



**Halff Associates, Inc.
Agreement for Continuing Contract for Professional Engineering Services
Task Order (41994.011)**

**August 3, 2023
AVO 41994.011**

The Honorable Alfred Davis
Mayor of New Port Richey
City of New Port Richey
6132 Pine Hill Rd.
New Port Richey, FL 34668

**RE: DRAINAGE IMPROVEMENTS FOR ASPEN STREET AND PINE STREET,
HIGH STREET AND SCHOOL ROAD ALONG GRAND BOULEVARD**

Site Location

County: Pasco State: Florida
Latitude: 27°59'48.21"N Longitude: 82°31'23.88"W

Dear Mayor Davis:

Absent a fully executed form of contract to contrary, once signed by you or your authorized representative, this Task Order (Agreement) shall, for all purposes, constitute a binding contract upon City of New Port Richey (CLIENT) and Halff Associates, Inc. (HALFF). This agreement will comply with terms and conditions of the general services agreement executed between CLIENT and Halff dated February 11, 2020. Once signed by you or your authorized representative, this Agreement shall serve as the Notice to Proceed with the work identified herein.

Project Description: The abbreviated project description, scope of services, CLIENT's responsibilities, schedule, compensation, and contract conditions are as follows: The project limits include connections to Grand Boulevard at Aspen Street and Pine Street, High Street, and School Road. The project purpose is to assess and correct ponding at the connecting streets to Grand Boulevard by installing inlets to facilitate proper drainage into the existing stormwater conveyance system. HALFF shall provide the City of New Port Richey with the engineering services including design, engineering, and permitting necessary to address ponding issues. This effort would address the existing drainage concerns at each connection and mitigate adverse effects from improvements to Grand Boulevard (multi-use path and enhanced landscaping). The project limits have been not surveyed and subsurface utilities have not been located. This information will be required to design the proposed drainage improvements. These services will be provided, by HALFF, under a separate Task order.

SCOPE OF SERVICES

PHASE 200 CIVIL ENGINEERING

TASK 201: DRAINAGE ANALYSIS

Drainage Map Hydrology

Create a (pre- and/or post-condition) working drainage basin map to be used in defining the system hydrology. This map shall incorporate drainage basin boundaries, existing survey and/or LiDAR and field observations, as necessary, to define the system. Basin delineations shall also include existing collection systems in a logical manner to aid in the development of the hydraulic model.

Design of Storm Drains

Delineate contributing drainage areas along the project area to determine runoff, inlet locations, spread, and calculate hydraulic losses (friction, utility conflict and, if necessary, minor losses).

Drainage Design Documentation Memo

Compile drainage design documentation into a technical memo. The technical memo will include documentation of meetings with the CLIENT, methodology, and basis of recommended design.

Field Reviews

HALFF will conduct two (2) field reviews with two (2) staff members before the 100% plan submittal.

Technical Meetings

Meetings with CLIENT staff, regulatory agencies, and local governments (e.g., City Drainage Engineer, the Water Management District, FDEP, etc.)

TASK 202: ENGINEERING AND DRAINAGE PLANS

HALFF shall prepare the appropriate engineering and drainage plan sheets, notes, and details. The plans shall include the following sheets necessary to convey the intent and scope of the project for the purposes of construction. Drainage Plans to show 80' from the edge of pavement (EOP) of Grand Boulevard for School Street and High Street. Plans to show 160' feet from the EOP on Aspen Street, and 80' from EOP of Aspen Street for Pine Street.

Drainage Maps

Drainage Structures Sheet

Plan/Profile Sheets

Utility Verification Sheets

- Utilizing the information gathered from the SUE investigation provided under a separate scope.

PHASE 300 PERMITTING

TASK 301: SWFWMD EXPEMPTION PERMIT

Permit Application – It is anticipated that the improvements will be categorized as a permit exemption under Florida Administrative Code (FAC) 62-330.051. HALFF will meet with the Water Management District (WMD) to verify permitting requirements and collecting the data and information necessary to prepare the WMD Permit Application.

EXCLUSIONS

HALFF's Scope of Services does NOT include the following:

1. Geotechnical, Architectural, Structural, Mechanical, or Electrical Services
2. Environmental/Biological and/or Geological Services, other than specifically included
3. Landscape Architecture, other than specifically included
4. Any services related to building design or vertical construction elements
5. Lighting, Electrical, Gas and other "Dry Utility" coordination and design
6. Regulatory authority meeting fees, filing fees and submittal fees
7. Environmental impact and cultural statements and assessments
8. Flood studies, conditional (CLOMR) or final FEMA Letter of Map Revision (LOMR)
9. Traffic impact analyses and studies, unless specifically included
10. Offsite roadway design, access, and right-of-way permitting services
11. Offsite water and sewer extensions
12. Offsite infrastructure capacity studies/assessments/analysis/designs
13. Quantity take-offs and/or Engineer's Opinion of Probable Construction Cost
14. Subsurface Utility Engineering
15. Quality control and construction material testing services
16. Oversight, implementation, monitoring, reporting, and implementation of SWPPP measures during construction, including all fees associated therewith
17. The Design Professional shall not be required to execute any documents subsequent to the signing of this Agreement that in any way might in the sole judgment of the Design Professional, increase the Design Professional's risk or the availability or cost of his or her professional or general liability insurance.
18. Revisions to the plans requested by the Client after the plans are approved unless necessitated by discrepancy in the plans
19. Revisions to the plans due to scope changes, value engineering, budget overruns, or other reasons
20. Structural design of retaining walls, decorative walls and pond walls
21. Sign design and permitting
22. LEED or Low Impact Development (LID) design techniques and/or services
23. Conditional-Use, Special-Use permitting, or Variances
24. Fire protection system design
25. Design of any facilities within the limits of the building and five (5) feet beyond
26. Preparation of formal bidding documents and technical specifications
27. Site lighting design
28. Management and oversight of CLIENT's other team members

29. Any services not specifically noted in the Scope of Services

Excluded services can be provided by HALFF under a separate Agreement for Services.

CLIENT’S RESPONSIBILITIES

Payment of all impact, review, and permitting fees.

Provide HALFF with information, agreements, and/or restrictions that may be in effect on the property and impact the design guidelines or criteria for the project.

Provide HALFF with access to the site for activities necessary for the performance of the services. HALFF will take precautions to minimize damage due to these activities but have not included in the fee the cost of restoration of any resulting damage.

If HALFF is providing surveying services under this agreement, the CLIENT shall provide HALFF with a current title commitment and all previous surveys and other related documents in CLIENT’s possession. If HALFF is NOT providing surveying services under this agreement, the CLIENT shall provide HALFF with all surveys, including electronic point files and .dwg files for same, prepared by other surveyors.

FEE SCHEDULE

The CLIENT shall pay HALFF the following fees for its services:

PROFESSIONAL SERVICES FEE SUMMARY			
Project Tasks		Lump Sum Fee	Hourly Estimated Fee
PHASE 200	CIVIL ENGINEERING	\$56,300.00	N/A
PHASE 300	PERMITTING	\$3,200.00	N/A
TOTAL		\$59,500.00	
Reimbursable Expenses			

NOTES ON FEE SCHEDULE

- Fees depicted as “Hourly” or “Hourly Estimated” with a listed value indicate tasks with undeterminable scopes. The values indicated are budgetary estimates only and are subject to change. These tasks will be billed on a time and materials basis and may exceed the estimated values.
- Items indicated as “If Necessary” or “If Requested” are phases that are omitted from the project total, however the value provided will apply based upon the CLIENT and/or agency requirements.

