fide employee working solely for the Consultant to solicit or secure this Agreement and that it has not paid or agreed to pay any company or person other than a bona fide employee working solely for the Consultant any fee, commission, percentage fee, gifts or any other considerations, contingent upon or resulting from the award or making of this contract. For breach of violation of this provision, the County shall have the right to terminate this Agreement without liability and, at its discretion, to deduct from the contract price, or otherwise recover, the full amount of such fee, commission, percentage, gift, or consideration.

## 10. **MISCELLANEOUS PROVISIONS.**

10.1 Independent Contractor. It is specifically understood and acknowledged by the parties hereto that the Consultant or employees or subconsultants of the Consultant are in no way to be considered employees of the County, but are independent contractors performing solely under the terms of the Agreement and not otherwise.

10.2 Merger; Modification. This Agreement incorporates and includes all prior and contemporaneous negotiations, correspondence, conversations, agreements or understandings applicable to the matters contained herein and the parties agree that there are no commitments, agreements, or understandings of any nature whatsoever concerning the subject matter of the Agreement that are not contained in this document. Accordingly, it is agreed that no deviation from the terms hereof shall be predicated upon any prior or contemporaneous representations or agreements, whether oral or written. No alteration, change, or modification of the terms of this Agreement shall be valid unless made in writing and signed by the Consultant and the County.

10.3 Governing Law; Venue. This Agreement, including all attachments hereto, shall be construed according to the laws of the State of Florida. Venue for any lawsuit brought by either party against the other party or otherwise arising out of this Agreement shall be in Indian River County, Florida, or, in the event of federal jurisdiction, in the United States District Court for the Southern District of Florida. Notwithstanding any provision of this Agreement to the contrary, in no event shall either party be liable to the other for consequential, incidental, punitive, special, or exemplary damages, including lost revenues, profits, delays, or other economic loss arising from any cause including breach of warranty, breach of contract, tort, strict liability or any other cause whatsoever. To the extent permitted by law, any statutory remedies that are inconsistent with this provision of the Agreement are waived.

10.4 Remedies; No Waiver. All remedies provided in this Agreement shall be deemed cumulative and additional, and not in lieu or exclusive of each other or of any other remedy available to either party, at law or in equity. Each right, power and remedy of the parties provided for in this Agreement shall be cumulative and concurrent and shall be in addition to every other right, power or remedy provided for in this Agreement or now or hereafter existing at law or in equity or by statute or otherwise. The failure of either party to insist upon compliance by the other party with any obligation, or exercise any remedy, does not waive the right to so in the event of a continuing or subsequent delinquency or default. A party's waver

of one or more defaults does not constitute a waiver of any other delinquency or default. If any legal action or other proceeding is brought for the enforcement of this Agreement or because of an alleged dispute, breach, default or misrepresentation in connection with any provisions of this Agreement, each party shall bear its own costs.

10.5 Severability. If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be held invalid or unenforceable for the remainder of this Agreement, then the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable shall not be affected, and every other term and provision of this Agreement shall be deemed valid and enforceable to the extent permitted by law.

10.6 Availability of Funds. The obligations of the County under this Agreement are subject to the availability of funds lawfully appropriated for its purpose by the Board of County Commissioners of Indian River County.

10.7 No Pledge of Credit. The Consultant shall not pledge the County's credit or make it a guarantor of payment or surety for any contract, debt, obligation, judgment, lien or any form of indebtedness.

10.8 Public Records. County is a public agency subject to Chapter 119, Florida Statutes. The Consultant shall comply with Florida's Public Records Law. Specifically, the Consultant shall:

10.8.1 Keep and maintain public records required by the County to perform the service.

10.8.2 Upon request from the County's Custodian of Public Records, provide the County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119 or as otherwise provided by law.

10.8.3 Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the Consultant does not transfer the records to the County.

10.8.4 Upon completion of the contract, transfer, at no cost, to the County all public records in possession of the Consultant or keep and maintain public records required by the County to perform the service. If the Consultant transfers all public records to the County upon completion of the contract, the Consultant shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Consultant keeps and maintains public records upon completion of the contract, the Consultant shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the County, upon request from the Custodian of Public Records, in a format that is compatible with the information technology systems of the County.

**IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS**

**RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN  
OF PUBLIC RECORDS AT:**

**(772) 226-1424**

**[publicrecords@indianriver.gov](mailto:publicrecords@indianriver.gov)**

**Indian River County Office of the County Attorney**

**1801 27<sup>th</sup> Street**

**Vero Beach, FL 32960**

10.9 Notices: Any notice, request, demand, consent, approval, or other communication required or permitted by this Agreement shall be given or made in writing and shall be served, as elected by the party giving such notice, by any of the following methods: (a) Hand delivery to the other party; (b) Delivery by commercial overnight courier service; or (c) Mailed by registered or certified mail (postage prepaid), return receipt requested at the addresses of the parties shown below:

County: Kirstin Leiendecker, Assistant Public Works Director  
Indian River County, 1801 27<sup>th</sup> Street, Vero Beach, FL 32960  
[kleiendecker@indianriver.gov](mailto:kleiendecker@indianriver.gov)

Consultant: Patrick Walther, Vice President  
Carter Associates, Inc., 1708 21<sup>st</sup> Street, Vero Beach, FL 32960  
[pwalth@carterassoc.com](mailto:pwalth@carterassoc.com)

10.10 Survival. Except as otherwise expressly provided herein, each obligation in this Agreement to be performed by Consultant shall survive the termination or expiration of this Agreement.

Notices shall be effective when received at the address as specified above. Email transmission is acceptable notice effective when received, provided, however, that email transmissions received after 5:00 p.m. or on weekends or holidays, will be deemed received on the next day that is not a weekend day or a holiday. The original of the notice must additionally be mailed. Either party may change its address, for the purposes of this section, by written notice to the other party given in accordance with the provisions of this section.

10.11 Construction. The headings of the sections of this Agreement are for the purpose of convenience only, and shall not be deemed to expand, limit, or modify the provisions contained in such Sections. All pronouns and any variations thereof shall be deemed to refer to the masculine, feminine or neuter, singular or plural, as the identity of the party or parties may require. The parties hereby acknowledge and agree that each was properly represented by counsel and this Agreement was negotiated and drafted at arm's-length so that the judicial rule of construction to the effect that a legal document shall be construed against the draftsperson shall be inapplicable to this Agreement.

10.12 Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original copy and all of which shall constitute but one and the same instrument.

10.13 **PURSUANT TO FLA. STAT. § 558.0035, AN INDIVIDUAL**

EMPLOYEE OR AGENT OF THE CONSULTANT MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE. COUNTY agrees that, to the fullest extent permitted by law, Consultant's total liability to County for any and all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to the Project or this Agreement from any causes including, but not limited to, Consultant's negligence, errors, omissions, strict liability, or breach of contract and whether claimed directly or by way of contribution shall not exceed the total compensation received by Consultant under this Agreement.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the date first written above.

Carter Associates, Inc., An LJA Company

Indian River County Board of County Commissioners

By \_\_\_\_\_  
Patrick S. Walther, P.E., Vice President

By \_\_\_\_\_  
Susan Adams, Chairman

Attest: Ryan L. Butler, Clerk of Court  
and Comptroller

By \_\_\_\_\_  
Deputy Clerk

Approved:

\_\_\_\_\_  
John A. Titkanich, Jr., County Administrator

Approved as to form and legal sufficiency:

\_\_\_\_\_  
K. Keith Jackman, Assistant County Attorney

## **Exhibit A – Phase 1 Scope of Work**

December 11, 2023

Kirstin Leiendecker  
Assistant Public Works Director  
Indian River County Engineering Division  
1801 27<sup>th</sup> Street  
Vero Beach, Florida 32960

**Re: Oslo Park Paving & Drainage Project (Phase 1)**  
**IRC Project No. 2308**  
**CAI Project No. 23-468E; Proposal Number: 23-25201**

Dear Kirstin:

It is our pleasure to present for your acceptance, this proposed Agreement for engineering services for the above referenced project. The project consists of converting approximately 4.5 miles of unpaved residential roadways into paved roadways. The project includes analyzing and designing improvements to the current drainage system including re-establishment of approximately 3 miles of rear lot swales. The project design process will include a full survey of the project area. The following describes our proposed scope of work and terms of agreement between Indian River County (COUNTY) and Carter Associates, Inc. (CAI):

## **SECTION I – PROJECT LIMITS**

The COUNTY desires to pave the following unpaved roadways between 11<sup>th</sup> Street SW and 13<sup>th</sup> Street SW:

- 17<sup>th</sup> Avenue SW
- 16<sup>th</sup> Avenue SW
- 15<sup>th</sup> Avenue SW
- 14<sup>th</sup> Avenue SW
- 13<sup>th</sup> Avenue SW
- 12<sup>th</sup> Court SW
- 12<sup>th</sup> Avenue SW
- 11<sup>th</sup> Terrace SW
- 11<sup>th</sup> Court SW
- 11<sup>th</sup> Avenue SW
- 10<sup>th</sup> Court SW
- 10<sup>th</sup> Avenue SW
- 9<sup>th</sup> Court SW

Also, the COUNTY desires to pave 12th Street SW and 13<sup>th</sup> Street SW between 9<sup>th</sup> Court SW and 17<sup>th</sup> Avenue SW.

The total length of unpaved roadways to be paved is approximately 4.5 miles.

The Oslo Park drainage area to be analyzed consists of approximately 0.16 square miles confined between 9<sup>th</sup> Court SW to the east and 17<sup>th</sup> Avenue SW to the west, and between 11<sup>th</sup> Street SW to the north and IRFWCD Sub-Lateral Canal B-8 to the south. The existing Oslo Park drainage system utilizes approximately 4.5 miles of roadside swales and approximately 3 miles of rear lot swales to drain the subdivision from north to south and thence discharge via culverts under 13<sup>th</sup> Street SW to IRFWCD Sub-Lateral Canal B-8. CAI will require access to all areas within Oslo Park to conduct our investigation.

We anticipate additional drainage connections to IRFWCD Sub-Lateral Canal B-8 will be necessary to accommodate the increase in stormwater runoff resulting from an increase in impervious area due to the proposed paving.

## **SECTION II – SCOPE OF SERVICES**

CAI agrees to perform professional engineering and related services in connection with the project as required and as set forth in the following:

### **Phase One:**

Following issuance of a Notice to Proceed (NTP), CAI will coordinate a kick-off meeting with COUNTY staff to discuss specific issues relative to the project and to verify scope and design parameters.

- A. **Survey:** CAI will provide a full topographic and boundary survey of the existing right-of-way, including roadways, driveways, mailboxes, trees, vegetation, drainage system and all above ground obstacles. The survey will also include the rear lot swale system, IRFWCD Sub-Lateral B-8 Canal, and aboveground/underground utility locations. CAI will coordinate directly with utility providers to obtain information relative to the location of underground utilities. The survey drawings will be utilized as base drawings for engineering design.

#### **Field Survey Crew Tasks**

- Review survey objective and scope of project with field crew.
- Research subdivision control, plats, surveys, county provided survey information, benchmarks, etc. Prepare field crew field file, work sheets and maps for survey observations.
- Establish horizontal site control for project control and boundary reconnaissance.
- Establish vertical control for ground control points/aerial targets and site-specific topographic survey.



- Reconnoiter and locate subdivision PRM's, PCP's, block corners and lot corners, as necessary.
- Perform site specific topography as required by the project engineer to include visually obstructed areas from LiDAR, as built of all drainage structures, IRFWCD and subdivision culverts, driveway culverts.
- Locate all trees and vegetation within the Oslo Park Subdivision road right of ways only and rear lot line easement plus 5 feet outside of the easement.
- Perform cross sections of IRFWCD drainage canals.
- Coordinate with and observe underground utility locations by others.

#### Office Tasks:

- Calculations, boundary determination, differential level adjustments, coordination with field and office staff
- Prepare survey base map of Oslo Park Subdivision geometry based on platted and observed information.
- Prepare topographic survey of project site utilizing 3D LiDAR surface prepared by LJA as base map and field observed topography to create overall model and contour map. Topographic survey to also include locations all improvements, above ground (visible) utilities, vegetation, driveways (to garage apron), culverts, mailboxes, etc. in the right of way.
- Prepare control sheets with 100 feet stationing for engineering design plans.
- Prepare sheets, title blocks and drawing sets for engineering design (approx. 85 sheets at 40 scale – 11"x17").
- Prepare cover sheet, plan and profile sheets of right of ways and plan view rear lot swale/easement.
- Input owner provided utility locations into survey base map.
- Quality Assurance and Quality Control

#### LiDAR

- LJA Surveying will perform LiDAR topographic survey with the required check shots as specified by state regulations. LJA will produce a topographic survey with 1 foot contours and mapping of all planimetric's within the project limits.
- CAI will coordinate and assist LJA Surveying with placement of Ground Control Points/Aerial Targets for performance of LiDAR of project site.
- Establish horizontal and vertical control of Ground Control Points/Aerial Targets.
- Perform ground truthing shots for verification of LiDAR created 3D surface.

B. Geotechnical Investigation: CAI will coordinate sub-soil testing of the existing roadways through our sub-consultant KSM. Paving section recommendations will be provided by KSM. (Reference attached KSM Engineering and Testing scope of work and fee proposal dated 10/20/2023).

C. Investigate Permitting Requirements: CAI will conduct formal pre-application meetings with St. Johns River Water Management District (SJRWMD) and Indian River Farms



Water Control District (IRFWCD) to confirm the project's permitting requirements. It is anticipated the project will be eligible for permit exemption from the the SJRWMD water quality treatment and attenuation of runoff requirements based on a plan to utilize a roadway swale and rear lot swale system. CAI will request documentation from the SJRWMD confirming the roadway and drainage improvements are eligible for permit exemption. In the event it is determined that treatment and attenuation are required for this project, CAI will address the requirement as an additional service. We anticipate new drainage connections to IRFWCD Sub-Lateral Canal B-8 will be necessary therefore drainage Connection Permit(s) from IRFWCD will be required and are included in this scope.

D. Conceptual Design (30%): CAI will meet with and coordinate with COUNTY staff throughout the design process. CAI will prepare up to eight (8) conceptual typical cross-sections for the paved roadways including but not limited to:

- 22' wide pavement centered in right-of-way with swales
- 24' wide pavement centered in right-of-way with swales
- 22' pavement offset from centerline with future sidewalk and swales
- 22' pavement centered in right-of-way with Miami curb and exfiltration trench system without swales

Based on a COUNTY chosen typical section and input from permitting agencies, CAI will prepare conceptual design drawings of the roadway and drainage system improvements for the first four streets and rear lot swales from west end of Oslo Park (i.e. 17<sup>th</sup> Ave SW, 16<sup>th</sup> Ave SW, 15<sup>th</sup> Ave SW, 14<sup>th</sup> Ave SW, and 12<sup>th</sup> St SW and 13<sup>th</sup> St SW between 17<sup>th</sup> Ave SW and 14<sup>th</sup> Ave SW – approximately 1.3 miles of roadway and 0.74 miles of rear lot swales). Conceptual plans to include cover sheet, typical sections, project layout/control, plan/ profile w/ soil boring info and pavement marking & signage. Plans will generally be drawn at a scale of 1" = 40' prepared on 11" x 17" sheets.

E. Public Outreach: The COUNTY will organize a public meeting and notify home owners of the meeting. CAI will assist the COUNTY by attending and presenting exhibits at the meeting and answering questions that the public may have. Exhibits will typically consist of conceptual plans, typical sections and aerials.

D. Miscellaneous: Following completion of the above described Phase 1 services CAI will prepare a proposed amendment to this Agreement for Phase 2 services which will include final design plan development, permitting and utility coordination/adjustments. The Phase 2 work will be based on the Phase 1 COUNTY approved conceptual design.

### SECTION III- COMPENSATION

CAI will generally bill the COUNTY monthly for the previous month's charges. All tasks will be invoiced on a percent complete basis plus expenses which will be invoiced in accordance with the attached rate schedule. Reimbursable expenses are estimated to not exceed \$3,000.00.

CAI's fees are summarized as follows:

#### Phase 1 Services:

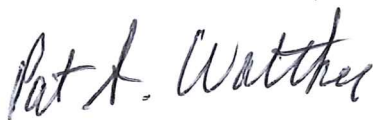
A. Survey.....	\$188,750.00
B. Geotechnical Investigation (PLUS 10%).....	\$11,610.00
C. Investigate Permitting Requirements.....	\$5,480.00
D. Conceptual Design .....	\$71,520.00
E. Public Outreach.....	\$4,880.00
	Subtotal = \$282,240.00
	<u>Reimbursable Expenses = \$3,000.00</u>
	Total = \$285,240.00

If additional services are desired above and beyond the scope of work described herein, then fees for additional services will be negotiated based on the attached rate schedule and shall be approved by separate written authorization in the form of an amendment to this Agreement.

CAI looks forward to furnishing the services described herein. Our Man-hour/Fee estimate is attached as Exhibit "A" for your use. Should you have any questions regarding our proposed scope of work or terms of agreement, please feel free to call me at your convenience.

Sincerely,

CARTER ASSOCIATES, INC.



Patrick S. Walther, P.E.  
Vice President

Attachments

Cc via e-mail: Jennifer Hyde  
Adam Heltemes  
David Schryver  
David Luethje

**CARTER ASSOCIATES, INC.**  
**NOVEMBER 2023 RATE SCHEDULE**

<b><u>Staff Type:</u></b>	<b><u>Hourly Rates</u></b>
Engineer (Principal)	\$195.00
Engineer I	\$175.00
Engineer II	\$160.00
Engineer III	\$140.00
Engineer IV	\$130.00
Engineer V	\$115.00
Surveyor (Principal)	\$185.00
Surveyor (Sr. Consultant)	\$160.00
Surveyor I	\$160.00
Surveyor II	\$140.00
Surveyor III	\$125.00
CAD/GIS Tech I	\$130.00
CAD/GIS Tech II	\$125.00
CAD/GIS Tech III	\$120.00
CAD/GIS Tech IV	\$110.00
CAD/GIS Tech V	\$100.00
Administrative Staff	\$ 75.00
Expert Witness	\$350.00
4 Man Survey Crew	\$200.00
3-Man Survey Crew	\$175.00
2-Man Survey Crew	\$150.00
1-Man Survey Crew	\$120.00
Inspector	\$ 90.00
It Systems Administrator	\$100.00

**SPECIALIZED EQUIPMENT:**

Leica HD P40 Scanner	\$175.00/Hour
Aluminum Boat	\$500.00/Day
All-Terrain Vehicle (ATV)/Trailer	\$250.00/Day
	\$1,000.00/Week

**REIMBURSABLE EXPENSES:**

Postage, Express Mail, etc.	Cost
Blueprints/Blackline (24" x 36")	\$2.20/Each
Color Prints (24"x36)	\$5.50/Each
Mileage	IRS Standard Rate
Mylar	\$7.00/Each
Photocopies:	
8.5" x 11"	16¢/Each
8.5" x 14"	27¢/Each
11" x 17"	38¢/Each
Concrete Monuments	\$20.00/Each
Rebar	\$ 2.50/Each
Laths	\$ 0.75/Each
Hubs	\$ 1.00/Each

**Sub-Consultants**

Cost + 10%

Note: These hourly billing rates will remain effective up to (1) one year from contract date.