



March 4, 2025

Mayor Julie Wilkins
City of LaBelle
481 West Hickpochee Ave.
LaBelle, FL 33935

Re: Proposal for Design of the SR 80 Potable Water Main Loop

Dear Mayor Wilkins:

Thank you for the opportunity to submit our professional services proposal to assist the City of LaBelle (City) with the design associated with the State Road 80 (SR 80) Loop.

BACKGROUND

Previous hydraulic modeling efforts recommended the addition of a potable water transmission piping from Cowboy Way, northeast to Miller Avenue. More specifically, the following is proposed:

- Approximately 5,000 LF of 12-inch potable water main from Cowboy Way to Miller Avenue
- Connections to existing piping at Cowboy Way and Miller Avenue
- Gate valves for isolation along the route
- Fire Hydrants spaced at approximately 500-feet
- Stubouts for future connections (locations to be determined)

It is anticipated that the proposed pipeline will be installed via open-cut, with the exception of roadway and water crossings, including:

- Cowboy Way (including the creek southeast of Cowboy Way and through the 7-Eleven entrance)
- The potential wetlands northeast of 7-11
- James Singleton Place
- Miller Avenue

The project will create a loop that will provide redundancy for better pressure and fire flow conditions.

SCOPE OF SERVICES

Task 1 – Preliminary Services

A. Project Kickoff

Upon authorization, Tetra Tech will perform the following to proceed with project initiation:



- a. Schedule and hold a kickoff meeting with the City for the purpose of introducing team members and defining their roles and prepare and distribute minutes of the meeting.
- b. Develop and maintain a Project Management Plan (PMP) complete with team member roles, schedules, deliverable deadlines, project cash drawdown schedule, a health and safety plan and related components necessary to manage the proposed project.

B. Data Collection

Upon authorization, Tetra Tech will perform the following Data Collection services:

- a. Prepare a list of items to be provided by the City as necessary to complete the tasks described within this scope of services. Tetra Tech will reasonably rely upon the data provided by the City for project completion. Validity and accuracy of data shall be the responsibility of the COUNTY. Those items will include, but not be limited to:
 - 1) Drawing files in AutoCAD (if available, in electronic format) for existing underground utilities within the area, including all survey and design data, as may exist. The most recent improvements along the route were performed for the potable water main and force main to serve the Old Florida RV Resort.
 - 2) GIS Data for existing components where design data may not exist.
 - 3) Hydraulic Model files to assist with pipe size verification.
 - 4) As-Built drawings for past improvements along the project route which may impact the pipe installation.
 - 5) Past Geotechnical investigation and recommendations reports which may exist in the pipeline route areas.
 - 6) Permits obtained for past construction projects in the vicinity of the proposed pipeline.
 - 7) Information related to easements recorded for infrastructure proposed outside of the rights-of-way.
 - 8) Roadway improvement plans within the project vicinity.

C. Route Analysis

Upon authorization, Tetra Tech will perform the following efforts to assist in defining the project route and basis of design. Although it is anticipated that the proposed water main will be installed on the southeast side of State Road 80, within its right-of-way, with recent force main and water main additions, confirmation is needed to verify there is sufficient room for placement in this corridor:

- a. Contact Sunshine State one Call (811) in order to obtain contacts for existing utilities along the prospective routes. Contact private utility providers to determine if any private utility infrastructure exists within the project areas. As part of this task, current design drawings will be provided to private utility companies for them to mark any additions made to the infrastructure.
- b. Perform a constructability review of the potential routes considering methods of construction, available corridors, etc. along with a recommendation for placement.

Preliminary Services Deliverables

- Kickoff Meeting minutes



- Data Request
- Summary of Data Received
- Figures displaying the proposed routes
- Findings of contact with Sunshine State One-Call

Preliminary Services Notes:

1. In association with preparation of this scope of services, some data has been provided by the City and we anticipate additional data may be provided.
2. Note although there is one (1) overall proposed route, this effort will define placement on either the southeast or northwest side of State Road 80. Although the southeast side is desired, this effort is required for verification.
3. Hydraulic modeling is not proposed herein. As understood Hydraulic modeling has been performed by others in order to verify pipe size and general project route.

Task 2 – Final Design and Permitting

A. Surveying & Subsurface Utility Exploration (SUE)

Once the corridor has been selected, Tetra Tech will proceed with the surveying and SUE efforts to include:

- a. Perform field surveying (on one side of State Road 80 right-of-way only) to gather information required to complete the design. Data will be collected using NAVD88 vertical datum. Data will include above- and below-ground data along the project route, including any discovery from SUE efforts or field marking of private utilities by others. Prior to performing the surveying efforts, contact will be made to Sunshine State One-Call in order to determine existing utilities along the selected route. (Note that Sunshine State One-Call will have also been collected during Task 1, however, for this effort, the goal will be to solidify data along the selected route with a goal to have field marking performed.) Surveying will consist of ½ right-of-way along the selected corridor with cross sections every 200-foot for an estimated distance of 5,000 +/- Linear Feet.
- b. Perform SUE efforts to assist with identification of underground utilities. For this effort, the following services will be provided:
 - i. Perform Quality Level-B (QLB) designating to sufficiently map the buried utilities that may conflict along the entire project length of corridor.
 - ii. Perform up to six (6) Quality Level-A (QLA) test holes to verify utility size, type, and material, where conditions allow. Test hole locations to be determined.
 - iii. Provide a summary of verified utilities with information collected while performing QLA test holes in PDF format.

B. Geotechnical Investigations

Upon authorization, Tetra Tech will proceed with the geotechnical investigations utilizing Ardaman & Associates, Inc. (a Tetra Tech company) which will include:



- a. Performing hand auger borings to a depth of 7-feet (or to a point where rock is encountered) at an interval of approximately 350-feet (up to 10 borings) for the purpose of determining the presence of rock or related unsuitable material within the construction zone.
- b. Perform (4) standard penetration tests (SPTs) to a depth of 30-feet to determine the soil conditions at:
 - Cowboy Way
 - The potential wetlands northeast of 7-11
 - James Singleton Place
 - Miller Avenue

C. Design

Upon completion of the surveying and SUE efforts, Tetra Tech will initiate design services for the following:

- Approximately 5,000 LF of 12-inch potable water main from Cowboy Way to Miller Avenue
- Gate valves for isolation along the route
- Fire Hydrants spaced at approximately 500-feet
- Stubouts for future connections (locations to be determined)

Design will result in preparation of engineering drawings and technical specifications, which will be submitted to the City for review at 60-, 90-, and 100-percent completion levels. The 60-percent submittal will generally include: drawings with survey and topographic information, all existing utility locations, all engineering drawings of the improvements in plan-view, all applicable details, draft of technical specifications and an opinion of probable construction costs. The 90-percent submittal will generally include: updated engineering drawings in plan and profile view (90% complete all disciplines), technical specifications incorporating the comments received for the City on the 60-percent submittal, and an updated opinion of costs. The 100-percent submittal will generally include: updated engineering drawings (100% complete all disciplines), technical specifications incorporating the comments received for the City on the 90-percent submittal, and an updated opinion of costs. Review meetings will be held with the City following submittal at each completion stage.

A PDF set will be provided to the City for each review. A review meeting will be held with the City following each submission. Tasks anticipated to be completed during this phase are summarized below:

- a. Utilizing electronic AutoCAD Civil 3D 2 and MS WORD files, the drawings and project manual (inclusive technical specifications) will be incorporated into Tetra Tech's electronic data base and modified to include new borders, legends and updated covers (referencing current Council members, etc.) Drawings will be prepared using 22x34-inch paper for the purpose of being able to produce true scale drawings at 11x17-inch – 40-scale.
- b. The Contract final drawings shall generally include, but not be limited to the following for all improvements:

(1) General – 3 sheets



Cover Sheet
 Index of Drawings and General Notes
 Legend and Abbreviations
(2) Civil – 24 sheets
 Key Sheet & Index Sheet
 Plan/Profile for Transmission Piping (11 sheets)
 Directional Drill Profiles (3 sheets)
 Civil Details (3 sheets)
 Soft Dig Data Sheets (6 sheets)

- c. Prepare an initial opinion of probable construction cost (OPCC) at the 60-percent completion stage along with updated OPCC's at the subsequent 90-percent and 100-percent completion stages. OPCC's will be prepared in accordance with the American Association of Cost Engineering (AACE) guidelines for the appropriate stage of design.
- d. Prepare a comprehensive project manual that shall generally consist of technical specifications for competitive bidding (Division 2 through 16). The project manual and its contents will be prepared using Microsoft WORD and formatted in accordance with the current design.
- e. Prepare a bid schedule for unit cost bidding of the items proposed for installation. The bid schedule will be accompanied with a Measurement and Payment section to describe the bid items.
- f. At the completion of each submittal (60-percent, 90-percent and 100-percent), submit to the City, a PDF package of drawings, technical specifications and an updated OPCCC. Following the City's review, a review meeting will be held to review City comments such that subsequent submittals will be updated to address any issues.

D. Quality Control/Quality Assurance

During design phase services, Tetra Tech will perform the following Quality Control/Quality Assurance of deliverables:

- a. Prior to submission of each design submittal (60-, 90- and 100-percent); perform review of design documents (drawings and specifications) technical calculations, constructability; conformance with engineering standards; conflicts with existing and/or proposed facilities and related factors.
- b. Perform review in accordance with Tetra Tech's Quality Assurance Program and related policies for Quality Control/Quality Assurance reviews.
- c. Provide comments to design team in both written and redlined format.

E. Permitting

Upon authorization, Tetra Tech will perform the following permitting services:

- a. Prepare and submit to the Florida Department of Environmental Protection (FDEP), an application for Constructing Potable Water System Improvements along with backup documentation.
- b. Prepare and submit Notice of Intent (NOI) and Stormwater Pollution Prevention Plan (SWP3) applications to the FDEP for stormwater control during construction.
- c. Prepare and submit an Environmental Resource Permit (ERP), if required for directional drill crossing of wetlands located north of 7-11.



- d. Prepare and submit right-of-way use permit applications to the FDOT for the utility installation within the State Road 80 right-of-way.
- e. Tetra Tech will include a request for a check from the City for each application in the amount required by each regulatory agency. Backup documentation to support the application fee will also be included. All permit application fees will be paid by the City.
- f. Respond to all requests for additional information (RAIs) from the permitting agencies to clarify the original application(s).

Final design & Permitting Deliverables

- Survey and SUE output data
- Geotechnical Report
- Design submittals to include drawings and project manual at the 60-percent, 90-percent and 100-percent completion stages, as defined above. This will include 1 set of full sized (22x34-inch drawing sheets) along with technical specifications and an electronic copy in PDF format.
- Engineer's opinion of probable costs at the 90-percent and 100-percent completion stages
- Draft permit applications and supporting documentation
- Request for permit application fees along with backup documentation, as required
- Copies of final permit applications as submitted with documents signed and sealed by Engineer of Record, as required
- Copies of responses to RAIs
- Original permits, once received

Final Design & Permitting Notes

1. Based on the potential routes proposed, we do not anticipate any easements being required. If during our preliminary design efforts, the selected route does include easement(s), such services would be additional.
2. It is understood that front-end documents (Division 0 and 1) will be prepared by the City. As such, Tetra Tech has not included preparation of Division 0 or 1 specifications, other than sections for Summary of Work and Measurement and Payment.
3. Based on a database review, there does not appear to be impacts to environmental features. As such not environmental permitting services have been included within this scope of services. If wetland encroachment is necessary, additional funding for permitting and wetland mitigation efforts may be required under separate authorization.

Task 3 - Bidding

Upon authorization, Tetra Tech will perform the following Bidding related services:

- a. Provide the City an electronic copy of the bid set to include bid form, drawings and technical specifications in PDF format for incorporation with the City's bidding and contract documents for bidding purposes. The City will be responsible for distribution and logging of the bid sets to potential bidders.
- b. Attend a Pre-Bid Meeting at City Hall, followed by a site visit, if desired by the City/prospective bidders.



- c. Respond to questions and prepare addenda as required to interpret, clarify or expand the bidding documents. The City shall be responsible for distribution of addenda to all registered planholders.
- d. Receive bids from the City and assist in performing a review of the bids and ultimately, making a recommendation of award.
- e. Following completion of the bidding process, modify the technical specifications and drawings to incorporate changes made during the bidding process. Provide conformed documents in PDF format.

Bidding Deliverables

- Bidder pre-qualification statement of qualifications package
- Electronic AutoCAD, MS WORD and PDF copies of the bid set to include bid form, substitute materials form, drawings and technical specifications.
- Responses to questions in addenda format.
- Bid evaluation and recommendation of award letter.
- Copies of the Conformed Documents as defined.

Bidding Notes:

1. The services during bidding are proposed as supplemental. As understood, the City will prepare the advertisement, release documents to bidders, maintain the plan holders list, administer the bid opening and all other aspects of bidding required to receive bids from qualified vendors.
2. All project bidding fees to be paid by the City.
3. If the project is required to be bid more than once at no fault of Tetra Tech, additional funding may be necessary.

Task 4 - Construction Administration

Upon award of the project, Tetra Tech will assist the City with Construction Administration and shall complete the following tasks defined below. Our scope of services is based on an estimated construction period of 300 calendar days (270 days to substantial completion and 30 additional days to final completion). Construction is estimated to take no more than 180 days, with the remaining 120 days dedicated to submittal reviews, material procurement and closeout. During construction, the proposed professional services will include:

- a. Prepare for and administer one (1) Pre-Construction meeting and prepare written minutes of the meeting for distribution to attendees.
- b. Attend progress and specially scheduled meetings throughout progress of the project. Progress meetings are anticipated to be held twice per month in person at the City's office as needed to coordinate work in progress with the City and awarded contractor. It is anticipated that 18 progress meetings, followed by a site visit and associated time for preparation of meeting minutes. Tetra Tech will be responsible for preparing and distributing meeting minutes.
- c. Make site visits to the construction site at intervals appropriate to the various stages of construction to observe the progress and quality of the Work. These will be scheduled during critical points during the construction of the project and will be determined based upon the Contractor's schedule. It is anticipated that 12 site visits (2 per month during the construction period) plus office time for report preparation will be required. These site visits will be to observe



- the progress and quality of the construction and its general conformance to the Contract Documents. In addition, Tetra Tech will notify the City of observed work which does not conform to the Contract Documents, make recommendations for its correction, and as authorized by the City, issue instruction to the Contractor, to carry out the corrective measures.
- d. Review Contractor proposed MOT plans and coordination efforts between adjacent construction areas.
 - e. Review shop drawings and other required Contractor submittals to determine conformance with the design concepts of the project and compliance with the requirements provided in the Contract Documents. Shop drawings will be reviewed up to two (2) times per submittal with additional review fees to be paid by the Contractor through the City. It is anticipated that up to 30 shops drawings will be submitted for review.
 - f. Review requests for information (RFIs), provide interpretation of construction documents, and issue written clarifications or interpretations. Up to 10 RFIs are anticipated.
 - g. Develop and process Change Orders with City's approval as required due to unforeseen conditions. Up to 4 change orders are anticipated.
 - h. Review the Contractor's applications for payment and the accompanying data and schedules, determine the amounts owed to the Contractor, and advise the City of the recommended payments to the Contractor. Up to 10 pay applications are anticipated.
 - i. Upon written request by Contractor, conduct a substantial completion inspection of the Project to determine if Work is substantially complete or compile and distribute a punch list of items to be addressed. Upon written request by Contractor, conduct a re-inspection to confirm that final completion punch list items have been addressed and subsequently provide a final completion certification to the City and recommend that the City make final payment to the Contractor.
 - j. Review Contractor closeout documentation (to be submitted with Final Pay Request), to include but not be limited to warranties, release of liens and related documentation as required by the City and/or funding agencies.
 - k. Review the Contractor's as-built submittals monthly for adequacy and review listing of deviations from the construction permit and approved construction documents. Prepare record drawings for City's use from information provided by the Contractor delineating the location, and elevation of all facilities constructed. Provide the City with one (1) CD-ROM electronic file of record drawings in PDF format and three (3) sets of prints of the record drawings for each construction contract. Record drawings to be based on electronic survey as-built data to be provided by the Contractor.
 - l. Prepare and submit certifications and required supporting documentation to regulatory agencies having issued permits for construction.

Construction Administration Deliverables

- Meeting minutes for each meeting
- Site visit summary reports
- Copies of Shop Drawing Reviews
- Copies of RFIs
- Change Proposals
- Executed Change Orders
- Approved Pay Requests with supporting documentation
- Substantial and Final Completion Punch Lists
- Record Documents (3 printed sets and 1 electronic copy)



- Copies of certifications of completion

Task 5 – Construction Engineering Inspection (CEI)

Upon commencing the construction phase of the project, Tetra Tech will provide construction engineering inspection (CEI) services. Our scope of services is based on an estimated construction period of 180 days. Although we anticipate the construction duration as 300 days, a portion of that time will be dedicated to submittal reviews, material procurement and closeout. As such, our CEI services are based on a construction duration of 180 days and the use of one (1) Residential Project Representative (RPR) working directly under Tetra Tech's Project Manager.

CEI services as proposed are based on full-time inspection of 40 hours per week. 180 calendar days equates to 26 weeks which further equates to 1,040 work hours. It is understood that the City will provide inspection staff to assist on a daily basis. The role of the Tetra Tech's RPR is to assist the City with the following:

- a. RPR is to assist the City in observing progress and quality of the Work while present on-site.
- b. Through such additional observations of Contractor's work in progress and field checks by the RPR, Tetra Tech shall endeavor to provide further protection for the City against defects and deficiencies in the Work. However, Tetra Tech's RPR shall not, during such visits or as a result of such observations of Contractor's work in progress, supervise, direct, or have control over the Contractor's Work nor shall Tetra Tech's RPR have authority over or responsibility for the means, methods, techniques, sequences, or procedures selected by Contractor, for safety precautions and programs incident to the Contractor's work in progress, for any failure of Contractor to comply with Laws and Regulations applicable to Contractor's performing and furnishing the Work, or responsibility of construction for Contractor's failure to furnish and perform the Work in accordance with the Contract Documents.
- c. The duties and responsibilities of Tetra Tech's RPR are limited to those specified within this scope of services and in the Contract Documents, and are further limited and described as follows:
 1. General: Tetra Tech's RPR to act as Tetra Tech's agent at the Site, will act as directed by and under the supervision of Tetra Tech, and will confer with Tetra Tech regarding RPR's actions. RPR's dealings in matters pertaining to the Contractor's work in progress shall in general be with Tetra Tech and Contractor, keeping the City advised as necessary. Tetra Tech's RPR's dealings with subcontractors shall only be through or with the full knowledge and approval of Contractor. RPR shall generally communicate with the City with the knowledge of and under the direction of Tetra Tech.
 2. Liaison:
 - Serve as Tetra Tech's liaison with Contractor, working principally through Contractor's superintendent and assist in understanding the intent of the Contract Documents.
 - Assist Tetra Tech in serving as the City's liaison with Contractor when Contractor's operations affect the City's on-site operations.
 - Assist in obtaining from the City additional details or information, when required for proper execution of the Work.



- d. Modifications: Consider and evaluate Contractor's suggestions for modifications in Drawings or Specifications and report with RPR's recommendations to Tetra Tech. Transmit to Contractor in writing decisions as issued by Tetra Tech.
- e. Review of Work and Rejection of Defective Work:
 - Conduct on-site observations of Contractor's work in progress to assist Tetra Tech in determining if the Work is in general proceeding in accordance with the Contract Documents.
 - Report to Tetra Tech whenever RPR believes that any part of Contractor's work in progress will not produce a completed Project that conforms generally to the Contract Documents or will prejudice the integrity of the design concept of the completed Project as a functioning whole as indicated in the Contract Documents, or has been damaged, or does not meet the requirements of any inspection, test or approval required to be made; and advise Tetra Tech of that part of work in progress that the RPR believes should be corrected or rejected or should be uncovered for observation, or requires special testing, inspection or approval.
- f. Inspections and Tests:
 - Consult with Tetra Tech's Project Manager in advance of scheduled major inspections, tests, and important phases of the Work.
 - Verify that tests are conducted in the presence of appropriate City's personnel, and that Contractor maintains adequate records thereof.
 - Observe, record, and report to Tetra Tech's Project Manager appropriate details relative to the test procedures.
 - Accompany visiting inspectors representing public or other agencies having jurisdiction over the Project, record the results of these inspections, and report to Tetra Tech's Project Manager.
- g. Records:
 - Maintain orderly files for correspondence, reports of job conferences, reproductions of original Contract Documents including all Change Orders, Field Orders, Work Change Directives, Addenda, additional Drawings issued subsequent to the execution of the Contract, clarifications and interpretations of the Contract Documents, progress reports, Shop Drawing and Sample submittals received from and delivered to Contractor, and other Project related documents.
 - Prepare a daily report or keep a diary or log book, recording hours on the Site, weather conditions, data relative to questions of Change Orders, Field Orders, Work Change Directives, or changed conditions, Site visitors, daily activities, decisions, observations in general, and specific observations in more detail as in the case of observing test procedures; and send copies to Tetra Tech's Project Manager.
 - Record names, addresses and telephone numbers of all Contractors, subcontractors, and major suppliers of materials.
 - Maintain records for use in preparing Project documentation.
 - Upon completion of the Work, furnish original set of all CEI related project documentation to Tetra Tech's Project Manager.
- h. Reports
 - Furnish to Tetra Tech's Project Manager and the City copies of all inspection and test reports.
 - Report immediately to Tetra Tech's Project Manager the occurrence of any Site accidents, any Hazardous Environmental Conditions, emergencies, or acts of God endangering the Work, and property damaged by fire or other causes.
- i. Payment Requests: Review Draft Applications for Payment with Contractor for compliance with the established procedure for their submission and forward with recommendations to Tetra Tech's



Project Manager, noting particularly the relationship of the payment requested to the schedule of values, Work completed, and materials and equipment delivered at the Site but not incorporated in the Work.

j. Completion:

- Before Tetra Tech issues a Certificate of Substantial Completion, submit to Contractor a list of observed items requiring completion or correction.
- Observe whether Contractor has arranged for inspections required by Laws and Regulations, including but not limited to those to be performed by public agencies having jurisdiction over the Work.
- Participate in a final inspection in the company of Tetra Tech's professional staff, the City, and Contractor and prepare a final list of items to be completed or corrected.
- Observe whether all items on final list have been completed or corrected and make recommendations to Tetra Tech's Project Manager concerning acceptance and issuance of the Notice of Acceptability of the Work.

k. CEI staff members shall not:

- Authorize any deviation from the Contract Documents or substitution of materials or equipment (including "City approved or equal" items).
- Exceed limitations of Tetra Tech's authority as set forth in the Agreement or the Contract Documents.
- Undertake any of the responsibilities of Contractor, subcontractors, suppliers, or Contractor's superintendent.
- Advise on, issue directions relative to or assume control over any aspect of the means, methods, techniques, sequences or procedures of Contractor's work unless such advice or directions are specifically required by the Contract Documents.
- Advise on, issue directions regarding, or assume control over safety precautions and programs in connection with the activities or operations of the City or Contractor.
- Participate in specialized field or laboratory tests or inspections conducted off-site by others except as specifically authorized by Tetra Tech.
- Accept Shop Drawing or Sample submittals from anyone other than Contractor.

Deliverables

- Red-line Drawing Markups
- Daily Reports
- Correspondence related to CEI services



COMPENSATION

Compensation for the professional services will be based on time and materials at a not to exceed fee of **\$480,028** as summarized in the table below and displayed in Exhibit A.

| Task Number | Task Title | Amount of Compensation | Basis of Compensation LS or NTE |
|-------------|---|------------------------|---------------------------------|
| 1 | Preliminary Services | \$18,860 | NTE |
| 2 | Final Design & Permitting | \$207,368 | NTE |
| 3 | Bid Assistance | \$16,980 | NTE |
| 4 | Construction Administration | \$88,600 | NTE |
| 5 | Construction Engineering Inspection (CEI) | \$140,400 | NTE |
| | Reimbursable Expenses | \$8,000 | NTE |
| TOTAL | | \$480,028 | NTE |

SCHEDULE

Tasks have an estimated project duration of 750 days from notice to proceed, which is broken down as follows:

| Task Number | Task Title | Number of Calendar Days For Completion of Each Task | Cumulative Number of Calendar Days For Completion from Date of Notice to Proceed |
|-------------|---|---|--|
| 1 | Preliminary Services | 60 | 60 |
| 2 | Final Design & Permitting | 270 | 330 |
| 3 | Bid Assistance | 60 | 390 |
| 4 | Construction Administration | 360* | 750 |
| 5 | Construction Engineering Inspection (CEI) | 300(Concurrently with Construction) | 750 |

- * Although construction is anticipated to be completed within 300 calendar days, an additional 60 days is included for closeout, record drawing preparation and regulatory certification. Should the project be delayed for any reason at no fault to the Engineer, updates to the individual billing rates to account for raises, promotions and/or new employees may be necessary. Rates will not be updated without written approval from the City.

TERMS AND CONDITIONS

Terms and Conditions of this work shall be in accordance with Professional Master Service Agreement between the City of LaBelle and Tetra Tech dated October 10, 2024.



CLOSING

We look forward to working with the City on this important project. If you accept this Scope of Services and wish to proceed, please sign in the space indicated on the following page and return a copy in electronic format for our files. Please feel free to contact me at 239-438-2108 if you have any questions regarding this proposal or require any further information.

Sincerely,

Danny Nelson, PE
Vice President

IN WITNESS WHEREOF, the parties hereto have executed this Agreement by their duly authorized agents as of the date indicated below.

AUTHORIZATION BY:

TETRA TECH, INC.

CITY OF LABELLE, FLORIDA

| | |
|--|---------------|
| _____ Signature | _____ Date |
| _____ Daniel Nelson, PE Name (printed) | |
| _____ Vice President Title | |

| | |
|-------------------------|---------------|
| _____ Signature | _____ Date |
| _____ Name (printed) | |
| _____ Title | |

| <div><div><div><div><div></div><div></div></div><div>Price Proposal</div></div></div></div> | | Labor Plan | | | | | | | | Price Summary / Totals | | | |
|---|-----------------|-------------|--------|--------|--------|--------|--------|--------|--------|------------------------|--------|---------|---------------------|
| | | 8 Resources | | | | | | | | Task Pricing Totals | | 480,028 | |
| SR 80 Water Main Loop | Bill Rate > | 320.00 | 240.00 | 110.00 | 150.00 | 190.00 | 130.00 | 135.00 | 240.00 | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | Total Price | | 480,028 | |
| Design, permitting, bidding & professional services during construction | | | | | | | | | | Pricing by Resource | | | |
| Submitted to: City of LaBelle | | | | | | | | | | | | | |
| Contract Type: T&M | | | | | | | | | | | | | |
| | Total Labor Hrs | | | | | | | | | | | | Task Pricing Totals |
| Project Phases / Tasks | 2,758 | 40 | 257 | 146 | 540 | 183 | 512 | 1,040 | 40 | 422,870 | 49,158 | 8,000 | 480,028 |
| Task 1 - Preliminary Services | 115 | 4 | 15 | 5 | 35 | 12 | 44 | - | - | 18,680 | - | - | 18,680 |
| Project Kickoff | 9 | 2 | 3 | 1 | 3 | | | | | 1,920 | | | 1,920 |
| Data Collection | 20 | | 4 | 4 | 8 | | 4 | | | 3,120 | | | 3,120 |
| Route Analysis | 86 | 2 | 8 | | 24 | 12 | 40 | | | 13,640 | | | 13,640 |
| Task 2 - Final Design & Permitting | 980 | 28 | 89 | 64 | 272 | 119 | 368 | - | 40 | 158,210 | 49,158 | - | 207,368 |
| Survey & Subsurface Utility Exploration | 42 | - | 4 | 2 | 14 | - | 22 | - | - | 6,140 | 37,161 | - | 43,301 |
| Route Survey | 27 | | 2 | 1 | 8 | | 16 | | | 3,870 | 25,235 | | 29,105 |
| SUE Services | 15 | | 2 | 1 | 6 | | 6 | | | 2,270 | 11,926 | | 14,196 |
| Geotechnical Investigations | 8 | | 2 | | 2 | | 4 | | | 1,300 | 11,997 | | 13,297 |
| Design | 744 | 4 | 72 | 32 | 214 | 102 | 320 | - | - | 115,160 | - | - | 115,160 |
| Drawings | 586 | 4 | 48 | - | 144 | 74 | 316 | - | - | 89,540 | - | - | 89,540 |
| General Sheets (3) | 36 | | 4 | | 8 | | 24 | | | 5,280 | | | 5,280 |
| Civil Sheets (Low Complexity - 10 sheets) | 168 | | 12 | | 40 | 24 | 92 | | | 25,400 | | | 25,400 |
| Civil Sheets (High Complexity - 14 sheets) | 382 | 4 | 32 | | 96 | 50 | 200 | | | 58,860 | | | 58,860 |
| Opinions of Cost (60-, 90- and 100-percent) | 28 | | 4 | | 16 | 8 | | | | 4,880 | | | 4,880 |
| Technical Specifications | 80 | | 8 | 24 | 32 | 16 | | | | 12,400 | | | 12,400 |
| Bid Schedule & Measurement & Payment | 22 | | 2 | 4 | 12 | 4 | | | | 3,480 | | | 3,480 |
| Submittal & Review Meetings w City (3) | 28 | | 10 | 4 | 10 | | 4 | | | 4,860 | | | 4,860 |
| Quality Control/Quality Assurance Reviews | 28 | 24 | 4 | | | | | | | 8,640 | | | 8,640 |
| Permitting | 158 | - | 7 | 30 | 42 | 17 | 22 | - | 40 | 26,970 | - | - | 26,970 |
| FDEP PWS Application | 16 | | | 4 | 6 | 2 | 4 | | | 2,240 | | | 2,240 |
| FDEP NOI & SWP3 Application | 9 | | | 2 | 4 | 1 | 2 | | | 1,270 | | | 1,270 |
| ERP for Water Crossing | 68 | | 2 | 4 | 12 | 6 | 4 | | 40 | 13,980 | | | 13,980 |
| FDOT Right-of-Way Application | 19 | | 1 | 4 | 8 | 2 | 4 | | | 2,780 | | | 2,780 |
| Responses to RAIs | 46 | | 4 | 16 | 12 | 6 | 8 | | | 6,700 | | | 6,700 |
| Task 3 - Bidding | 103 | 2 | 15 | 22 | 28 | 24 | 12 | - | - | 16,980 | - | - | 16,980 |
| Finalize & Provide Bid Docs to City | 9 | | 1 | 4 | | | 4 | | | 1,200 | | | 1,200 |
| Pre-Bid Meeting | 9 | | 4 | 1 | 4 | | | | | 1,670 | | | 1,670 |
| Addenda Assistance | 42 | 2 | 8 | 4 | 16 | 4 | 8 | | | 7,200 | | | 7,200 |
| Bid Review & Recommendation of Award | 6 | | 1 | 1 | 4 | | | | | 950 | | | 950 |
| Conformed Documents | 37 | | 1 | 12 | 4 | 20 | | | | 5,960 | | | 5,960 |
| Task 4 - Construction Administration | 520 | 6 | 138 | 55 | 205 | 28 | 88 | - | - | 88,600 | - | - | 88,600 |
| Pre-Construction Meeting | 7 | | 3 | 1 | 3 | | | | | 1,280 | | | 1,280 |
| Progress Meetings (18 total) | 68 | 4 | 48 | 16 | | | | | | 14,560 | | | 14,560 |
| Site Visits During Construction (12 total) | 98 | | 30 | 8 | 60 | | | | | 17,080 | | | 17,080 |
| Review of Contractor MOT | 7 | | 2 | 1 | 4 | | | | | 1,190 | | | 1,190 |
| Shop Drawings (est. 30) | 100 | 2 | 10 | 8 | 60 | 20 | | | | 16,720 | | | 16,720 |
| Requests for Information (10) | 50 | | 8 | 4 | 20 | 8 | 10 | | | 8,180 | | | 8,180 |
| Process Change Orders (4) | 28 | | 4 | 4 | 12 | | 8 | | | 4,240 | | | 4,240 |

| | | | | | | | | | | | | | | |
|---|--------------|-----------|------------|------------|------------|------------|------------|--------------|-----------|--|----------------|---------------|--------------|----------------|
| Pay Application Review (est 10) | 28 | | 12 | 4 | 12 | | | | | | 5,120 | | | 5,120 |
| Substantial Completion Walkthrough/Punchlist | 14 | | 6 | 2 | 6 | | | | | | 2,560 | | | 2,560 |
| Final Completion Walkthrough | 9 | | 4 | 1 | 4 | | | | | | 1,670 | | | 1,670 |
| Closeout Documentation | 16 | | 4 | 4 | 4 | | 4 | | | | 2,520 | | | 2,520 |
| Record Drawings | 86 | | 6 | | 16 | | 64 | | | | 12,160 | | | 12,160 |
| Regulatory Certifications | 9 | | 1 | 2 | 4 | | 2 | | | | 1,320 | | | 1,320 |
| Task 5 - Construction Engineering Inspection | 1,040 | - | - | - | - | - | - | 1,040 | - | | 140,400 | - | - | 140,400 |
| Field Inspection Services | 1,040 | | | | | | | 1,040 | | | 140,400 | | | 140,400 |
| Reimbursable Expenses | - | - | - | - | - | - | - | - | - | | - | - | 8,000 | 8,000 |
| Expenses | - | | | | | | | | | | | | 8,000 | 8,000 |
| Totals | 2,758 | 40 | 257 | 146 | 540 | 183 | 512 | 1,040 | 40 | | 422,870 | 49,158 | 8,000 | 480,028 |



Ardaman & Associates, Inc.

Geotechnical, Environmental and
Materials Consultants

February 26, 2025
Proposal No. 25-416

Tetra Tech

10600 Chevrolet Way, suite 102
Estero, FL 33913

Attention: Danny Nelson, P.E.
Via E-mail: danny.nelson@tetrattech.com

SUBJECT: Proposal for Preliminary Geotechnical Engineering Services
Proposed City of LaBelle new water main
LaBelle, Hendry County, Florida

Dear Mr. Nelson:

Ardaman & Associates, Inc. (Ardaman) is pleased to submit this proposal to Tetra Tech for geotechnical engineering services related to a preliminary subsurface soil exploration for the proposed project.

PROJECT DESCRIPTION AND LOCATION

We understand that **Tetra Tech** is involved with the design of approx. 5000 LF of new water main for the city of LaBelle and that preliminary information about the subsurface soil conditions is needed for your design. Considering this project is at an early stage, we prepared this proposal based on the proposed floorplan you supplied. Project information was provided by Mr. Danny Nelson with **Tetra Tech** in an email transmitted on February 20, 2025.

The project site consists of utility alignments generally located east of SR 80 starting near the intersection with E Cowboy Way, then north along the east side of SR 80 for approximately 5000 LF and ending near the intersection with Miller Ave. in LaBelle, Hendry County, Florida.

PRE- EXPLORATION TASKS

Prior to beginning our field operations, Ardaman will perform the following tasks:

- Review all available information provided by you.
- Review historical aerial photographs and/or previously conducted studies within the adjacent areas, if available.
- Develop a preliminary test location plan.
- Perform field reconnaissance of the site and layout of exploration elements in accordance with the preliminary test location map, when possible.
- Obtain your approval of the preliminary test location plan.
- Layout the proposed test locations in the field.

- Submit utility tickets to Sunshine State One-Call Center (SSOCC) in general accordance with the Underground Facility Damage Prevention and Safety Act. Florida Statute 240, Sections 556.101 through 556.111 established a statewide service, whereby persons or companies who plan to excavate the earth may advise the SSOCC of the location, date, and other operation particulars, to allow affected utility companies the opportunity to mark the location of their buried lines, prior to excavation. This service will require a lead time of between two and three business days, and it needs to be completed before commencement of our drilling operations.
- Coordinate boring locations with utility companies for potential conflicts. Additionally, when applicable, we will need to receive from you the contact information of personnel in charge of and/or present at the project site, so we can timely and safely coordinate our field operations.

FIELD EXPLORATION

Ardaman will perform four (4) Standard Penetration Test (SPT) borings to a planned depth of 30 feet and 10 auger borings to a planned depth of 7 feet or refusal for the proposed new water main. Auger borings will be hand auger or power augers. It is anticipated that casing will be needed to maintain the boreholes open during our drilling operations. The cost for casing has been added to this proposal.

The SPT borings will be drilled using a procedure consistent with the one outlined in ASTM D-1586. The borings will be sampled at 18-inch intervals to 10 feet deep and at 5-foot intervals thereafter. Each sample will be removed from the sampler in the field and then examined and visually classified by our crew chief. Water level observations will be made in the boreholes during the drilling operation. Representative portions will be sealed and packaged for transportation to our laboratory for further analysis as required.

Hand augers will be drilled by advancing a 3-inch diameter hand bucket auger with a cutting head into the ground. The bucket auger is retrieved at approximately 6-inch intervals and its contents emptied for inspection. The boring is terminated at the planned depth or at refusal. Refusal happens when the presence of underground materials that prevent further advancement of the auger. Power auger borings will be drilled using a rotary drill rig with a continuous flight, helical auger with a cutting head at its end. These borings will be drilled to a depth of 7 feet. The samples will be recovered by withdrawing the auger out of the ground without rotation. Water level observations in the boreholes will be logged during the drilling operation. The obtained soils will be described, and representative samples will be put in bags or jars and will be returned to the laboratory for classification and testing, if necessary.

Ardaman will use a handheld Global Positioning System (GPS) device and aerial images to mark in the field and perform the field tests/borings, which is typically accurate to ± 20 feet, depending on field conditions. We recommend that the project surveyor locate our borings horizontally and vertically (i.e., determine the elevation of the ground surface at the boring locations). This effort can be done prior to our field operations, if needed. This information will increase the accuracy of the data obtained. We assume that the surveyor will be retained by the client to provide these services.

This proposal was prepared under the assumption that the subject site is accessible with our truck-mounted drilling equipment.

LABORATORY PROGRAM

In addition, routine laboratory visual classification will be performed along with specific classification tests deemed necessary (i.e., percent fines, Atterberg limits, and organic content tests).

ENGINEERING REPORT

Engineering and technical support services will also be required to analyze the data and to prepare an engineering report. This report will present the results of our findings and provide you with preliminary recommendations for site preparation. The report will be digitally signed and sealed and an electronic version will be provided in Adobe pdf format.

ESTIMATED FEES

Based on our knowledge of the project to-date, we estimate our total fees to be **\$ 11,997**. The attached Fee Estimate has a breakdown of our fees. If initial findings indicate that additional services are necessary, then we will contact you for authorization. Hard copies of the report can be provided for a cost of \$50.00 per report plus express courier service costs if requested.

TERMS AND CONDITIONS

This proposal is subject to the following terms and conditions: (1) the proposed number of borings and the boring depths will be adequate, (2) undisturbed samples and consolidation tests on fine grained soils are not budgeted into the total cost, (3) Ardaman will not take responsibility for damages to underground structures and/or services that are not located by Sunshine State One-Call, (4) exploration or evaluation of the environmental (ecological or hazardous/toxic material related) condition of the site and subsurface is not included, (5) this proposed exploration is a relatively shallow exploration and is not intended to be an evaluation for sinkhole potential.

This proposal is offered for an acceptance period of 90 days following its submittal to you. After this time, the proposed costs may be subject to change. At your request, after the acceptance period has elapsed, we will re-evaluate our proposal, and reissue it reflecting changes in work scope and cost, if necessary.

CLOSURE

If this proposal meets with your approval, please provide an Intercompany Subcontract Agreement (ISA) to our office as your authorization to proceed.

We appreciate the opportunity to offer our services to your project and look forward to working with you. Should you have any questions regarding this proposal, please do not hesitate to contact this office.

Very truly yours,

ARDAMAN & ASSOCIATES, INC.



Amir A. Baksh
Staff Engineer

Ivan F. Sokolic, P.E.
Senior Engineer/Branch Manager

Ardaman Proposal No. 25-416

Project Name: City of LaBelle, New Water Main

Client: Tetra Tech

County: Hendry

Date: 2/26/2025

Fee Schedule

| Item | Unit | Rate | Quantity | Sub-Total |
|--|---------|----------|----------|--------------------|
| Engineering and/or Technical Support Man-Hours | | | | |
| Principal Engineer | Hour | \$265.00 | 2.00 | \$530.00 |
| Staff Engineer | Hour | \$107.00 | 12.00 | \$1,284.00 |
| Senior Engineering Technician | Hour | \$94.00 | 4.00 | \$376.00 |
| Technical Draftsperson II | Hour | \$88.00 | 3.00 | \$264.00 |
| Engineering Technician | Hour | \$75.00 | 4.00 | \$300.00 |
| Technical Secretary | Hour | \$74.00 | 2.00 | \$148.00 |
| Technical Draftsperson I | Hour | \$60.00 | 3.00 | \$180.00 |
| Engineering Man-Hours - Sub-Total: | | | | \$3,082.00 |
| Pay Items | | | | |
| 1.0 MOBILIZATION | | | | |
| 1.2b Mob./Demobilization Truck-Mounted Drill Rig (Sites between 25 and 50 miles from Office) | Each | \$650.20 | 1 | \$650.20 |
| 1.5c Support Vehicle (Sites between 25 and 50 miles from Office) | Day | \$290.00 | 2 | \$580.00 |
| 2.0 STANDARD DRILLING | | | | |
| 2.1 Auger Borings - Truck-Mounted Drill Rig or Hand Auger Borings | ft | \$15.50 | 70 | \$1,085.00 |
| 2.3 Standard Penetration Test (SPT) Borings (ASTM D-1586) in Soil (N-Values <50) - Truck-Mounted Drill Rig | | | | |
| 2.3.1 SPT from surface to 25 feet - Truck-Mounted Drill Rig | ft | \$23.30 | 100 | \$2,330.00 |
| 2.3.2 SPT from 25 to 50 feet - Truck-Mounted Drill Rig | ft | \$25.90 | 20 | \$518.00 |
| 2.3.3 SPT from 50 to 100 feet - Truck-Mounted Drill Rig | ft | \$29.00 | 0 | \$0.00 |
| 4.0 OTHER DRILLING RELATED CHARGES | | | | |
| 4.1 Clearing (minor), Difficult Access, Moving Between Holes, and/or Set-up | Crew Hr | \$280.00 | 4 | \$1,120.00 |
| 4.2 Grouting and Sealing (plus cement) | Crew Hr | \$300.00 | 4 | \$1,200.00 |
| 4.5 Cement – 47 lbs. | Bag | \$15.90 | 12 | \$190.80 |
| 9.0 SOIL CLASSIFICATION LABORATORY TESTS | | | | |
| 9.1 Moisture Content (ASTM D-2216) | Each | \$22.00 | 4 | \$88.00 |
| 9.2 Organic Content (ASTM D 2974) | Each | \$47.00 | 5 | \$235.00 |
| 9.4 Sieve Analysis (ASTM D-421, D-422) | Each | \$70.00 | 3 | \$210.00 |
| 9.5 Percent Fines (ASTM D-1140) | Each | \$50.00 | 8 | \$400.00 |
| 9.8 Atterberg Limits (ASTM D-4318) | Set | \$154.00 | 2 | \$308.00 |
| Pay Items - Sub-Total: | | | | \$8,915.00 |
| Total Estimated Fees: | | | | \$11,997.00 |



February 21, 2025

Steven Agapi, P.E.
Project Manager
Tetra Tech
10600 Chevrolet Way, Suite 102, Estero, FL 33928
Steven.Agapi@tetrattech.com

Dear Mr. Agapi,

RE: State Road 80 water line

SURVEY SCOPE OF SERVICE

- Establish Site Control, Horizontal Datum will be based on the NAD83 State Plane Coordinates (2011 adj), Vertical Datum will be based on the North American Vertical Datum of 1988 (NAVD88). Unless otherwise specified.
- Perform Topographic Survey along SR80 for roughly +/- 1 mile, beginning on the Southerly end of Fort Denaud Rd and ending on the northerly side of Miller Ave., collection will encompass from Easterly Right of Way to approximate centerline of SR80, locating all above ground improvements. Topographic data will be collected using one or more of the following methods, Conventional, GPS RTK, or Terrestrial/Mobile Scanning based on site conditions.
- Recover Right of Way/Property monumentation along collection route, along with researching deeds, plats, and right of way maps to verify Right of Way location.
- Provide digital files in AutoCAD format with Survey Report, no hard copy maps will be produced under this cost estimate.

Cost of Survey Services: \$22,941.00

SUE SCOPE OF SERVICE

- Perform Quality Level-B (QLB) designating to sufficiently map the buried utilities that may conflict with approximately (5,000) linear feet of proposed water main along the easterly side of SR 80 starting at the southerly side of E Cowboy Way and going north to Miller Ave.

SR 80, Water Line Survey

- Perform up to six (6) Quality Level-A (QLA) test holes to verify utility size, type, and material, where conditions allow. The test hole locations are to be determined by Tetra Tech.
- Perform sufficient survey services to collect the QLA and QLB data and provide an AutoCAD Civil 3D .DWG file depicting the information on the state plane coordinate system. No hard copy maps will be produced under this estimate.
- Provide a summary of verified utilities with information collected while performing QLA test holes in PDF format.

Cost of QLB Services: \$6,946.00

Cost of QLA Services: \$3,896.00

Total Cost of SUE Services: \$10,842.00

Total Cost of Survey & SUE Services: \$33,783.00



SR 80, Water Line Survey

Thank you for the opportunity to provide these professional services. If there are any questions, please do not hesitate to contact the undersigned.

We look forward to working with you now and in the future.

Sincerely,

A handwritten signature in black ink, appearing to be 'Jesse Warner', with a long horizontal flourish extending to the right.

Jesse Warner
SUE/Survey Project Manager
AIM Engineering & Surveying, Inc.
Office: 239.284.1913
Cell: 239.910.1657
jwarner@aimengr.com