

RESOLUTION NO. 2018 - 028

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, AUTHORIZING THE ISSUANCE OF A PURCHASE ORDER TO KEITH AND ASSOCIATES, INC. IN THE AMOUNT OF THIRTY-EIGHT THOUSAND SIX HUNDRED FORTY DOLLARS AND ZERO CENTS (\$38,640.00) FOR ENGINEERING AND SURVEYING SERVICES FOR THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION FUNDED DRAINAGE IMPROVEMENTS; AUTHORIZING THE TOWN ADMINISTRATOR TO EXECUTE THE PURCHASE ORDER; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town desires to complete comprehensive interconnect drainage improvement projects; and

WHEREAS, the State Legislature has graciously appropriated \$340,000 to assist the Town in completing these projects; and

WHEREAS, on October 12, 2017, pursuant to Resolution No. 2018-001, the Town entered into an agreement with the Florida Department of Environmental Protection to accept this funding; and

WHEREAS, the Town is prepared to complete the project at an estimated total cost of \$400,000; and

WHEREAS, the Town specifically named this improvement in the FY 2017-2018 Town Budget and budgeted \$400,000 in Account # 101-5100-541-63320 (Infrastructure – Guardrails) to complete this project; and

WHEREAS, these improvements must be completed by June 2020; and

WHEREAS, the projects includes excavation, construction of concrete drainage structures and inlets with grates, swale grading, asphalt restoration, and installation of sod; and

WHEREAS, engineering and surveying services are needed to complete the construction; and

WHEREAS, on June 20, 2014, the Town advertised a Request for Letters of Interest (RLI # 14-007) for a continuing contract for professional engineering services; and

WHEREAS, on November 13, 2014, pursuant to Resolution No. 2015-005, the Town approved a continuing contract for engineering services with Keith and Associates, Inc.; and

WHEREAS, on December 18, 2013, the Town advertised a Request for Letters of Interest (RLI #13-010) for a continuing contract for professional surveying services; and

WHEREAS, on September 9, 2014, pursuant to Resolution No. 2014-056, the Town approved a continuing contract for surveying services with Keith and Associates, Inc.; and

WHEREAS, Keith and Associates, Inc provided a proposal for surveying and engineering design services for these projects in the amount of Thirty-Eight Thousand Six Hundred Forty Dollars and Zero Cents (\$38,640.00); and

WHEREAS, the Town Council believes the issuance of this purchase order to complete the surveying and design work for the drainage projects is in the best interest of the health, safety, and welfare of its residents.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA:

Section 1. Recitals. The above-referenced recitals are true and correct and are incorporated herein by reference.

Section 2. Authorization. The Town Council hereby authorizes the issuance of a purchase order to Keith and Associates, Inc, in an amount not to exceed Thirty-Eight Thousand Six Hundred and Forty Dollars and Zero Cents (\$38,640.00) for engineering and surveying services relating to the Florida Department of Environmental Protection funded drainage improvements, in substantially the same form as that attached hereto as Exhibit "A" and to make such modifications, additions, and/or deletions, which they deem necessary to effectuate the intent of this Resolution.

Section 3. Effective Date. That this Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED by the Town Council of the Town of Southwest

Ranches, Florida, this 22nd day of February, 2018 on a motion by

C/m Breitkreuz and seconded by V/m Fisikelli.

McKay
Fisikelli
Breitkreuz
Jablonski
Schroeder

aye
aye
aye
aye
aye

Ayes
Nays
Absent
Abstaining

5
0
0
0

Doug McKay
Doug McKay, Mayor

Attest:

Russell Muñiz

Russell Muñiz, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:

Keith Poliakoff
Keith Poliakoff, Town Attorney

114714161.1



January 9, 2018
Revised January 23, 2018

Rod Ley
Public Works Director / Town Engineer
Town of Southwest Ranches
13400 Griffin Road
Southwest Ranches, FL 33330-2628
Phone : 954-343-7444
Email : RLey@southwestranches.org

RE: Agreement for Professional Services
Project Name: Drainage Project – DEP Agreement No. LP06012
Project Location: Town of Southwest Ranches
Our Project/Proposal Number: 08711.M0.09

Dear Mr. Ley:

In accordance with your request and subsequent discussions between members of our association and yourself, this agreement between Keith & Associates, Inc. ("CONSULTANT"), and the Town of Southwest Ranches ("CLIENT") for professional services is submitted for your consideration and approval. CONSULTANT will begin work within three (3) days after receipt of a fully executed copy of this Agreement. Such receipt shall constitute written notice to proceed.

I. PURPOSE OF AGREEMENT/PROJECT DESCRIPTION

The purpose of this Agreement is to outline the scope of services recommended by CONSULTANT and accepted by CLIENT, and to establish the contractual conditions between CONSULTANT and CLIENT with respect to the proposed services.

CONSULTANT is to provide professional services associated with the design of the following projects:

1. Construction of a catch basin adjacent to 5501 SW 136th Avenue with associated piping and headwall structure connecting to the Central Broward Water Control District (CBWCD) S-33 Canal on the east side of SW 136th Avenue.
2. Incorporate South Broward Drainage District's (SBDD) design of upgraded culverts along Dykes Road from Huntridge Drive to Calusa Corners Park into Keith & Associates' plans.
3. Install catch basins and associated piping at the intersection of SW 54th Place and SW 188th Avenue, connecting westward to the SBDD No. 12 Canal.
4. Grade swales and install drainage pipes to connect an existing catch basin on SW 178th Avenue and SW 46th Street to the SBDD Rolling Oaks Lateral Canal.
5. Install catch basins and associated piping at the SW 201st Avenue cul-de-sac, connecting to the SBDD Canal (easement to be procured by the TOWN).
6. It is intended that these projects will be bid and constructed as a single construction Project with one construction contractor.

II. SCOPE OF SERVICES

Section 1 - Engineering Services

Task 001 Paving, Grading and Drainage Plans

The CONSULTANT shall prepare paving, grading, and drainage plans for the project that meet the requirements of the Town and other regulatory agencies.

Drainage Plans shall include:

- Cover Sheet
 - Drainage Plans
 - Construction Details
 - Construction Specifications and General Construction Notes
 - Erosion Control Plan for inclusion in the Contractor's FDEP Storm Water Pollution Prevention Plan.
-
- It is not anticipated that the new construction will impact existing utility infrastructure, private fences or trees. If removal and replacement of private fence along the drainage route is required for the construction of the Project, the Town will handle any coordination with the adjacent Property owners regarding the removal or replacement of the fence.
 - It is anticipated that the Town will coordinate the bidding or other contracting services required for the Project. The Town may utilize a "Piggyback" of an Government Pushbutton contract.
 - The Town will coordinate and make notifications to the adjacent neighbors and neighborhood as required. These plans do not include relocation of any private structures that encroach in the public right of way. The Town will coordinate any required relocation of private fences, trees etc. that are located in the public right-of-way.
 - Construction oversight on the Consultant's part will be minimal, with only construction observation as required for certification of the Project to the permitting Agencies. The Town will handle the daily construction oversight and pay requisitions.

Task 002 Project Meetings and Miscellaneous Coordination

The CONSULTANT shall attend up to three (3) meetings with CLIENT and/or permitting/jurisdictional agencies to review and coordinate the proposed design. In addition, the CONSULTANT shall provide miscellaneous project coordination efforts in conjunction with those meetings to facilitate completion of the work effort.

Task 003 Permitting

The CONSULTANT shall prepare the permit applications and required storm water management calculations, if any, for the construction of the improvements, as defined by this Agreement, and submit them to the following regulatory agencies. All permit application fees shall be the responsibility of the Town.

- South Broward Drainage District (SBDD)
- Central Broward Water Control District (CBWCD)
- Broward County Environmental Protection and Growth Management Division (BCEPGMD).
- South Florida Water Management District (SFWMD)

Task 004: Construction Observation and Certification Services

CONSULTANT shall provide limited construction observation services in order to certify to the regulatory agencies that the construction work has been completed in substantial compliance with the approved documents and permits. Services included in this task are described as follows:

Pre-Construction and Coordination Meetings: Attend one (1) Pre-Construction Meeting and up to two (2) construction coordination meeting.

Shop Drawings: Consultant shall review shop drawings, samples, and other data and reports, which the selected contractor is required to submit for review. This review will only be for conformance with the design concept of the project and compliance with the information provided on the design drawings and specifications. Such review will not extend to methods, means, techniques, construction sequence(s) or procedures, or to safety precautions and related programs.

Periodic Site Visits and Construction Observation: Consultant shall visit the Project at intervals appropriate to the various stages of construction, as the Consultant deems necessary to observe as an experienced and qualified design professional to review the progress and quality of the various aspects of the work in order that certification of the project can be made to the permitting agencies. The CONSULTANT will make (5) site visits to observe the construction (Pre-Construction Meeting, Final walk through and (2) during construction.

The Town will provide the primary contact with the Contractor and will handle the daily site visits, Pay request, and all notifications to the Contractor.

Record Drawing Final Certification: The Consultant shall review the as-builts provided by the surveyor. Upon satisfactory review of the record drawings, the Consultant shall prepare and submit the final certification packages to the applicable agencies.

Survey and Preparation of the As-built drawings, Materials testing, density tests, and other construction testing services are not included in this agreement.

Section 2 - Surveying Services

Task 005 Topographic Surveys

CONSULTANT shall prepare Topographic Surveys of Work Elements 1, 3, 4 & 5 together with 4,560 linear feet of Dykes Road as shown below. Surveys shall show all surface improvements and features such as roadways, driveways, surface utilities, etc. Inverts of any drainage and/or sanitary structures will be noted with elevation, size, material and direction. Elevations shall be noted at an interval of approximately 50 feet (100 feet on Dykes), including intermediate changes in

grade. Top of bank, edge of water and soundings will be included in areas of proposed outfalls. Trees will be noted by trunk diameter and common name. Right-of-way and Boundary Lines shall be field-verified.

Survey shall be referenced to the Florida State Plane Coordinate System (NAD83/11) and the North American Vertical Datum of 1988 (NAVD88). Broward County Benchmarks shall be utilized and converted to NAVD88 using a VERTCON conversion.

Section 3 – Project Schedule & Compensation

Schedule:

Task 005 Survey Services	5 weeks from NTP
Task 001 Paving, Grading & Drainage Plans	3 weeks form Survey
Task 002 Project Meetings & Misc. Coordination	as needed
Task 003 Permitting	60-90 days from PGD Plans
Task 004 Construction Observation & Certification	3 months from bid

Compensation:

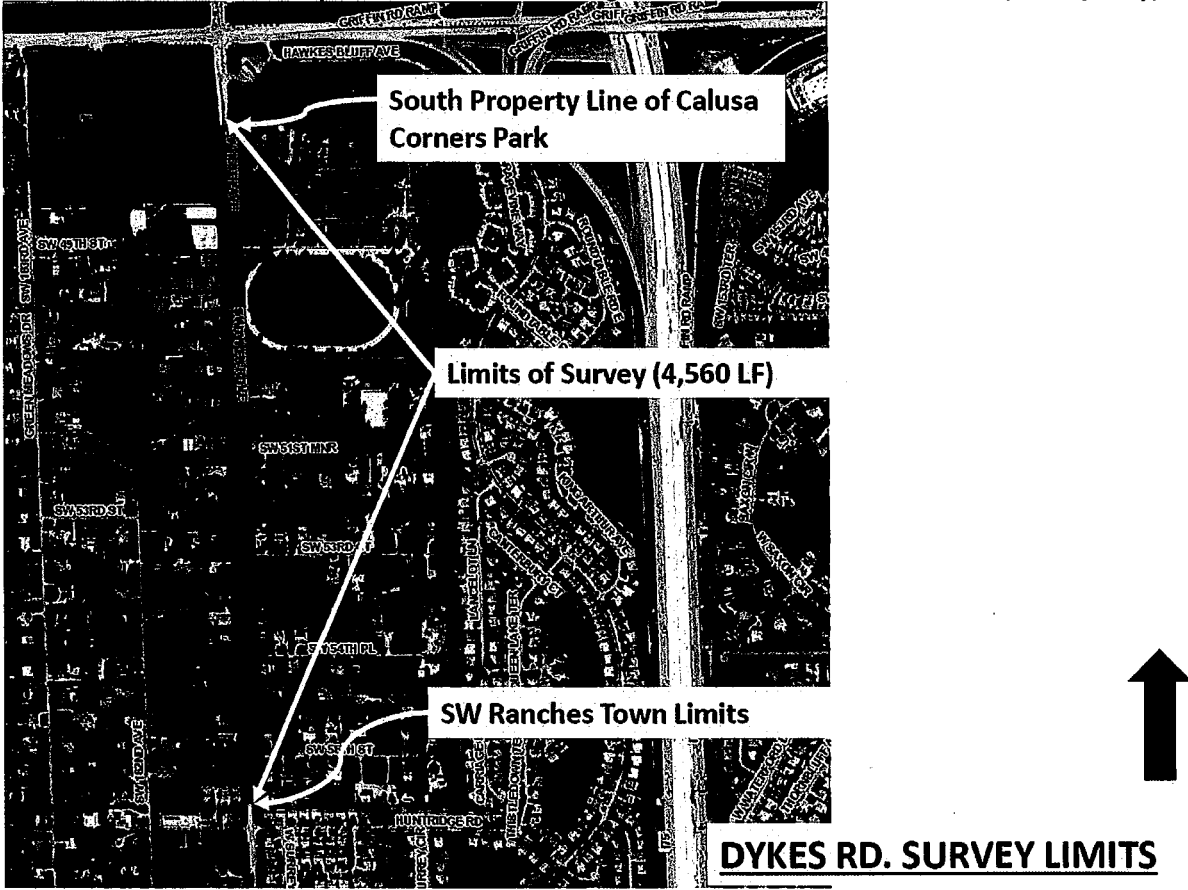
Task 001 Paving, Grading & Drainage Plans	\$8,325.00
Task 002 Project Meetings & Misc. Coordination	\$1,150.00
Task 003 Permitting	\$4,975.00
Task 004 Construction Observation & Certification	\$3,850.00
Task 005 Survey Services	\$19,840.00
Reimbursable Expenses	<u>\$ 500.00</u>
TOTAL FEE	\$38,640.00

Section 4 – Site Maps

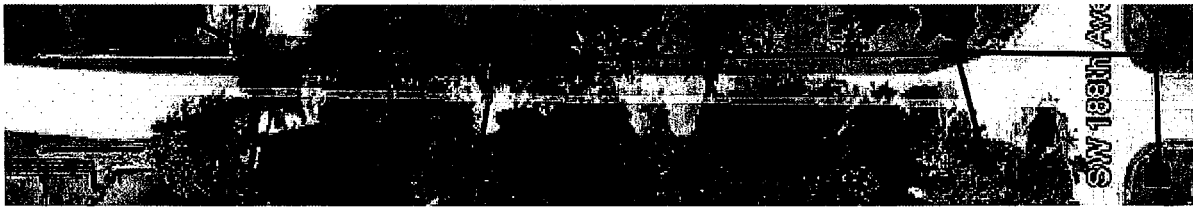
WORK ELEMENT #1 – 5501 SW 136th Avenue



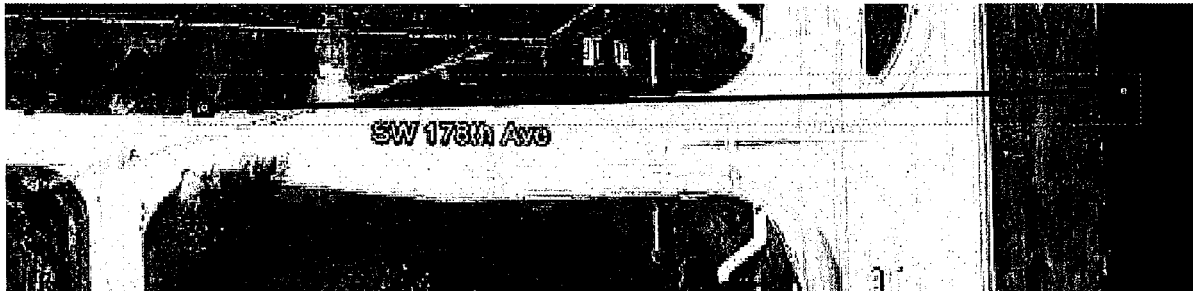
WORK ELEMENT #2 – Dykes Road from Huntridge Drive to Calusa Corners Park (Survey only)



WORK ELEMENT #3 – SW 54th Place and SW 188th Avenue



WORK ELEMENT #4 – SW 178th Avenue and SW 46th Street



WORK ELEMENT #5 – SW 201st Avenue Cul-de-Sac



Section 5 - Additional Services

The undertaking by CONSULTANT to perform professional services defined within this Agreement extends only to those services specifically described herein. No other services, whether they may be interpreted as related, incidental or implied, shall be considered to be included in the scope of work of this proposal. If upon request of CLIENT, CONSULTANT agrees to perform additional services hereunder, CLIENT shall be obligated to pay CONSULTANT for the performance of such additional services an amount (in addition to all other amounts payable under this Agreement) based on an hourly fee in accordance with CONSULTANT'S current professional fee schedule, plus reimbursable expenses as incurred by CONSULTANT, unless a lump sum addendum to Agreement is executed by the parties to this Agreement which addresses the additional services.

Additional services shall include revisions to work previously performed that are required due to a change in the data or criteria furnished to CONSULTANT, a change in the scope or concept of the project initiated by CLIENT, or services that are required by changes in the requirements of public agencies after work under this Agreement has commenced.

If the preceding scope of services includes public agency permitting, our quoted fees/hours include services to respond to the agency's first RAI (Request for Additional Information). Additional agency requests or requirements shall be considered an increase to our scope of services.

III. COMPENSATION

A). Payments and Invoicing:

Invoices will be submitted by CONSULTANT to CLIENT monthly for services performed and expenses incurred pursuant to this Agreement during the prior month. Payment of such invoice will be due upon presentation. CONSULTANT'S standard invoice format shall apply and such format shall be acceptable to CLIENT for payment, unless otherwise agreed to in writing hereunder. Invoices shall be submitted monthly based on a percentage completed for lump sum contracts. On a Time and Material contract, invoices shall be submitted in accordance with our current professional service fee schedule as seen on "Exhibit A" attached.

In the event of any dispute concerning the accuracy of content of any invoice, CLIENT shall within seven (7) days from the date of said invoice, notify CONSULTANT in writing stating the exact nature and amount of the dispute. Any invoice that is not questioned within seven (7) days shall be deemed due and payable. In the event an invoice or portion of an invoice is disputed within seven (7) days, CLIENT shall be obligated to pay the undisputed portion of the

invoice as set forth in below.

If CLIENT fails to make any payment due to CONSULTANT for services and expenses within thirty (30) days from the date of invoice, CONSULTANT may, after giving seven (7) days written notice to CLIENT, apply the retainer to the unpaid balance of the account and/or suspend services under this Agreement until the account has been paid in full. There will be a fee charged for suspended work, which will be negotiated when work is resumed.

In the event any invoice or any portion thereof remains unpaid for more than forty five (45) days following the invoice date, CONSULTANT may, following seven (7) days prior written notice to CLIENT, initiate legal proceedings to collect the same and recover, in addition to all amounts due and payable, including accrued interest, its reasonable attorneys' fees and costs.

The invoices referenced above, will be sent in accordance to the information as reflected on the "Billing Information Form" attached hereto.

PAYMENT DELAY: If the CONTRACTOR has received payment from the OWNER and if for any reason not the fault of Keith and Associates, Inc.(the SUBCONTRACTOR) does not receive a progress payment from the CONTRACTOR within seven (7) days after the date such payment is due; the SUBCONTRACTOR, upon giving an additional seven (7) days written notice to the CONTRACTOR, and without prejudice to and in addition to any other legal remedies, may stop work until payment of the full amount owing to the SUBCONTRACTOR has been received. The Subconsultant Amount and Time shall be adjusted by the amount of the SUBCONTRACTOR'S reasonable and verified cost of shutdown, delay and startup, which shall be effected by an appropriate Subcontractor Change Order.

B). Reimbursable Expenses:

CONSULTANT shall be reimbursed for direct charges as itemized in "Exhibit B". For those out-of-pocket expenses directly chargeable to the project but not itemized in "Exhibit B", CONSULTANT shall be reimbursed at actual cost incurred, plus a 10% carrying charge.

IV. PROVISIONS RELATIVE TO THE SERVICES RENDERED

A). Re-use of Documents:

All original documents, including, but not limited to, drawings, sketches, specifications, maps, as-built drawings, reports, test reports, etc., that result from CONSULTANT'S services pursuant or under this Agreement remain the sole property of CONSULTANT and are not intended or represented to be suitable for re-use by CLIENT or others.

CLIENT may, at their expense, obtain a set of reproducible copies of any maps and/or drawings prepared for them by CONSULTANT, in consideration of which CLIENT agrees that no additions, deletions, changes or revisions shall be made to same without the express written consent of CONSULTANT. Any re-use without written verification of adaptation by CONSULTANT mandates that CLIENT indemnify and hold CONSULTANT harmless from all claims, damages, losses and expenses, including, but not limited to, attorney's fees, arising out of or resulting there from.

Photographs of any completed project embodying the services of CONSULTANT provided hereunder may be made by CONSULTANT and shall be considered as its property, and may be used for publication.

B). Performance:

CONSULTANT shall not be considered in default in performance of its obligations hereunder if performance of such obligations is prevented or delayed by acts of God or government, labor disputes, failure or delay of transportation or by subcontractors, or any other similar cause or causes beyond the reasonable control of CONSULTANT. Time of performance of CONSULTANT'S obligations hereunder shall be extended by time period reasonably necessary to overcome the effects of such force majeure occurrences.

C). Professional Standards:

All work performed by CONSULTANT will be in accordance with its professional standards and in accordance with all applicable government regulations. CONSULTANT will exercise its best efforts to obtain all governmental approvals contemplated under this Agreement. However, CONSULTANT does not warrant or represent that any government approval will be obtained.

Unless the Scope of Services of this Agreement includes an investigation into the applicable land use, zoning and platting requirements for the Project, CONSULTANT shall proceed on the assumption that the Project as presented by CLIENT, is in accordance with all applicable governmental regulations.

D). Opinions of Cost:

Since CONSULTANT does not have control over the cost of labor, materials, equipment or services furnished by others, or over methods of determining prices, or over competitive bidding, or market conditions, any and all opinions as to costs rendered hereunder, including, but not limited to, opinions as to the costs of construction and materials, shall be made on the basis of its experience and qualifications and represent its best judgment as an experienced and qualified CONSULTANT, familiar with the construction industry. CONSULTANT cannot and does not guarantee that proposals, bids or actual costs will not vary from opinions of probable cost. If, at any time, CLIENT wishes greater assurance as to the amount of any cost, CLIENT shall employ an independent cost estimator to make such determination. Engineering services required to bring costs within any limitation established by CLIENT will be paid for as additional services hereunder by CLIENT.

If the services under this Agreement continue for a period of more than one (1) year from the notice to proceed, CONSULTANT shall be entitled to renegotiate the terms of this Agreement. CONSULTANT shall not be bound under this Agreement if modifications to the terms contained herein are made without the written consent of CONSULTANT (such consent to be signified by CONSULTANT'S initials next to each modification, and if a fully executed copy hereof is not received from CLIENT by CONSULTANT on or before sixty (60) calendar days from the date of execution by CONSULTANT.

E). Termination:

This Agreement may be terminated by either party upon seven (7) days written notice in event of the substantial failure by the other party to perform in accordance with the terms of this Agreement through no fault of the terminating party. For the purpose of this Agreement, the failure to pay any invoice submitted by CONSULTANT within sixty (60) days of the date of said invoice, shall be considered a substantial failure on behalf of CLIENT. In the event of any termination, CONSULTANT shall be paid for all services rendered to the date of termination including all reimbursable expenses.

F). Liability:

CONSULTANT is protected by Workmen's Compensation Insurance, Professional Liability Insurance and by Public Liability Insurance for bodily injury and property damage and will furnish certificates of insurance upon request. CONSULTANT agrees to hold CLIENT harmless from loss, damage, injury or liability arising solely from the negligent acts or omission of CONSULTANT, its employees, agents, subcontractors and their employees and agents, but only to the extent that the same is actually covered and paid under the foregoing policies of insurance. If CLIENT requires increased insurance coverage, CONSULTANT will, if specifically directed by CLIENT, secure additional insurance obtained at CLIENT'S expense.

CLIENT agrees that CONSULTANT'S aggregate liability to CLIENT and all construction and professional contractors and subcontractors employed directly or indirectly by CLIENT on the Project, due to or arising from CONSULTANT'S services under this Agreement or because of the relation hereby of CONSULTANT, its agents, employees or subcontractors, or otherwise, is and shall be limited to CONSULTANT'S total fees under this Agreement or \$50,000.00 whichever is greater. In no event shall CONSULTANT be liable for any indirect, special or consequential loss or damage arising out of the services hereunder including, but not limited to, loss of use, loss of profit, or business interruption whether caused by the negligence of CONSULTANT or otherwise.

CLIENT agrees that CONSULTANT shall have no liability to CLIENT, or to any person or entity employed directly or indirectly by CLIENT in the project for damages of any kind from services rendered by CONSULTANT relating to the testing for, monitoring, cleaning up, removing, containing, treating, detoxifying or neutralizing of pollutants, whether or not, caused by the negligence of CONSULTANT.

G). Litigation:

In the event litigation in any way related to the services performed hereunder is initiated between CONSULTANT and CLIENT, the non-prevailing party shall reimburse the prevailing party for all of its reasonable attorney's fees and costs related to said litigation.

V. CLIENT'S OBLIGATIONS:

CLIENT shall provide CONSULTANT with all data, studies, surveys, plats and all other pertinent information concerning the Project. CLIENT shall designate a person to act with authority on CLIENT'S behalf with respect to all aspects of the Project. CLIENT shall be responsible for all processing fees or assessments required for the completion of the Project. CLIENT shall provide CONSULTANT access to the Project site at reasonable times upon reasonable notice.

VI. GENERAL PROVISIONS:

A). Persons Bound by Agreement:

The persons bound by this Agreement are CONSULTANT and CLIENT and their respective partners, successors, heirs, executors, administrators, assigns and other legal representatives. This Agreement and any interest associated with this Agreement may not be assigned, sublet or transferred by either party without the prior written consent of the other party, such consent not to be unreasonably withheld. Nothing contained herein shall be construed to prevent CONSULTANT from employing such independent consultants, associates and sub-consultants as CONSULTANT may deem appropriate to assist in the performance of the services hereunder. Nothing herein shall be construed to give any rights or benefits arising from this Agreement to anyone other than CONSULTANT and CLIENT.

B). No Waiver or Modifications:

No waiver by CONSULTANT of any default shall operate as a waiver for any other default or be construed to be a waiver of the same default on a future occasion. No delay, course of dealing or omission on the part of CONSULTANT in exercising any right or remedy shall operate as a waiver thereof, and no single or partial exercise by CONSULTANT of any right or remedy shall preclude any other or further exercise of any right or remedy.

This Agreement, including all requests for additional services placed hereunder, express the entire understanding and agreement of the parties with reference to the subject matter hereof, and is a complete and exclusive statement of the terms of this Agreement, and no representations or agreements modifying or supplementing the terms of this Agreement shall be valid unless in writing, signed by persons authorized to sign agreements on behalf of both parties.

C). Governing Laws or Venue:

This Agreement shall be governed, construed and enforced in accordance with the laws of the State of Florida. Venue for any litigation shall be Broward County, Florida.

VII. CLOSURE

If you concur with the foregoing and wish to direct us to proceed with the aforementioned work, please execute the agreement in the space provided and return same to the undersigned with the required retainer and completed billing information form.

We appreciate the opportunity to submit our proposal. Martin Grinbank has been selected to serve as project manager. Please contact Mr. Grinbank or myself if you have any questions.

IN WITNESS WHEREOF, CONSULTANT and CLIENT have executed this agreement the day and year indicated below.

As to CONSULTANT
Keith & Associates, Inc.
Engineers

As to CLIENT
Town of Southwest Ranches Consulting

Eliot Lazowick
Executive Vice President

Client: _____

Title: _____

DATED: _____

DATED: _____

**EXHIBIT A
 PROFESSIONAL SERVICE FEE SCHEDULE**

	Hourly Rate
01 Administrative Assistant	\$50.00
11 Technician	\$80.00
15 Senior Technician	\$90.00
30 Associate Planner	\$90.00
32 Senior Planner (AICP).....	\$125.00
33 Landscape Designer	\$80.00
34 Senior Landscape Designer	\$100.00
35 Landscape Architect (RLA)	\$125.00
36 ISA Certified Arborist.....	\$125.00
40 Senior Traffic Engineer (PE)	\$160.00
50 Project Engineer	\$100.00
51 Senior Project Engineer	\$115.00
52 Professional Engineer (PE).....	\$125.00
53 Field Representative.....	\$75.00
54 Sr Field Representative.....	\$90.00
60 Project Manager.....	\$125.00
61 Senior Project Manager	\$160.00
70 Principal	\$190.00
72 Expert Witness Testimony.....	\$250.00
75 Model Specialist.....	\$100.00
76 BIM/CIM Modeler	\$150.00
77 GIS Specialist	\$100.00
78 Project Surveyor	\$95.00
79 Senior Project Surveyor.	\$110.00
80 Professional Surveyor & Mapper (PSM).....	\$120.00
81 Survey Party (2) Person.....	\$110.00
82 Survey Party (3) Person.....	\$130.00
83 Survey Laser Scanning	\$250.00
90 Utility Crew Supervisor.....	\$80.00
91 Utility Technician.....	\$70.00
92 Utility Project Manager	\$100.00
93 Utility Project Engineer.....	\$130.00
95 Utility Coordinator.....	\$120.00
96 Utility Designating/GPR	\$200.00
97 Vacuum Excavation Test Hole (Pervious Surface).....	\$350.00/Each
98 Vacuum Excavation Test Hole (Impervious Surface).....	\$440.00/Each

Effective 7/1/2017

EXHIBIT B

<u>Direct Expenses</u>	<u>Cost per Unit</u>
Photographic Copies	
Color Copies	
a) 8.5" x 11"	\$ 1.00
b) 8.5" x 14 or 11"x 17"	\$ 2.00
c) 24"x 36"	\$18.00
Black & White Copies	
a) Any Size up to 11"x17"	\$ 0.15
b) 24"x 36" Blackline	\$ 2.00
c) 30" x 42" Blackline	\$ 2.00
d) 24"x 36" Mylar	\$15.00
Laminating/Transparency Film Covers	\$ 2.00
Display Boards	
Mounted (Foam) 30"x 40"	\$42.00
Mounted (Foam) 40"x 60" and larger	\$70.00
3 Ring Binders 1"	\$ 1.00
Dividers (Tabs) Set of 10	\$ 0.80
Acco/GBC Binding	\$ 1.50
Facsimiles	\$ 2.00
Overnight Packages	per service
Courier & Delivery Services	per service
Postage: 1 st Class	Current US Postal rate
Mileage:	\$ 0.54 / mile

Any other expenses will be billed at cost plus 10% carrying charge.

****NOTE:** Typical other reimbursable expenses include travel, lodging, and meals when traveling on CLIENT'S behalf, identifiable communication expenses, all reproduction costs, and special accounting expenses not applicable to general overhead.

Effective 7/1/17

BILLING INFORMATION FORM

PROJECT NAME:

PROJECT ADDRESS:

SUBDIVISION NAME:

LAND OWNER:

OWNER ADDRESS:

OWNER PHONE NO.: ()

OWNER CELL PHONE NO.: ()

E-MAIL:

JOB SITE SUPERINTENDENT:

JOB SITE PHONE:

PURCHASE ORDER #:

INVOICE:

Company Name

ATTN:

Name

Title

COMPANY ADDRESS:

Street Address/Post Office Box

City/State/Zip Code

PHONE:

()

Area Code/Number

FAX:

()

Area Code/Number

SPECIAL BILLING INSTRUCTIONS:

PROPOSAL FEES

Our Project/Proposal Number		08711.09		Personnel and Hourly Rates								Task Subtotals	
Proposal Date		12/29/2017		11	50	51	52	54	80	81			
No.	Description	CADD Technician	Project Engineer	Senior Project Engineer	Professional Engineer (PE)	Sr Field Inspector	Professional Surveyor & Mapper (PSM)	Survey Party (2) Person					
001	Paving, Grading and Drainage Plans	\$80.00	\$100.00	\$115.00	\$125.00	\$90.00	\$120.00	\$110.00					
002	Project Meetings and Miscellaneous Coordination		45	30	3								
003	Permitting		30	15	2								
004	Construction Observation and Certification Services				2	40							
005	Topographic Surveys	50					22	120					
Personnel Hours		50	75	55	7	40	22	120					
Personnel Cost		\$ 4,000.00	\$ 7,500.00	\$ 6,325.00	\$ 875.00	\$ 3,600.00	\$ 2,640.00	\$ 13,200.00					
Personnel Subtotal													
		\$ 38,140.00											
Reimbursible Expenses													
		\$ 500.00											
Direct Expenses													
		\$ -											
GRAND TOTAL													
		\$ 38,640.00											