



VILLAGE OF WELLINGTON

ENGINEERING AND ARCHITECTURAL SERVICES FOR WELLINGTON COMMUNITY HIGH SPORTS COMPLEX

WORK AUTHORIZATION: 001

SUBJECT: Wellington Community High School Sports Complex –
Design, Permitting and Bid Phase Services

THIS WORK AUTHORIZATION AUTHORIZES KIMLEY-HORN AND ASSOCIATES, INC. TO PERFORM THE WORK SET FORTH HEREIN AND IS ISSUED PURSUANT TO THE AGREEMENT FOR THE "WELLINGTON COMMUNITY HIGH SCHOOL SPORTS COMPLEX" ("AGREEMENT"), BETWEEN WELLINGTON AND KIMLEY-HORN AND ASSOCIATES, INC. ("KIMLEY-HORN" OR "CONSULTANT"). ALL TERMS AND CONDITIONS OF SAID AGREEMENT ARE HEREBY INCORPORATED AND MADE PART OF THIS WORK AUTHORIZATION.

WORK AUTHORIZATION BACKGROUND

This Work Authorization 001 expands on the Wellington High School – Recreational Sports Fields – Concept Plan prepared in a separate Work Authorization / contract and provides Design, Permitting and Bid Phase Services for the Wellington High School Park. See attached Concept Site Plan developed in a separate Work Authorization / contract which will be used as the conceptual guide for the proposed design documents herein provided.

The project elements to be designed are as follows:

1. Four (4) lighted multiuse synthetic sport turf fields.
2. Resurfacing of the existing football stadium field with synthetic sport turf.
3. An approximate 5,000 s.f. concession building with shaded roof extension areas for patrons, concessions, restrooms, meeting area, storage space, electrical room and janitor's closet.
4. An approximate 1,400 s.f. maintenance building with office space, break area, equipment storage, and restrooms as identified in the attached including a soil storage bin and wash down area;
5. Modification of the entrance drive to separate parent drop-off from the bus loop. Revise associated landscape in areas impacted. Mill and resurface access road on north side going to back of school.
6. A parent drop-off loop around the new basketball courts and concession building.
7. Shade canopy along the parent drop-off loop meeting school district standards. Structure will be along the school building and extend north along the full length of the basketball and concession area as shown.

WORK AUTHORIZATION: 001 (cont'd)**SUBJECT:** Wellington Community High School Sports Complex -
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relocation of conflicting baseball and softball sport lights near the tennis courts. Excludes existing entrance, access road, and parking areas and the loop around the concession building.

11. A kick wall / practice wall for the soccer and/or lacrosse constructed with synthetic turf.
12. Relocation of the existing tennis courts with eight new tennis courts in alternate location.
13. Relocation of the existing basketball courts with three new basketball courts in alternate location.
14. Relocation of the track long jump pits, shot put areas and track accessories from within the football stadium to a location adjacent to the baseball and softball fields.
15. Resurfacing the existing track around stadium football field to school board standards. Does not include widening or replacing existing track substrate.
16. Relocation of baseball batting cages and practice pitching areas to within the baseball fenced areas.
17. Foul ball and homerun netting at existing baseball fields.
18. Addition of new softball batting cages and practice pitching areas near the softball field.
19. Landscaping features and irrigation along sidewalk from the parking area, adjacent to the parent drop-off entrance drive, adjacent to new parent drop off canopy, adjacent to the concession and maintenance buildings and in the expansion lot by new concession building.
20. Public water and sanitary sewer facilities to serve the proposed concession building, proposed maintenance building, and the relocated basketball and tennis court areas hose bibs. Assumes no new lift stations or existing lift station improvements will be needed.
21. Site power distribution to service new buildings and site accessories including conduits to service the future score boards. This includes communication infrastructure limited to conduit routing to future accessory locations such as score boards and several light poles.
22. Storm water ponds for new site area required to meet Village (ACME) storm water requirements for Wellington High School Area.
23. Site Accessories including portable spectator bleachers; pre-manufactured shade structures, goals, PA system conduit, entry sign, benches, internal signage, grill enclosure, fencing and site trash receptacles.
24. Moveable barrier between access road and fire academy and new chain link gates to close off access road.

WORK AUTHORIZATION: 001 (cont'd)

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SCOPE OF WORK

CONSULTANT will work with VILLAGE staff to develop construction documents to be used by the VILLAGE to build the new park expansion at Wellington High School. This scope of services is based on the overall assumption that the Village will be hiring a Construction Management (CM) firm to oversee and implement the construction of the project. This Work Authorization's Scope of Services is detailed further below:

Construction Document Preparation

- A. Consultant will prepare construction documents for the Project. Construction Documents Milestones will be delivered as listed in the Deliverables section of this Task. Scope is based on the preparation of one (1) Bid documents for Construction Manager Use to develop a GMP. The general content of the package will be divided into phases on a phasing sheet as mutually agreed to between the Village and Consultant during the design phase.

The following are items that will be developed as part of the Construction Documents Preparation Phase:

1. Construction Drawings: Drawings will show the design and construction requirement for the Project as summarized in Work Authorization Background.
2. Technical Specifications: Technical specifications for the Project Work where applicable and required. Technical specifications will not include Division 1 General Administrative specifications for use on the project.

- B. **Opinion of Probable Construction Cost and Schedule**: Consultant will provide a general review and comment on Opinion of Probable Construction Cost and schedule prepared by others. Consultant will review the Client's Construction Manager's opinion of probable cost and provide comments as applicable.

- C. **Meetings and Coordination**:

Consultant will meet with the Client during construction document development to discuss progress and project development issues/items. Meetings are assumed to be at the Client's offices in Wellington with durations of up to two (2) hours, excluding travel time. Meeting will be as follows:

- Design Kick-off meeting
- At each Milestone Submittal

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SUBJECT: Wellington Community High School Sports Complex -
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Meetings will have Village staff, Consultant Project Manager or suitable replacement (capable of decision making on behalf of the project manager) and Construction Manager at Risk in attendance.

Separately, consultant will also participate in up to five (5) progress conference calls during design to discuss progress and status.

D. Deliverables

The following are the Milestone Submittals for the Construction Document Preparation Phase for each Construction package identified in the Construction Documents Preparation task:

1. 60% Review Submittal – This submittal consists of partially developed construction drawings and Technical Specifications based off the approved concept plan prepared under previous and separate Work Authorization / contract. Deliverable will be a PDF of each of the above items emailed to Client and four sets of 11 x 17 drawings and 8.5 x 11 specifications.
2. 90% Review Submittal – This submittal consists of completed Construction Drawings and Technical Specifications for final review. This submittal will be made after receiving comments from the Client's review of the 60% review submittal. These are ready to permit (Building Department) less Client comments. Deliverable will be a PDF of each of the above items emailed to Client and four sets of 11 x 17 drawings and 8.5 x 11 specifications.
3. Permit Documents – This submittal consists of completed construction drawings and Technical Specification including value engineering/constructability items resulting from the 90% design review meeting attended by all stakeholders after the Client's review of the 90% Review submittal. This submittal is defined herein as final and coordinated documents without permit revisions and without bid addenda. These documents will be submitted signed and sealed for permit submission to the building department.
4. Bid Set Submittal – This submittal consists of completed construction drawings and technical specification ready for Bid.

Services during Building Permitting

For each Construction package identified in Construction Documents Preparation task:

- A. CONSULTANT will provide the Client project specific and technical information for Client or Client's contractor to submit and to process permit applications for Building Permit including construction drawings and specifications along with calculations where applicable.

WORK AUTHORIZATION: 001 (cont'd)

SUBJECT: Wellington Community High School Sports Complex -
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B. Meetings and Coordination:

Consultant will meet with the Building Department during the Building Permit process to assist the Client. A total of one (1) meeting is assumed for the permitting effort. This meeting will be attended by Consultant's Project Manager or Project Engineer / representative. Meeting is assumed to be at the Permit Agency's offices in Wellington, FL.

C. Deliverables

Consultant will provide the Client with signed and sealed sets of the drawings (full-size format), Technical Specifications and Calculations (8.5 x 11 format) if required by the Building permitting agencies for Building permit application. Cost for Reproduction will be reimbursable. Separately, Consultant will provide a PDF of each of the above items emailed to Client.

Services during Utility and Environmental Permitting**A. Utility and Environmental Permit Support**

Consultant will submit permit applications to the following agencies for the identified permits below:

- FDEP – Health Department – Water and Sewer Permit
- SFWMD – Environmental Resource Permit
- SFWMD – Irrigation Consumptive Use Permit
- Village of Wellington - Major Utilities Permit
- Village of Wellington - Land Development Permit

Once the application is submitted, Consultant will respond to Request for Additional Information (RAI) from Each Agency per Permit Application until a permit has been issued. Any additional RAIs or meetings with Agency will be considered additional services. All application fees shall be paid directly by the Client. Assumes Village will incorporate School District review comments into Village Review comments and Village will coordinate with and manage School District reviews.

B. Meetings and Coordination:

Consultant will meet with the SFWMD and Health department (FDEP) during the processing phase to assist the Client. A total of one (1) meeting with each agency is assumed for the permitting effort. These meeting will be attended by consultant's Project Manager or Project Engineer / representative (capable of decision making on behalf of the project manager). Meetings are assumed to be at the Permitting Agency's offices in West Palm Beach.

WORK AUTHORIZATION: 001 (cont'd)

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C. Deliverables

Consultant will provide letter request as defined above to the Environmental permitting agencies for permit processing. Cost for Reproduction will be reimbursable. Separately, Consultant will provide a PDF of each of the above items emailed to Client.

D. The following permit applications are assumed to be prepared and processed by the Village and the Construction Manager at Risk with no engagement by the Consultant:

- Right of Way Permit for Landscaping along Road
- SFWMD - Well Construction Permit
- SFWMD – SWPPP / NPDES Permit for construction
- SFWMD / FDEP Dewatering Permit

Services During Advertisement, Bidding, and Award

Consultant will assist the Client in the advertising and bidding of the projects for the one (1) bid package by:

- A. Attending one (1) pre-bid meeting at the Client's or applicable Client office in Wellington, Florida. The meeting is assumed to involve one (1) professional from consultant's office. Consultant will be present to answer questions and to participate in the site walk-through for the project.
- B. Responding to Bidder's written questions submitted in RFI format. The Client will be responsible for receiving and distributing the questions and responses to the Contractor. Consultant will address RFI questions in written response and where applicable Consultant will update drawings and technical specifications with revisions as required.
- C. Assisting the Client in the technical review of the Guaranteed Maximum Price Proposals from the Construction Manager proposals for technical responsiveness.

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:

- A. 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 unless otherwise directed in writing.

WORK AUTHORIZATION: 001 (cont'd)

SUBJECT: Wellington Community High School Sports Complex -
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- B. All information provided by VILLAGE or others can be relied upon in the performance of professional services required in the Work Authorization.
- C. Access to the Site will be provided by the Palm Beach County School District in coordination with the VILLAGE and with an escort provided where necessary.
- D. Site Plan Approval and Site Plan permitting services are excluded.
- E. Reproduction, color plots and color boards for presentations and public meetings are excluded.
- F. Geotechnical investigations and reporting obtained in a separate Work Authorization / contract will be used for the design of project. Supplement reports are not included.
- G. Utility Location utilizing a utility location company is excluded. Consultant will fully rely on the VILLAGE's as-builts and survey data obtained by the Consultant's Surveyor provided by the Village.
- H. Design of offsite improvements, including landscaping, turning lanes and road improvements exterior to school property, are excluded.
- I. Traffic and parking assessment and counts are excluded.
- J. School Board and Village will provide all Village and / or School District specifications and details for sports field accessories and construction for use in the development of the design packages including but not limited to track sports, basketball courts, tennis courts, batting cages and spectator accessories.
- K. Maintenance of Traffic planning, design and layout. Assumed by Village or Contractor. Including those required for permit applications.
- L. Storm Water Drainage and Storage will utilize ACME and Village of Wellington credits for determination of drainage requirements. Assumes Village staff will coordinate and process approvals.
- M. Topographic Surveying obtained in a separate Work Authorization / contract will be used for the design of project. No additional surveying will be conducted for easements, platting or permit and site plan requirements.
- N. A detailed Opinion of Probable Cost preparation is not included— assumes construction manager will prepare at various milestones and Consultant will review for scope and content. Consultant will provide comments on CM's opinion of probable cost.
- O. Development or incorporation of Client's standard general or special conditions, agreement, or other front-end documents for procurement of services/construction will be by Village staff and Construction Manager.

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- P. Construction Administration Services or site representation are not included in this scope of work.
- Q. As-built preparation and surveying are excluded from this scope.
- R. All Permit fees are excluded.
- S. Future pool and associated infrastructure, buildings, and parking are excluded.
- T. Excludes access road and parking area landscape.
- U. Excludes entrance lighting, existing north access road lighting, and existing parking area lighting.

WORK AUTHORIZATION: 001 (cont'd)

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FEE AND BILLING

CONSULTANT will perform above the Scope of Services tasks on a LUMP SUM basis. LUMP SUM fees will be invoiced monthly based upon the overall percentage of services complete to date.

Construction Document Preparation	
Construction Document Preparation	\$ 467,210.00
Construction Document Preparation - Subtotal	\$ 467,210.00
Services during Building Permitting	
Services during Building Permitting	\$ 7,460.00
Services during Building Permitting - Subtotal	\$ 7,460.00
Services during Utility and Environmental Permitting	
FDEP - Health Department - Water and Sewer Permit	
SFWMD - Environmental Resources Permit	
SFWMD - Irrigation Consumptive Use	
Village of Wellington - Land Development Permit with Survey	
Village of Wellington - Major Utility Permit	
Services during Utility and Environmental Permitting - Subtotal	\$ 21,255.00
Services During Bidding	
Services During Bidding	\$ 9,410.00
Services During Bidding - Subtotal	\$ 9,410.00
Work Authorization - Total	\$ 505,335.00

Accepted by:

Kimley-Horn and Associates, Inc.

Village of Wellington



Kevin Schanen, P.E., Senior Vice President

Date: 6/28/19

Date: _____

FEE SUMMARY																				Overall Line Item Total	
	Chief Eng	Contract Mgr	Sr. Landscape	Project Manager	Sr. Eng	Sr. Designer	P.E.	Landscape Architect	AutoCAD Designer	Engineer (EIT)	CAD TECH	Admin Assist	Total hours	Labor Effort Total	PGAL	Tierra SF	B&P	FTE	Smith	Expenses	
	\$/hr	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$		\$							
a. FDEP - Health Department - Water and Sewer Permit		1			8					1	4	2	16	\$ 2,270.00						\$ 2,270.00	
b. SFWMD - Environmental Resources Permit					4					2	2	2	10	\$ 1,280.00						\$ 1,280.00	
c. SFWMD - Irrigation Well Permit (Consumptive Use)					2					1	2	2	7	\$ 820.00						\$ 820.00	
d. Village of Wellington - Land Development Permit					4					2		2	8	\$ 1,090.00						\$ 1,090.00	
e. Village of Wellington - Major Utility Permit					2					4	2	2	10	\$ 1,180.00						\$ 1,180.00	
3. Meetings with Agencies																					
a. FDEP - Health Department - Water and Sewer Permit		1			6					4			11	\$ 1,740.00						\$ 1,740.00	
b. SFWMD - Environmental Resources Permit					4					4			8	\$ 1,160.00						\$ 1,160.00	
c. SFWMD - Irrigation Well Permit (Consumptive Use)					4					4			8	\$ 1,160.00						\$ 1,160.00	
d. Village of Wellington - Land Development Permit					4							1	5	\$ 765.00						\$ 765.00	
e. Village of Wellington - Major Utility Permit					4							1	9	\$ 1,245.00						\$ 1,245.00	
Services during Utility and Environmental Permitting - Subtotal	\$ 240.00	\$ 243.00	\$ 195.00	\$ 180.00	\$ 232.00	\$ 0.00	\$ 155.00	\$ 145.00	\$ 130.00	\$ 158.00	\$ 107.00	\$ 112.00	142	\$ 19,255.00	\$ 0.00	\$ 0.00	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 500.00	\$ 21,255.00
Services during Site Plan Approval																					
1. GMP Conference x 2		6		6									12	\$ 2,520.00	\$ 375.00				\$ 500.00	\$ 3,395.00	
2. RAI Response (limited to 1 round x 1 packages)				12							6	6	24	\$ 3,240.00	\$ 375.00					\$ 3,615.00	
3. Technical Review (limited to 1 x 1 packages)		1		12									13	\$ 2,400.00						\$ 2,400.00	
Services During Bidding - Subtotal	\$ 0.00	\$ 7.00	\$ 0.00	\$ 30.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6.00	\$ 6.00	49	\$ 8,160.00	\$ 750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	\$ 9,410.00	
PROJECT TOTAL HOURS	260	351	235	323	365	0	291	257	268	526	901	278	2213.0	\$ 295,085.00	\$ 83,750.00	\$ 0.00	\$ 1,500.00	\$ 86,000.00	\$ 37,500.00	\$ 1,500.00	\$ 505,335.00
PROJECT TOTAL LABOR EFFORT	\$ 62,400.00	\$ 84,240.00	\$ 45,825.00	\$ 58,140.00	\$ 62,050.00	\$ 0.00	\$ 45,105.00	\$ 37,265.00	\$ 34,840.00	\$ 63,120.00	\$ 85,595.00	\$ 23,630.00		\$ 295,085.00	\$ 83,750.00	\$ 0.00	\$ 1,500.00	\$ 86,000.00	\$ 37,500.00	\$ 1,500.00	\$ 505,335.00

INDIVIDUAL PROJECT ORDER NUMBER – GB-SS-03

This Individual Project Order describes a specific agreement between Kimley-Horn and Associates, Inc. (the Consultant) and PGAL, Inc. (the Subconsultant) pursuant to the Master Agreement for Continuing Professional Services dated March 5, 2018, the terms of which are incorporated by reference.

Identification of Project and Consultant's Client:

Village of Wellington

Engineering and Design Services for Greenbriar and South Shore Parks

Scope of Subconsultant's Services:

Building Permit Drawings for **Wellington High School Field Maintenance Building and Concession Building** to include Subconsultant providing the following services based on previous designs for 100' x 51' Greenbriar Park Concession Building preliminary design with some anticipated program changes and Greenbriar Park Maintenance Building preliminary design reduced to a 46' x 30' footprint

- 1) Architectural, Mechanical, Electrical and Plumbing (MFP) Building Permit Submittal Drawings.
- 2) Coordinate with Consultant Structural Engineer for structural design.
- 3) Written Specifications.
- 4) Opinions of Probable Cost.
- 5) Responding to building department comments on Building Permit submittal.
- 6) Bidding Documents.
- 7) Address Bidding Phase questions.

Assumptions and Excluded Services:

- 1) Scope of work of Building Permit Submittal Drawings will be to 5' outside of the building footprint.
- 2) Site Plan Approval, DRC and ARB documents and processing are excluded.
- 3) Site Lighting is by others.
- 4) Structural Engineering for buildings
- 5) is by others.
- 6) Shade Structures are by others.
- 7) Dumpster Enclosure is by others.
- 8) Construction Phase services are excluded.

Schedule to be met by Subconsultant:

As mutually agreed upon between Subconsultant and Consultant.

Subconsultant's Compensation:

WELLINGTON HIGH SCHOOL FIFTY D MAINTENANCE BUILDING						
	30% submittal	60% submittal	90% submittal	Building Permit Submittal	Address Bldg. Permit Comments, Bid Set Submittal & Bidding Phase	Total Fee
Architectural and MEP	\$10,760	\$10,760	\$10,760	\$3,600	\$620	\$36,500
WELLINGTON HIGH SCHOOL CONCESSION BUILDING						
Architectural and MEP	\$13,930	\$13,930	\$13,930	\$4,650	\$810	\$47,250
Total						\$83,750

PGA, INC.
(Subconsultant)

KIMLEY-HORN AND ASSOCIATES, INC.
(Consultant)

By: 
(signature)

By: _____
(signature)

Ian A. Nestler, Exec. VP
(Print Name and Title)

(Print Name and Title)

05/16/2019
(Date)

(Date)



Smith Engineering Consultants, Inc.

May 14, 2019

Mr. J. Casey Long, P.E.
Kimley-Horn and Associates, Inc.
1920 Wekiva Way, Suite 200
West Palm Beach, FL 33411

Re: Village of Wellington, Wellington High School Site Lighting
Electrical Engineering Services Proposal

Dear Casey:

Smith Engineering Consultants, Inc. (SEC) is pleased to provide this proposal for the above referenced project. We propose to provide the following scope of services:

1. Initial site visit and review of preliminary project drawings.
2. Coordination with site electricians or FPL as required to provide power distribution throughout the site (including services for the site lighting systems, irrigation system, lift station, Concession Building, and Maintenance Building).
3. Design the electrical service point(s) and power distribution systems for the site lighting systems and the irrigation system. (Electrical design for the following structures is to be performed by others: Concession Building and Maintenance Building.)
4. Design the site lighting systems including four (4) football fields, three (3) basketball courts, eight (8) tennis courts, entry road, and two (2) sidewalks. The football field lighting will be designed around Musco lighting products. LED lighting will be used throughout where practical.
5. Prepare lighting calculations (photometrics) to indicate design illumination levels for permitting.
6. Design a public address (PA) system, including specifications, conduits, etc. to be housed in the Concession Building.
7. Design the electrical service point and the controls, instrumentation, telemetry (SCADA), etc. for the site lift station in accordance with Village standard utility details.
8. Submit 30%, 60%, and 90% plans, specifications and cost estimates, and attend 30%, 60%, and 90% review meetings with the Village of Wellington.

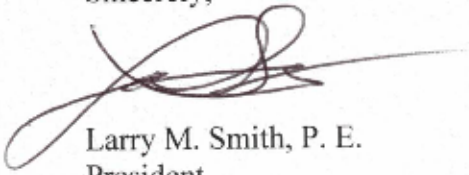


9. Submit 100% final plans, specifications, and cost estimates.
10. Attend one (1) Equestrian Preserve Committee meeting, and one (1) Village Council meeting.
11. Attend the pre-bid meeting.

SEC will prepare contract documents, suitable for bidding, permit, and construction, including plans and specifications. The electrical design will be in accordance with Illuminating Engineering Society standards, the National Electrical Code, and applicable local codes. We propose to furnish specifications in MSWord format and drawings in AutoCAD format using base plan drawings provided by Kimley-Horn. We will assist in preparing addendums and respond to questions during the bid process.

Our lump sum fee to provide the services described above is \$37,500. Thank you for using Smith Engineering Consultants as the source for these engineering services. We look forward to working with you on this project.

Sincerely,



Larry M. Smith, P. E.
President

Proposal for Professional Playing Field Design Services

To: Mr. J. Casey Long, P.E.
Kimley-Horn and Associates, Inc.
1920 Wekiva Way, Suite 200
West Palm Beach, FL 33411
Casey.Long@kimley-horn.com
Mobile: +1 (561) 301.6806

From: William J. (Bill) McBride, Sr-Vice President
bmcbride@fteinc.net

Copy: Ravi Devaguptapu, PE, PTOE
ravi@fteinc.net

Date: May 29, 2019, Revised June 11, 2019

Subject: Wellington High School - Synthetic Turf Playing Field Design Proposal

Thank you for selecting FTE sports as a team member for this important community athletic facility project. The following is our scope of services and associated fees for the abovementioned project based on your request for professional playing field engineering design services for the proposed synthetic turf design; which shall consist of the following; five (5) synthetic turf multi-use playing fields. The playing fields shall be design in accordance with the most current NFHS industry standards. The final multi-use playing fields dimensions and layout shall be in close coordination with the Village of Wellington. The proposal has been prepared to identify the necessary tasks as described in the below scope of services.

All services under this contract shall be under the direct supervision of a Professional Engineer licensed in the State of Florida. Listed below are the services that will be provided as part of this proposal.

Required Deliverable by: Kimley-Horn and Associates, Inc.

FTE sports shall require the following deliverables from **Kimley-Horn and Associates, Inc.** and or its sub-consultants prior to the commencement with any design services as it relates to the synthetic turf playing field design services:

- Master overall site plan in AutoCAD format version 17 or 18.
- Project title sheet in AutoCAD format version 17 or 18.
- Complete Topographic Survey in AutoCAD format version 17 or 18.
- Signed & Sealed Completed Geotechnical Report (PDF format).
- Proposed stormwater piping system layout and site grading plan.

Design/Presentation Meetings Phase 1.00

Task 1.00 Project Design Workshops/Meetings

FTE sports shall attend all the below design workshop/meetings at the request of **Kimley-Horn and Associates, Inc.** or The Village of Wellington. Based on FTE sports division extensive experience and knowledge of developing playing fields in Florida, we estimate the following minimum number of four (4) meetings shall be necessary to attend during the development of the playing fields and associated written specifications for this project.

Task No. 1.01 FTE sports will attend one (1) Initial project design workshop with **Kimley-Horn and Associates, Inc.** project manager and The Village of Wellington project manager and stakeholders to review the overall playing field layout concept, obtain approval of the

synthetic turf manufacturer, review synthetic turf playing field typical profile, typical underdrain collection sections and obtain The Village of Wellington overall playing field performance expectations. This includes a site visit to obtain visual observations and obtain critical information necessary to understand some of the site limitations that must be considered during the design phases.

Task No. 1.02 FTE sports shall attend one (1) meeting with **Kimley-Horn and Associates, Inc.** project manager and The Village of Wellington staff to review the initial 30% (SD) Schematic Design Playing Field Documents, associated playing field details and the initial playing field performance calculations. We estimate one (1) workshop meeting being required with The Village of Wellington. (Not included in scope)

Task No. 1.03 FTE sports shall attend one (1) meeting with **Kimley-Horn and Associates, Inc.** project manager and The Village of Wellington staff to review the refined 60% (DD) Design Development Playing Field Documents, associated details, 60% playing field performance calculations, 60% written specifications and the playing fields opinion of estimated cost. We estimate one (1) workshop meeting being required with The Village of Wellington.

Task No. 1.04 FTE sports shall attend one (1) meeting with **Kimley-Horn and Associates, Inc.** project manager and The Village of Wellington staff to review the refined 90% (BID) Playing Field Bid Documents prior to releasing the project out to bid, along with the 90% written specifications and the playing fields opinion of estimated cost. We estimate one (1) workshop meeting being required with The Village of Wellington to provided technical support during the initial pre-bid conference with potential playing field contractors.

Any additional meetings or presentations requiring FTE sports attendance shall be based on the attached hourly fee schedule only after receive written authorization from **Kimley-Horn and Associates, Inc.** All the above meetings shall be held at The Village of Wellington, Florida.

Playing Field Design Phases 2.00 - 5.00

Schematic Design Documents 30% (SD) Phase 2.00 (Deleted from Scope)

Task 2.00 Schematic Design Documents

FTE sports shall prepare the initial schematic design playing field documents based on comments received from **Kimley-Horn and Associates, Inc.** and The Village of Wellington based on the initial workshop meeting. The following information will be provided as part of the Schematic Design Documents Deliverables:

30% (DD) Progress Deliverables:

1. Playing Field Cover Sheet
2. Site Demolition Plan and General Notes
3. Synthetic Turf Playing Field Dimension Layout and Material Plan (5ea.)
4. Synthetic Turf Playing Field Surface Grading Plan (5ea.)
5. Synthetic Turf Playing Field Underdrain Collection System Plan (5ea.)
6. Synthetic Turf Playing Field Details
7. 30% Progress Engineer's Opinion of Cost (*Playing Fields Only*)

Design Development Plans 60% (DD) Phase 3.00

Task 3.00 Design Development Documents

FTE sports shall refine the approved schematic playing field design documents based on comments received from **Kimley-Horn and Associates, Inc.** and The Village of Wellington staff. The following information will be provided as part of the Design Development Plans Deliverables:

60% (DD) Progress Deliverables:

1. Playing Field Cover Sheet
2. Site Demolition Plan and General Notes
3. Synthetic Turf Playing Field Dimension Layout and Material Plan (5ea.)
4. Synthetic Turf Playing Field Surface Grading Plan (5ea.)
5. Synthetic Turf Playing Field Underdrain Collection System Plan (5ea.)
6. Synthetic Turf Field Details
7. Design Development (*Preliminary playing fields pipe sizing calculations*)
8. 60% Progress Written Specifications (*Playing Fields Only*)
9. 60% Progress Engineer's Opinion of Cost (*Playing Fields Only*)

Task No. 3.01 Technical Information prepared during the 60% (DD) Design Phase:

- A.) The Design Development Documents shall be dimensioned in U.S. units (feet).
- B.) All plans shall be prepared on 24"x36" paper size.
- C.) The design plans scale shall be no greater than 1"-20', except for associated playing field details.
- D.) FTE sports will refine the design of the Design Development Playing Fields Dimension Layout and Materials Plans and various materials to be used as part of the playing fields and reference to the associated details sheet. The refined plans shall be prepared to be in compliance with the most current athletic playing field industry design standards and other special Village of Wellington material requirements.
- E.) FTE sports will refine the design of the Design Development Surface Grading Plan for the playing fields in close coordination with the Project Civil Engineering Consultant (**KHA**), and the other members of the design team along with typical details for the synthetic turf selection, profile depth, topping stone aggregated /large drainage aggregate, filter fabric, drainage structures, piping materials and other special typical details, etc....
- F.) FTE sports will refine the design of the Design Development Underdrain Collection System Layout Plans, perimeter pipe sizing, lateral sizing, lateral spacing, pipe inverts, rim elevations of in-line drainage basins and other associated details for the playing field underdrain collections system. The following information shall be provided:

Task No. 3.02 Playing Field Drainage Report:

- A.) FTE sports will establish each sub-basin storage square footage (Acreage) and post time of concentration (T/C) in determining the limits of the surface and subsurface contributing to the proposed sub-surface underdrain collection system proposed. The playing field engineer of record will be responsible for preparing the pipe sizing and providing a single discharge point for each of the playing fields. The project civil engineer (**KHA**) shall be responsible for obtaining all local, state and federal permits.
- B.) FTE sports shall prepare and sign and seal a separate drainage hydrology calculations of the playing field modeling using local historical rainfall intensity based on the Florida Department of Transportation. The modeling will evaluate the 24 hour/ 25, 50 and 100 year storm event or State or local requirements in determining the slotted perimeter and laterals pipe sizing for the playing fields. Playing field pipe sizing shall be calculated based on the (Rational Method) in

determining pipe sizing, correct inlet sizing, lateral spacing layout, invert elevations, connections to the discharge point, structures etc.... Our office will establish the playing field peak discharge rate (c.s.f.) and provide design assistants coordination with the project civil engineer of record (**KHA**), as needed.

Task No. 3.03 60% (DD) Preliminary Technical Written Specifications:

- A.) FTE sports shall prepare the playing fields preliminary technical written specifications consistent with the CSI standards. The specifications will provide the full scope of services required by the playing field contractor, contractors similar project experience, name of the contractors project manager, project schedule and identify specific approved materials; labor, quality control and quality control measures necessary to insure the playing fields meet or exceeds The Village of Wellington performance expectations and athletic playing field industry construction standards to include the most current ASTM associated standards. The synthetic turf CSI specifications will incorporate any additional approved special related manufactures as selected by The Village of Wellington as part of this project.

Task No. 3.05 60% (DD) Engineer's Opinion of Cost:

- A.) FTE sports shall prepare a Design Development Engineer's opinion of cost associated with the construction for these synthetic turf athletic playing fields. The Engineer's opinion of costs shall be reviewed during the Design Development meeting with **Kimley-Horn and Associates, Inc.** and The Village of Wellington. This opinion is subject to change based on The Village of Wellington comments.

The 60% (DD) Design Development Documents of the five (5) synthetic turf athletic playing fields listed above will be signed and sealed. These 60% (DD) progress documents are for the intended use of obtaining state and local permits required.

Task 4.00 90% (BID) Bid Documents Phase 4.00

FTE sports shall refine the Design Development playing field documents based on comments received from **Kimley-Horn and Associates, Inc.** and The Village of Wellington staff. The following information will be provided as part of the Bid Playing Field Documents Plans and Specifications Deliverables:

90% (BID) Progress Deliverables:

1. Playing Field Cover Sheet
2. Site Demolition Plan and General Notes
3. Synthetic Turf Playing Field Dimension Layout and Material Plan (5ea.)
4. Synthetic Turf Playing Field Surface Grading Plan (5ea.)
5. Synthetic Turf Playing Field Underdrain Collection System Plan (5ea.)
6. Synthetic Turf Field Details
7. Design Development (*Preliminary playing fields pipe sizing calculations*)
8. 90% Signed and Sealed Written Specifications (*Playing Fields Only*)
9. 90% Signed and Sealed Engineer's Opinion of Cost (*Playing Fields Only*)

Construction Documents 100% Final (CD) Phase 5.00

Task 5.00 Construction Design Documents

FTE sports shall refine the Final Construction Documents based on the approved permit conditions; RFI's and approved value engineering items for the playing fields design documents and written specifications based on comments received during the pre-bid meeting process and at the final direction provided by for The Village of Wellington staff. The following information will be provided as part of the 100% Final Playing Fields Construction Design Documents:

- A.) The Final Construction Documents shall be dimensioned in U.S. units (feet).
- B.) All plans shall be prepared on 24"x36" paper size.
- C.) The design plans scale shall be no greater than 1"-20', except for associated playing field details.

100% (CD) Deliverables:

- 1. Playing Field Cover Sheet
- 2. Site Demolition Plan and General Notes
- 3. Synthetic Turf Playing Field Dimension Layout and Material Plan (5ea.)
- 4. Synthetic Turf Playing Field Surface Grading Plan (5ea.)
- 5. Synthetic Turf Playing Field Underdrain Collection System Plan (5ea.)
- 6. Synthetic Turf Field Details
- 7. 100% Signed and Sealed Written Specifications (*Playing Fields Only*)

Note: All associated playing field documents, written specifications and calculations shall be prepared under the direct supervision of the playing field engineer of record and signed and sealed in accordance with Florida Law.

Construction Administration (CA) Phase 6.00 (**Deleted from Scope**)

Task No. 6.00 Construction Administration

FTE sports will provide this service at a fixed fee rate. The fixed fee amount is limited to the below tasks identified in this phase. In the event **Kimley-Horn and Associates, Inc.** and or The Village of Wellington requests any additional field observations services based on the general contractor or playing field contractor failure to perform in accordance with the final contract documents, FTE sports will notify **Kimley-Horn and Associates, Inc.** in writing prior to commencement with any additional construction administration services.

Task 6.01 Shop Drawing Review FTE sports shall review, approve or reject all related playing field system required shop drawings, established topping stone baseline, established drainage gravel testing baseline, MicroDeval testing, drainage pipe material, inlet structures, subsurface infiltration testing and Gmax surface testing results, complete profile infiltration playing field testing results and various additional construction as-built drawings submitted by the playing field contractor, as indicated in the final playing field written specifications.

Task 6.02 On-Site Construction Meetings FTE sports is required to attend on-site progress meeting during the duration of the project in order to issue substantial compliance. Based on similar projects in size and scope and expected duration of the playing field construction is expected not to exceed eight (8) months from the date of the mass grading of the playing field sub-grade has been established by the playing field contractor or general contractor. The following field observations/inspections are required:

- 1. Inspections of mass grading of the playing field sub-grade upon completion.
- 2. Inspections of the installation of underground piping system.
- 3. Inspections of the installation of drainage gravel blanket.
- 4. Inspections of the final topping stone installation upon completion.
- 5. Inspection of synthetic turf delivery and installation process.

These progress observation and inspections are critical to insure that the playing field construction meets the current industry standards, various manufacturers' product warranties and The Village of Wellington expectations has been field verified that the construction is in accordance with the final contract documents. These inspections shall allow FTE sports to establish initial and substantial completion. FTE sports shall provide a written observation report to **Kimley-Horn and Associates, Inc.**

and The Village of Wellington project manager of the site observation within 48 hours. Based on similar projects in size and the anticipated construction duration and field construction phasing for this project, FTE sports estimates five (5) mandatory playing field visits shall be necessary to complete these tasks.

Task 6.03 Punch List Preparation FTE sports shall coordinate with the playing field contractor, **Kimley-Horn and Associates, Inc.** and The Village of Wellington project manager for the preparation of a punch list of construction deficiencies necessary to be corrected prior to initial and substantial compliance. Based on projects similar in size, typically initial and substantial completion inspections require eight (8) playing field site visits necessary to complete this task.

The basic professional services described above shall be performed at a "FIXED FEE FOR ALL PHASES OF MEETINGS, DESIGN SERVICES, AND CA SERVICES ARE NOT PART OF THE CURRENT SCOPE, excluding out-of-pocket expenses, per the attached hourly fee schedule. Any additional professional services not specifically listed above shall be performed on an hourly basis, in accordance with the attached Hourly Fee Schedule, only per written authorization from **Kimley-Horn and Associates, Inc.** This proposal supersedes all the terms and conditions as it relates to insurance coverage limits that must be maintained by the prime consultant agreement.

A monthly invoice shall be submitted representing the actual percentage of the work completed for which previous invoices were not prepared and paid. Invoices are considered due upon receipt.

Kimley-Horn and Associates, Inc. agree to limit FTE sports liability to the scope of services. ~~FTE sports shall be indemnified from any frivolous law suits not relating to the above scope of services.~~ FTE sports retain all legal copyrights and intellectual property legal rights of any and all documents prepared in association with this project. Reuse of any documents, details or specifications are strictly prohibited without prior written authorization. FTE sports retains the right not to release any or all portions of the design or specifications in electronic format (AutoCAD or PDF) associated with this project, if any outstanding invoice payments are not paid **in accordance with the terms in the Master Agreement.**

Additional professional services will be provided only as agreed upon by **Kimley-Horn and Associates, Inc.** and FTE sports, and shall be provided in writing and in accordance with the attached Fee Schedule, unless otherwise negotiated. Authorized additional professional services shall also be subject to the general contract conditions/requirements.

Additional professional services are those services, which are not specifically listed within the above base contract. Examples of additional professional services include, but are not limited to, the following:

- Additional reviews due to changes in regulations; "SD, DD" document revisions due to changes in the approved "CD's" due to value engineering requests from the Village.
- no meetings, *unless otherwise indicated above*
- playing field fencing and sports lighting
- playing field underdrain pump station
- no irrigation system design service is included in current scope
- wall padding design
- certification for sports field lighting
- permitting fees, owners shall be responsible for all permitting fees
- utility company impact fee studies or utility connection fee negotiations
- local and state permitting
- rezoning application for land use
- concurrency studies; economic analyses
- Army Corp permitting, flood plain studies and boundary survey
- environmental engineering services

- geotechnical engineering services
- landscape architectural services
- traffic engineering services
- construction administration services unless otherwise denoted
- other non-listed professional services

HOURLY FEE SCHEDULE

Principal	\$175.00	Per Hour
Project Manager	\$160.00	Per Hour
Project Engineer	\$155.00	Per Hour
Project Landscape Architect	\$155.00	Per Hour
Project Designer	\$155.00	Per Hour
Project Technician	\$125.00	Per Hour
Administrative Assistant	\$90.00	Per Hour
Expert Witness (Preparation and Testimony)	\$300.00	Per Hour
Reimbursable Expense		
Prints up to 24" x 26"	\$3.50	Per Print
Prints over 30" x 42"	\$5.25	Per Print
Mylar/Vellum up to 24" x 36"	\$10.50	Per Print
Mileage per Trip	\$0.41	Per Mile
Meals per Trip	\$100.00	Per Day
FedEx, UPS, Travel, Hotel, Car Rental		Actual Cost Basis

We appreciate the opportunity to offer this proposal and look forward to providing the abovementioned services for you on this project. Please let me know if you have any questions or need some additional information.

Your signed acceptance of this estimate will be sufficient to confirm your authorization for FTE sports to start work on this project. Please return one copy with an original signature for our records. Please note: FTE sports cannot process with any work related to this project, unless a formal contract has been fully executed. Upon receiving a fully executed contract and all the required above deliverables denoted the design work shall schedule to begin within 30 days.

Sincerely,



Ravi Devaguptapu, PE, PTOE
President



William J. McBride, Sr
Vice President

EXHIBIT "A"

Summary of the Fixed Fees is as follows for the proposed services:

Design/Presentation Meetings Phase 1.00.....	Fixed Fee:	\$6,000.00
Schematic Design Plans 30% (SD) Phase 2.00.....	Fixed Fee:	Not Included
Design Development Plan 60% (DD) Phase 3.00.....	Fixed Fee:	\$45,000.00
Bid Documents 90% (BID) Phase 4.00.....	Fixed Fee:	\$10,000.00
Construction Documents 100% (CD) Phase 5.00.....	Fixed Fee:	\$25,000.00
Construction Administration (CA) Phase 6.00.....	Fixed Fee:	Not Included
	Total Fee:	\$86,000.00

Signature

Date

Mr. J. Casey Long, P.E

Kimley-Horn and Associates, Inc.