



TOWN OF LAKE PARK TASK ORDER NO. 1

**Issued Under the Continuing Professional Services Agreement
with Water Resource Management Associates, Inc.**

Project Name	2nd Street Green Infrastructure and Stormwater Improvements, Phase II
Consultant	Water Resource Management Associates, Inc.
Town Department	Public Works
Funding Source	Florida Department of Environmental Protection Planning Grant Agreement No. 26PLN62
Task Order Amount	Not to exceed \$297,938.00
Master Agreement	Professional Services Agreement for Continuing Services, executed December 20, 2023, pursuant to the Consultants' Competitive Negotiation Act, Section 287.055, Florida Statutes
Town Project Manager	John Wille, Capital Projects, or successor
Consultant Project Manager	To be assigned by Water Resource Management Associates, Inc.

This Task Order is made and entered into by and between the Town of Lake Park, Florida, a municipal corporation of the State of Florida, and Water Resource Management Associates, Inc., pursuant to the Town's existing Professional Services Agreement for Continuing Services.

- 1. Authorization.** The Consultant is hereby authorized to proceed with the professional engineering, design, permitting, bidding assistance, public outreach support, stakeholder engagement support, and grant support services required for the 2nd Street Green Infrastructure and Stormwater Improvements, Phase II Project. This Task Order is issued under, and shall be governed by, the terms and conditions of the Professional Services Agreement for Continuing Services between the Town and the Consultant.

- 2. Project Purpose.** The purpose of this Task Order is to advance the 2nd Street Green Infrastructure and Stormwater Improvements, Phase II Project from conceptual design to final engineering-and-construction-ready design documents. The project is intended to extend previously completed stormwater and green infrastructure improvements along approximately 3,300 linear feet of public right-of-way on 2nd Street, generally from the southern limit near Bayberry Drive to the northern limit near East Kalmia Drive, including related impacts and improvements near Lottie Mae Miller Park and Blakely Park.

- 3. Scope of Services.** The Consultant shall provide the professional services described in its proposal dated March 9, 2026, which is incorporated into this Task Order as Exhibit A. The scope of services includes, but is not limited to, the following:
- Project administration, progress meetings, coordination with the Town, and coordination with applicable permitting agencies.
 - Discovery and records research, including coordination for utility as-built information, topographic survey coordination, subsurface utility engineering coordination, and geotechnical investigation coordination.
 - Hydrologic and hydraulic modeling, engineering analysis, and validation of the proposed stormwater and green infrastructure layout.
 - Preparation of engineering design documents, construction drawings, technical specifications, and the Engineer's Opinion of Probable Cost at required design milestones.
 - Permitting coordination and preparation of permit-related documentation required for project implementation.
 - Public outreach meeting and stakeholder engagement support consistent with the grant work plan.
 - Bidding assistance, including support during solicitation, review of contractor questions, preparation of addenda or clarifications as needed, and recommendation support.
 - Construction funding grant application support, including preparation of supporting information required by the Florida Department of Environmental Protection or other applicable funding program.
- 4. Deliverables.** The Consultant shall provide deliverables consistent with the proposal, the Town's project requirements, and the Florida Department of Environmental Protection Grant Work Plan. Required deliverables include, at a minimum, the following:
- 60 percent design plans and construction cost estimate.
 - 90 percent design plans and 90 percent Engineer's Opinion of Probable Cost for construction.
 - Engineering Design Report summarizing the data, surveys, analyses, and design activities completed for the project.
 - Final design signed and sealed by a Florida registered Professional Engineer or other applicable Florida licensed professional in responsible charge of the design.
 - List of all permits required for construction of the proposed nature-based improvements, green infrastructure, stormwater improvements, and related project components.
 - Public outreach materials, meeting materials, presentations, agendas, meeting summaries, minutes, stakeholder input summaries, and related documentation required by the grant work plan.
 - Bidding assistance documents and grant support documentation as required by the approved scope of services.
- 5. Compensation.** The Town shall compensate the Consultant on a not-to-exceed basis in the total amount of two hundred ninety-seven thousand nine hundred thirty-eight

dollars (\$297,938.00). Compensation shall be made in accordance with the Master Agreement, this Task Order, the approved proposal, and all applicable grant reimbursement requirements. The Consultant shall not perform work or incur costs above the authorized amount unless a written amendment to this Task Order is approved by the Town.

Budget Summary

Task	Amount
Engineering and Design	\$289,162.00
Public Outreach Meetings and Stakeholder Engagement	\$8,776.00
Total Task Order Amount	\$297,938.00

6. **Schedule.** The Consultant shall perform the services authorized by this Task Order in accordance with the schedule established in the approved proposal and the applicable grant work plan. All project work, deliverables, and supporting documentation shall be completed in sufficient time to comply with the Florida Department of Environmental Protection Grant Agreement, including the current grant expiration date of June 30, 2028, and the task due date of March 31, 2028, unless amended by the funding agency and the Town.

7. **Invoices and Grant Compliance.** Invoices shall be submitted in a format acceptable to the Town. They shall include sufficient detail to allow the Town to verify the work completed, the deliverables submitted, the percentage of completion, the eligible costs, and the consistency with the grant work plan. The Consultant shall provide the supporting documentation required by the Town for reimbursement requests, progress reporting, audit reviews, procurement documentation, and certification requirements for contractual services associated with Florida Department of Environmental Protection Grant Agreement No. 26PLN62.

8. **Subconsultants.** The Consultant shall be responsible for the work of all subconsultants and shall ensure that all subconsultant work complies with the Master Agreement, this Task Order, the approved proposal, and applicable grant requirements. Use of subconsultants shall not relieve the Consultant of responsibility for performance, quality, schedule, coordination, or compliance.

9. **Changes in Scope.** Any change to the authorized scope, schedule, deliverables, compensation, or grant-related requirements shall require the Town’s prior written approval. No verbal direction, field instruction, email, or informal communication shall authorize additional compensation or a material change to this Task Order unless approved in writing by the Town in accordance with the Master Agreement.

10. **Order of Precedence.** In the event of a conflict among the documents governing this work, the order of precedence shall be: first, the Master Agreement; second, this Task Order; third, the Florida Department of Environmental Protection Grant Agreement No. 26PLN62, to the extent applicable to funding compliance; and fourth,

the Consultant’s proposal attached as Exhibit A. Nothing in this Task Order shall be interpreted to reduce or waive any right, protection, obligation, or requirement contained in the Master Agreement.

11. Remaining Terms. All terms and conditions of the Master Agreement remain in full force and effect. This Task Order authorizes only the specific project services described herein. It does not create a separate, standalone agreement or modify the continuing services relationship between the Town and the Consultant, except as expressly provided in this Task Order.

12. Preparation and Review. This Task Order was prepared by Jaime J. Morales, Public Works Director, and reviewed by Richard Reade, Town Manager; Barbara A. Gould, Finance Director; and Thomas J. Baird, Town Attorney.

Exhibits

- Exhibit A, WRMA Proposed Scope of Services, dated March 9, 2026.
- Exhibit B, Florida Department of Environmental Protection Grant Agreement No. 26PLN62, for grant compliance reference.
- Exhibit C, Professional Services Agreement for Continuing Services with WRMA, executed December 20, 2023, for contract reference.

Authorization

IN WITNESS WHEREOF, the parties have caused this Task Order to be executed by their duly authorized representatives.

TOWN OF LAKE PARK, FLORIDA

By:

ROGER D. MICHAUD

MAYOR

Date:

ATTEST:

VIVIAN MENDEZ

TOWN CLERK

Date:

WATER RESOURCE MANAGEMENT ASSOCIATES, INC.

By:

AUTHORIZED REPRESENTATIVE

TITLE:

Date:

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

THOMAS J. BAIRD

TOWN ATTORNEY

Date:
