



Civil Engineering
Landscape Architecture
Transportation
Urban Design
Planning
CEI

1000 North Ashley Drive | Tel 813.620.4500
Suite 900 | Fax 813.221.4980
Tampa, Florida 33602-3718 | www.GenesisGroup.com

~~October 20, 2017~~
Revised December 5, 2017

Mr. Robert Rivera
Public Works Director
City of New Port Richey
6132 Pine Hill Road
New Port Richey, Florida 34668

**RE: CITY OF NEW PORT RICHEY
2017/2018 STREET PROGRAM
TASK ORDER NO. 5565-040**

Dear Mr. Rivera:

Pursuant to your request, attached is our proposed scope of services to provide the City with the professional engineering services for the 2017/2018 Street Program. This scope is based on the experience gained from the prior street assessment projects that Genesis assisted the City with. Attached please find Attachment "A" – Scope of Services and Attachment "B" – Compensation.

In accordance with our current Contract and upon final Task Order authorization by the City Council, we are prepared to commence this work immediately. Thank you for the opportunity to be of service to the City of New Port Richey.

At your service,

GENESIS

David B. Fleeman, P.E., LEED® AP BD+C
Associate Vice President
Senior Project Manager

ATTACHMENT A

SCOPE OF SERVICES NEW PORT RICHEY 2017/2018 STREET PROGRAM

- I. Base Drawing Preparation – The CONSULTANT will utilize publicly available Geographic Information System (GIS) resources to develop an aerial based ‘base’ drawing file. Genesis staff will then walk the right-of-way corridors with the base drawings, making notations of damaged pavement areas, measuring key elements (i.e. lengths of areas requiring patching, driveway widths, etc.), and supplementing the plans with pertinent field observations.
- II. Resurfacing Construction Plans – The streets to be resurfaced (Table 1) may include four (4) types of construction:
 - A. Overlay existing pavement with asphaltic concrete surface course, including leveling course.
 - B. Mill the existing pavement surface and replace with new asphaltic concrete surface course on the existing base course.
 - C. Saw cut and remove designated deteriorated patched areas, fill with leveling course, and overlay entire street section with asphaltic concrete surface course.
 - D. Remove and replace damaged sidewalk areas. Remove and replace damaged concrete flumes and/or storm inlet throats. (Scope does not include extending limits of the sidewalk network [i.e., filling in missing gaps] or extension of the drainage system).

Construction plans for street to be resurfaced will include a location map/plan view, typical sections, and standard details. Includes meetings with City staff as requested.

- III. Bidding Assistance – Prepare construction contract documents (plans and specifications) and addenda for issuance by the CITY and provide bidding assistance as needed by City staff. Furnish one (1) set of contract documents to the CITY for its use during the bidding process.

The CITY will distribute all construction documents and addenda, and maintain an up-to-date Bid Document Register.

Attend a Pre-Bid Conference at the CITY’s office. Provide clarifications of the drawings and specifications during the bidding process as necessary.

The CONSULTANT will utilize bid tabulation forms and construction bid proposals submitted to the CITY to prepare an ‘evaluation of bidders’. Based on the ‘evaluation of bidders’ findings, the CONSULTANT will submit a recommendation of bidder ranking to the CITY.

- IV. Construction Contract Administrative Support Services – Attend a Pre-Construction Conference at the CITY’s office following the award and execution of the construction contract.

Site visits by the CONSULTANT are to provide limited construction observation services to determine if the construction is proceeding in substantial accordance with the contract documents. The site visits include an average of two (2) per week by the CONSULTANT.

The CONSULTANT shall not be responsible for construction means, methods, techniques, sequences, procedures, or for safety precautions and programs in connection with the work and shall not be responsible for the Contractor’s failure to carry out the work in accordance with the contract documents.

Review the Contractor’s monthly interim pay requests.

Project Closeout:

1. Attend a final inspection with the CITY after the substantial completion of the project. The CITY is to prepare a list of items (“punch list”) for correction of completion by the Contractor.
2. Attend a final re-inspection with the CITY to verify that the “punch list” items have been satisfactorily completed and recommend final payment if appropriate.
3. Receive and review for completeness as-built information furnished by the Contractor and submit to the CITY a set of electronic record drawings.

V. Miscellaneous Services

- A. Meetings and Project Coordination – Attend meetings with the City Attorney and City Council, and others as requested by the CITY.

VI. Additional Services

- A. Additional Services – The performance of additional survey and engineering services not otherwise included in this Agreement will be provided as requested and authorized by the CITY.
- B. The Client will provide the following:
 1. Review and permit processing fees.
 2. Contract directly with a materials testing firm for construction phase testing.

TABLE 1

Distance (ft.) (Approximate)	Street	Beginning		End	
1,200	Char Ln.	from	Congress	to	Celeste / Candice Ln.
4,300	Tennessee Ave.	from	Rio Dr.	to	Van Buren St.
520	Crest Dr.	from	Water St.	to	Grand Blvd.
1,470	Louisiana Ave.	from	Lafayette St.	to	Grand Blvd.
4,200	Wyoming Ave.	from	Rio Dr.	to	Van Buren St.
850	Indiana Ave.	from	Grand Blvd.	to	Washington St.
2,450	Gulf Dr.	from	US 19	to	Grand Blvd.
810	Gulf Dr.	from	Grand Blvd.	to	5842 Gulf Dr.
310	Main St.	from	575’ W. US 19	to	Southtowne Loop
1,100	Azalea Dr.	From	4924 Azalea Dr.	To	Foster Blvd.
550	Adams	From	Louisiana Ave.	To	Tennessee Ave.
3,250	Massachusetts Ave.	From	Grand Blvd.	To	Anderson St.
240	Gulf Dr.	From	5930 Gulf Dr.	To	Madison St.
450	Richey Dr.	From	Grand Blvd.	To	Stormwater Spillway

21,700 TOTAL (FT.)



Standard Hourly Rate Schedule

(Valid through December 31, 2017)

	<u>Range</u>	
<u>Engineers</u>		
Principal/Officer – Professional Engineer	\$150.00	- \$265.00
Engineering Department Manager	\$140.00	- \$190.00
Senior Professional Engineer	\$135.00	- \$165.00
Professional Engineer	\$110.00	- \$130.00
Project Engineer	\$ 85.00	- \$125.00
Engineer Intern	\$ 60.00	- \$ 90.00
Graduate Engineer	\$ 50.00	- \$ 70.00
<u>Technicians</u>		
Senior ITS Manager	\$220.00	- \$260.00
Supervisory Technician	\$ 90.00	- \$120.00
Senior Technician	\$ 70.00	- \$100.00
Design Technician	\$ 45.00	- \$ 75.00
Technician	\$ 35.00	- \$ 50.00
<u>GIS</u>		
Principal Officer – Senior Spatial Analyst	\$125.00	- \$165.00
Senior Spatial Analyst	\$110.00	- \$125.00
Spatial Analyst	\$ 75.00	- \$105.00
GIS Specialist	\$ 50.00	- \$ 70.00
<u>Landscape Architects</u>		
Principal/Officer – Professional Landscape Architect	\$135.00	- \$200.00
Landscape Architect Department Manager	\$130.00	- \$160.00
Senior Professional Landscape Architect	\$ 95.00	- \$125.00
Project Manager Landscape Architect	\$ 80.00	- \$120.00
Professional Landscape Architect	\$ 70.00	- \$105.00
Senior Landscape Designer	\$ 70.00	- \$ 95.00
Landscape Designer	\$ 55.00	- \$ 75.00
<u>Planners</u>		
Principal/Officer – Land Planner	\$150.00	- \$230.00
Planning Department Manager	\$100.00	- \$140.00
Senior Planner	\$ 85.00	- \$160.00
Planning Project Manager	\$ 70.00	- \$100.00
Professional Planner	\$ 70.00	- \$ 90.00
Senior Site Planner	\$ 70.00	- \$ 95.00
Project Planner	\$ 50.00	- \$ 75.00
Site Planner	\$ 45.00	- \$ 75.00



Standard Hourly Rate Schedule

(Valid through December 31, 2017)

	<u>Range</u>	
<u>Administration</u>		
Programmer / Web Designer	\$100.00	- \$160.00
Executive Administrative Assistant	\$ 65.00	- \$ 95.00
Senior Administrative Assistant	\$ 65.00	- \$ 95.00
Administrative Assistant	\$ 50.00	- \$ 60.00
Office Assistant	\$ 35.00	- \$ 45.00
<u>Construction Engineering & Inspection (CE&I)</u>		
Senior Project Engineer	\$160.00	- \$265.00
Project Administrator	\$140.00	- \$210.00
Assistant Project Administrator	\$105.00	- \$125.00
Senior Inspector	\$ 85.00	- \$115.00
Inspector	\$ 70.00	- \$ 90.00
Inspector Aid	\$ 45.00	- \$ 65.00
CEI Secretary	\$ 50.00	- \$ 60.00
Contract Support Specialist	\$100.00	- \$120.00
Associate Contract Support Specialist	\$ 70.00	- \$ 90.00
Resident Compliance Specialist	\$ 60.00	- \$ 80.00

Reimbursable Expenses

Reimbursable expenses include, but are not limited to:

Courier Service	Government Permitting Fees
Maps / GIS Data	Prints, Copies, Plots, Plans
Mileage, Parking, Tolls	Subconsultant Fees
Postage and Overnight Mail	Telephone/Conferencing
Travel (lodging, rental car, per diem)	Miscellaneous Services