

April 26, 2023

Proposal No. DUNDE23002

Ms. Tandra Davis, Town Manager
Town of Dundee
202 East Main Street
Dundee, FL 33838

RE: TASK ORDER 23-01 FOR PROFESSIONAL ENGINEERING SERVICES FOR LAKE MARIE FLOODING

Dear Ms. Davis:

Pursuant to the continuing services agreement between Carter and Kaye Engineering, LLC (CarterKaye) and the Town of Dundee (Client), CarterKaye is pleased to present this task order to the Client to perform professional engineering permitting assistance for the above-referenced project.

Scope of Services: Project Coordination to include but not limited to: Submit to the SWFWMD an Emergency Field Authorization for a 90-day maximum pumping program; coordination with your contractor for his scope of services to conduct the pumping; multiple site visits to review the pump installations, pond intake and discharge facilities. Coordination and recommendations to the Town on lake levels and pump progress; review of contractor pay requests. No design engineering is included in this proposal.

Fee Arrangement: The requested compensation for the above-described scope of services is estimated at **\$16,700**. We propose to work on an hourly plus costs basis, as work is assigned by the Town Manager based on the attached Schedule of Hourly Rates.

Research associated with our verification of inaccuracies or incompleteness of information provided by others is not a part of this Project. Any services performed by CarterKaye for this Project which are not specifically included in the above Scope of Services are Additional Services and will be billed in addition to the above-stated fixed fee in accordance with our attached Rates Schedule and Direct Expenses/Reimbursable Costs.

As an authorization for us to begin CarterKaye's services, please return an executed copy of this proposal. We sincerely appreciate the opportunity to assist you.

Sincerely,

Carter and Kaye Engineering, LLC



Kriss Y. Kaye, PE, CFM, Managing Member

ACCEPTED BY:

Town of Dundee

Ms. Tandra Davis, Town Manager

CARTER AND KAYE ENGINEERING, LLC**CURRENT HOURLY RATE SCHEDULE**

1.	Principal Engineer - Expert Witness	\$260.00
2.	Principal Engineer - Attend Public Hearings	\$210.00
3.	Principal Engineer	\$195.00
4.	Principal Architect	\$250.00
5.	Staff Architect	\$180.00
6.	Registered Engineer – Expert Witness	\$195.00
7.	Registered Engineer	\$165.00
8.	Project Manager/Engineer V	\$120.00
9.	Project Manager/Engineer IV	\$115.00
10.	Project Manager/Engineer III	\$ 95.00
11.	Project Manager/Engineer II	\$ 90.00
12.	Project Manager/Engineer I	\$ 80.00
13.	Project Coordinator	\$ 80.00
14.	Administrative Assistant/Clerical	\$ 75.00
15.	Engineering Designer III	\$115.00
16.	Engineering Designer II	\$110.00
17.	Engineering Designer I	\$ 90.00

DIRECT EXPENSES

1.	24"x36" BW Bond Plans	\$ 2.00/printed side
2.	24"x36" Color Bond Plans	\$ 3.00/printed side or Actual Cost
3.	Letter Copy Machine	\$ 0.20/BW printed side
4.	Letter Copy Machine	\$ 1.50/Color printed side
5.	BW Plotter Prints/Plans	\$10.00/printed side
6.	Color Plotter Prints/Plans	\$15.00/printed side
7.	Shipping/FEDERAL EXPRESS/POSTAGE	Based on Weight/Actual Cost
8.	MILEAGE	\$ 0.585/mile (or IRS Rate)
9.	MYLAR	\$ 15.00/Sheet

All direct expenses such as application fees, printing and copy costs, long distance phone calls, or travel expenses shall be paid for by the owner. Any specialty professional service fees such as boundary/ topographical surveying, soil exploration, environmental, or traffic studies may be directly contracted by the CLIENT. If these type services are subcontracted through CarterKaye, a 15% surcharge may be applied and a retainer may be required.

One and one half (1-1/2%) percent interest per month will be applied to unpaid balances. Cost accrued as a result of collecting delinquent balances such as attorney fees will be paid by the clients.

In cases where overtime work is required by the client and performed by hourly paid employees, it will be billed at a rate of one and one-half (1 1/2) times the standard hourly rates. Overtime is time worked on the weekends and time worked between 5:30 pm to 7:30 am Monday through Thursday, and after 12 pm on Friday.

Hourly rates are in effect through December 31st. Rates will be revised annually effective January 1st.