

**(TO) TASK ORDER AMENDMENT TO CSC AGREEMENT  
(PROFESSIONAL CCNA SERVICES)  
Clerk Tracking No. 15-00177**

**THIS TASK ORDER AMENDMENT** (the "Amendment") to the (CSC) Continuing Services Contract for Professional CCNA Services is made and entered into effective the 13<sup>th</sup> **day of October 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 **GSDN-Gulf Shore Boulevard North Drainage Improvements: Task Order No. 16-02-60-01-16V02:** ('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.

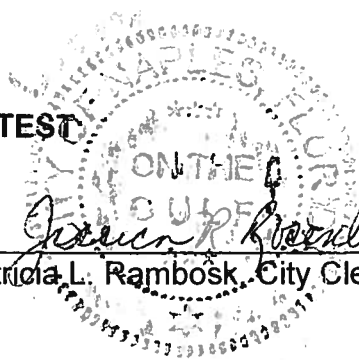
**NOW, THEREFORE**, for good and valuable consideration, the receipt of which is hereby acknowledged, and in consideration of the mutual covenants, promises and conditions herein set forth, it is hereby acknowledged and agreed as follows:

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 by April 30, 2016** from the issuance of a City Notice-to-Proceed and **with a 30-day Project Close-Out** time frame from completion date. Project: **GSDN-Gulf Shore Boulevard North Drainage Improvements.**
3. "Article Four, Compensation" is amended to reflect an increase to the Consultant for this Task Order Amendment in the amount of **\$29,720.00** 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

*Marie Starnes*  
Witness (Signature)

Printed Name: *MARIE STARNES*

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

Printed Name: *MARK MINOR*

Title: *President*

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



Civil Engineers • Land Surveyors • Planners • Landscape Architects

September 24, 2015

*Revised September 28, 2015*

Mr. Gregg Strakaluse, P.E.  
Streets & Stormwater Director  
City of Naples  
295 Riverside Circle  
Naples, FL 34102

**RE: Proposal for Professional Services  
Gulf Shore Boulevard North Drainage Improvements**

Dear Mr. Strakaluse:

Q. Grady Minor & Associates, P.A. (GradyMinor) is pleased to provide the City of Naples (City) this proposal for the preliminary engineering, hydraulic analysis, design, permitting, and bidding services for drainage improvements along Gulf Shore Boulevard North (GSBN) from Oleander Drive to South Golf Drive. Between Oleander Drive to South Golf Drive along GSBN there exists approximately 4,280 LF of storm sewer piping, of which approximately 1,150 LF is corrugated metal pipe, 1,680 LF is reinforced concrete pipe (RCP), 1,150 LF of PVC pipe, and 300 LF is asbestos cement (AC) pipe; 33 drainage inlets, and 3 outfalls. The purpose of this project is to repair/replace deficiencies in the stormwater system along GSBN from Oleander Drive to South Gulf Drive. The proposed improvements need to be under construction by spring of 2016 to get ahead of planned roadway resurfacing. The City has indicated that stormwater system (inlets and storm piping) within the project area needs to be sized to achieve the 5-year, 1-hour storm event or better.

It is anticipated that all the existing corrugated metal storm sewer piping will be replaced; a portion of the existing RCP, PVC, and AC storm sewer piping may be replaced based on condition and/or size; and a portion of the drainage inlets may be replaced based on condition and/or size. The City's Utilities Department proposed reclaimed improvements along GSBN will be considered during the design of the stormwater system improvements.

As understood, this project will be quoted through the City's library of pre-approved utility Contractors. Therefore, the plan set does not need to be the traditional complete plan set. The plan set will include existing conditions sheets, plan and profile sheets, specific notes, and any "unique" details. The title block for the plan set will define the project title, the Owner, the Engineer, etc.

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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.
- Obtaining copies of Record Drawings, GIS data, proposed reclaimed improvement plans, storm sewer piping televising data, and various plats for the affected utility systems.
- Following the review of the City provided Record Drawings and televising data of the storm sewer piping in the vicinity of the project, a field inspection of the stormwater system within the project area will be conducted with City staff. The inspection will identify deficiencies and/or items that require replacement based on visual inspections of the above grade components of the stormwater system and the City provided televising data.
- Following the field inspection, GradyMinor will meet with City staff to discuss the findings and to reach a mutual decision on which improvements are to be included in the design.
- Based upon City provided Record Drawings and GIS data, the Engineering Survey (Task No. 3), the review of the existing utilities within the project area, and City direction following the field inspection, we will prepare the 30% plans. These plans will be based on the hydraulic capacity improvements necessary to achieve the 5-year, 1-hour storm event and show the existing conditions; existing utilities, and the proposed improvements (plan view). The 30% plans will be submitted to the various public and private utility providers 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 – Hydraulic Capacity Analysis**

Hydraulic Capacity Analysis will include:

- Creating and analyzing a stormwater hydraulic model of the project area.
- GradyMinor will utilize *Bentley StormCAD* and the FDOT's Spread Calc Method to perform the hydraulic analysis.
- The hydraulic model will review the existing system capacity and improvements necessary to increase the hydraulic capacity to achieve at a minimum the 5-year, 1-hour storm event and what additional improvements will be necessary to achieve the 25-year, 1-hour storm event.
- The results and recommendations based on the hydraulic model will be provided in a letter memorandum to the City.

### **Task No. 3 – Engineering Survey**

A complete ROW to ROW survey is not proposed as part of this task. Two 8 hour field days for Engineering Survey have been included in this proposal to verify the City's Record Drawings, Design Drawings (recent survey data (in *AutoCAD* format) for the reclaimed water expansion

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project will be provided by the City), and GIS data and to ascertain additional field data as required. The Engineering Survey will include:

- Conducting an Engineering Survey of the project area to verify the City data provided and to ascertain any additional data required.
- As necessary, GradyMinor will identify edge of pavement, driveways, sidewalks, significant improvements, culverts and storm structures (with size, material and invert depths), sanitary sewer structures (invert depths), visible above ground utility features, and topographic data within the project area.
- The vertical datum shall be North American Vertical Datum (NAVD 88).

#### **Task No. 4 – 90% Plans**

- Based upon comments received at the Design Review meeting, by public and private utility providers, and by the City, GradyMinor will prepare the 90% plans. These plans will finalize the proposed improvements (plan and profile).
- 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. It is anticipated that a South Florida Water Management District (SFWMD) Minor Modification permit will be required for this project. Permitting services will include:

- Preparing the required permit applications and supporting documentations.
- Submitting the applications and fees to the appropriate regulatory agencies. The fees will be paid 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.
- Prepare an Opinion of Probable Project Cost based on the final design.

#### **Task No. 7 – Bidding**

Upon approval of the Final Plans, GradyMinor will prepare Contract Documents ready for bidding and distribution by the City.

- We will utilize the City of Naples Standard Bidding and Construction documents and Technical Specifications.

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- We will prepare and provide Supplemental Technical Specifications and we will prepare a Bid form with quantities. Electronic copies will be provided to the City for bidding.
- We will provide responses to bidder's questions.
- We will attend the Pre-Bid Conference.
- Upon receipt of the bids, we will review the three (3) lowest apparent low bidders and provide our recommendation of award for the proposed improvements.

The proposed improvements need to be under construction by spring of 2016. We propose to complete these tasks and provide Contract Documents ready for bidding 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	\$10,010	Lump Sum
2.	Hydraulic Capacity Analysis	\$2,910	Lump Sum
3	Engineering Survey	\$2,810	Time and Materials
4.	90% Plans	\$6,160	Lump Sum
5.	Permitting	\$1,670	Time and Materials
6.	Final Plans	\$3,800	Time and Materials
7.	Bidding	\$1,860	Time and Materials
8.	Reimbursable	\$500	Time and Materials
	<b>TOTAL</b>	<b>\$29,720</b>	

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

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.  
Vice President



**GradyMinor Proposal for Professional Engineering Services**

September 28, 2015

**GULF SHORE BOULEVARD NORTH DRAINAGE IMPROVEMENTS  
CITY OF NAPLES UTILITIES**

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

September 28, 2015

Task	Activity Description	Project Manager \$145	Engineer \$130	Senior Inspector \$85	Senior Designer \$95	Prof Surveyor \$135	Survey Crew 2 Man \$135	Clerical \$60	Total Hours	Sub Consultant	TOTAL COST
<b>TASK 1 - PRELIMINARY ENGINEERING</b>											
1	Communication/Meetings	6						2	8		\$990
2	Utility/ROW Coordination	4	8						12		\$1,620
3	Data Gathering	2	4	8					14		\$1,490
4	30% Design Plans	8	12	4	30				54		\$5,910
<b>Subtotal Task 1:</b>											<b>\$10,010</b>
<b>TASK 2 - HYDRAULIC CAPACITY ANALYSIS</b>											
1	Hydraulic Capacity Analysis	8	12		2				22		\$2,910
<b>Subtotal Task 2:</b>											<b>\$2,910</b>
<b>TASK 3 - ENGINEERING SURVEY</b>											
1	Field Survey & Plan Development				4	2	16		22		\$2,810
<b>Subtotal Task 3:</b>											<b>\$2,810</b>
<b>TASK 4 - 90% PLANS</b>											
1	Communication/Meetings	6						2	8		\$990
2	Utility/ROW Coordination	2	4						6		\$810
3	Data Gathering	2	2						4		\$550
4	90% Design Plans	6	10		16			2	34		\$3,810
<b>Subtotal Task 4:</b>											<b>\$6,160</b>
<b>TASK 5 - PERMITTING</b>											
1	Minor Mod SFWMD	4	6		2			2	14		\$1,670
<b>Subtotal Task 5:</b>											<b>\$1,670</b>
<b>TASK 6 - FINAL PLANS</b>											
1	Communication/Meetings	4							4		\$580
2	Utility/ROW Coordination		2						2		\$260
3	Final Design Plans	6	8	2	8			2	26		\$2,960
<b>Subtotal Task 6:</b>											<b>\$3,800</b>
<b>TASK 7 - BIDDING</b>											
1	Communication/Meetings	2							2		\$290
2	RAIs	2	6		4			2	14		\$1,570
<b>Subtotal Task 7:</b>											<b>\$1,860</b>
<b>TASK 8 - REIMBURSABLES</b>											
1	Reproduction, shipping and misc costs										\$500
<b>Subtotal Task 8:</b>											<b>\$500</b>

**Total Tasks 1 through 8 - Time and Expense Budget \$29,720**

**Notes:**

- 1 Proposal is based on City Purchasing adding the general conditions and front end documents.
- 2 This proposal excludes environmental assessment services.
- 3 This proposal does not include permitting fees.
- 4 This proposal does not include construction services.