

ATTACHMENT "A"
SCOPE OF SERVICES

Contract Number: CAP57

Authorization Number: 04

FPID: 445460-1-32-02

Description: Caxambas Court over Roberts Bay Bridge Replacement Utility Design

Section: 03900001, MP 0.000 to MP 0.760

Collier County

INTENT: The existing bridge of Caxambas Court over Roberts Bay (Bridge No. 034112) is being replaced as part of Authorization Number 01 of Contract Number CAP57. The City of Marco Island (CITY) has potable water and wastewater utilities mounted on the existing bridge.

This scope of work, performed by Spicer Bridge Consultants, Inc. (CONSULTANT), provides design and post-design services for the adjustment, removal, temporary relocation, and permanent replacement of the CITY utilities within the project limits.

I. UTILITY DESIGN

The CONSULTANT shall prepare contract plans for the temporary relocation and permanent replacement of the CITY-owned potable water and wastewater utilities within the project limits. The utility plan sheets shall be in accordance with all applicable CITY manuals, guidelines, standards, handbooks, procedures, and current design memoranda, along with any special instructions given by the CITY's project manager.

1. Utility Design for Water and Sanitary Sewer Services

The CONSULTANT shall prepare utility plan sheets, traffic control plan sheets, utility adjustment sheets, notes, and details. The plans shall include the following sheets necessary to convey the intent and scope of the project for the purposes of construction.

- a) CITY MEETINGS – CONSULTANT shall attend bi-weekly meetings to discuss project progress, addressing any issues, and ensuring alignment between the design team, and other stakeholders are resolved.
- b) CITY SPECIFICATIONS - This task includes the time for assembling the Specifications Package. Hours for Technical Special Provisions and/or Modified Special Provisions are included in each Activity.
- c) POST DESIGN SERVICES – Support services during construction shall include:
 - SHOP DRAWING REVIEWS: Reviewing detailed drawings from contractors to ensure they align with the design intent and specifications. This includes checking dimensions, materials, and construction methods.
 - CONSTRUCTION MEETING ATTENDANCE: Participating in regular construction meetings to discuss progress, address issues, and ensure alignment between the design team, contractors, and other stakeholders.
 - REQUEST FOR INFORMATION: CONSULTANT will support the CITY in answering all RFIs for clarification of design features to support the

construction documents as well as ensure all work is performed in accordance to the plans and specifications.

- Construction Engineering and Inspection (CEI) services are not included in the scope of services.

d) ANALYSIS

- MASTER DESIGN FILE MAINTENANCE: Includes efforts required for initial setup of the horizontal/vertical master design files and maintenance of the design files for both water and sanitary sewer throughout the life of the design.
- HORIZONTAL AND VERTICAL MASTER DESIGN FILES: All efforts required for establishing master design files for the horizontal and vertical geometry, associated with the water and sanitary sewer design including temporary designs. This includes all work to create elements showing the alignment for both horizontal and vertical geometries in plan and profile portion of plan sheets.
- TEMPORARY TRAFFIC CONTROL ANALYSIS AND MASTER FILES: Includes all work necessary to develop a TTCP concept, in unison with the bridge construction phasing and drainage design features. This also includes master TTCP files showing each phase of the water and sanitary sewer installations.
- ROADWAY AND TTCP QUANTITIES: Includes all work required to determine and validate utility design pay items and quantities. Includes creating the Excel summary tables for plans production.
- COST ESTIMATE: Includes all work required to determine Engineer base Estimate.
- TECHNICAL AND MODIFIED SPECIAL PROVISIONS: Scope and Fee assumes minor modifications to already established existing TSPs and/or MSPs.
- OTHER TASKS: Includes all efforts for a utility design effort associated with coordination with the DEP and any potential permits.
- QUALITY ASSURANCE / QUALITY CONTROL: Includes producing and implementation of QA/QC plan. Also includes Sub-consultant review, response to comments, resolution meetings if required, and assembly of plans for review submittals.
- SUPERVISION: Includes all effort required to supervise all technical design analysis.
- FIELD REVIEWS: Includes travel time for trips to the field to obtain data necessary for design.
- COORDINATION: Includes all efforts to coordinate internally with survey, geotechnical, drainage, structures, lighting, roadway, utilities, permits, schedules, and specifications.

- e) UTILITY PLANS: The CONSULTANT shall prepare utility plan sheets, traffic control plan sheets, utility adjustment sheets, notes, and details. The plans shall include the following sheets necessary to convey the intent and scope of the project for the purposes of construction.

The Utilities Plans shall include:

- A. Key Sheet

- B. Signature Sheet
- C. Typical Section
- D. Typical Section Details
- E. Model Management
- F. Project Control
- G. General Notes
- H. Utility Plan Sheets (1" = 40')
- I. Utility Profile Sheets (1" = 40')
- J. Temporary Traffic Control Plans
- K. Summary of Verified Utilities
- L. Utility Adjustments
- M. Utility Cross Sections (will provide as separate PDF)

2. Structural Design for Water and Sanitary Sewer Services

The CONSULTANT shall provide structural plan sheets and design calculations for utilities mounted to the existing bridge for phased construction and permanent utilities mounted to the proposed bridge. The plans shall include the following sheets necessary to convey the intent and scope of the project for the purposes of construction.

The Structures Plans shall include:

- A. General Notes
- B. Phased Construction Utility Connection Details
- C. Permanent Utility Connection Details
- D. Miscellaneous Utility Details

II. PAY ITEMS AND PRELIMINARY QUANTITIES

Pay items and preliminary quantities shall be loaded in TRNS*port prior to the Phase IIR submittal and updated at each submittal. Beginning with the PH IIR submittal, the CONSULTANT will develop the Estimated Quantities (EQ) Report and other appropriate documentation that support the quantities shown in the report.

III. CONTRACT COORDINATION

The CONSULTANT shall assist the CITY in preparing a Utility Work by Highway Contractor Agreement (UWHCA) and follow the UWHCA Schedule of Events. The CONSULTANT will attend bi-weekly meetings, up to 8 virtual meetings and 1 in-person meeting with the CITY or permitting agencies as required.

IV. PERMITS

The CONSULTANT will include the work to be performed for the UWHCA with the bridge replacement permits.

V. CONTRACT SPECIFICATIONS

The CONSULTANT shall provide a complete specifications package for the CITY-owned potable water and wastewater utilities which includes any applicable Technical Special Specifications (TSP) and/or Modified Special Provisions (MSP).

VI. DIGITAL/ELECTRONIC DELIVERY

Complete plans and specifications shall be submitted before the Production Date. The submittal is to consist of a Record Set and a Bid Set in electronic format, per the FDOT's digital/electronic delivery guidelines.

VII. SCHEDULE

A detailed UWHCA Schedule of Events shall be provided within two weeks of notice to proceed by the CITY. The CONSULTANT will coordinate any needed schedule changes with the COUNTY and FDOT.

VIII. COMPENSATION

To complete the services in this work authorization, compensation to be paid to the CONSULTANT shall be a lump sum fee of **\$161,351.34** for labor and expenses.