



January 24, 2022

Mr. Jamie Brown, PE
Director of Public Works
City of Lake Worth
301 College Street
Lake Worth, FL 33460

jbrown@lakeworthbeachfl.gov

Re: City of Lake Worth Continuing Services Contract
FDOT LAP Project 448301-1-58-01 City of Lake Worth Beach Various Locations
ADA Additions and Improvements
Task Order #XX

Dear Mr. Brown,

Wantman Group, Inc. (WGI) is pleased to provide this proposal to City of Lake Worth (CLIENT) for engineering services, LAP Coordination services, and cultural resource research services in relation to the above mentioned FDOT D4 Local Agency Program (LAP) project. Our scope of services and corresponding fees are detailed below. In addition, it is agreed that WGI's services will be performed pursuant to WGI's Professional Services Agreement with the City of Lake Worth, awarded as per RFQ 18-303 dated March 16, 2018.

Project Understanding:

Client is requesting, and as is required by FDOT, WGI to provide engineering and LAP coordination for various ADA Additions and Improvements (418 locations in total) in all 4 of its Districts. Below is a breakdown of the number of ADA Addition and Improvement locations in each District:

District 1: 136 Locations
District 2: 49 Locations
District 3: 171 Locations
District 4: 62 Locations

The CLIENT attended a LAP Project Kick-off Meeting with FDOT on September 28th, 2021. The project schedule is as follows:

Preliminary Phase Submission: October 13th, 2021
Initial Phase Submission: April 8th, 2022
Constructability Phase Submission: October 26th, 2022
Production Phase Submission: February 1st, 2023
LAP Production: April 3rd, 2023

LAP Encumbrance: August 4th 2023

This project is classified as an Off-System (Non- State Highway System) project. The CLIENT will provide WGI with the Preliminary Phase Submission documents in a workable format (i.e. word.doc, excel.doc, etc.) for WGI to use and update.

Scope of Services:

WGI will provide the following design and LAP Coordination scope of services to be completed and submitted in accordance with the project's LAP schedule.

1. DESIGN AND LAP DOCUMENTATION SERVICES

A. CONCEPTUAL ENGINEERING AND RECONNAISSANCE:

\$20,300

- a. WGI will attend project kick-off meeting with CLIENT to review project parameters, intent, design constraints, and project expectations.
- b. WGI will review the Preliminary Phase Submission documents.
- c. WGI will conduct one field visit for each of the 4 CLIENT districts (4 total) to obtain site photographs and document the existing conditions.
- d. WGI will conduct an 811 SunshineStateOneCallofFlorida and submit utility coordination packets to each of the utility owners listed on the ticket. It is anticipated that none of the project's scope will affect existing utilities within the project area, however the utility coordination efforts will be logged and submitted to FDOT at the time of the **Constructability Submission**.
- e. WGI will incorporate existing utilities received from the utility coordination into a basemap to be referenced on the design plans.
- f. WGI will prepare one 24"X36" plan set to encompass the entire project. Each plan view sheet will have up to six (6) locations.
- g. WGI will group the locations into their respective district and each location will be assigned a number.
- h. WGI will review the CLIENT's Preliminary Cost Estimate and provide
- i. WGI will submit the plans to the CLIENT for review and comment.
- j. WGI will conduct the coordination meeting and prepare a meeting agenda and meeting minutes within one (1) calendar week of the meeting.

B. INITIAL PHASE:

\$17,700

- a. WGI will incorporate the CLIENT's comments and suggestions into the plans.
- b. WGI will prepare 30% paving and grading plans in accordance with the City of Lake Worth Beach, FDOT Florida Greenbook, LAP Big 4, and ADA standards.
- c. WGI will prepare 30% signing and pavement marking plans.
- d. WGI will calculate 30% quantities (participating and non-participating) and update the cost estimate. WGI will provide quantity back-up, as required by LAP.
- e. WGI will submit plans and cost estimate to the CLIENT for review and comment up to two (2) times prior to the **Initial Phase Submission Date**.
- f. WGI will conduct each coordination meeting and prepare a meeting agenda and meeting minutes within one (1) calendar week of each meeting.

- g. WGI will incorporate CLIENT comments and suggestions into the Initial Phase documents.
- h. WGI will submit the **Initial Phase** documents in accordance with the latest [LAP Initial Phase Submittal Checklist](#) on **April 8th, 2022**.

C. CONSTRUCTABILITY PHASE:

\$37,500

WGI understands that the CLIENT may request an intermittent plans submittal prior to the LAP Constructability Phase Submission, which is classified as 100% construction documents. WGI will submit a 60% set of plans, specifications, and cost estimate for review and comment prior to the LAP Constructability Phase. See LAP Coordination section for additional scope of services required to be completed for this phase.

60% Design and LAP Documents

- a. WGI will review FDOT's initial comments on the plans and cost estimate with the CLIENT and formulate responses. WGI will incorporate the comments into the plans.
- b. WGI will update paving and grading plans.
- c. WGI will update signing and pavement marking plans.
- d. WGI will prepare 60% Maintenance of Traffic (MOT) Plans.
- e. WGI will update quantities and cost estimate and provide updated quantity back-up, as required by LAP.
- f. WGI will prepare 60% City of Lake Worth Beach Technical Specifications.
- g. WGI will coordinate with the City of Lake Worth Beach's Purchasing Department to include Federal Provisions, as required by LAP.
- h. WGI will assist the City in the approval of the following items as required by LAP for the Constructability Submission:
 - (1) [LAP/FDOT No Additional Right of Way Certification Form](#)
 - (2) [LAP/FDOT Right of Wat Certification Form 575-095-05c](#)
 - (3) [LAP Type 1 Categorical Exclusion Checklist](#)
 - (4) [Local Agency Program \(LAP\) Checklist for Construction Contracts \(Phase 58\) - Federal Requirements](#)
 - (5) Utility Coordination
 - (6) Railroad Coordination
 - (7) Permit Clear Letters
 - (8) Signal Interconnect Coordination
- i. WGI will submit 60% plans, cost estimate, and specifications to the CLIENT for review and comment.
- j. WGI will conduct the 60% coordination meeting and prepare a meeting agenda and meeting minutes within one (1) calendar week of each meeting.

100% Construction and LAP Documents

- a. WGI will incorporate 60% CLIENT comments and suggestions into project documents.
- b. WGI will finalize paving and grading plans.
- c. WGI will finalize signing and pavement marking plans.
- d. WGI will finalize MOT Plans.

- e. WGI will finalize quantities and cost estimate and provide updated quantity back-up, as required by LAP.
- f. WGI will finalize the technical specifications.
- g. WGI will assist the CLIENT to ensure that the CLIENT's solicitation document conforms to checklist.
- h. WGI will finalize LAP Constructability Submittal items.
- i. WGI will submit 100% Construction and LAP Documents to the City for review and comment.
- j. WGI will conduct the Constructability Phase final review meeting and prepare a meeting agenda and meeting minutes within one (1) calendar week of the meeting.
- k. WGI will submit the **Constructability Phase** documents in accordance with the latest LAP Constructability Phase Submittal Checklist on **October 26th, 2022**.

D. PRODUCTION PHASE

\$3,600

- a. WGI will download and review FDOT Electronic Review Committee (ERC) comments.
- b. WGI will discuss each comment with the CLIENT and prepare responses.
- c. WGI will coordinate with the CLIENT and FDOT until each response is addressed and accepted.
- d. WGI will incorporate ERC comments into the plans, cost estimate, and CLIENT's solicitation document.
- e. WGI will finalize each item required by LAP for the Production Phase Submission
- f. WGI will conduct the Production Phase review meeting and prepare a meeting agenda and meeting minutes within one (1) calendar week of the meeting.
- g. WGI will submit the **Production Phase** documents in accordance with the latest LAL Production Checklist on **February 1st, 2023**.

2. LAP COORDINATION SERVICES

A. GENERAL COORDINATION

\$18,750

- a. WGI will access FDOT GAP online data base for submittals and LAP compliance.
- b. WGI will provide coordination services between the CLIENT and FDOT.
- c. WGI will attend each LAP coordination meeting.
- d. WGI will provide coordination efforts for the approval of the CLIENT's solicitation.

B. ENVIRONMENTAL SERVICES

\$33,800

- a. WGI will perform one site visit at 20 locations.
- b. WGI will prepare one Type I Categorical Exclusion (CE) Checklist for the 20 locations.
- c. WGI will prepare one Environmental Backup Memorandum for the 20 locations.
- d. WGI will prepare updates to the Type I CE Checklist and Backup Memorandum as required.
- e. WGI will coordinate with the FDOT Environmental Liaison as necessary.
- f. WGI assumes that the NEPA Class of Action is a Type I Categorical Exclusion.
- g. WGI assumes there are no significant environmental impacts.
- h. WGI assumes no environmental permits will be required.
- i. Contamination certification will be provided by FDOT.

C. CULTURAL RESOURCE ASSESSMENT SURVEY
Background Research

\$36,400

WGI, through its sub consultant Janus Research, will conduct research into the area's history. The study will include:

- Survey and photograph the historic resources in the project area;
- Perform background research regarding the historic significance of the resources, and determine if they are potentially eligible for listing in the National Register of Historic Places (National Register);
- A historical literature and background information search pertinent to the project areas will be conducted. This will include a search of the Florida Master Site File, County and local site inventories, books and journal articles, unpublished CRM reports, and the like. Every effort will be made to solicit historic and site location information from other professionals, amateur archaeologists and collectors, lay historians, and the local residents of the project area; and
- In addition to reviewing the previously compiled archaeological site data for the project area, environmental variables known to be associated with prehistoric and historic sites will be reviewed for the purpose of developing a predictive model of archaeological site occurrence. Predictive models enable the researcher to stratify a study area into areas of high site potential based on the co-occurrence of relevant environmental variables. Data from archaeological surveys throughout Florida have repeatedly demonstrated the validity of using environmental variables as predictors of prehistoric site location.

Survey

Archaeological Survey. The archaeological survey will include a reconnaissance level survey to document existing conditions and determine whether archaeological subsurface testing is feasible. Any area where archaeological subsurface testing is possible will be marked and coordination with the Sunshine One Call Center will be conducted to locate any underground utilities. The survey will include the following:

- Subsurface tests will be 0.5 m (20 inches) in diameter and dug to a minimum depth, subsurface conditions permitting, of one meter (3.3 feet);
- All excavated soils will be sifted through 6.4 mm (¼ inch) metal hardware cloth screen suspended from portable wooden frames;
- Any cultural materials recovered will be stored in plastic bags with all provenience data recorded;
- Field notes on each test performed will be recorded, and the location of all tests will be clearly marked on aerial photographs of the project area; and
- A Florida Master Site File form will be completed for each archaeological site identified during the survey.

Historic Resources Survey. Based on this project, an architectural historian and at least one technical assistant will conduct an historic resources survey in order to ensure that resources are identified, properly mapped, and photographed. Janus Research has conducted numerous projects with similar

scopes, and a key aspect of this work is defining the area of potential effect (APE). Due to the limited nature of the improvements, the APE will be narrowly defined, which will limit the number of resources. However, it is understood that significant resources, including historic districts could be present within or adjacent to the APE, but it is unlikely. Florida Master Site File (FMSF) forms will only be completed for resources directly within the APE; the forms will include field data, notes from site observations and informant interviews. The estimated date of construction and distinctive features will also be noted. Photographs will be taken with a digital camera. A log will be kept to record the resource's physical location and compass direction of each photograph.

The resources' significance will then be evaluated for potential eligibility for listing in the National Register. Historic physical integrity will be determined from site observations, field data, and photographic documentation. If possible, informant interviews with individuals knowledgeable about local history will be conducted to assist in the research for known significant historical associations.

Report. A memo report presenting the methods, findings, evaluations, and recommendations of the cultural resource assessment survey will be prepared and submitted to the client for review and comment. This report will be prepared as to conform to the standards set forth in the FDOT PD&E Manual's requirements as well as the FDHR Historic Preservation Compliance Review Program manual. After receiving the comments, Janus Research will revise the document and prepare a final that will be submitted to the Florida Department of Transportation and the State Historic Preservation Officer for concurrence. We will provide a digital version of the report on CD, and three hard copies will be produced, including the hard copy and associated material required by the State Historic Preservation Officer/Florida Division of Historical Resources.

A cover letter can also be prepared, which can be transmitted to the agencies. If it appears there are no adverse effects to significant resources based on the improvements, this can be stated in the cover letter.

TOTAL COSTS

\$168,050

Basis of Scope:

1. WGI shall be entitled to rely on the completeness and accuracy of all information provided by CLIENT;
2. Additional submittals and coordination with permitting agencies not due to WGI's work will be invoiced on an hourly basis;
3. The limits of the project will only include the areas described in the Project understanding section above;
4. Scope for several components is limited in the above proposal based on conversations with FDOT or logical assumptions; such as limiting maintenance of traffic plans to 10 typical conditions, or limiting site visits for the CRAS to 20 field visits. In the event FDOT requests information above the limitations above, a proposal for additional services may be required at the time scope is determined; and
5. Construction phase services are not included in this project.