

**CONTINUING PROFESSIONAL CONSULTING AGREEMENT
SERVICES AUTHORIZATION #18329(4)**

THIS SERVICES AUTHORIZATION is made and entered into this _____ day of _____, 20____, by and between the **City of Orlando, Florida**, a municipal corporation existing under the laws of the State of Florida (CITY), and **Reiss Engineering, Inc.**, a Florida corporation doing business at 1016 Springs Villas Pt., Winter Springs, Florida 32708 (CONSULTANT).

WHEREAS, the CITY and the CONSULTANT have previously entered into an agreement for the CONSULTANT's professional services (AGREEMENT) effective January 30, 2016; and

WHEREAS, the CITY and the CONSULTANT shall refer to the AGREEMENT herein, and desire to have it incorporated by reference; and

WHEREAS, the CITY and the CONSULTANT now wish to memorialize their understanding for the CONSULTANT's professional services for the Lift Station Electrical Upgrades and Other Improvements Project (PROJECT).

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein and given one to the other, the sufficiency of which is hereby acknowledged, the parties agree as follows:

I. SCOPE OF WORK

The scope of work has been agreed to by the parties, and is attached hereto and incorporated herein by reference, as Exhibit I.

II. FEE

The not-to-exceed fee of \$319,319.35, inclusive of all costs, fees, and reimbursable expenses, has been agreed to by the parties, as set forth on Exhibit I.

III. TERM

CONSULTANT shall complete all work in accordance with the timeframes set forth in the scope of work, if any, provided however, that all work and the term of this SERVICES AUTHORIZATION shall be completed by the end of business (5:00 p.m.) on the date of eighty-six (86) weeks, from issuance of Notice to Proceed by the CITY. It is also agreed that the CITY shall have an option for extension of this SERVICES AUTHORIZATION, as necessary to complete the present scope of services (EXHIBIT I) or to provide additional services.

IV. ENTIRE AGREEMENT

This SERVICES AUTHORIZATION supersedes all previous authorizations, agreements, or representations, either verbal or written, heretofore in effect between the CITY and the CONSULTANT that may have concerned the matters covered herein, except that this SERVICES AUTHORIZATION shall in no way supersede or amend the AGREEMENT or other authorizations except as specifically provided herein. No additions, alterations, or variations to the terms of this SERVICES AUTHORIZATION shall be valid, nor can the provisions of this SERVICES AUTHORIZATION be waived by either party, unless such additions, alterations, or waivers are expressly set forth in writing in a document duly executed by the parties. CONSULTANT acknowledges and agrees that any proposals or proposed agreements from subconsultants attached to this SERVICES AUTHORIZATION are attached solely to reflect the scopes of work to be performed and the fees to be charged by such subconsultants. By executing this SERVICES AUTHORIZATION, the CITY does not become a party thereto or bound by the terms thereof.

IN WITNESS WHEREOF, the parties hereto have executed this SERVICES AUTHORIZATION on the day and year first written above.

City of Orlando, Florida

By: _____
David Billingsley, CPSM, C.P.M.
Chief Procurement Officer

APPROVED AS TO FORM AND LEGALITY
for the use and reliance of the
City of Orlando, Florida, only.
_____, 20_____.

Assistant City Attorney
Orlando, Florida

Reiss Engineering, Inc.

By: _____

Print Name: _____

Title: _____

STATE OF FLORIDA }

COUNTY OF _____ }

PERSONALLY APPEARED before me, the undersigned authority, _____
[] well known to me or [] who has produced _____ as identification, and
known by me to be the _____ of the corporation named above, and acknowledged before
me that he/she executed the foregoing instrument on behalf of said corporation as its true act and
deed, and that he/she was duly authorized to do so.

WITNESS my hand and official seal this _____ day of _____,
20_____.

NOTARY PUBLIC
Print Name: _____
My Commission Expires: _____



REISS ENGINEERING

November 14, 2016

City of Orlando Public Works Department
Wastewater Division
5100 L.B. McLeod Road
Orlando, Florida 32802-4990

Attn: Charles Shultz, P.E., Assistant Wastewater Division Manager, City of Orlando
Mike Melzer, P.E., Project Manager, Capital Improvements & Infrastructure Division

RE: Continuing Professional Consulting Services –
Lift Station Electrical Upgrades and Other Improvements

Dear Mr. Shultz and Mr. Melzer:

We are pleased to submit the attached proposal for providing Continuing Professional Consulting Services for the Lift Station Electrical Upgrades and Other Improvements project. The scope of services included herein, provides for the effort required to produce construction drawings for the lift station upgrades, including Permitting, Bidding and Award Assistance and Construction Administration Services. (Part A).

For the services described above, the enclosed Attachment "A" is our Scope of Services; Attachment "B" is the proposed Compensation; Attachment "C" is our Project Schedule, Attachment D is our Proposed Project Team and Attachment "E" is our sub-consultant's agreements.

Reiss Engineering encourages the participation of minority and women-owned firms (M/WBE) on projects for the City and we have been able to include these firms for 51% of the project responsibilities for this proposal.

In accordance with the Continuing Professional Consulting Agreement between City of Orlando, Florida and Reiss, the proposed compensation for Part A is \$319,319.35.

We look forward to working with the City of Orlando on this important assignment. If you have any questions or require additional information, please contact us at 407.679.5358.



REISS ENGINEERING

Very truly yours,

Mark A. Burgess, P.E., BCEE
Principal-In-Charge
Reiss Engineering, Inc.

Stefano Ceriana, P.E., LEED AP
Project Manager
Reiss Engineering, Inc.

ATTACHMENT A

SCOPE OF SERVICES

**ENGINEERING SERVICES FOR
LIFT STATION ELECTRICAL UPGRADES
AND OTHER IMPROVEMENTS**

PROJECT DESCRIPTION

The City of Orlando's Wastewater Division (City) intends to perform electrical upgrades and other improvements to twelve (12) duplex lift stations throughout its service area. These improvements will increase system reliability and eliminate risks associated with outdated electrical and mechanical equipment.

The City's lift stations depend upon SCADA and telemetry for continual monitoring and control. The monitoring is critical to successful operations and prevention of overflows. The majority of the existing telemetry radios are over 15 years old; however, the expected radio life is only 10 years. The existing radio manufacturer, Motorola, no longer make parts for repair of the radios. Furthermore, many of the control panels are not UL listed and do not contain the required safety components. Under this project, control panels and SCADA equipment will be replaced along with level controls to eliminate excessive level alarms experienced during wet weather conditions. In addition, other miscellaneous improvements to some of the lift stations will take place.

The following table lists the twelve (12) lift stations selected for upgrades and the associated upgrades, in addition to radio, control panel and level control replacement, with each lift station:

Lift Station Number	Lift Station Address	Proposed Improvements
101	447 Gaston Foster Road	<ul style="list-style-type: none">• Replace existing pumps (maintain same design point)• New riser pipes, and associated braces• Abandon existing valve vault and bring discharge piping above ground• Replace wet well vent• Replace ultrasonic sensor with pressure transducer (birdcage)• Replace control panel and associated electrical equipment• Design of instrumentation associated with the replacement of the control panel and associated electrical equipment
204	9060 Great Sounds Drive	<ul style="list-style-type: none">• Remove grass and log pieces on site• Grade site to uniform elevation• Add geotextile fabric and 57 stone within fenced area• Replace ultrasonic sensor with pressure transducer (birdcage)• Replace control panel and associated electrical equipment• Design of instrumentation associated with the replacement of the control panel and associated electrical equipment

205	2950 E. Landstreet road	<ul style="list-style-type: none"> • Replace ultrasonic sensor with pressure transducer (birdcage) • Replace control panel and associated electrical equipment • Design of instrumentation associated with the replacement of the control panel and associated electrical equipment
206	3101 Barnstable Place	<ul style="list-style-type: none"> • Replace ultrasonic sensor with pressure transducer (birdcage) • Replace control panel and associated electrical equipment • Design of instrumentation associated with the replacement of the control panel and associated electrical equipment
211	10400 Post Office Blvd.	<ul style="list-style-type: none"> • Replace existing pumps (maintain same design point) • New riser pipes, and associated braces • Replace wet well top slab • New wet well hatch with safety grate • Abandon existing valve vault and bring discharge piping above ground • Replace wet well vent • Replace ultrasonic sensor with pressure transducer (birdcage) • Replace control panel and associated electrical equipment • Design of instrumentation associated with the replacement of the control panel and associated electrical equipment
219	9398 Airside Terminal	<ul style="list-style-type: none"> • Replace vent • Manifold LS219 FM into LS220 FM • Divert gravity sewer to LS219 to LS220 • New riser pipes, and associated braces • Abandon existing valve vault and bring discharge piping above ground • Replace ultrasonic sensor with pressure transducer (birdcage) • Replace control panel and associated electrical equipment • Design of instrumentation associated with the replacement of the control panel and associated electrical equipment
220	9398 Airport Blvd	<ul style="list-style-type: none"> • Decommission / abandon LS
221	5964 S. Secure Road	<ul style="list-style-type: none"> • Maintain ultrasonic sensor • Replace control panel and associated electrical equipment • Design of instrumentation associated with the replacement of the control panel and associated electrical equipment
225	9222 Airside 4	<ul style="list-style-type: none"> • Replace vent • Replace ultrasonic sensor with pressure transducer (birdcage) • Replace control panel and associated electrical equipment • Design of instrumentation associated with the replacement of the control panel and associated electrical equipment
226	9294 Airside 4	<ul style="list-style-type: none"> • Replace wet well vent • Abandon existing valve vault and bring discharge piping above ground • Replace ultrasonic sensor with pressure transducer (birdcage) • Replace control panel and associated electrical equipment • Design of instrumentation associated with the replacement of the control panel and associated electrical equipment

227	9400 Airport Blvd.	<ul style="list-style-type: none"> • Replace existing pumps (new design point based on new Greater Orlando Aviation Authority flows) • New riser pipes, and associated braces • Abandon existing valve vault and bring discharge piping above ground • Replace wet well vent • Replace ultrasonic sensor with pressure transducer (birdcage) • Replace control panel and associated electrical equipment • Design of instrumentation associated with the replacement of the control panel and associated electrical equipment
229	9050 North Secure Road East	<ul style="list-style-type: none"> • Replace vent • Replace ultrasonic sensor with pressure transducer (birdcage) • Replace control panel and associated electrical equipment • Design of instrumentation associated with the replacement of the control panel and associated electrical equipment

A. PROJECT ADMINISTRATION SERVICES

TASK A.1. Project Management

REI will:

- A.1.1. Prepare for and attend a project kick-off meeting with the City to discuss project goals and objectives, identify roles and assignments and review the project schedule and deliverables. Prepare an agenda and distribute meeting notes.
- A.1.2. Perform general project coordination, QA/QC and management activities between REI, sub consultants and the City. REI will prepare progress reports and invoices to be submitted on a monthly basis, or as requested by the City for the duration of the project.

B. SECURITY CLEARANCE

TASK B.1. GOAA Clearance and Security Access

REI will:

- B.1.1. Send an *Authorized Signatory Letter* to GOAA's Access Control Center that will list the REI and its sub consultant's employees that will require access to lift station located air side.
- B.1.2. Travel to and complete the required training and badge application process at the GOAA facility at Orlando International Airport. It is anticipated that one (1) REI employee and one (1) sub consultant will complete the application process for security badging.

The security clearance process will begin prior to an official Notice to Proceed by the City, so as to expedite a process, which is typically slow going.

C. B. SCOPE OF SERVICES

TASK C.1. Topographic Survey

REI will:

C.1.1. Coordinate with its sub consultant, L&S Diversified to:

- (1) Complete a basic topographical survey of the lift station sites.
- (2) Within the limits of the survey, the following information will be obtained: sanitary and storm manhole locations and invert depths, property boundaries and right-of-way lines (not available for lift stations located on GOAA property), easement lines, wet well diameter and depth, hatch size, invert elevations discharging into wet well, discharge piping and valves sizes, and above ground structures in the limits of the survey.

D. Design

TASK D.1. Preliminary Design

REI will:

D.1.1. Complete the Preliminary Design of other improvements, listed above, and coordinate with its electrical sub consultant, Electrical Design Associates, Inc. (RDA) to:

- (1) Collect data (e.g. as built data, record drawings, etc.) as it pertains to the lift stations, including but not limited to power source, pipelines discharging to wetwells / manholes, etc.
- (2) Visit each lift station and review as-built drawings pertaining to the facilities.
- (3) Coordinate proposed other improvements listed above (i.e. pump selection, pipe material, etc.) with City to determine preference.
- (4) Coordinate equipment sizing to allow identification of space requirements for control equipment.
- (5) Prepare a preliminary opinion of probable construction cost for the suggested improvements.
- (6) Prepare a draft technical memorandum, along with 60% drawings, summarizing the findings, conclusions, site layouts, and recommendations resulting from the various analyses.

- (7) Meet with City Staff to discuss the draft memorandum and 60% drawings, modify the document pursuant to the City's comments and reissue final memorandum.

TASK D.2. Final Design

D.2.1. REI will complete the Final Design based on the Preliminary Design, which will include:

- (1) Preparation of 90% level bid documents, including construction drawings, specifications, and updated preliminary opinion of probable construction cost.
- (2) Submittal of the 90% level bid documents to the City for review.
- (3) Attendance of a design review meeting with the City to review the 90% comments.
- (4) Incorporation of the 90% comments and preparation of 100% level bid documents.
- (5) Submittal of the 100% level bid documents to the City for review.
- (6) Incorporation of the 100% comments.

D.2.2. Final Design Assumptions and Parameters

- (1) Bid documents will be submitted in electronic PDF format to the City
- (2) An Engineer's Opinion of Probable Construction Cost will be provided with each submittal
- (3) REI will provide Bid Form, Measurement and Payment, Project Sequence, Index of Drawings and Summary of work sections. Additional front end specification sections will be City Standard Documents.
- (4) A preliminary list of drawings is presented below:

General (REI)

- Cover Sheet & Index of Drawings
- Location Map, Key Map, & General Notes
- Legend and Abbreviations
- Survey (For each Lift Station)
- LS Demolition Plan (LS101, 204, 211, 220, 226, and 227)
- LS Bypass Pumping Plan (LS101, 211, 219, 226 and 227)
- LS Proposed Site Plan (LS101, 204, 211, 219, 226, and 227)
- LS Mechanical Sheet (LS101, 211, 219, 226 and 227)
- Civil / Mechanical Details (2 sheets)

Electrical & Instrumentation (EDA)

- Symbols, Notes and Abbreviations
- LS Electrical Demolition Plan (For Each Station)
- LS Electrical Proposed Site Plan (For Each Station)
- LS Single Line/Elementary Diagrams (For Each Station)
- Electrical Details (2 sheets)

- D.2.3. An owner approved contingency in the amount of \$7,500 to address any Final Design associated with the mechanical or civil/site portions of the lift stations, including but not limited to pump rails, piping, lift station and structure and site improvements. This contingency will not be used without prior written authorization from the City.

E. Permitting

- E.1.1. With respect to any permitting from the Florida Department of Environmental Protection (FDEP), it is anticipated that form 62-604.300(8)(a), *Notification/Application For Constructing A Domestic Wastewater Collection/Transmission System* will be required for work to be completed at LS219 (new gravity sewer) and LS 227 (new pumps with new design point). As for the proposed rehabilitation at the remaining lift stations, it is anticipated that those LS will not require any FDEP permits and will receive a "No Permit Required" status from FDEP. In order to complete this work, REI will:

- (1) Prepare and submit a letter to FDEP describing the project with the intent to obtain a formal determination regarding the need for a permit for each lift station.
- (2) Complete two (2) FDEP forms, 62-604.300(8)(a), *Notification/Application For Constructing A Domestic Wastewater Collection/Transmission System* and submit to FDEP.
- (3) Provide an owner approved contingency in the amount of \$1,000 in order to address any possible permitting application needs not included. This contingency will not be used without prior written authorization from the City.

- E.1.2. Permits with the City Building Department will be required for the lift station rehabilitations. As part of this permitting process, REI will:

- (1) Provide documentation required as part of the Building Department Application process, which will include signed and sealed construction drawings and specifications.
- (2) Respond to up to five (5) requests for additional information.

- E.1.3. Permit fees are not included in this proposal.

F. Bidding and Award

- F.1.1. The twelve (12) proposed lift station upgrades will be bid as one (1) project with a preliminary opinion of probably construction cost of less than \$2 million dollars. REI will:

- (1) Develop contract documents at an "issued for construction" level.
- (2) Provide one (1) hard copy of the Issued for Construction documents (construction drawings and specifications) and one (1) DVD with (drawings and specifications in PDF format, drawings in AutoCAD format, specifications in Word format, and engineer's opinion of probably construction cost in PDF format)

- (3) Attend a pre-bid conference with two (2) REI personnel and one (1) EDA personnel.
- (4) Provide written responses to any questions from bidders and prepare and issue addenda as required to interpret, clarify or expand the Bidding Documents.
- (5) Assist the City in evaluating up to three lowest submitted bids and bidders and provide a recommendation of award letter to the City.

G. Construction Administration Services

G.1.1. The upgrade of the twelve (12) lift stations is assumed to last twelve (12) months, REI/EDA will complete the following tasks:

- (1) Prepare two (2) hard copies of a conformed set of Contract Documents for the City and up to three (3) hard copies for the Contractor. Both City and Contractor will receive one (1) electronic copy of contract documents in AutoCAD and PDF formats. Specifications will be provided in Microsoft Word and PDF formats.
- (2) Provide the Contractor with one (1) electronic AutoCAD copy for as-built preparation purposes.
- (3) Attend and conduct a preconstruction conference with the City, selected Contractor, and subcontractors. Prepare meeting summary.
- (4) Provide a total of twenty-four (24) site visits (2 for each lift station) to observe construction of the project.
- (5) Participate and attend monthly construction meetings. City personnel will be responsible for developing summaries of progress meetings.
- (6) Provide interpretation or clarification of RFIs regarding the design documents when requested, and prepare up to five (5) change orders required for clarification or minor modification of the Contract Documents.
- (7) Review shop drawings and other required Contractor submittals/re-submittals for general conformance with the Contract Documents in conformance with the City's construction contract requirements. In order to facilitate enforcement of the requirements of the City's construction contract document General Conditions, REI will track the actual cost of additional reviews and notify the City of the additional cost of said reviews in the letters transmitting the subject reviews to the City and Contractor.
- (8) Complete two (2) 62-604.300(8)(b), *Request For Approval To Place A Domestic Wastewater Collection/Transmission System Into Operation* FDEP forms and submit to FDEP.

- (9) Attend lift station start-ups. It is assumed one (1) start-up per week for a total of twelve (12) weeks. At the time of the startup, develop a substantial completion punch list of items to be corrected by the Contractor.
- (10) Conduct a final completion site visit to each site over a period of two (2) days to determine if the punch list items have been completed in accordance with the Contract Documents and if the Contractor's obligations are fulfilled. Recommend to the City, final payment to the Contractor.
- (11) Prepare record drawings based on the Contractor's as-builts and red lines. Provide two (2) hard copies to the City and electronic format, PDF.

ATTACHMENT B
COMPENSATION SUMMARY
ENGINEERING SERVICES FOR
LIFT STATION ELECTRICAL UPGRADES AND OTHER IMPROVEMENTS

LIFT STATION ELECTRICAL UPGRADES AND OTHER IMPROVEMENTS

Basis: Time and Material, not to exceed maximum.

Amount: \$319,319.35

Reiss Engineering		Principal/ Officer	Quality Control Lead	Senior Project Manager	Senior Engineer III	Project Engineer II	Sr. CADD Designer	Admin II	TOTAL HOURS	TOTAL FEE
TASK DESCRIPTION		\$273.15	\$239.06	\$188.58	\$0.00	\$101.19	\$137.46	\$60.57		
Task A - Project Management		12	0	28	0	6	0	24	70	\$10,619
Task B - Security Clearance		0	0	4	0	8	0	0	12	\$1,564
Task C - Topographic Survey		0	0	6	0	12	8	0	26	\$3,445
Task D - Design		0	30	60	0	184	64	16	354	\$46,872
Task D1 - Design Contingency										\$1,000
Task E - Permitting		0	0	6	0	20	0	0	26	\$3,155
Task E1 - Permitting Contingency										\$7,500
Task F - Bidding and Award		0	0	8	0	26	0	24	58	\$5,593
Task G - Construction Admin		0	4	134	0	290	32	12	472	\$60,697
TOTAL HOURS		12	34	246	0	546	104	76	1018	
COST PER LABOR CATEGORY		\$3,277.80	\$8,128.04	\$46,390.68	\$0.00	\$55,249.74	\$14,295.84	\$4,603.32		\$140,445.42

Sub-Consultants - M/WBE	SUBCONTRACTED AMOUNT	10% MARK-UP
Electrical Design Associates (M/WBE)	\$141,275.66	\$14,127.57
Task A - Kick Off Meeting	\$797.64	\$79.76
Task C.1 - Preliminary design	\$27,778.68	\$2,777.87
Task C - Final design	\$37,731.84	\$3,773.18
Task D - Permitting	\$5,410.08	\$541.01
Task E - Bidding	\$3,317.72	\$331.77
Task F - Construction Admin	\$51,239.70	\$5,123.97
Task G - Contingency	\$15,000.00	\$1,500.00
L&S Diversified. (M/WBE)	\$21,337.00	\$2,133.70
Task C - Topographic Survey	\$21,337.00	\$2,133.70
TOTAL	\$162,612.66	\$16,261.27

FEE SUMMARY	FEE	Percentage
Reiss Engineering (includes contingency)	\$140,445.42	44.0%
Reiss Engineering (10% markup sub-markup)	\$16,261.27	5.1%
Electrical Design Associates (M/WBE)	\$141,275.66	44.2%
L&S Diversified. (M/WBE)	\$21,337.00	6.7%
TOTAL	\$319,319.35	100.0%

ATTACHMENT C

SCHEDULE

**ENGINEERING SERVICES FOR
LIFT STATION ELECTRICAL UPGRADES AND OTHER IMPROVEMENTS**

Schedule for Parts A through G:

The schedule for Parts A through G will be as follows:

Task	Duration (weeks)	Weeks After NTP
Task A – Project Management	On-Going	On-Going
Task B – GOAA Clearance and Security Access	4	4
Task C – Topographic Survey ¹	6	10
Task D – Design ²	12-16	26
Task E – Permitting	4	30
Task F – Bidding and Award	8	38
Task G – Construction Administration	48	86

¹ Topographic Survey start is contingent upon receiving GOAA Security Clearance

² Design duration can be potentially reduced based on number of City comments

ATTACHMENT D

PROJECT TEAM

**ENGINEERING SERVICES FOR
LIFT STATION ELECTRICAL UPGRADES AND OTHER IMPROVEMENTS**

Mark Burgess -	Principal/Officer
Greg Taylor -	Quality Control Lead
Stefano Ceriana -	Senior Project Manager
Da Yu -	Project Engineer II

ATTACHMENT E
SUB CONSULTANT PROPOSALS



Electrical Design Associates

November 8, 2016

Mr. Stefano Ceriana, P.E., LEED AP
Reiss Engineering, Inc.
1016 Spring Villas Pt.
Winter Springs, FL 32708

RE: Lift Station Electrical Upgrades and Other Improvements
Orlando, FL

Dear Mr. Ceriana;

We are pleased to submit our revised proposal for electrical engineering services for the above project. It is our understanding that the City of Orlando intends to implement various improvements to twelve (12) duplex lift stations throughout the service area. These improvements will increase system reliability and eliminate risks associated with out of date electrical equipment. The lift stations and addresses included in this scope are as listed below:

Lift Station Number	Lift Station Address
101	447 Gaston Foster Road
204	9060 Great Sounds Drive
205	2950 E. Landstreet road
206	3101 Barnstable Place
211	10400 Post Office Blvd.
220	9398 Airport Blvd – Airside Terminal
221	5964 S. Secure Road
225	9222 Airside 4
226	9294 Airside 4
227	9400 Airport Blvd.
229	9050 North Secure Road East

The following serves to provide an overview of the engineering services Electrical Design Associates, Inc. (EDA) intends to furnish on the above referenced project to Reiss Engineering, Inc. (RE). This letter contract represents an overview of the work we intend to perform and provides the agreed fee amount. Your signature on this agreement will serve as your letter of intent and official notice to proceed with the design of the referenced work. Our services shall include completed tracings of drawings for the work, covering all phases of our design in an Autocad 2009 format. Electrical specifications and opinion of cost estimate for the work performed under this agreement. Our scope of work shall include miscellaneous electrical improvements at eleven (11) existing lift stations as listed above. It is our understanding that the stations are duplex type stations with pumps not exceeding 25 HP, no generator replacements are

anticipated. It is our understanding that the eleven (11) stations are to be designed, permitted, bid and constructed as one package.

Design shall include the following:

1. Electrical design associated with the complete replacement of the station control panel and associated electrical equipment including but not limited to the control panel, utility meter can, RTU, grounding and station disconnect switch. Design shall be in accordance with the NEC, NFPA and the City's latest Lift Station Standards. The standards, which show the City's preferences to equipment selection and installation, are to be incorporated in the specifications as an appendix. Typical of all 11 stations.
2. Instrumentation design associated with the complete replacement of the station control panel and associated electrical equipment including but not limited to the existing control panel, RTU and SCADA antenna. Design shall be in accordance with the NEC, NFPA and the City's latest Lift Station Standards. The standards, which show the City's preferences to equipment selection and installation, are to be incorporated in the specifications as an appendix. Typical of all 11 stations.
3. It is our understanding that the stations do not have a standby generator nor will they require standby generators; as such our scope does not include drawings or specifications associated with a generator, fuel tank or any appurtenances associated with a fuel system. Typical of all 11 stations.
4. EDA shall coordinate with the City's Industrial Automation Group during the design process.

Task A1 - Project Kickoff Meeting

A.1.1 - EDA shall attend a project kick-off meeting with the City to discuss project goals and objectives, identify roles and assignments and review the project schedule and deliverables.

TASK B1 - Topographic Survey

B.1.1 By others

TASK C – Design

C.1 – PDR

1. Visit each lift station and review as-built drawings pertaining to the facilities.
2. Prepare a preliminary opinion of construction cost for the suggested improvements.

3. EDA shall prepare of the draft technical memorandum summarizing the findings, conclusions, along with 60% level drawings. One copy will be forwarded to Reiss for inclusion in the submittal to the City. All reproduction shall be by others.
4. EDA shall attend a review meeting with the City
5. EDA shall prepare final technical memorandum based on the City's comments. One copy will be forwarded to Reiss for inclusion in the submittal to the City. All reproduction shall be by others.

C.2 – Final Design

1. EDA shall prepare 90%, 100% and Bid level design drawings and specifications. EDA will prepare a construction cost estimate with each design submittal. A preliminary list of drawings is presented below.
2. EDA will attend a design review meeting with the City, following the 90% submittal. Prepare bid documents, engineering drawings, and specifications, which will be submitted to the City for review at 90% and 100% completion levels. EDA shall provide one (1) set of drawings and specifications to Reiss, all reproduction will be completed by others. Final documents will be provided in electronic format in addition to the hard copies. The drawings will be prepared using AutoCAD and the specifications will be prepared using Microsoft Word.
3. Should the opinion of costs exceed \$2,000,000.00, it is our understanding that some lift stations may be removed from the project.
4. Preliminary list of drawings

Electrical & Instrumentation

E-1	Symbols, Notes and Abbreviations
E-2	LS No. 101 Electrical Demolition Plan
E-3	LS No. 101 Electrical Proposed Site Plan
E-4	LS No. 101 Single Line/Elementary Diagrams
E-5	LS No. 204 Electrical Demolition Plan
E-6	LS No. 204 Electrical Proposed Site Plan
E-7	LS No. 204 Single Line/Elementary Diagrams
E-8	LS No. 205 Electrical Demolition Plan
E-9	LS No. 205 Electrical Proposed Site Plan
E-10	LS No. 205 Single Line/Elementary Diagrams
E-11	LS No. 206 Electrical Demolition Plan
E-12	LS No. 206 Electrical Proposed Site Plan
E-13	LS No. 206 Single Line/Elementary Diagrams
E-14	LS No. 211 Electrical Demolition Plan

E-15	LS No. 211 Electrical Proposed Site Plan
E-16	LS No. 211 Single Line/Elementary Diagrams
E-17	LS No. 220 Electrical Demolition Plan
E-18	LS No. 220 Electrical Proposed Site Plan
E-19	LS No. 220 Single Line/Elementary Diagrams
E-20	LS No. 221 Electrical Demolition Plan
E-21	LS No. 221 Electrical Proposed Site Plan
E-22	LS No. 221 Single Line/Elementary Diagrams
E-23	LS No. 225 Electrical Demolition Plan
E-24	LS No. 225 Electrical Proposed Site Plan
E-25	LS No. 225 Single Line/Elementary Diagrams
E-26	LS No. 226 Electrical Demolition Plan
E-27	LS No. 226 Electrical Proposed Site Plan
E-28	LS No. 226 Single Line/Elementary Diagrams
E-29	LS No. 227 Electrical Demolition Plan
E-30	LS No. 227 Electrical Proposed Site Plan
E-31	LS No. 227 Single Line/Elementary Diagrams
E-32	LS No. 229 Electrical Demolition Plan
E-33	LS No. 229 Electrical Proposed Site Plan
E-34	LS No. 229 Single Line/Elementary Diagrams
E-35	Electrical Details – Sheet 1
E-46	Electrical Details – Sheet 2

Task D - Permitting

D.1.2 – Bldg Department

1. EDA shall assist in the preparation of separate permitting packages. It is our understanding that the City Building department will require each site to have a separate permit. All reproduction of the drawings is to be completed by others.
2. EDA shall provide documentation, answer questions and work with the selected Contractor to secure a building permit from the City Building Department.

Task E - Bidding and Award

It is our understanding that the proposed improvements will be bid as one (1) project. Upon authorization to proceed with the bidding and award phase of the project, EDA will assist with the following tasks.

1. Provide one (1) copy of the Contract Documents (engineering drawings and specifications) and any addenda. All reproduction by others.

2. EDA shall attend a pre-bid conference.
3. Respond to any questions from bidders and prepare and issue addenda as required to interpret, clarify or expand the Bidding Documents.

Task F - Construction Administration

1. EDA shall assist Reiss in the preparation of two (2) copies of a conformed set of Contract Documents for the City and one (1) reproducible set for the recommended Contractor. All additional reproduction by others.
2. EDA shall attend a preconstruction conference with the City, selected Contractor, subcontractors, and regulatory agencies.
3. EDA shall conduct thirty (22) site visits (2 per station) to the construction sites to observe construction of the project and attend up to twelve (12) progress meetings. The site visits will be made at periods appropriate to the various stages of construction to observe, as an experienced and qualified professional, the progress and quality of the executed work of Contractor(s) and to determine in general if such work is proceeding in accordance with the Contract Documents. EDA shall prepare trip reports to document observations made during these inspections. ENGINEER shall not be responsible for the means, methods, techniques, sequences or procedures of construction selected by Contractor(s) or the safety precautions and programs incident to the work of Contractor(s). ENGINEER's efforts will be directed toward providing a greater degree of confidence for OWNER that the completed work of Contractor(s) will conform to the Contract Drawings, but ENGINEER shall not be responsible for the failure of Contractor(s) to perform the work in accordance with the Contract Drawings. During such visits and on the basis of on-site observations, ENGINEER shall keep OWNER informed of the progress of the work, shall endeavor to guard OWNER against defects and deficiencies in such work and may disapprove or reject work failing to conform to the Contract Documents.
4. EDA shall attend the ISS coordination mandatory coordination meetings. It is our understanding that the meetings shall be held at the OWNER's offices and shall include, as a minimum, attendance by all key personnel involved (e.g. the OWNER, the ENGINEER, the ISS Project Engineer and the Electrical Subcontractor, etc.). the meetings shall be as follows:
 - a. Meeting No.1: The meeting shall be held in advance of the first ISS shop drawing submittal. The purpose of the meeting shall be for the ISS to: summarize their understanding of the project; discuss any proposed substitutions or alternatives; schedule testing and delivery milestone dates; provide a forum for the ISS, ENGINEER, and OWNER to coordinate hardware and software related issues; and request any additional information required from the ENGINEER and/or OWNER.

Also, the ISS shall coordinate conduit and wire requirements for all instrumentation and controls with the Electrical Subcontractor before electrical work is begun. The ISS should bring draft working drawings to the meeting to provide the basis for the ENGINEER and OWNER's input into their development.

- b. Meeting No.2: The second meeting shall be held after the first complete instrumentation and control (hardware and software) shop drawing package has been reviewed by the OWNER and ENGINEER and returned to the ISS. The purpose of the second meeting is to discuss comments made on the submittal package; to refine scheduled milestone dates; coordinate equipment installation activities; and provide a forum for any further required coordination.
 - c. Meeting No3: The third meeting shall be held one month prior to factory acceptance testing. The purpose of this third meeting is to discuss any remaining coordination requirements.
5. Issue all instructions of OWNER to Contractor(s); issue necessary interpretations and clarifications of the Contract Documents; have authority, as OWNER's representative to act as initial interpreter of the requirements of the Contract Documents and judge of the acceptability of the work thereunder, and make decisions on all claims of OWNER and Contractor(s) relating to the acceptability of the work or the interpretation of the requirements of the Contract Documents pertaining to the execution and progress of the work. The ENGINEER shall render all interpretations or decisions in good faith and in accordance with the requirements of the Contract Documents.
 6. Review and approve (or take other appropriate action in respect of) Shop Drawings and samples, the results of tests and inspections and other data which each Contractor is required to submit, but only for conformance with the design concept of the Project and compliance with the information given in the Contract Documents (but such review and approval or other action shall not exceed to means, methods, sequences, techniques or procedures of construction or to safety precautions and programs incident thereto); and receive and review (for general content as required by the Specifications) maintenance and operating schedules and instruction, guarantees, bonds and certificates of inspection which are to be assembled by Contractor(s) is in accordance with the Contract Documents.
 7. EDA shall attend the lift station start-ups, for budget purposes we are estimating one (1) station per week for a total of eleven (11) non-consecutive days. At the time of the start-up, EDA shall develop a Substantial punch list of items to be corrected by the Contractor.
 8. EDA shall conduct a final completion site visit to determine if the punch list items have been completed in accordance with the Contract Documents and if the Contractor's

obligations are fulfilled, and recommend final payment to the Contractor. For budget purposes we are estimating two (2) days or 16 hours.

- 9. EDA shall prepare one (1) copy and an electronic file of the record drawings for the City incorporating changes made during construction based on record information furnished by the Contractor.

Task G - Contingency

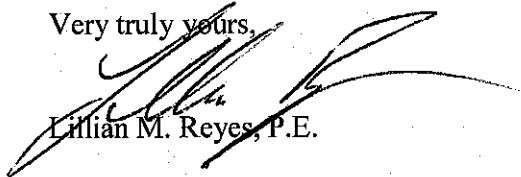
- 1. A contingency budget of \$15,000 is included in this authorization for unforeseen additional service needs. This contingency will not be used without prior written authorization from the City.

Our scope of services shall include the electrical engineering services associated with the proposed pump station improvements. It is our understanding that the eleven (11) stations are to be designed, permitted, bid and constructed as one package. Attached please find a breakdown of our project man-hours for this project. Our fee for this work shall be billed hourly and payable as follows:

Task No. A – Kickoff Meeting	\$ 797.64
Task No. B – Survey	\$ 0.00
Task No. C - Final design	\$ 65,510.52
Task No. D- Permitting	\$ 5,410.08
Task No. E - Bidding	\$ 3,317.72
Task No. F – Construction Administration	\$ 51,239.70
Task No. G – Contingency	<u>\$ 15,000.00</u>
Total:	\$ 141,275.66

Services not specifically defined are not included.

Very truly yours,



Lillian M. Reyes, P.E.

ACCEPTED _____ DATE _____

Enclosures

RE-16-007DG.Rev1

Lift Station Electrical Upgrades and Other Improvements, Orlando, FL

Estimate of Work Effort & Fee

Date: 11/8/2016

Task	Principal		Senior Engineer		Designer		Field Supervisor		Cadd Technician		Clerical/Admin		Totals	
	Hourly Rate	man-hours	Hourly Rate	man-hours	Hourly Rate	man-hours	Hourly Rate	man-hours	Hourly Rate	man-hours	Hourly Rate	man-hours	man-hours	Total
Task A - Kick Off Meeting	\$199.41	4	\$179.18	0	\$156.06	0	\$92.48	0	\$80.92	0	\$63.58	0	4	\$797.64
Subtotal:		4		0		0		0		0		0	4	\$797.64
Task A - Kick Off Meeting		4		0		0		0		0		0	4	\$797.64
Task C.1 - Preliminary Design		16		0		0		0		0		0	24	\$3,930.40
Preliminary Design		16		0		0		0		0		0	148	\$19,592.64
Meetings/Site Visits		40		40		6,242.40		739.84		4,855.20		508.64	36	\$4,265.64
Draft Report w/60% Level Drawings		12		0		0		0		1,618.40		254.32	208	\$27,778.88
Final Report w/60% Level Drawings		68		0		6,242.40		739.84		6,473.60		762.96	208	\$27,778.88
Subtotal:		68		40		6,242.40		739.84		6,473.60		762.96	208	\$27,778.88
Task C.1 - Preliminary Design		68		40		6,242.40		739.84		6,473.60		762.96	208	\$27,778.88
Task C2 - Final Design		4		0		0		0		0		0	4	\$797.64
90% Submittal		4		0		0		0		4,207.84		0	152	\$21,547.84
Meetings		40		60		9,363.60		0		0		0	52	\$7,875.84
Design		24		12		1,872.72		0		4,207.84		16	208	\$30,021.32
Specifications/Opinion of Costs		68		0		11,236.32		0		4,207.84		16	208	\$30,021.32
Subtotal:		68		72		11,236.32		0		4,207.84		16	208	\$30,021.32
100% Submittal		0		0		0		0		1,294.72		0	0	\$0
Meetings		0		0		0		0		0		0	0	\$0
Design		3		12		1,872.72		0		1,294.72		0	36	\$4,762.72
Specifications/Opinion of Costs		4		0		0		0		0		4	8	\$1,051.96
Subtotal:		12		12		1,872.72		0		1,294.72		4	44	\$5,814.68
Bid Submittal		0		0		0		0		0		0	0	\$0
Meetings		2		0		0		0		971.04		0	14	\$1,369.86
Design		2		0		0		0		0		2	4	\$525.98
Specifications/Opinion of Costs		4		0		0		0		971.04		2	18	\$1,895.84
Subtotal:		8		0		0		0		971.04		2	270	\$37,731.84
Task C2 - Final Design		84		0		13,109.04		0		6,473.60		22	478	\$65,610.52
Task C - Design Total:		152		0		19,351.44		0		12,947.20		34	478	\$65,610.52
Task D - Permitting		8		0		0		0		0		0	8	\$1,595.28
Meetings		8		0		0		0		971.04		0	28	\$3,814.80
Dwg revisions		16		0		1,248.48		0		971.04		0	36	\$5,410.08
Subtotal:		16		0		1,248.48		0		971.04		0	28	\$3,814.80
Task D - Permitting Total:		16		0		1,248.48		0		971.04		0	28	\$3,814.80
Task E - Bidding		4		0		0		0		0		0	4	\$797.64
Meetings		4		0		0		0		323.68		0	20	\$2,196.40
Attendia Preparation		4		12		1,872.72		0		323.68		0	4	\$323.68
Dwg revisions		8		0		0		0		0		0	28	\$3,317.72
Subtotal:		8		12		1,872.72		0		647.36		0	28	\$3,317.72
Task E - Bidding Total:		8		12		1,872.72		0		647.36		0	28	\$3,317.72
Task F - Construction Services		0		0		0		0		0		0	2	\$184.96
Kickoff meeting		0		0		0		0		0		0	16	\$3,190.56
ISS Coordination Meetings		16		0		0		0		1,618.40		20	100	\$14,864.60
Shop Drawing Review		60		0		0		0		647.36		8	56	\$6,959.12
Issue Clarifications		24		0		0		0		0		12	112	\$12,149.56
Progress meetings/Site Visits		20		0		0		0		0		4	116	\$11,467.52
Startup and Final Completion		6		0		0		0		1,294.72		0	26	\$2,433.38
Record Drawings		2		0		0		0		0		0	428	\$51,239.70
Subtotal:		130		0		0		0		3,650.48		60	974	\$126,275.66
Task F - Construction Services Total:		130		0		0		0		3,650.48		60	974	\$126,275.66
Heavily not to Exceed Total:		310		0		22,472.64		194		18,126.08		94	974	\$126,275.66



L & S Diversified

Professional Surveyors and Mappers

When it is not
in our power to
follow what is true,
we ought to follow
what is most
probable.
~Rene Descartes

October 4, 2016

L & S Proposal No. 1921_Rev 1

Reiss Engineering, Inc.
Stefano Ceriana
1016 Spring Villas Pt.
Winter Springs, FL 32708

Subject: **City of Orlando, Lift Station Electrical Upgrades**

Dear Stefano,

We appreciate your consideration of L&S Diversified, LLC to provide professional surveying services for the above referenced project. Below we have outlined a proposed schedule of services and the associated fees for this project.

SCOPE OF SERVICES

The following scope is based on **Scope and Details provided by Client**

Topographic Survey of 12 Lift Station Sites:

The following (8) Lift Stations are located within Orlando International Airport property and are referenced in this proposal as *OIA Lift Stations*: LS 211, 219, 220, 221, 225, 226, 227, and 229.

The following (4) Lift Stations are located throughout the City but outside of Orlando International Airport property and are referenced in this proposal as *City Lift Stations*: LS 101, 204, 205, 206.

Site Visit and Airport Badging

Included in this proposal is a initial site visit prior to performing the survey and estimated manhours and cost for employee badging at the Airport.

Survey Control

Survey control will consist of the following:

Recover closest two (2) NGS, Orange County or City of Orlando geodetic control monuments; Monument and reference each near project site. Utilize GPS static or redundant RTK control survey methods to establish control pairs relative to North American Datum of 1983 adjustment of 2011 (NAD83/2011), state plane coordinates, Florida East zone. L&S will use GEOID 12A; Recover closest City of Orlando benchmarks; Measure closed differential level loop between control to establish elevations relative to North American Vertical Datum of 1988 (NAVD88) for each survey control monument.

Certifications

M/WBE

City of Orlando
Orange County
Osceola County
State of Florida
G.O.A.A.
F.D.O.T.

DBE

F.D.O.T.

LDB

G.O.A.A.

SSBE

Expressway Authority

L & S Diversified, LLC

Principal
Sherry Lee Manor, PSM

405 Lake Howell Rd.
Suite 1001
Maitland, FL 32751
Phone (407) 681-3836
Fax (407) 681-6541

www.LSsurveyor.com



The Survey will be performed and prepared in accordance with the State of Florida Standards of Practice, as set forth by the Board of Professional Surveyors and Mappers, Chapter 5J-17, Florida Administrative Code and per Section 472.027, Florida Statutes.

Topographic Survey

Survey Tasks for Part 2 shall consist of: spot elevations taken at minimum 50 foot intervals; location of existing improvements and visible above ground utilities; inverts on manholes and storm structures; lift station details as specified by client; electrical improvements as specified by client; and setting at least three (3) site bench marks in order to facilitate engineering for the project site.

The topographic survey will be displayed at one foot contours and will be based on the North American Vertical Datum (NAVD) of 1988.

The Topographic Survey will be prepared in accordance with the State of Florida Standards of Practice Chapter 5J-17, Florida Administrative Code, as set forth by the Board of Professional Surveyors and Mappers, pursuant to Section 472.027, Florida

This proposal does not include a boundary survey for each Lift Station Site. Instead the following scope will be included to define each site.

For the OIA Lift Stations, where tracts cannot be defined by recorded and/or monumented boundaries, the topographic survey will include well defined features and general vicinity maps for reference of location.

For the City Lift Stations, recovered monumentation along the immediate adjacent right of ways and parcels will be shown along with parcel lines plotted using available resources.

Subsurface Utility Designation

A Sunshine 811 "LOCATE" ticket will be requested for the areas described to determine the utility providers within the project limits and to notify them of the request for coordination with the L & S utility locator. These areas will be scanned for underground utilities using electronic detection devices and Ground Penetrating Radar (GPR). Any utilities detected and found within the project limits will be surface painted and flagged with the appropriate color as recognized by the National Utility Locating Contractors Association (NULCA), or if marked by others, will be verified by the L & S utility locator.

Underground utilities that are detectable by the above methods, where surface evidence exists or where plans are provided to L & S showing the locations thereof can be designated. However, some underground utilities may not be made of a conductive material or may not return a GPR echo and therefore cannot be designated with electronic prospecting equipment or GPR. Without surface evidence or existing plans, as provided to L & S, identification and designation of any utilities that might exist would then require soft excavation and would need to be determined by the client as additional services.



Aerial utilities and appurtenances, underground storm sewer structures or pipes, underground gravity sanitary manholes and pipes, gravity laterals and other services or the location of other underground objects such as underground fuel tanks, irrigation equipment and/or irrigation systems and their appurtenances are not included in the scope of this project.

Contingency

Included in this proposal is a contingency of \$2000.00 for additional services as required and to be used only upon prior approval.

Deliverables

CAD and pdf file and 3 hard copies of each survey.

The table below summarizes the costs associated with this proposal. Please review this information and let us know if you have any questions.



Description	Qty	Rate	Amount
Airport Badging, Site Visit			
Initial Site Visit, Badging Process 2 Person Survey Field Crew	14	112.50	\$1,575.00
Estimated Badge Costs - Fee	1	176.00	\$176.00
LS101			
2 Person Survey Field Crew	16	112.50	\$1,800.00
2 Person SUE Field Crew	4	120.00	\$480.00
Survey CAD Technician	8	72.00	\$576.00
PSM	1	120.00	\$120.00
LS219 and 220			
2 Person Survey Field Crew	8	112.50	\$900.00
2 Person SUE Field Crew	2	120.00	\$240.00
Survey CAD Technician	5	72.00	\$360.00
PSM	0.5	120.00	\$60.00
LS225 and 226			
2 Person Survey Field Crew	8	112.50	\$900.00
2 Person SUE Field Crew	2	120.00	\$240.00
Survey CAD Technician	5	72.00	\$360.00
PSM	0.5	120.00	\$60.00
LS227			
2 Person Survey Field Crew	8	112.50	\$900.00
2 Person SUE Field Crew	2	120.00	\$240.00
Survey CAD Technician	5	72.00	\$360.00
PSM	0.5	120.00	\$60.00
LS229			
2 Person Survey Field Crew	8	112.50	\$900.00
2 Person SUE Field Crew	2	120.00	\$240.00
Survey CAD Technician	5	72.00	\$360.00
PSM	0.5	120.00	\$60.00
LS204			
2 Person Survey Field Crew	8	112.50	\$900.00
2 Person SUE Field Crew	2	120.00	\$240.00
Survey CAD Technician	5	72.00	\$360.00
PSM	0.5	120.00	\$60.00
LS206			
2 Person Survey Field Crew	8	112.50	\$900.00
2 Person SUE Field Crew	2	120.00	\$240.00
Survey CAD Technician	5	72.00	\$360.00
PSM	0.5	120.00	\$60.00
LS211			
2 Person Survey Field Crew	8	112.50	\$900.00
2 Person SUE Field Crew	2	120.00	\$240.00
Survey CAD Technician	5	72.00	\$360.00
PSM	0.5	120.00	\$60.00
LS221			
2 Person Survey Field Crew	8	112.50	\$900.00
2 Person SUE Field Crew	2	120.00	\$240.00



Survey CAD Technician	5	72.00	\$360.00
PSM	0.5	120.00	\$60.00
LS205			
2 Person Survey Field Crew	12	112.50	\$1,350.00
2 Person SUE Field Crew	3	120.00	\$360.00
Survey CAD Technician	5	72.00	\$360.00
PSM	0.5	120.00	\$60.00
Contingency			
Additional Services			\$2,000.00
Total Estimated Time & Materials (Not To Exceed)			\$21,337.00

Schedule

L & S Diversified will begin the Survey on the subject property within 5 working days after receipt of your executed Notice to Proceed (NTP). This does not apply if extensive title work is involved, extensive certification requirements are needed, or if an ALTA/ACSM Survey is required. Proposed fee and schedule shown hereon is valid for up to 45 days from the date of receipt. We prefer at least 48 hours of notice for scheduling of a field crew.

Estimated time to complete Survey after receiving security clearance is 8 weeks.

Additional Services

If Reiss Engineering, Inc. desires to change or expand upon these proposed services, an additional fee shall be negotiated. This renegotiation shall be accomplished prior to commencing the additional work, and may be necessary for any of the following services which are not a part of this contract:

Locating and/or flagging Flood Zone Line or Normal High Water Line (NHWL), tidal records, or locating 'O' or specific elevations, Research and ordering additional Maps, Records or Materials necessary for completing these specified tasks; client-imposed requirements not covered herein; Additional Certifications or Affidavits not specified herein; Elevation Certifications; Wetland Delineation or Location; sub-surface Excavation or Underground Utility Location; Extensive Title Review and Plotting of Easements; Offsite Surveys or Sketches; Vertical Topographic information unless outlined in this proposal; Requests by Third Parties (Buyer's Attorney, Seller's Attorney, Lender or Lender's Counsel, Real Estate Agents, Title Company Personnel, etc.) for additions, deletions or revisions to be made to the survey drawings or maps before or after initial submittal to client; Additional Meetings and Errands not covered herein which are necessary to complete these specified tasks; Client-Authorized on-site instruction given to field crew for extra field work not covered herein; Client-approved overtime; Additional ALTA Table A Items.

Reimbursables such as overnight mailings, sending electronic files, copying charges, blueprinting costs, plotting of extra drawings not covered herein, delivery, shipping, or rush charges, etc. will be billed as an Extra cost on a Time, Materials and Expense basis.



It may be necessary for the Project Manager to call the client to receive verification and authorization for Extra Costs stated above in the preceding paragraph, and may further require the client to sign an Additional Work Authorization Form for any out-of-scope requests.

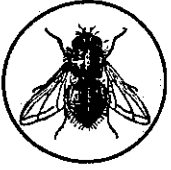
All public entity or jurisdictional agency fees are to be paid directly by the client prior to obtaining approvals or permits. These fees include, but are not limited to, platting, impact, re-zoning, permitting, review and application fees. L & S Diversified has no control over the procedures of public entities or jurisdictional agencies, and therefore, cannot guarantee timing and outcome of permits and entitlements related to this site/project.

Please see attached Exhibit "A" - Standard Provisions of Agreement for Professional Services and Exhibit "B" – Hourly Rates in addition to this Agreement.

The following additional provisions are included in this contract:

1. The terms of this agreement shall be valid for client acceptance for a period of sixty (60) days from the date of execution by L&S Diversified, LLC after which time this contract offer becomes null and void if not accepted formally (evidenced by receipt of an executed copy of this document).
2. This agreement may be terminated by either party within fifteen (15) days written notice. In the event of termination, L&S Diversified, LLC shall be compensated to the date of termination, including direct expenses then due.
3. All rates and fees quoted in this document shall be effective for a period of twelve (12) months, after which time they may be renegotiated with the client.
4. For projects lasting over 30 days, L & S Diversified, LLC will bill on 25th of the month. The invoiced amount will include all work (time and materials) performed for the calendar month, up to the 20th.
5. The client will pay invoices within fourteen (14) days after client receives payment from City of Orlando and understands interest charges of 1.5% per month will be applied to any unpaid balance. L&S Diversified, LLC may elect to stop work until payment is received. If work is stopped for thirty (30) days or more, L&S Diversified, LLC may be compensated for start-up costs when work resumes.
6. Upon client request, we will contract and/or coordinate with applicable transportation, environmental, geotechnical, and engineering consultants, and will rely upon their work; however, L&S Diversified, LLC assumes no liability for the accuracy of their work.
7. All payments are to be in US Dollars. Payment/wiring instructions will be provided to client with final invoice.

Thank you for this opportunity and we look forward to working with you on this exciting new project. Please sign, date and return a copy of this agreement as your authorization to proceed with these professional services. Should you have any questions, please do not hesitate to call.



Sincerely,
L & S Diversified, LLC

Sherry Lee Manor

Sherry Lee Manor, PSM
President

October 12, 2016

The undersigned agrees to the above terms and costs associated with project completion.

Accepted By:

Company

Signature

Date

Title



FASTER

BETTER

STRONGER

L & S Diversified

Surveying and Mapping

Subsurface Utility Engineering

2016 L & S DIVERSIFIED HOURLY FEE SCHEDULE

The following is a schedule of hourly rates and charges for professional services offered by L & S Diversified, LLC.

General Administration

Administrative Assistant \$36.00 per hour

Technicians

Drafting Technician \$72.00 per hour

Subsurface Utility Engineering Technician \$84.00

Survey Field Operations

Two-Person Crew \$112.50 per hour

Three-Four Person Crew \$148.50 per hour

Subsurface Utility Engineering Field Operations

Two-Person Crew \$120.00 per hour

Management

Project Manager (PSM) \$120.00 per hour

Project Manager (Subsurface Utility Engineering) \$120.00 per hour

L & S Diversified, LLC

Principal
Sherry Lee Manor, PSM

405 Lake Howell Road
Suite 1001
Maitland, Florida 32751
o 407.681.3836
f 407.681.6541

www.LSsurveyor.com

City of Orlando		
Lift Station Electrical Upgrades and Other Improvements		
Preliminary Opinion of Probable Construction Cost		
CONSTRUCTION		Cost
LS101		
	Electrical	\$132,235
	Non-electrical	\$94,500
LS204		
	Electrical	\$132,235
	Non-electrical	\$5,000
LS205		
	Electrical	\$132,235
	Non-electrical	\$0
LS206		
	Electrical	\$132,235
	Non-electrical	\$0
LS211		
	Electrical	\$132,235
	Non-electrical	\$94,000
LS219		
	Electrical	\$0
	Non-electrical	\$50,500
LS220		
	Electrical	\$130,345
	Non-electrical	\$10,000
LS221		
	Electrical	\$130,345
	Non-electrical	\$0
LS225		
	Electrical	\$130,345
	Non-electrical	\$1,000
LS226		
	Electrical	\$130,345
	Non-electrical	\$38,500
LS227		
	Electrical	\$130,345
	Non-electrical	\$87,000
LS229		
	Electrical	\$130,345
	Non-electrical	\$1,000
	Probable Costs of Construction	\$1,824,745
	Contingency (@10%)*	\$175,180
	* Contingency amount has been rounded	
	Total Estimated Construction Costs	\$1,999,925