

TASK ORDER NO. 7

Construction Engineering Services for: 2-Inch Water Main Replacement

THIS TASK ORDER ("Task Order") is made on _____, 2021, between the **City of Lake Worth Beach**, a Florida municipal corporation located at 7 North Dixie Highway, Lake Worth Beach, Florida 33460 ("City") and Craven, Thompson and Associates, 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: 2-inch Watermain Replacement Project-Phase 5&6 (the "Project").

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 360 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 lump sum, not to exceed amount of \$352,460.00. The attached proposal identifies all costs and expenses included in the lump sum, not to exceed amount.

5.0 Project Manager

The Project Manager for the Consultant is Matthew J. Cigale, P.E., phone: (954) 739-6400 ext. 394; email: mcigale@craventhompson.com; and, the Project Manager for the City is Giles Rhoads, P.E., phone: (561) 586-1640; email: grhoads@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 Amendment 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 Beach and the Consultant, entitled RFQ 15-303 dated January 6, 2016 ("Agreement" hereafter). If there are any conflicts between

the terms and conditions of this Amendment and the Agreement, the terms and conditions of the Agreement shall prevail; however, the specific scope of services set forth in this Amendment shall take precedence over any other more general description of services.

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SIGNATURE PAGE FOLLOWS

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: _____
Betty Resch, Mayor

ATTEST:

By: _____
Deborah M. Andrea, City Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

By: _____
Glen J. Torcivia, City Attorney

APPROVED FOR FINANCIAL
SUFFICIENCY

By: _____
Bruce T. Miller, Financial Services Director



CONSULTANT: **CRAVEN, THOMPSON & ASSOCIATES, INC.**

By: _____

Print Name: Patrick J. Gibney, P.E.

Title: Vice President, Engineering

STATE OF FLORIDA
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me this 26th day of March, 2021, by Patrick J. Gibney, P.E., who was physically present, as Vice President, Engineering (title), of Craven, Thompson & Associates, Inc., a corporation authorized to do business in the State of Florida, and who is personally known to me or who has produced the following _____ as identification
N/A

Notary Public: Patricia A. Gilbert

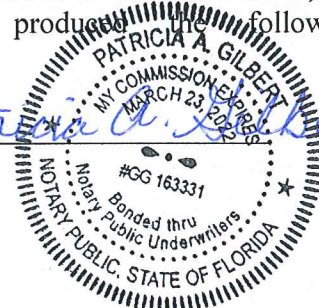


Exhibit 1

(Consultants Proposal)

Exhibit 1

City of Lake Worth – 2-Inch Water Main Replacement Program, Phase 5 and 6 Construction Engineering Services

A. BACKGROUND

The City of Lake Worth ("CITY") has entered into an engineering and survey services agreement with Craven Thompson and Associates ("CTA") for the 2-Inch Water Main Replacement Program, RFQ 15-303, Phases 2 through 6. All services and terms are per the Original Agreement with City of Lake Worth Project RFQ No. 15-303, Phases 2 through 6.

B. PROJECT DESCRIPTION

The firm Craven Thompson and Associates (CTA) is pleased to provide the CITY with the following Task Order for professional construction support services for Phase 5 and 6 of the 2-Inch Water Main Replacement Program. The construction contract duration is approximately 270 calendar days to substantial completion and 330 calendar days to final completion. For hourly breakdown of services see attached Exhibit A.

C. SCOPE OF SERVICES (CTA PROPOSAL NO. 2021-W09.085) (CTA PROJECT NO. 16-0001-001-09)

The specific scope is as follows:

I. CONSTRUCTION SUPPORT SERVICES (CTA Task No. 31120)

1. CONSULTANT will provide Pre-Construction Administration Services that include the following (See Exhibit A):

- Provide conformed documents.
- Attendance at a pre-construction conference with selected Contractor and CITY staff. Prepare Agenda and Summary Meeting minutes.
- Review of Shop Drawings, Product submittals, and Testing Reports for general conformance with the City's approved products list, design intent and provisions of the Contract Documents (including AIS provisions). Any non-conforming shop drawing will be submitted to City's Construction Manager (CCM) for review. Shop drawings rejected by the CCM will only be reviewed once following revisions by the Contractor for compliance with the approved drawings and specifications.

2. CONSULTANT will provide Construction Administration Services for the duration of the construction period that include the following (See Exhibit A):

- Full time site observation by the CONSULTANT Construction Observer (Senior Inspector or Project Engineer) and visits by the CONSULTANT Construction Manager for 270 calendar day (9 months) up to substantial completion and part time site observation by the CONSULTANT Construction Observer (Senior Inspector) and visits by the CONSULTANT Construction Manager for 60 calendar day (2 months) between issuance of substantial completion to final completion. Inspection reports will be maintained documenting progress of work, etc. Including observation of pipe pressure tests. Daily inspection reports will be sent weekly to the City.
- Attendance at monthly progress meetings and the preparation of a meeting agenda and meeting minutes. The progress meetings will be conducted by CTA. Minutes of the meeting will be submitted to the CITY. Meetings to be held at the City of Lake Worth Utilities Department.
- Review of monthly payment applications submitted to the CITY by the Contractor. These services include review of the quantities represented in the payment application and recommendations to proceed.
- Response to approximately five (5) Contractor RFI's regarding design documents. If the quantity of RFI's received is deemed excessive by both the CTA and the CITY, additional fees may be required on an hourly rate based on the agreed upon rates.
- Assistance to the CITY in preparation and negotiations for approximately five (5) Change Orders (CO) and work directive changes.
- Track and perform record keeping of compliance documentation for the SRF project requirements including the following:
 - Compile information required for FDEP Interim Inspections including attendance at interim inspections.
 - Davis-Bacon wage rate:
 1. Check weekly payrolls to verify correct Davis-Bacon wage rates.
 2. Perform interviews with (10) ten percent of the contractor's work force to verify Davis-Bacon wage rates are paid.
 - American Iron and Steel (AIS). Verify that AIS requirements are met by checking step certifications, invoices, and materials.

3. CONSULTANT will provide Construction Administration Services for Final Certification and Project Close-out that include the following (See Exhibit A):

- Final Certifications
 - Preparation of partial and final certifications to Palm Beach County Department of Health for water main clearance that the project was constructed in general conformance with the permitted plans; the certification is not a confirmation of the construction means and methods or the properties of the materials used by contractor.
 - Preparation and processing of final certification packages through Palm Beach County Engineering and Florida Department of Transportation.
- Project close out, including:
 - Substantial completion (SC) and final completion (FC) including project walk thru and inspection, preparation of substantial completion punch-list, and verification that punch-list items have been completed.
 - Review and comment on acceptance of project as-built drawings.
 - Request and review of sub-consultant and supplies release of lien. Request, compile and review project closeout documents.

Total I. CONSTRUCTION SUPPORT SERVICES:

Hourly, Estimated Budget\$351,910.00

II. REIMBURSABLE EXPENSES

Reimbursable Expenses (CTA Task No. 31140)

Reimbursable expenses such as courier services, progress prints, permit prints, etc. This task also includes water certification (\$400) fees for Palm Beach County Health Department.

Estimated Budget \$550.00

SUMMARY OF FEES

I.	CONSTRUCTION SUPPORT SERVICES	\$351,910.00
II.	REIMBURSABLES.....	\$550.00
	GRAND TOTAL (INCLUDING REIMBURSABLES).....	\$352,460.00

D. COMPENSATION

This Task Order is issued for an Hourly amount of **\$352,460.00.** The above-described Scope of Services identifies all costs and expenses included in this amount. Refer to the Agreement mentioned in Section A of this Task Order for the schedule of fees.

E. DELIVERABLES

1. Conformed Documents
Digital copies (pdf) of conformed documents along with hard copies of conformed

F. AUTHORIZATION

The receipt of a signed copy of the attached "Authorization" (following page) shall constitute our authorization to proceed.

EXHIBIT "A"
CTA ESTIMATED FEE SUMMARY

City of Lake Worth 2-inch Water Main Replacement Phase 668 (16-0001-001-08)
Construction Services

Craven Thompson & Associates
3/28/2021

Hourly Rates per Original Agreement		\$10.00	\$90.00	\$60.00	\$90.00	\$140.00	\$120.00	\$110.00	\$125.00	\$155.00	\$110.00	\$130.00	\$110.00	\$130.00	\$175.00	\$195.00		
		Cler	Sr. Tech	Inspect	Sr. Inspect	CM	PSM	Project Surveyor	S. crew 2 Man	Prin. Surv	Planner	S. FYLA	Eng	Sr. Eng	Senior Sup. Eng	Prin. Eng	Total Hrs.	Fee
I. Construction Support Services																		
1 Pre Construction Activities																		
Hours		0	0	0	23	0	0	0	0	0	0	0	32	0	15	0	70	\$8,215
Sub-Total Fee		\$0	\$0	\$0	\$2,070	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,820	\$0	\$2,625	\$0	\$0	
2 Construction Activities																		
Hours		0	0	0	1754	105	0	0	0	0	0	0	1060	0	145	0	3065	\$314,710
Sub-Total Fee		\$0	\$0	\$0	\$157,860	\$14,700	\$0	\$0	\$0	\$0	\$0	\$0	\$116,600	\$0	\$25,550	\$0	\$0	
3 Final Certifications and Project Close-out																		
Hours		0	0	0	64	104	0	0	0	0	0	0	0	33	25	0	226	\$28,955
Sub-Total Fee		\$0	\$0	\$0	\$5,760	\$14,560	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,290	\$4,375	\$0	\$0	
II. Reimbursables																	Total	\$351,910
Points DCH Water Main																	\$400	\$550
(1) SO certification checks																	\$150	
Fed Ex Courier/Printing																		
CONSTRUCTION SUPPORT SERVICES TOTAL FEE																		\$552,460

Contract Duration
Substantial Completion 270 days
Final Completion 330 days

9 months
11 months

Pre Construction Activities		Hours		
Prepare Confirmed Documents	16	Senior Sup. Eng	4	
		Eng	12	
Pre Construction Agenda	4	Senior Sup. Eng	4	
Pre Construction Meeting Attendance	3	Senior Sup. Eng	3	
		Sr. Inspect	3	
Prepare Pre Construction Meeting Minutes	4	Senior Sup. Eng	4	
Shop Drawing Review	40	Sr. Inspect	20	
		Eng	20	
		Total Hours	70	

Construction Activities		Hours		
Inspection Weeks (During Substantial)	33.97			
Visits per week (Sr. Inspector #1)	5			
Hours per visit	8			
Inspection Weeks (During Substantial)	19.455			
Visits per week (Eng)	5			
Hours per visit	8			
Inspection Weeks (Substantial to Final)	8.66			
Visits per week (Sr. Inspector #1)	5			
Hours per visit	4.5			
Eng	779	Eng	779	
Total Sr. Inspection	1754	Sr. Inspect	1754	

Inspection Weeks (During Substantial)	33.97			
Visits per week	1			
Hours per visit	2			
Inspection Weeks (Substantial to Final)	8.66			
Visits per week	1			
Hours per visit	2			
Total Construction Manager	85	CM	95	
Inspection Weeks	47.63			
Coordination per week	1			
Hours per coordination	2			
Total Engineer	206	Senior Sup. Eng	71	
		Eng	215	

Monthly Meetings (11 meetings)		Hours		
Number of meetings	11			
Hours per meeting	1			
Prepare Meeting Agenda & Minutes	4	Senior Sup. Eng	33	
		Eng	22	
Total Meetings	55			

Review Pay Applications		Hours		
Number of Pay Apps	11			
Hours per Pay App	4			
Total Review Pay Applications	44	Senior Sup. Eng	22	
		Eng	22	

RFI Responses		Hours		
Number of RFI	5			
Hours per RFI	2			
Total RFI Responses	10	Senior Sup. Eng	2	
		Eng	4	
		CM	4	

Change Order Review		Hours		
Number of Change Orders	5			
Hours per Change Order	2			
Total Change Order Review	10	Senior Sup. Eng	2	
		Eng	2	
		CM	6	

SRF Disbursements		Hours		
Number of Disbursement Submittals	8			
Hours per Submittal	4			
Total SRF Disbursements	32	Senior Sup. Eng	16	
		Eng	16	
		Total Hours	3065	

Final Certifications & Project Close-out		Hours		
Substantial Completion Walk Thru	32	Sr. Inspect	32	
Final Completion Walk Thru	32	Sr. Inspect	32	
As-built Drawing Review	92	CM	69	
		Senior Eng	23	
Final Certifications (DOH, FDC ENG, FDOT)	50	CM	25	
		Senior Sup. Eng	25	
Review Close-out Documents	20	CM	10	
		Senior Eng	10	
		Total Hours	226	