

**(TO) TASK ORDER AMENDMENT TO CSC AGREEMENT  
(PROFESSIONAL CCNA SERVICES)**

**THIS TASK ORDER AMENDMENT** (the "Amendment") to the (CSC) Continuing Services Contract for Professional CCNA Services is made and entered into effective the 22<sup>nd</sup> day of June 2015, by and between the **CITY OF NAPLES**, a Florida Municipal Corporation (the "City"), and **Q. GRADY MINOR & ASSOCIATES, P.A.**, a Florida Profit Corporation (the Consultant").

**WHEREAS**, the City and the Consultant entered into that certain Agreement to furnish CCNA Services, on **March 26, 2015** (the "Original Agreement") (Reference Original **RFQ 14-054** and Original Clerk Tracking No. **15-00043**. **This Task Order Amendment is** for services associated with **Orchid Run Water Main Extension services: Task Order No. 15-01-20-34-15L02: Orchid Run Water Main Extension** ('Project'); and

**WHEREAS**, the parties desire to amend the Original Agreement by this Task Order Amendment so that the Consultant will provide said services pursuant to the terms and conditions contained in the Original Agreement and Amendment herein.

**NOW, THEREFORE**, for good and valuable consideration, the receipt of which is hereby acknowledged, and in consideration of the mutual covenants, promises and conditions herein set forth, it is hereby acknowledged and agreed as follows:

1. The above recitals are true and correct and are incorporated herein by this Reference.
2. "Article Three, Time" is amended to state that this Project Task Order Amendment will be performed and completed within 180-days from the issuance of a Notice-to-Proceed and with a 30-day Project close-out time frame. Project: **Orchid Run Water Main Extension**:
3. "Article Four, Compensation" is amended to reflect an increase to the Consultant for this Task Order Amendment in the amount of **\$29,990.00** for the Project as indicated in **Attachment A-1 Scope of Services and Basis of Compensation**, attached and made a part of this Amendment.
4. All other terms, provisions and conditions of the Original Agreement, except as expressly amended and modified by this Amendment, shall remain in full force and effect.
5. This Amendment may be executed in any number of counterparts, each of which shall be deemed to be an original as against any part whose signature appears thereon and all of which shall together constitute one and the same instrument.

**IN WITNESS WHEREOF**, the City and the Consultant have caused this Task Order Amendment to be duly executed by their duly authorized officers, all as of the day and year first above written.

**ATTEST:**

By: Patricia L. Rambosk  
Patricia L. Rambosk, City Clerk

**CITY:**

**CITY OF NAPLES, FLORIDA**

By: A. William Moss  
A. William Moss, City Manager

Approved as to form and legal sufficiency:

By: Robert D. Pritt  
Robert D. Pritt, City Attorney

**CONSULTANT:**

**Q. Grady Minor & Associates, P.A.**  
3800 Via Del Rey  
Bonita Springs, Florida 34134  
Att: **Mark W. Minor**, President

By: \_\_\_\_\_  
(Signature)

Printed Name: Mark W. Minor

Title: President

FEI/EIN Number: On File  
A Florida Profit Corporation (FL)

Justin Frederiksen  
Witness (Signature)

Printed Name: JUSTIN FREDERIKSEN



Civil Engineers • Land Surveyors • Planners • Landscape Architects

June 1, 2015

Ms. Allyson Holland, P.E.  
Deputy Utilities Director  
City of Naples  
380 Riverside Circle  
Naples, FL 34102

**RE: Proposal for Professional Services  
Orchid Run Water Main Extension**

Dear Ms. Holland:

Q. Grady Minor & Associates, P.A. (GradyMinor) is pleased to provide the City of Naples (City) this proposal for the preliminary engineering, design, and permitting services for the extension of a water main from the Orchid Run Apartment to the industrial park to the south. As understood, a 12-inch water main was recently installed to serve the Orchid Run Apartments from an existing City water main near the intersection of Golden Gate Boulevard and Livingston Road. The water main is within an existing Florida Power & Light (FPL) easement and dead ends at the South Florida Water Management District's (SFWMD) Golden Gate Canal. The City desires to extend the dead end water main to the south, under the Golden Gate Canal, to an existing 8-inch water main at the intersection of Mercantile Avenue and Commercial Boulevard, within the Naples Industrial Park. The extension of this water main will eliminate a dead end water main and improve looping within the City's water system.

We propose the following Scope of Services:

**Task No. 1 – Preliminary Engineering**

Preliminary Engineering will include:

- Meeting with City staff to review the proposed project and project requirements. This will include, but not be limited to location and condition of the City's existing utilities within the ROW.
- Obtaining copies of various plats and Record Drawings for the water systems.
- Coordination with FPL, SFWMD, Collier County and the property owner(s) that will be affected by the water main installation within the Naples Industrial park.
- Assisting the City in obtaining right-of-entry on any private property necessary for surveying purposes (Task No. 2).
- Based upon the Engineering Survey (Task No. 2), the review of the existing utilities within the ROW, and the preliminary engineering work, we will prepare the 30% plans. These plans will show the existing conditions, existing water main systems and the proposed water system improvements (plan and profile). The 30% plans will be submitted to the various

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public and private utility providers, Collier County Stormwater/Transportation and Right-of-Way (ROW), and FPL for review and location of existing facilities.

- GradyMinor will submit electronic copies of the plans to the City (with hard copies if desired) along with a Preliminary Opinion of Probable Project Cost.
- Following the City's review, we will conduct a 30% plan review meeting to discuss the plans and receive comments.

#### **Task No. 2 – Engineering Survey**

GradyMinor proposes to conduct an Engineering Survey of the proposed project area. The survey will include:

- Surveying of the existing water main (flushing device and bacteriological sample point) at the end of the recently installed 12-inch water main and all above grade features within +/- 15 feet of the end of the water main.
- Three (3) cross sections of the Golden Gate Canal, one along the proposed pipeline route and two on either side of the proposed pipeline.
- Surveying south of the Golden Gate Canal along the proposed pipeline route including culverts and storm structures (with size, material and invert depths), sanitary sewer structures (invert depths), visible above ground utility features, and topographic data within +/- 15 feet either of the proposed pipeline route.
- Setting control and benchmarks to be utilized during the construction of the improvements.
- The vertical datum shall be National Geodetic Vertical Datum (NGVD).

#### **Task No. 3 – Easement Sketch & Description**

Following Preliminary Engineering (Task No. 1) and Engineering Survey (Task No. 2) an easement legal description and sketch will be prepared for the portion of the proposed water service piping not within an existing easement or ROW. This proposal includes two legal descriptions and sketches.

#### **Task No. 4 – 90% Plans**

- Based upon comments received at the Design Review meeting, by public and private utility providers, and by the Collier County Stormwater/Transportation and Right-of-Way Departments, GradyMinor will prepare the 90% plans. These plans will finalize the proposed water system improvements (plan and profile).
- The 90% plans will be submitted to the various public and private utility providers, Collier County Stormwater/Transportation and Right-of-Way for review and confirmation of their facilities.
- GradyMinor will submit electronic copies of the plans to the City (with hard copies if desired) along with a Preliminary Opinion of Probable Project Cost.
- Following the City's review, we will conduct a 90% plan review meeting to discuss the plans and receive comments.

#### **Task No. 5 – Permitting**

At the 90% design stage GradyMinor will begin the permitting process. A Florida Department of Environmental Protection (FDEP) permit, a SFWMD permit, and a Collier County ROW permit will be required for this project. Permitting services will include:

- Preparing the required permit application and supporting documentation.

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- Submitting the applications and fees to the appropriate regulatory agencies. The fees will be provided by the City.
- Responding to requests for additional information.

#### **Task No. 6 – Final Plans**

Upon receipt of any 90% review and permitting comments, finalize the plans for bidding/quoting and subsequent construction.

- The City's Standard Bidding and Construction documents and Technical Specifications will be utilized for this project.
- Provide Supplemental Technical Specifications, as required and prepare a Bid form with quantities.
- Provide electronic copies to the City for bidding/quoting.
- Prepare a Preliminary Opinion of Probable Project Cost based on the final design.

We propose to complete these tasks within 180 days from the issuance of a notice-to-proceed from the City; in accordance the following cost schedule.

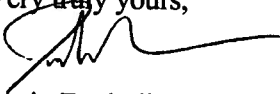
<b>Task</b>	<b>Description</b>	<b>Fee</b>	<b>Fee Type</b>
1.	Preliminary Engineering	\$10,910.00	Lump Sum
2.	Engineering Survey	\$ 3,500.00	Lump Sum
3.	Easement Sketch & Description	\$ 750.00	Lump Sum
4.	90% Plans	\$ 7,310.00	Lump Sum
5.	Permitting	\$ 3,690.00	Lump Sum
6.	Final Plans	\$ 3,580.00	Lump Sum
7.	Reimbursable	\$ 250.00	Actual
	<b>TOTAL</b>	<b>\$29,990.00</b>	

This Proposal only includes those items specifically identified above and does not include any environmental assessments, boundary surveys, geotechnical investigations, quoting assistance, or permitting fees.

This Proposal is subject to the Standard Provisions of the City of Naples Continuing Service Contract Professional (RFQ 14-054). Any services requested beyond the scope of this Proposal will be performed for a fee negotiated when the scope of additional services is known or at the approved the City of Naples Continuing Service Contract Professional (RFQ 14-054) hourly rate schedule. Invoices will be issued monthly, payable per the applicable City of Naples Purchasing Policy.

Any government imposed sales taxes or fees shall be added to our fees for services under this Proposal.

Very truly yours,



Justin Frederiksen, P.E.  
Director of Municipal Engineering



**GradyMinor Proposal for Professional Engineering Services**

June 1, 2015

**ORCHID RUN WATER MAIN EXTENSION  
 CITY OF NAPLES UTILITIES**

Refer to Q. Grady Minor and Associates, P.A. proposal and scope of services dated: June 1, 2015

Task	Activity Description	Project Manager \$145	Senior Inspector \$85	Senior Designer \$95	Clerical \$60	Total Hours	Survey	TOTAL COST
<b>TASK 1 -PRELIMINARY ENGINEERING</b>								
1	Communication/Meetings	10			2	12		\$1,570
2	Utility\ROW Coordination	10			2	12		\$1,570
3	Data Gathering	6			2	8		\$990
4	30% Design Plans	20	4	36	2	62		\$6,780
<b>Subtotal Task 1:</b>								<b>\$10,910</b>
<b>TASK 2 - ENGINEERING SURVEY</b>								
1	Field Survey & Plan Development					0	\$3,500	\$3,500
<b>Subtotal Task 2:</b>								<b>\$3,500</b>
<b>TASK 3 - EASEMENT SKETCH &amp; DESCRIPTION</b>								
1	Sketch & Dscription (2)					0	\$750	\$750
<b>Subtotal Task 4:</b>								<b>\$750</b>
<b>TASK 4 - 90% PLANS</b>								
1	Communication/Meetings	8			2	10		\$1,280
2	Utility\ROW Coordination	8				8		\$1,160
3	Data Gathering	4				4		\$580
4	90% Design Plans	12	4	22	2	40		\$4,290
<b>Subtotal Task 5:</b>								<b>\$7,310</b>
<b>TASK 5 -PERMITTING</b>								
1	FDEP	4		2	2	8		\$890
2	SFWMD	8		6	3	17		\$1,910
3	Collier County ROW	4		2	2	8		\$890
<b>Subtotal Task 5:</b>								<b>\$3,690</b>
<b>TASK 6 - FINAL PLANS</b>								
1	Communication/Meetings	4			2	6		\$700
2	Utility\ROW Coordination	4				4		\$580
3	Final Design Plans	6	2	12	2	22		\$2,300
<b>Subtotal Task 6:</b>								<b>\$3,580</b>
<b>TASK 7 - REIMBURSABLES</b>								
1	Reproduction, shipping and misc costs							\$250
<b>Subtotal Task 6:</b>								<b>\$250</b>
<b>Total Tasks 1 through 7 - Time and Expense Budget:</b>								<b>\$29,990</b>

Notes:

- 1 Proposal is based on City Purchasing adding the general conditions and front end documents.
- 2 This proposal excludes geotechnical investigations.
- 3 This proposal excludes environmental assessment services.
- 4 This proposal does not include permitting fees
- 5 This proposal does not include bidding or quoting assistance