



**AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN
CPH, INC.
AND
THE CITY OF DEBARY
FOR
RIVER CITY NATURE PARK IMPROVEMENTS
IN
CITY OF DEBARY, FLORIDA**

OCTOBER 17, 2016

BASIC SERVICES OF THE CONSULTANT

This Agreement is composed of Part I. Part I includes details of the services to be performed, timing of the services, and compensations. The engagement between the CITY OF DEBARY, herein after called the "CLIENT" or "CITY", and CPH, Inc., herein after called "CONSULTANT" or "CPH" and shall be governed by the Continuing Consulting Contract for General Engineering Services dated August 5, 2015.

PART I

A. PROJECT DESCRIPTION

The purpose of this Scope of Work is for the site planning and engineering for a pavilion and restroom facility to be located at the existing parking lot area of the park. The CONSULTANT agrees to perform professional engineering services in connection with the construction project as hereinafter stated.

The CONSULTANT will serve as the CLIENT's professional engineering representative in those phases of the project to which this Scope of Services applies, and will give consultation and advice to the CLIENT during the performance of these services.

1.0 Task 1 –Design Services

1.1 The CONSULTANT will perform a limited Topographic Survey as per Rule Chapter 5J-17 of the Florida Administrative Code in compliance with the standards of practice of surveying and mapping of the State of Florida of the area depicted in the Survey Exhibit. The survey will cover all areas of proposed construction as follows:



- Location of existing visible above ground improvements, trees (4" dbh and greater) & visible utilities within scope.
- Set one (1) on-site benchmarks for future use.



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- Reference benchmarks to state plane coordinate values.
- Signed and sealed Topographic Survey.

1.2 The CONSULTANT will coordinate with a geotechnical subconsultant on hand augers for the drainfield.

1.2 The CONSULTANT will coordinate with the pre-engineered restroom facility manufacture for incorporation to the bid documents.

1.3 The CONSULTANT will prepare Final Construction Plans (100% Complete) consisting of the following anticipated sheets:

Cover Sheet (1 sheet)
General Notes (1 sheet)
Site Plan and Details (1 sheet)
Electrical Site Plan and Detail (1 sheet)
Septic Drainfield Plan and Details (1 sheet)
Water Main Aerial Plan and Details (1 sheet)

1.4 The CONSULTANT will submit 100% Plans, Specifications, OPCC and Bid Schedule to the CLIENT. The submittal will consist of Construction Plans (three sets full size 22"x34" and three sets on 11"x17"); Technical Specifications (three copies - 8½"x11"); OPCC (three copies - 8½"x11"); and Bid Schedule (three copies - 8½"x11"). Additionally, one CD containing PDF and CADD files of the Construction Plans, Specifications, OPCC and Bid Schedule will be provided.

2.0 Task 2 – Utility Coordination

2.1 The CONSULTANT will evaluate the existing utilities, both buried and overhead for conflicts, separation issues, and construction impediments. The CONSULTANT will review the existing utilities with the proposed design plans to minimize utility impacts. The CONSULTANT will identify potential conflicts with the proposed design.

3.0 Task 3– Permitting Services

3.1 The CONSULTANT's Engineering Department will prepare permitting submittals for the following agencies and submit for plan approval:

City of DeBary Final Site Plan Application
Volusia County Health Department – Septic Drainfield Application

3.2 The CONSULTANT will coordinate the applications with the appropriate agencies for signature, submittal and review. For the purposes of this scope the CONSULTANT has included one resubmittal for responses to comments received by each agency. All fees associated with plan and permit approvals are the responsibility of the City.



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3.3 The CONSULTANT has reviewed the proposed project and anticipates that a SJRWMD modification and/or permit should not be required since the project is effectively meets the exemption requirements per FAC and should not require stormwater improvements. At this time no other permits are anticipated with the proposed construction.

4.0 Task 4 – Bidding Assistance

4.1 The CONSULTANT will assist the City in the bidding of the project. The CONSULTANT will attend a pre-bid meeting to be held at City Hall, answer RFI's during bidding, and review bids.

B. PAYMENT / TIME

1. Compensation paid to the CONSULTANT for services described herein and rendered by principals and employees assigned to the project are computed by multiplying the Standard Rates for each classification of employee directly engaged on the project, times the number of hours worked on the project.
2. The lump sum fees for the services described herein will be as follows: \$14,800.00
3. The fees are inclusive of other direct expenses and sub consultant services, without increase. Direct expenses and sub consultant costs will be specifically identified in periodic invoicing, and include such items as transportation of principals and employees (in the form of reimbursable mileage) when traveling in connection with the project, photocopies, blueprints, and pots, etc. on invoices submitted which will indicate the hours expended and expenses incurred during that billing cycle.
4. Payment will be made monthly based on invoices submitted which will indicate the hours expended and expenses incurred during that billing cycle.
5. Should work be required in any other area not previously described, CPH will prepare a proposal or amendment, at the CLIENT's request, that contains the Scope of Services, fee, and schedule required to complete the additional work item.

CLIENT-FURNISHED INFORMATION

It is understood that CPH will perform services under the sole direction of the CLIENT. In the performance of these services, CPH will coordinate its efforts with those of other project team members as required. The CLIENT shall provide CPH with project-related technical data including, but not limited to, the following:

- Project size, location, identification number, and building program.

- Master plan or development plans for the overall project.
- Any other pertinent information concerning this project to which the CLIENT may have access.

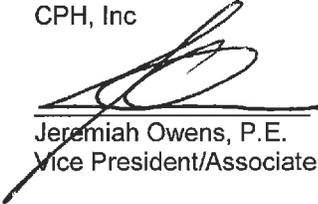
SERVICES NOT INCLUDED

The following services are not anticipated and, therefore, not included in this Agreement at this time:

- Environmental studies and coordination of environmental issues with the regulatory agencies.
- Off-site utility analysis and design.
- Water Main route survey.
- Boundary survey.
- Utility relocate analysis and design.
- Landscape Design
- Hardscape Design
- Design and permitting of buildings and structures including bridges, retaining walls, etc.
- Design and/or permitting efforts associated with the site improvements (paving, grading, drainage, utilities, etc.) for future phases of the project
- Services resulting from changes made by CLIENT following the completion of specific project tasks that require re-work by CPH
- Any other issues not specifically described in this proposal

Should work be required in any of these areas, or areas not previously described, CPH will prepare a proposal or amendment, at the CLIENT's request, that contains the Scope of Services, fee, and schedule required to complete the additional work item.

CPH, Inc



Jeremiah Owens, P.E.
Vice President/Associate

City of DeBary
