



VILLAGE OF WELLINGTON

**ENGINEERING AND ARCHITECTURAL SERVICES FOR WELLINGTON COMMUNITY
HIGH SPORTS FACILITY**

WORK AUTHORIZATION: 003

SUBJECT: Wellington High School – Recreational Sports Fields - Site Plan Concepts

THIS WORK AUTHORIZATION AUTHORIZES KIMLEY-HORN AND ASSOCIATES, INC. TO PERFORM THE WORK SET FORTH HEREIN AND IS ISSUED PURSUANT TO THE AGREEMENT NAMED “ENGINEERING AND ARCHITECTURAL SERVICES FOR GREENBRIAR PARK AND SOUTH SHORE COMMUNITY PARK”, BETWEEN THE VILLAGE OF WELLINGTON (“VILLAGE”) AND KIMLEY-HORN AND ASSOCIATES, INC. (“KIMLEY-HORN”), DATED MARCH 5, 2018 (“AGREEMENT”). ALL TERMS AND CONDITIONS OF SAID AGREEMENT ARE HEREBY INCORPORATED AND MADE PART OF THIS WORK AUTHORIZATION.

WORK AUTHORIZATION BACKGROUND

The VILLAGE, in coordination with The School District of Palm Beach County, have decided to evaluate and explore options for a Recreational Sports Field Expansion on High School Property. As part of the evaluation both parties have established the following minimum criteria for the sports facility to be located behind Wellington Community High School.

1. Four (4) multiuse fields, final dimensions to be provided by the VILLAGE
2. One (1) pool, final dimensions to be provided by the VILLAGE
3. An approximate 2,600 square-foot building with restrooms, concessions, meeting room, storage space, electrical room, and janitor’s closet
4. An approximate 2,300 square-foot building with maintenance bays, office area, restroom, and storage space
5. An approximate 5,300 square-foot building with garage bays for the fire academy
6. An approximate 900 square-foot building with classrooms for the fire academy
7. An approximate 2,000 square-foot building with restrooms, concessions, meeting room, storage space, electrical room, and janitor’s closet for the pool
8. Associated parking and site work incidental to construction of the multiuse fields, pool, and buildings

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These criteria will be used by KIMLEY-HORN as the initial guidelines for the layout of the facility. In addition to these guidelines, data collected from forthcoming joint meetings with the VILLAGE and various stakeholders will also be used to establish the accepted conceptual site plan. The preferred concept prepared under this Work Authorization will ultimately be used by KIMLEY-HORN in preparing future design Work Authorization(s).

As part of this Work Authorization, the VILLAGE has requested that KIMLEY-HORN provide Conceptual Site Plan services for the facility.

SCOPE OF WORK

This Work Authorization’s scope of services is detailed below. KIMLEY-HORN will:

- A. Prepare up to two (2) separate rough conceptual site plan options addressing the elements listed in the background above. Kimley-Horn will further adjust these options in a workshop meeting with the VILLAGE and stakeholders. In lieu of surveying the project site at this time, parcel data (readily available on the internet or provided by the Village) will be overlaid on aerial photography to generate a base file for the conceptual design. These rough draft conceptual site plan options will be used by the VILLAGE to select a preferred option, or a blended hybrid of the two. Once the selected option or hybrid is determined, KIMLEY-HORN will develop a final rough conceptual site plan and develop a color rendering for public use.
- B. Conduct a preliminary drainage assessment to determine the infrastructure needed for water quality and storage. Kimley Horn will rely on Village provided drainage records to provide this preliminary drainage review.
- C. Perform a preliminary evaluation of the parking needs based on the existing site use compared to the proposed site use.
- D. Attend meetings:

KIMLEY-HORN will meet with the VILLAGE during conceptual site plan development at the VILLAGE offices to discuss progress. Meeting length is assumed to be at the durations below.

- 1. Kickoff Meeting – Half-day workshop with stakeholders and the VILLAGE to establish the program for the facility
- 2. Follow-Up Meeting– Two-hour workshop with stakeholders and the VILLAGE to review the two rough conceptual site plans and to obtain endorsement from the VILLAGE on the selected option

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DELIVERABLES

The following are the milestone submittals for the conceptual site plan:

- A. Draft Conceptual Site Plan Submittal – This submittal consists of rough sketches of the two conceptual site plans defined above. Deliverable will be a PDF of each of the items emailed to the VILLAGE prior to the Follow-Up Charette.
- B. Conceptual Site Plan Submittal – This submittal consists of a further developed and refined sketch of the selected option. Deliverable will be a PDF emailed to the VILLAGE.

TIME OF COMPLETION

KIMLEY-HORN will provide our services as expeditiously as practicable to meet a mutually-agreed-upon schedule.

ASSUMPTIONS

The following assumptions were made and apply as part of this Work Authorization:

- Any services not specifically provided for in the above scope, as well as any changes in the scope requested by the VILLAGE, will be considered additional services to this Work Authorization or assumed to be performed by others
- All information associated with the High School Site including but not limited to surveys, base maps and as-builts of the project will be provided by the VILLAGE or others and this information can be relied upon in the performance of the professional services in this Work Authorization
- Access to the project site will be provided by the VILLAGE, and an escort provided where necessary

The following items are excluded from this Work Authorization’s scope:

- Surveying services
- Geotechnical investigations
- Utility locating services
- Final drainage design
- Final parking/traffic study
- Architectural design
- Utilities assessment
- Permit review

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- Phasing plan
- Opinion of cost
- Project schedule
- Design program documents/technical memorandum
- Site plan approval services
- Final design, permitting, bid phase, and construction phase services

FEE AND BILLING

KIMLEY-HORN will perform above the Scope of Work on a LUMP SUM basis. LUMP SUM fees will be invoiced monthly based upon the overall percentage of services complete to date.

Conceptual Site Plan and Design Program	
A. Concept Development and Technical Memo	\$ 10,190.00
B. Meetings and Workshops	\$ 4,665.00
Work Authorization Total	\$ 14,855.00

Accepted by:

Kimley-Horn and Associates, Inc.



Kevin Schanen, P.E., Senior Vice President

The Village of Wellington

Date: 1/23/19

Date: _____

Subject: Wellington High School – Recreational Sports Fields - Site Plan Concepts

Client: Village of Wellington

Estimator: J. Casey Long, PE

FEE SUMMARY													
	Chief Eng	Contract Mgr Sr. Specialist	Sr. Landscape Sr. Planner	Project Manager	Sr. Eng	Sr. Designer Graphics	P.E.	Landscape Architect	AutoCAD Designer	Engineer (EIT)	Admin Assist	Total hours	Overall Line Item Total
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$		\$
	240.00	240.00	195.00	180.00	170.00	130.00	155.00	145.00	130.00	120.00	85.00		
Conceptual Site Plan and Design Program													
A. Prepare Concept Plans - Rough		4	8	4			0	20		4		40	\$ 6,620.00
B. Preliminary Drainage Assesemnt		0	0	2			4	0		8	1	15	\$ 2,025.00
C. Preliminary Parking Assesemnt		0	0	2			4	0		4	1	11	\$ 1,545.00
D. Meetings and Workshops		6	6	10			0	0		0	3	25	\$ 4,665.00
	0	10	14	18	0	0	8	20	0	16	5	91	\$ 14,855.00
Concept Site Plan and Design Program Services Total	\$ -	\$ 2,400.00	\$ 2,730.00	\$ 3,240.00	\$ -	\$ -	\$ 1,240.00	\$ 2,900.00	\$ -	\$ 1,920.00	\$ 425.00		\$