

CONSULTING SERVICE AUTHORIZATION

CITY OF MARCO ISLAND

AND

ATKINS NORTH AMERICA, INC.

JULY 18, 2019

SERVICE AUTHORIZATION NO. 19-012 FOR CONSULTING SERVICES

CITY CAPITAL PROJECT ACCOUNT CODE: _____

This SERVICE AUTHORIZATION, when executed, shall be incorporated in and shall become an integral part of the AGREEMENT between the AUTHORITY and the CONSULTANT dated: July 15, 2019.

Title: SAN MARCO PATHWAY – SURVEY PROPOSAL

Atkins intends to engage the following sub-consultant to assist the Consultant in providing and performing the services, tasks, or work required under this Supplemental Task Authorization Agreement.

E.F.Gaines Surveying Services, Inc.

I. DESCRIPTION:

Located at Marco Island, Collier County, Florida, the project limits are San Marco Road from approximately 400 feet easterly of Vintage Bay Drive to existing share use pathway on Goodland Road, approximately 1.37 miles. The topographic mapping is limited to the existing unpaved portion of the southerly Right of Way of San Marco Road.

The proposed improvements will consist of an 8 or 10-foot-wide concrete shared use pathway.

II. SCOPE OF SERVICES:

Prepare a Topographic Survey of the above Survey Project Area consisting of the following tasks:

1. Perform field recovery of horizontal and vertical survey control as required to meet the project objective.
2. Research and field recover Right of Way information.
3. Locate above ground and visible improvements within the Survey Project Area such as edge of pavement, sidewalks, signs, utility fixtures, light poles, utility poles, fences, walls, edge of landscape areas.

4. Obtain elevations at a maximum interval of 100' along with additional elevations as needed to accurately reflect changes in the terrain and create a Digital Terrain Model (DTM).

5. Set up to six project control points for use during the construction phase of the project. The horizontal control will be based the Florida State Plane Coordinate System, Florida East Zone, North American Datum of 1983 (2011). Elevations will be based on the North American Vertical Datum of 1988.

DELIVERABLES: Signed and sealed copies of the Topographic Survey along with an AutoCAD drawing file (Civil 3D version 2018), DTM and an ASCII Point File.

III. BUDGET AND BASIS OF COMPENSATION:

Our fee to perform the services as enumerated above, subject to the qualifications set forth herein, shall be a lump sum amount of \$17,913.

IV. DESIGNATED CONSULTANT PROJECT MANAGER: David W. Dowling, PE

This SERVICE AUTHORIZATION is approved contingent upon the OWNER'S continued satisfaction with the services rendered in previously issued SERVICE AUTHORIZATIONS. If the OWNER'S, in its sole discretion, is unsatisfied with the services provided in this or previously issued SERVICE AUTHORIZATIONS, the OWNER'S, may terminate this SERVICE AUTHORIZATION, in accordance with the terms of the AGREEMENT without incurring any further liability.

The CONSULTANT may not commence work on this or any SERVICE AUTHORIZATION approved by the OWNER to be included as part of the AGREEMENT without a formal notice-to-proceed from the OWNER.

Approved by:

CITY OF MARCO ISLAND:

CONSULTANT: ATKINS NORTH
AMERICA, INC

City Manager

David W. Dowling

Date: _____

Date: *7-18-2019*

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Title: SAN MARCO PATHWAY – ENGINEERING PROPOSAL

I. DESCRIPTION:

Located at Marco Island, Collier County, Florida, the project limits are San Marco Road from approximately 400 feet easterly of Vintage Bay Drive to existing share use pathway on Goodland Road, approximately 1.37 miles. The topographic mapping is limited to the existing unpaved portion of the southerly Right of Way of San Marco Road.

The proposed improvements will consist of an 8 or 10-foot-wide concrete shared use pathway.

II. SCOPE OF SERVICES:

The scope of engineering services includes the design of a 8 or 10 foot wide concrete shared use pathway that meets ADA compliance and the latest edition of the FDOT Greenbook standards to develop plans and specifications to be incorporated into the City's bidding documents for this project.

The share use path will be constructed along the south side of San Marco Road. There are two large culvert locations with the project limits that will not affect the project construction. There will be a Request for ERP permit Exemption for the project. It is assumed that there are no environmental issues and that the City will provide environmental clearance documentation. The proposed improvements will avoid and minimize impacts where possible to above ground utilities.

The scope of services includes construction phase services excluding CEI and material testing.

TASKS

Pursuant to the General Scope of the Basic Services stated hereinabove, the Consultant shall perform all services and/or work necessary to complete the following tasks.

TASK 1.00 – PROJECT MANAGEMENT AND PATHWAY PLANS

The Consultant shall:

1. Prepare geometric plans for the proposed pathway improvements (horizontal layout).
2. Prepare grading plans that maintains existing drainage.
3. Prepare all required cross-sections and construction details.
4. Prepare quantity sheets for cost estimation and bidding purposes.
5. Prepare plans that correct existing driveways to be in conformance with ADA criteria as necessary.
6. Prepare plans that provide regrading of driveways as necessary.
7. Analyze and design signing and pavement markings for crosswalk locations.
8. Submit plans for review at 30% / Concept (to the City), 60%, 90% and 100% levels of completion (to the City and FDOT) and respond to comments. One hard copy and one PDF file will be provided for review at each milestone.
9. Provide the engineer construction cost estimate utilizing historical bids to establish unit prices for the project.
10. Submit signed and seal Contract Plans along with a bid schedule.
11. Coordinate and attend meetings with City of Marco Island staff, FDOT staff and Agency staff as required.
12. Provide supervision and coordination between disciplines.
13. Provide contract maintenance for complete setup and maintenance of files, developing monthly progress reports, schedule updates, work effort to develop and execute consultant agreements, etc.

TASK 2.00 – UTILITY COORDINATION

The Consultant shall:

1. Contact all utility companies within the project limits.
2. Reflect location of existing utilities within the project limits.
3. Identify needs to relocate, modify, and/or leave in place.
4. To the extent possible, avoid utility conflicts.
5. Coordinate with utility companies regarding their respective relocation plans.

TASK 3.00 – PERMITS

The Consultant shall:

1. Preparation of SFWMD exemption validations.
2. Apply for SFWMD permit exemption.

All permit fees will be provided by the City.

TASK 4.00 – ADVISORY SERVICES DURING BIDDING

The Consultant shall:

1. Attend the pre-bid meeting.
2. Respond to bidder inquiries through the City.
3. Provide necessary plans revisions (if necessary).
4. Assist in preparing addendums.
5. Review bid tabs and provide recommendation.

TASK 5.00 – POST-DESIGN SERVICES

The Consultant shall:

1. Attend the pre-construction meeting.
2. Review and respond to all contractor RFIs.

3. Coordinate with Marco Island staff, Marco Island utility staff, Utility Agency Owners, FDOT staff and Contractor.
4. Conduct field reviews as necessary (up to 4 visits included).

III. BUDGET AND BASIS OF COMPENSATION:

a. Task 1.00	\$ 70,760.10 LS
b. Task 2.00	\$ 5,022.40 LS
c. Task 3.00	\$ 7,359.12 LS
d. Task 4.00	\$ 4,025.60 LS
e. Task 5.00	\$ 7,621.08 LS

Total:	\$ 94,788.30 LS

IV. SCHEDULED COMPLETION DATES:

a. Data Collection	August 31, 2019
b. 30% Submittal	August 31, 2019
c. 60% Submittal	October 1, 2019
d. 90% Submittal	February 1, 2020
e. 100% Submittal	April 1, 2020
f. Bidding Phase	TBD
g. Post Design Phase	TBD

Assumes a 2 week review period by the City for the Concept and a 4 week review period by the City and FDOT per the subsequent submittals.

V. DESIGNATED CONSULTANT PROJECT MANAGER: David W. Dowling, PE

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Approved by:

CITY OF MARCO ISLAND:

CONSULTANT: ATKINS NORTH
AMERICA, INC

City Manager



Date: _____

Date: 7-18-2019