

April 11, 2019

Mr. Scott Evans
City of Riviera Beach CRA
2001 Broadway Suite 300
Riviera Beach, FL 33403

**Subject: US1 Undergrounding Utility and Easement Coordination
CMA Proposal No. P18.265**

Dear Mr. Evans:

Chen Moore and Associates (CMA) are pleased to submit this Scope of Services to provide civil engineering for the US1 Undergrounding Utility and Easement Coordination in the City of Riviera Beach. The project site is located on US1 from West 11th Street to Blue Heron Boulevard. The work under this proposal will be performed in accordance with the general contract between CMA and the City of Riviera Beach.

BACKGROUND

Chen Moore and Associates was asked by the City of Riviera Beach Community Redevelopment Association to coordinate the conversion of existing overhead utilities to underground on approximately 5000 Linear Feet of roadway on Broadway (US1) from 12th Street to Blue Heron Blvd. Throughout this project, the location of proposed easements was finalized and coordinated with Florida Power and Light (FPL) for their undergrounding design. The CRA has requested that CMA provide additional services related to the easement coordination and coordination with FPL and AT&T for the revised design and project implementation. This scope of services is a request to continue the utility coordination for both projects through completion.

The "Client" is the City of Riviera Beach CRA (CRA)
The "Consultant" is Chen Moore and Associates (CMA)
The Electrical Engineer is Smith Engineering (Smith)
The Surveyor is Avirom

The expected staff from CMA that will be assigned to this proposal are:
Suzanne Dombrowski, P.E., ENV SP – Project Manager
Jose Acosta, P.E. – Principal
Mike Albert, P.E. – Senior Engineer

SCOPE OF SERVICES

The scope of services our firm shall provide are as follows:

TASK 1 – UTILITY UNDERGROUNDING COORDINATION - Consultant shall perform the following:

- Coordination with Utility Owners (FPL, Comcast, AT&T)
- Coordination with FDOT, City, CRA, Residents and Business Owners within the project area

- Developing cost estimates for restoration at directional drill bore pits and landscape around the new utility equipment.
- Developing comprehensive project budget to include the utility provider quote for installation of their facilities.
- Easement coordination: CMA will coordinate with property owners regarding easement location. When easements are executed, CMA will submit to Palm Beach County for recording.
- Assist Utility Agencies with Permitting
- Bidding Coordination with restoration contractor
- CMA will utilize KCK Consulting as a subconsultant for senior FPL coordination assistance.

Detail design of the individual utility features will be done by the responsible utilities.

TASK 2 – ELECTRICAL CONNECTION DESIGN FOR US1

As part of the US1 Undergrounding Project, CMA will design the electrical connection from the FPL service point within the previously designated easement to the private property. There are a total of 10 service locations to be included with this design (15 easements, 5 of which are vacant properties as shown in Exhibit A).

2.1 Survey: ENGINEER shall coordinate with a licensed surveyor in order obtain the required topographic data within the project limits. Licensed surveyor shall establish a control traverse and bench marks (North American Vertical Datum of 1988) at sufficient intervals to support the topographic survey to be utilized on the design plans. Locate all above ground features within the right-of-way of the existing roads according to the following schedule, including pavement, paved swales, sidewalks, fences, light poles, handrails, storm manholes, catch basins, electric boxes, handholes, curbs, valve boxes, sanitary sewer manholes, driveway types, edges and corners, trees, overhanging trees in the right-of-way, meter boxes, centerline and crown of the roads, irrigation systems, fire hydrants and valves, overhead utilities. Locate underground features of sanitary manholes, storm manholes, and catch basins. This will not constitute a boundary or right-of-way survey as defined in the Minimum Technical Standards for Land Surveying and Mapping. Ownership and title searches are not included. Easements will be based on information obtained from record plats.

2.2 Electrical Design: ENGINEER will contract with a reputable electrical engineer to design the connection from the FPL service point to the private property for ten (10) sites along US1.

2.3 Site Plan: ENGINEER will develop site plan and landscape architecture design for each easement location as required for building department permitting.

2.4 Permit Coordination: ENGINEER will review plans with the Riviera Beach Building Department. Comments from the Building Department will be incorporated into the plans.

2.5 Cost Estimate: ENGINEER will prepare cost estimate for each site to include the electrical connection and restoration.

TASK 3 – BIDDING ASSISTANCE – Consultant shall perform the following:

- Respond to inquiries and Requests for Information through the CRA, review contractor bid proposals and attend one contractor selection meeting

TASK 4 – CONSTRUCTION ADMINISTRATION – Consultant shall perform the following:

4.1 Construction Observation – Consultant shall provide general observation of the work and confirmation that the design intent is met in the field. Field reports will be issued to the Client for field visits performed during the period of construction on private property. We have estimated a total of two (2) visits for the site visits per 15 locations prior to substantial completion, one (1) hour per visit. After the budgeted visits have been used, additional visits shall be provided upon written Client authorization and invoiced on an hourly basis.

4.2 Construction Closeout – Consultant shall prepare a statement of work completion, review “as-built” drawing submittals and perform walk throughs to verify work completion. This task shall include one (1) walk through per site for substantial completion and one (1) walk through per site for final completion, for a total of 30 site visits.

ASSUMPTIONS

- Utilities on US1 are responsible for obtaining the FDOT permit and complying with the conditions.
- FDOT will perform final inspections on US1 and determine if the work satisfies the permit conditions.
- CMA will provide bidding assistance relating to the landscape and restoration work.
- This proposal does not include services for undergrounding north of Blue Heron Boulevard.
- CRA will provide assistance related to coordination with major property owners (Viking, Rybovich).
- Level 3 and Fibernet utility relocations are complete and coordination with these utilities is not anticipated.
- Electrical design will only be included for easements of occupied properties.
- Survey and site plans will only incorporate areas of the property required to accurately depict and permit the electrical connections.
- ENGINEER will coordinate with the building department for plan review; actual building permit will be obtained by Contractor.
- It is assumed that on-site irrigation can be utilized for landscape. Tapping of water mains within the streets, and associated roadway restoration, is not included.
- FDOT permit and plans for utility restoration are not included at this time.

DELIVERABLES

Chen Moore and Associates will provide the following:

- Monthly progress reports to CRA
- Cost Estimates for construction
- Final plans provided by utility owner
- Cost estimate for electrical connections
- Plans for Building Department coordination
- Construction inspection reports

SCHEDULE OF SERVICES

The tasks will dependent on the schedule of the utility owners on US1 and approval of easements by property owners.

ENGINEERING FEES

The fees for the above tasks are as follows:

TASK	FEE
TASK 1 – US1 UNDERGROUNDING EASEMENT COORDINATION	\$40,280
TASK 2 – ELECTRICAL CONNECTION DESIGN FOR US1	\$36,665
TASK 3 – BIDDING ASSISTANCE	\$1,290
TASK 4 – CONSTRUCTION ADMINISTRATION	\$19,805
TOTAL	\$98,040

Tasks will be billed as a lump sum based on the percent complete.

See Exhibit B for a breakdown of fees.

Should you have any questions, please do not hesitate to contact me at my office at (561) 746-6900 x 1035, my cell phone at (954) 650-7996 or send me an electronic message at sdombrowski@chenmoore.com.

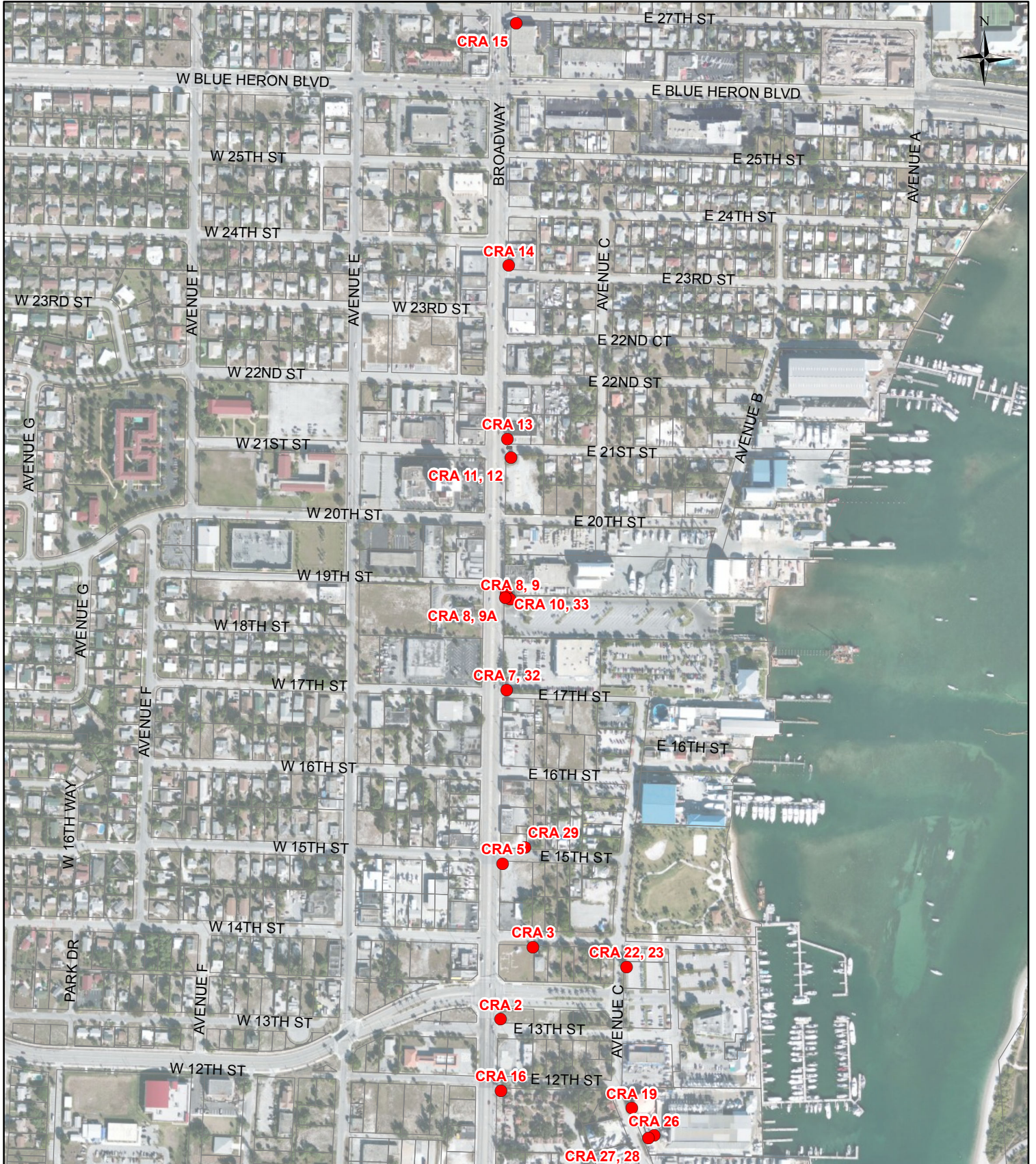
Respectfully submitted,



CHEN MOORE AND ASSOCIATES
Suzanne Dombrowski, P.E., ENV SP
Senior Engineer & West Palm Beach Office Manager

US1 Utility Underground Project City / CRA Proposed Easements EXHIBIT A

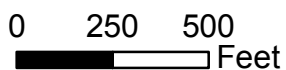
9/6/2018



Legend

EasementPts

- EasementPts
- Parcel Line



**City of Riviera Beach CRA
US1 Undergrounding Utility and Easement Coordination - Fee Proposal**

Chen Moore and Associates Proposal #

P18.265

	Subconsultant	Professional Staffing							Total
		Costs	CAD		Construction Specialist	Project Engineer / Landscape Architect		Senior Engineer / Landscape Architect	
			Clerical	Technician		Manager	Principal		
Hourly Rate		\$60.00	\$85.00	\$100.00	\$115.00	\$140.00	\$185.00	\$240.00	
TASK 1 – US1 UNDERGROUNDING EASEMENT COORDINATION	\$10,000					160	40	2	\$40,280
TASK 2 – ELECTRICAL CONNECTION DESIGN FOR US1									
2.1 Survey	\$10,350				8		2		\$11,640
2.2 Electrical Design	\$7,000				8		2		\$8,290
2.3 Site Plan			60		30		8		\$10,030
2.4 Permit Coordination					24		8		\$4,240
2.5 Cost Estimate					15		4		\$2,465
TASK 2 TOTAL									\$36,665
TASK 3 – BIDDING ASSISTANCE					8		2		\$1,290
TASK 4 – CONSTRUCTION ADMINISTRATION									
4.1 Construction Observation				90	45		8		\$15,655
4.2 Construction Closeout				15	15		5		\$4,150
TASK 4 TOTAL									\$19,805
TOTAL FEES									\$98,040
SUMMARY		FEE							
TASK 1 – US1 UNDERGROUNDING EASEMENT COORDINATION									\$40,280
TASK 2 – ELECTRICAL CONNECTION DESIGN FOR US1									\$36,665
TASK 3 – BIDDING ASSISTANCE									\$1,290
TASK 4 – CONSTRUCTION ADMINISTRATION									\$19,805
TOTAL									\$98,040