

**TASK ORDER NO. 03****Architectural Services – Cultural Plaza As-Built Drawings**

THIS TASK ORDER No. 3 ("Task Order") is made on 1/18/2022, 2022, between the **City of Lake Worth Beach**, a Florida municipal corporation located at 7 North Dixie Highway, Lake Worth, Florida 33460 ("City") and **CPH, Inc.**, a Florida corporation ("Consultant").

**1.0 Project Description:**

The City desires the Consultant to provide those services as identified herein and generally described as: **Survey and Scan existing facility to produce as-built drawings** (the "Project"). The Project is described in the consultant's Proposal, dated December 28<sup>th</sup>, 2021, and is attached hereto as **Exhibit "1"** and incorporated herein.

**2.0 Scope**

Under this Task Order, the Consultant will provide professional services to the City as detailed in the **Consultant's Proposal attached hereto and incorporated herein as Exhibit "1"**.

**3.0 Schedule**

The services to be provided under this Task Order shall be completed within **90** calendar days from the City's approval of this Task Order or the issuance of a Notice to Proceed.

**4.0 Compensation**

This Task Order is issued for a time and expense, not to exceed amount, of **\$7,100**. The attached proposal identifies all costs and expenses anticipated in the time and expense, not to exceed amount.

**5.0 Project Manager**

The Project Manager for the Consultant is Ilker Uzun, phone: 305-274-4805; email: [iuzun@cphcorp.com](mailto:iuzun@cphcorp.com); and, the Project Manager for the City is Paul Nicholas, phone: 561-533-7353; email: [PNicholas@lakeworthbeachfl.gov](mailto:PNicholas@lakeworthbeachfl.gov)

**6.0 Progress Meetings**

The Consultant shall schedule periodic progress review meetings with the City Project Manager as necessary but every 30 days as a minimum.

**7.0 Authorization**

This Task Order is issued in compliance with the Consultants' Competition Negotiation Act, section 287.055, Florida Statutes, and pursuant to the Agreement for Professional Services between the City of Lake Worth and the Consultant, dated **March 16<sup>th</sup>, 2018** ("Agreement" hereafter). If there are any conflicts between the terms and conditions of this Task Order and the Agreement, the terms and conditions of the Agreement shall prevail; however, the specific scope of services set forth in this Task Order shall take precedence over any other more general description of services.

IN WITNESS WHEREOF, the parties hereto have made and executed this Task Order on the day and year first above written.

**CITY OF LAKE WORTH BEACH, FLORIDA**

By: Carmen Y. Davis  
Carmen Davis, City Manager

ATTEST:

By: Melissa Ann Coyne, CMC  
Melissa Ann Coyne, CMC, City Clerk



APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY:

By: Christy Goddeau  
Glen J. Torcivia, City Attorney

APPROVED FOR FINANCIAL  
SUFFICIENCY

By: Bruce T. Miller  
Bruce T. Miller, Financial Services Director

CONTRACTOR:

**CPH Inc.**

By: \_\_\_\_\_

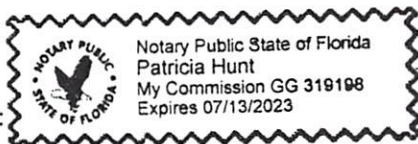
Print Name: Peter-John F. Sutch

Title: Executive Vice President

STATE OF Florida  
COUNTY OF Seminole

THE FOREGOING instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization on this 5th day of January 2022, by Peter-John F. Sutch, as the Executive Vice President [title] of **CPH, Inc.**, a Florida Corporation authorized to do business in the State of Florida, who is personally known to me or who has produced \_\_\_\_\_ as identification, and who did take an oath that he or she is duly authorized to execute the foregoing instrument and bind the CONTRACTOR to the same.

Notary Seal:



Patricia Hunt

Notary Public Signature

**EXHIBIT "1"**  
**(Consultants Proposal)**

December 28, 2021

**RE: Proposal for Surveying Services  
City of Lake Worth – Historic Annex Building**

**TASK:** CPH will use a High Definition Laser Scanner which has the ability to collect up to 2,000,000 points per second at an unparalleled rate of speed which produces a very dense and accurate collection of measurements. The benefits of using the High Definition Laser Scanner includes direct field cost savings, schedule reductions, increased safety and eliminates the need for site re-visits.

**SCOPE OF SERVICES**

**1.0 Interior Scan Data Collection & Processing (Red Area – 4,600± Square Feet):** CPH will perform high definition laser scanning and process collected data of the interior of the east half of the 1<sup>st</sup> Floor (see area depicted in red on the attached “Scan Site Exhibit” for limits).

- Process, register and unify collected data.
- CPH will create an ACAD drawing of the Floor Plan and Ceiling Plan (no drop down ceiling tiles will be removed) of east half of the 1<sup>st</sup> Floor to include, offices, restrooms and support columns. No Mechanical Electrical Plumbing (MEP) items will be shown on the floor plan as part of this scope.

**1.0 Interior Scan Data Collection & Processing Fee (Red Area): \$2,850.00**

**2.0 Interior Scan Data Collection & Processing (Blue Area – 4,400± Square Feet):** CPH will perform high definition laser scanning and process collected data of the interior of the west half of the 1<sup>st</sup> Floor (see area depicted in blue on the attached “Scan Site Exhibit” for limits).

- Process, register and unify collected data.
- CPH will create an ACAD drawing of the Floor Plan and Ceiling Plan (no drop down ceiling tiles will be removed) of west half of the 1<sup>st</sup> Floor to include, offices, restrooms and support columns. No Mechanical Electrical Plumbing (MEP) items will be shown on the floor plan as part of this scope.

**2.0 Interior Scan Data Collection & Processing Fee (Blue Area): \$2,850.00**

**3.0 Building Elevations:** CPH will perform high definition laser scanning to provide building elevations of the four (4) sides of the structure.

- Process, register and unify collected data.
- Create up to four (4) building elevations representing the existing conditions of the buildings.
- CADD file containing up to 4 (4) building elevations.
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**5.0 Building Elevations Fee: \$1,400.00**

**Overall Fee: \$7,100.00**

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, Topographic Survey, Platting, Soil Borings, Sketch and Descriptions, Wetland Location/Delineation, Tree Location, Setting of Universal Monuments, As-Built Survey, Ordinary High Water/Mean High Water and Underground Utility Location/Designation.

**NOTE:** Extended periods of inclement weather can adversely affect the day-to-day availability of field work and therefore drastically change the timeline for project completion.

**Deliverables:**

- TruView file (.lgs)
- 2D AutoCAD drawing (Civil 3D 2021)

**Scan Site Exhibit**



### **Fees and Payment**

The surveyor agrees to perform this work as outlined above for a **lump sum fee by phase as described above** to include reimbursable expenses such as travel, long distance phone calls, prints, and copies. Reimbursable expenses will be paid for at the actual cost thereof without increase.

This proposal is void if not executed and returned to the CONSULTANT within 30 days of the CONSULTANTS execution of the proposal.

The above fees, terms, conditions, and specifications are satisfactory and are hereby accepted. CPH is authorized to do the work as specified and payment will be made as outlined above.

By signing this agreement, I acknowledge that I have the legal authority to enter into this agreement and agree to be bound by the terms contained herein.

Sincerely,

**CPH, INC.**

A handwritten signature in black ink, appearing to read "Thomas J. Galloway", written in a cursive style.

Thomas J. Galloway, P.S.M.  
Sr. VP, Director of Surveying and Mapping