



1117 East Robinson St.
Orlando, FL 32801
Phone: 407.425.0452
Fax: 407.648.1036

January 24, 2025

Ms. Valerie Mundy
Public Works Director
Town of Eatonville
307 East Kennedy Blvd
Eatonville, Florida 32751
CPH Job No. 201.2500036

RE: Town of Eatonville – Kennedy Boulevard Utility Survey

Dear Ms. Valerie,

The Town of Eatonville (Town) has requested CPH Consulting, LLC provide survey services of the Town's utilizes within the West Kennedy Boulevard roadway corridor, from the Proposed Lake Bell WTP to Forrest City Road (approximately 14,400 LF).

As you are aware, Orange County Public Works currently has plans to widen West Kennedy Boulevard from two (2) lanes to a four (4) lane divided roadway. As a result, existing utilities must be removed and relocated to the edge of the right-of-way before the roadway construction begins. Currently, the Town has potable water mains wastewater collection and transmission mains within the roadway corridor.

This proposal is being submitted in accordance with *MASTER AGREEMENT FOR CONTINUING PROFESSIONAL SERVICES* dated January 19, 2022, between the TOWN and the firm of CPH Consulting, LLC (CPH). A detailed scope of services is provided in **Exhibit A**. CPH proposes to perform the services for a lump sum fee of **\$230,408**. The labor-hour cost breakdown table is provided in **Exhibit B**.

If the Town is in agreement with our proposal, then please have the Town Mayor sign the attached signature page for authorization to proceed with the described work. As always, CPH appreciates this opportunity to provide our services to the Town.

Sincerely,
CPH Consulting, LLC

Scott A. Breitenstein, P.E.
Division Manager – Treatment Facilities



ALL TERMS AND CONDITIONS OF THE MASTER AGREEMENT ARE HEREBY INCORPORATED HEREIN.

IN THE EVENT THAT THE LANGUAGE OF THIS PROPOSAL IS CONSTRUED TO BE IN CONFLICT WITH THE LANGUAGE IN THE MASTER AGREEMENT, THE LANGUAGE OF THE MASTER AGREEMENT SHALL CONTROL.

Made and executed by and between the TOWN and the CPH on this EXECUTED date HEREIN.

Town:

**TOWN OF EATONVILLE, a Florida
municipal corporation**

By:

Angie Gardner
Title: Mayor

DATE: _____

Consultant:

CPH Consulting, LLC,

By:

Scott A. Breitenstein, P.E.
Title: Division Manager – Treatment Facilities



EXHIBIT A

SCOPE OF SERVICES



**TOWN OF EATONVILLE
KENNEDY BOULVARDE UTILITY SURVEY SERVICES
SCOPE OF SERVICES
EXHIBIT “A”**

PROJECT BACKGROUND

Orange County Public Works currently has plans to widen West Kennedy Boulevard from two (2) lanes to a four (4) lane divided roadway. As a result, existing utilities must be removed and relocated to the edge of the right-of-way before the roadway construction begins. Currently, the Town has potable water mains wastewater collection and transmission mains within the roadway corridor.

SCOPE OF SERVICES

TASK 1 – PROJECT SETUP AND KICK-OFF MEETING

- a) Set-up project and prepare a Project Work Plan with tentative schedule.
- b) Conduct Kick-Off Meeting to identify roles, develop a tentative project schedule, review Town’s FDEP SRF Program Manager requirements and request available data. Prepare and distribute Kick-Off Meeting Minutes for TOWN record.

TASK 2 – SURVEY SERVICES

- a) Coordinate and conduct Right-of Way Geometry and Boundary Survey from the Proposed Lake Bell WTP to Forrest City Road (approximately 14,400 LF).
- b) Subcontract ECHO UES, Inc (ECHO), a Certified Minority-Owned Enterprise (MBE) to provide Subsurface Utilities Locations. ECHO will attempt to identify and mark detectable utilities located within the project limits, with the exclusion of irrigation lines, lateral services lines, and gravity (sanitary and storm) lines. ECHO proposes to perform utility verification test holes only for up to ten (10) test holes as requested by TOWN.

TASK 3 – PROJECT MANAGEMENT AND QUALITY ASSURANCE/QUALITY CONTROL

- a) Participate in regular bi-weekly meetings with Town’s Program Manager and other project stakeholders from NTP to up to three (3) months.
- b) Develop Smartsheet project schedule to track the progress of the project from NTP through Close-out including schedules, funding timelines and project status and notes. Smartsheet reports can be shared with the Town’s Program Manager to allow for up to the minute status updates of project.
- c) Prepare monthly project status reports and invoices for up to three (3) months.

- d) Conduct QA/QC review of deliverables.

SERVICES NOT INCLUDED

The following services are not included in the scope of services at this time. However, CPH will provide any of the following services under a separate authorization.

1. Easement Acquisitions
2. Utility relocation design
3. Geotechnical Investigations
4. Engineers Opinion of Probable Construction Cost
5. Permitting
6. Construction Administration Services
7. Presentations to Town Commission
8. Funding Assistance
9. Ecological Assessments

SERVICES TO BE PROVIDED BY TOWN

1. Review submittal documents within two (2) weeks of delivery.

COMPENSATION

Compensation paid to CPH for services described herein and rendered by principals and employees assigned to the project are computed by multiplying Standard Classification Billing Rates for all classifications of employees directly engaged on the project, times the number of hours worked on the project. The Engineering lump sum fee for the services described herein is estimated to be **\$230,408**.

The lump sum fee includes out-of-pocket expenses and will be specifically identified in periodic invoicing, and include such items as transportation and subsistence of principals and employees when traveling in connection with the project, tolls, telephone calls, photocopies, prints and plots, etc. Invoices will be submitted periodically, indicating the hours expended during that billing cycle.



Attachment A
Topographic & Boundary Survey
CPH Consulting, LLC

January 16, 2025

City of Eatonville – OP # 201.2500036.OP0 – Kennedy Blvd. Utility Relocate

Depict Right of Way Geometry:

- Depict right of way geometry. The following will be used to depict the right of way alignment for the project area:
 - Recorded Plats
 - Right of way documentation
 - Viewable Legal Descriptions recorded in Official Records
- Field locate existing monumentation and verify platted rights of way contained within the plats (Approximately 14,400 linear feet).
- Evaluation of ownership and encumbrances, i.e., title reports, are not included in this scope of services.

Topographic Survey: Perform a Topographic Survey of 14,400± linear feet as per Chapter 5J-17 of the Florida Administrative Code in compliance with the Standards of Practice of Surveying and Mapping of the State of Florida (see “Survey Site Exhibit” for limits).

- Collect topographic data within the full apparent right-of-way at 50' cross-sections for approximately 14,400± linear feet.
- A certified right of way map will ***not*** be provided.
- Location of visible improvements and visible utilities within right of way to include accessible storm and sanitary inverts.
- Locate trees within the right of way. Measure trunk diameter and identify by common name on survey.
- Depict underground utilities on Topographic Survey as provided in CADD by sub-consultant.
- Signed and sealed Topographic Survey

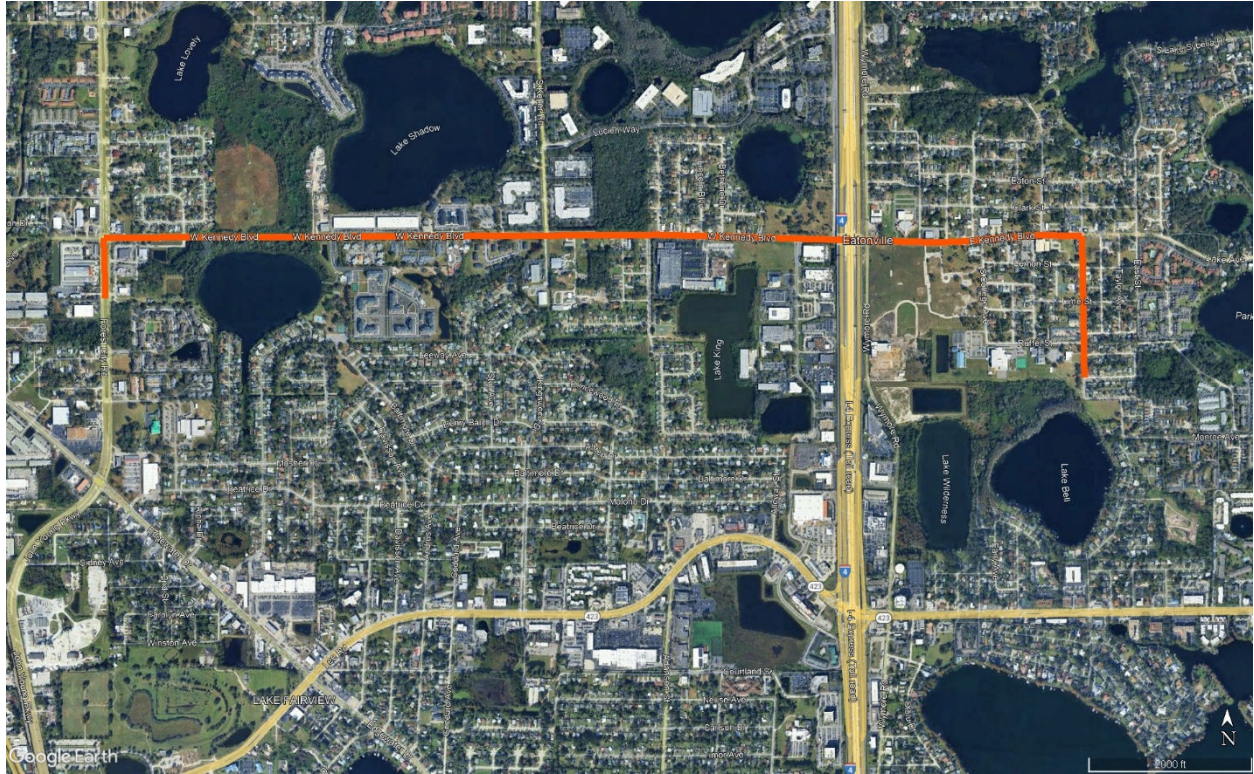
State Plane: The project coordinate system will be based horizontally on the North American Datum 83 (NAD 83). The project will be referenced to state plane coordinates by field locating published control points. Horizontal control monumentation for road center-lines, right-of-way lines, reference lines or base lines shall be at least a minimum of two (2) points placed so that no point on the line being monumented is more than 700 feet from a control monument.

Benchmarks and Horizontal Control: The project will be based on the North American Vertical Datum 88 (NAVD 88). The project will be referenced to these published elevations by field locating published benchmarks. Vertical control for linear type construction sites such as roads and sewer lines shall have a maximum of 1,100 feet between existent or established benchmarks.

The following related services are not included in the scope of this proposal, and may or may not be required, but can be provided at an additional fee: Boundary Survey, ALTA/NSPS Land Title Survey, As-built Survey, Platting, Soil Borings, Sketch and Descriptions, Wetland Location/Delineation, Certified Tree Survey and Ordinary High Water/Mean High Water.

Survey Fee: \$74,350.00

Survey Site Exhibit





**Attachment B
Subsurface Survey
Echo , LLC**

January 23, 2025

Robbie Gonzalez, P.E.
Senior Project Manager

PROPOSAL FOR SUBSURFACE UTILITY ENGINEERING & UTILITY SURVEY SERVICES

Project: Kennedy Boulevard Water Main Relocation, Town of Eatonville, FL

Dear Mr. Gonzalez:

At ECHO UES, Inc. (ECHO) we value your consideration and appreciate the opportunity to provide a proposal for professional services. This proposal, inclusive of a fee estimate, details the approach we consider the most suitable for this project.

Project Synopsis: Based on the information made available to ECHO, we understand the project consists of engineering design services for water mains relocation along Kennedy Boulevard. ECHO's professional services were requested to provide subsurface utility engineering and utility survey services within the project limits. ECHO understands that the design survey is being conducted by CPH.

Project Limits: As shown on the attached graphic exhibits and consisting of three (3) areas:

- 1A; for the replacement of a PVC Water Main along Kennedy Blvd from Lake Weston to Forest City Rd
- 1B; for the replacement of an A/C Water Main along Kennedy Blvd from S. Keller Rd. to the WTP
- 2; for additional limits along E Kennedy Blvd and S W St.

Subsurface Utility Engineering (SUE) Services

Using a combination of field investigative techniques and technology, including surface geophysical instruments (e.g. GPR, pipe/cable locators) and vacuum excavation if needed, ECHO will perform the following services.

1. **Identification and marking of existing utilities.** Utilities potentially in conflict with the project and located within the project limits will be investigated in an attempt to identify their position. The results will be marked on the ground surface using the most appropriate method (i.e. pin flags, paint etc.) and showing the approximate position of the identified utilities.

ECHO will attempt to identify and mark detectable utilities located within the project limits, with the exclusion of irrigation lines, services lines and gravity (sanitary and storm) lines.

2. **Verification of utility location and characteristics.** At specific locations, ECHO will attempt to expose utilities via minimally intrusive methods (e.g. use of vacuum excavation) to confirm their characteristics (e.g. type, size, material, direction, configuration) and provide an accurate location. At completion of each excavation (test hole) ECHO will record all verifiable utility information, mark the utility location with the most appropriate method (e.g. wooden lathes, "X" mark on concrete, disc and nail on asphalt) and restore the field to as close as possible to its original conditions.

ECHO proposes to perform utility verification test holes only if/when requested by the EOR.

Utility Survey

- Set/recover horizontal and vertical control throughout the project corridor to collect the subsurface utility engineering information.
- Collect utility information as identified per the steps above.
- All survey efforts will be conducted in accordance with the Standards of Practice set forth in Rule Chapter 5J-17, F.A.C., pursuant to Section 472.027, F.S.

Deliverables:

- Field deliverables will consist of field marks (e.g. pin flags, paint marks, wooden lathes, nails/discs etc.) showing the position of the designated and located utilities.
- Office deliverables will consist of:
 - Images and a sketch (not to scale unless otherwise stated) based on the project plans or aerial imagery publicly available.
 - Survey digital CADD file, inclusive of sheeting on appropriate format and scale, and a signed and sealed surveyor's report.

Proposed Schedule: To be discussed and agreed upon with the client following acceptance of this proposal. The proposed schedules shall be valid barring any unforeseen conditions.

Notes and Limitations:

1. Client shall facilitate access to the site and provide any relevant project information.
2. Site must be clear from obstacles impeding access to any portion of the project limits.
3. Standard work hours are from 7:00am to 4:00pm, Monday through Friday; additional charges may occur (following discussion with the Client) in case of weekend or nighttime work.
4. ECHO will not work on any site that is known to be contaminated with any hazardous or harmful substance.
5. Any permit or fee requested to perform the work complying with any stakeholder's requirement will be submitted to the Client with a 5% administrative markup.
6. FDOT Design Standards (Index 600 Series) will be utilized for the Maintenance of Traffic (MOT). Should the site require modification to the Index 600 for non-standard MOT arrangements, ECHO will seek the Client's concurrence to obtain signed and sealed project's specific MOT plans (to be provided by others).
7. Any cost associated with signed and sealed MOT plans will be submitted to the Client with a 5% administrative markup.
8. Unless otherwise stated within this proposal, test holes have usual depth of up to eight (8) ft. from the ground surface, and diameter of up to 1 ft. Should there be a need for deeper or wider excavations, additional charges may apply.
9. The original ground surface at each test hole location will be restored to as close as possible to its original conditions, using concrete mix or asphalt cold patch as applicable. Any deviation from this standard (e.g. use of hot asphalt, flowable fill etc.) may require additional charges and the use of specialty subcontractors.
10. Regardless of the type of estimate proposed (e.g. lump sum, time and materials, etc.) such estimate should be considered indicative and based on preliminary information. Should any situation out of ECHO's control heavily impact ECHO's field work performance (e.g. adverse site conditions), ECHO reserves the right to seek additional funds to complete the work.
11. The exact location of any underground utility is not guaranteed unless clearly exposed and visually verified at a specific location. Utility characteristics, methods of installation, soil conditions and the surrounding environment all may impact adversely the results of any utility investigation with surface geophysical instruments and technology. No guarantee is made that all utilities will be found and identified.
12. Independently from ECHO's scope of work and performance, the Client shall comply with the relative chapter from the Florida (or any other applicable) Statutes: "Underground Facility Damage Prevention and Safety Act" and call 811 prior to any excavation taking place.
13. Subsurface Utility Engineering, Designating and Locating terms all refer to the American Society of Civil Engineers / Utility Engineering and Surveying Institute / Construction Institute "Standard Guideline for Investigating and Documenting Existing Utilities" (ASCE/UESI/CI 38-22). Should ECHO adopt this standard for the performance of the scope of work and preparation of deliverables, clear mention to the Standard shall be made throughout the deliverable.

Fee: ECHO's competitive offer, which is inclusive of all field, office, materials, supplies, and equipment costs is detailed below.

- **Subsurface Utility Engineering and Utility Survey as described herewith, for:**
 - **Area 1A; Fixed Fee: \$47,800.00**
 - **Area 1B; Fixed Fee: \$38,930.00**
 - **Area 2; Fixed Fee: \$23,900.00**
- **Utility verification test holes, if/when requested: \$600.00/ea., inclusive of survey and update of the survey files, with a minimum of five (5) requested per mobilization.**

Acceptance: We will honor this proposal for 90 days. If accepted, please return to our attention together with a professional services agreement/task work order authorization and official Notice to Proceed.

At ECHO UES, Inc. we believe in collaboration and communication with our clients and are driven to understand their needs and provide time-efficient and cost-effective solutions. ECHO strives to provide quality utility and survey reliable data to design better, build faster, and safely enhance Engineering, Design, Construction and Maintenance of infrastructure.

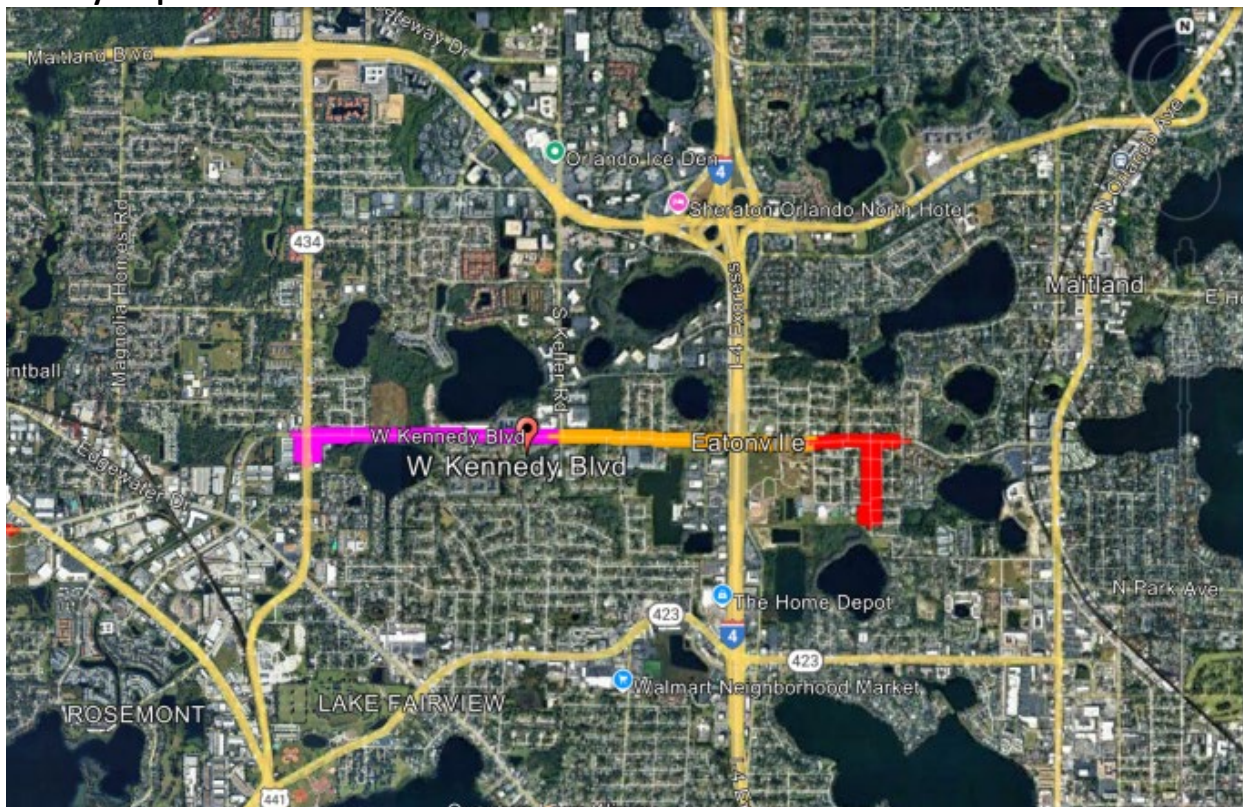
Thank you for considering ECHO for this important project and please do not hesitate to contact me directly should you have any questions or concerns.

Sincerely,

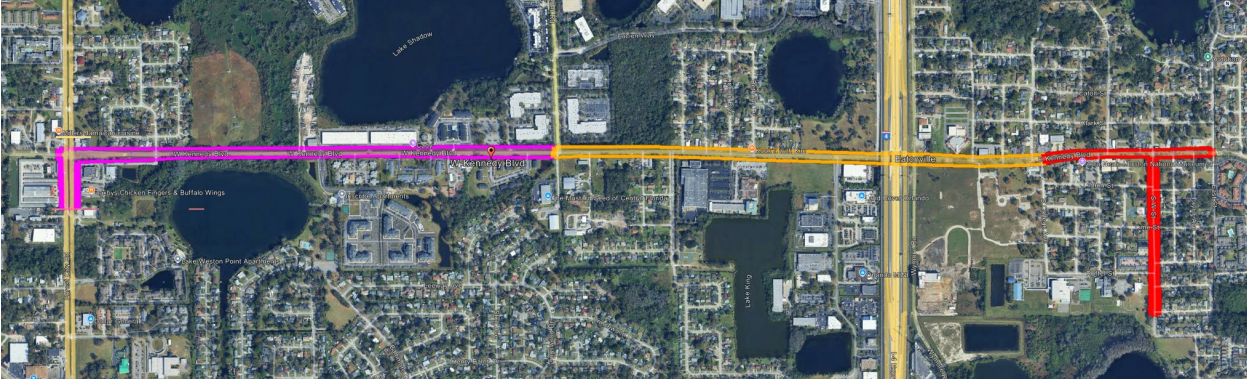


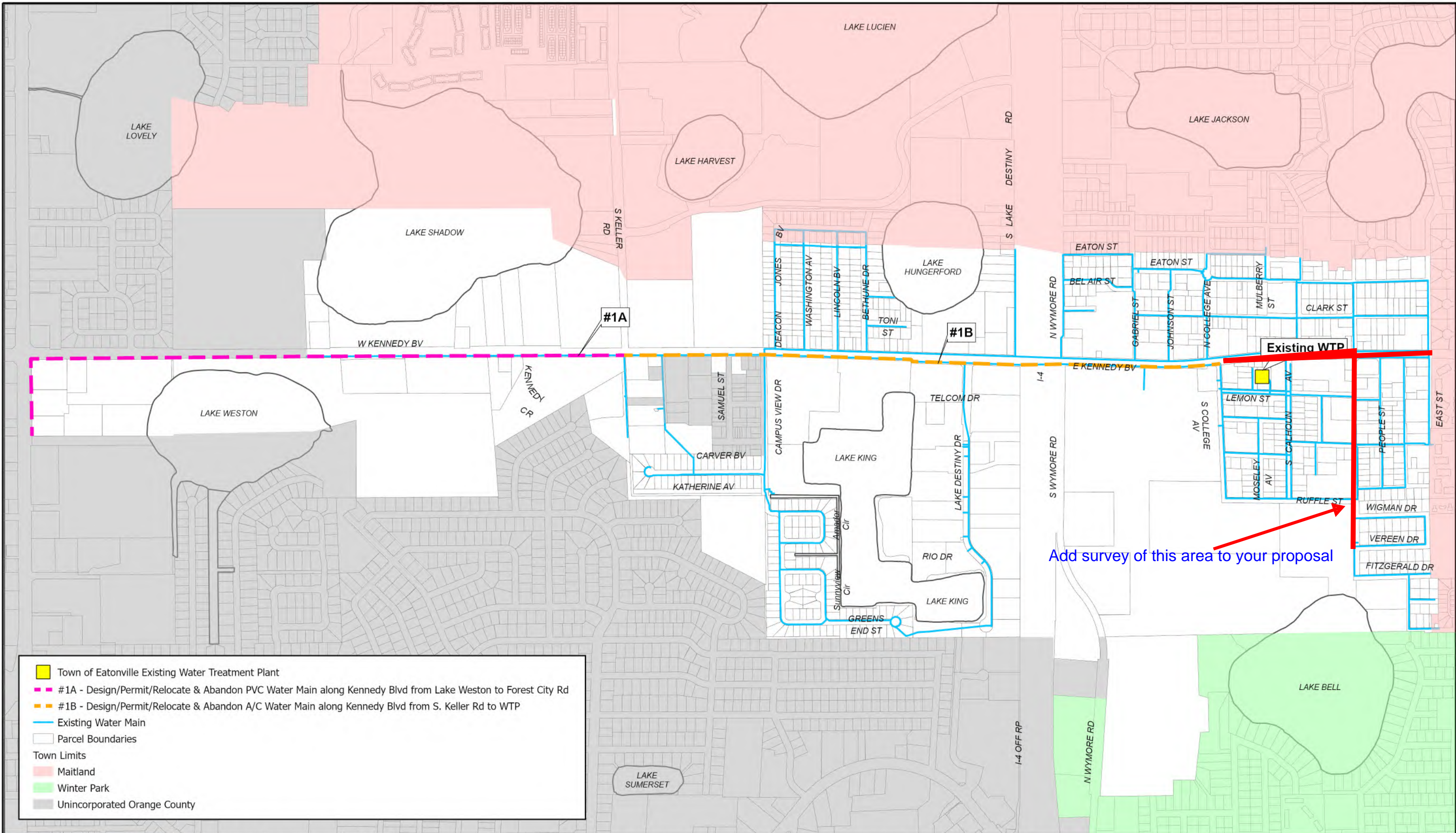
Carlo Pilia
Vice President
ECHO UES, Inc.

Vicinity Map:



Project Limits:





- Town of Eatonville Existing Water Treatment Plant
- #1A - Design/Permit/Relocate & Abandon PVC Water Main along Kennedy Blvd from Lake Weston to Forest City Rd
- #1B - Design/Permit/Relocate & Abandon A/C Water Main along Kennedy Blvd from S. Keller Rd to WTP
- Existing Water Main
- Parcel Boundaries
- Town Limits
- Maitland
- Winter Park
- Unincorporated Orange County

Add survey of this area to your proposal



Scale: 1 inch = 800 feet
 Date: 6/6/2024
 Photo Date: N/A
 Project No. E6614
 GIS: LEC



TOWN OF EATONVILLE POTABLE WATER SYSTEM RECOMMENDATIONS - PHASE 1

TOWN OF EATONVILLE
 ORANGE COUNTY, FLORIDA

FIGURE
 9-1



EXHIBIT B

Labor-Hour Cost

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
TASK		DESCRIPTION	Principal	Senior Project Manager	Senior Project Engineer (Civil EOR)	Project Engineer (Civil)	GIS Analyst	Administrative III	TOTAL HOURS	LABOR	SUBCONSULTANTS & SUPPORT SERVICES	Markup for Subs & Support Services	Expenses	TOTAL
1														
2	Hourly Rate (\$) per 2022 Master Agreement		\$190	\$180	\$140	\$120	\$105	\$108		8%	83%	8%	1%	100%
3														
4	1	Project Setup and Kick-Off Meeting												
5	1.1	Set-up project and prepare a Project Work Plan with tentative schedule.	2	4	8	-	-	2	16	\$ 2,436	\$ -	\$ -	\$ 200	\$ 2,636
6	1.2	Conduct Kick-Off Meeting to identify roles, develop a tentative Project schedule.	2	4	8	-	-	2	16	\$ 2,436	\$ -	\$ -	\$ 200	\$ 2,636
7	Subtotal - Project Setup and Kick-Off Meeting		4	8	16	-	-	4	32	\$ 4,872	\$ -	\$ -	\$ 400	\$ 5,272
8														2%
9	2	Survey												
10	2.1	Coordinate and conduct Topographic and Boundary Survey	2	4	8	-	8	2	24	\$ 3,276	\$ 74,350	\$ 7,500	\$ 200	\$ 85,326
11	2.2	Subcontract ECHO UES, Inc, a Certified Minority-Owned Enterprise (MBE) to provide Subsurface Utilities Locations	2	4	8	-	8	2	24	\$ 3,276	\$ 116,630	\$ 11,700	\$ 200	\$ 131,806
12	Subtotal - Survey		4	8	16	-	16	4	48	\$ 6,552	\$ 190,980	\$ 19,200	\$ 400	\$ 217,132
13														94%
14	3	Project Management and QA/QC												
15	3.1	Participate in regular weekly meetings with Town for up to three (3) months	8	12	-	-	-	-	20	\$ 3,680	\$ -	\$ -	\$ 200	\$ 3,880
16	3.2	Develop Smartsheet project schedule and track weekly progress	-	4	-	-	-	4	8	\$ 1,152	\$ -	\$ -	\$ 100	\$ 1,252
17	3.3	Prepare monthly project status reports and invoices for up to three (3) months	-	4	-	-	-	4	8	\$ 1,152	\$ -	\$ -	\$ 100	\$ 1,252
18	3.4	Conduct QA/QC review of Survey documents.	8	-	-	-	-	-	8	\$ 1,520	\$ -	\$ -	\$ 100	\$ 1,620
19	Subtotal - Project Management and QA/QC		16	20	-	-	-	8	44	\$ 7,504	\$ -	\$ -	\$ 500	\$ 8,004
20														3%
21	TOTAL		24	36	32	-	16	16	124	18,928	190,980	19,200	1,300	230,408
22			\$ 4,560	\$ 6,480	\$ 4,480	\$ -	\$ 1,680	\$ 1,728	\$ 18,928					
23			24%	34%	24%	0%	9%	9%	100%					