

**WORK ASSIGNMENT NO. 4 PURSUANT TO
THE JULY 13, 2010 AGREEMENT BETWEEN THE
CITY OF VENICE, FLORIDA AND
KING ENGINEERING ASSOCIATES, INC.**

WHEREAS, on July 13, 2010 the parties entered into an Agreement whereby the **CONSULTANT** would perform professional services for the **OWNER** pursuant to an executed Work Assignment; and

WHEREAS, the **OWNER** wishes to authorize the **CONSULTANT** to perform professional services concerning improvements to buildings, structures, landscaping, vehicular and pedestrian movements, and infrastructure at the **City of Venice Utilities Department Water Treatment, Water Maintenance, and Administrative facilities located at 200 North Warfield Avenue, and as more particularly described in the Scope of Services contained herein; and**

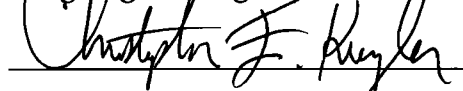
WHEREAS, the **CONSULTANT** wishes to perform such professional services.

NOW THEREFORE, in consideration of the premises and mutual covenants contained in the July 13, 2010 Agreement and in this Work Assignment, the parties agree as follows:

1. General description of the project: Develop concept plans and recommendations for aesthetic improvements to the Environmental Campus including building improvements.
2. Scope of services to be performed: **CONSULTANT** shall perform the services described in the scope of services attached as Attachment "A".
3. Compensation to be paid: City shall pay the **CONSULTANT** the sum of \$96,115 for performance of the professional services specified in this work assignment.
4. Time for completion. **CONSULTANT** shall complete the professional services specified in this work assignment within 60 days from the date of this work assignment as more fully described in Attachment A.

IN WITNESS WHEREOF, the parties have executed this work assignment on the ____ day of ____, 2013.

King Engineering Associates, Inc.



CITY OF VENICE, FLORIDA

By: _____

ATTEST:

Mayor

City Clerk

Attachment A
SCOPE OF SERVICES

King Engineering Associates, Inc.
Work Assignment No. 4

Environmental Campus Enhancement Project
Conceptual Planning

Background

The City of Venice's (City) Utilities Complex on Venice Avenue is staffed by:

- Utilities Administration
- Water Production
- Water Production Maintenance
- Water Distribution Maintenance
- Utilities Technical Support

Significant facilities within the complex consist of:

- Building A (Water Production Phase I)
- Building B (Water Production Phase II)
- Building C (Utilities Administration, Water Distribution Maintenance, and Technical Support)
- Water Production Maintenance Building
- Meter Shop & Parts Warehouse
- 1,000,000 Gallon Clear Well
- 300,000 Gallon Elevated Storage Tank
- Secured Parking for Utilities Vehicles and Equipment
- Unsecured Parking for Utilities Employees and Visitors

The Department desires to undertake this work assignment for a variety of reasons, including:

- To provide much needed maintenance attention and remedies to lingering issues such as:
 - Flat and leaking roofs on several buildings that in spite of numerous efforts over the years continue to leak badly;

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- Inefficient and ineffective heating and cooling systems in several buildings;
 - Incorporate maintenance flexibility and energy efficiencies wherever feasible;
 - Incorporate visual and functional improvements to exterior walls and other complex features, including rerouting of cables and conduit and repositioning fixtures and other devices;
 - Investigate the replacement of current fencing around the complex and around the stormwater pond with functional but more appealing alternatives;
 - Investigate improvements to complex security systems, including perimeter security camera locations, security gates, and interconnection with the City fiber optic system;
 - Devise a complex landscaping plan that incorporates Florida Friendly Landscaping concepts as much as feasible, and address the feasibility of incorporating rainwater cisterns (at minimum) for Buildings B and C;
 - Through careful design and construction efforts:
 - Become a more visually pleasing neighbor to existing and planned uses around and near the complex, including a church, a restaurant and other businesses, and a new city park lying west and adjacent to the complex, currently under design;
 - Become as functionally compatible and complimentary to the existing and planned businesses and uses near and around the complex by incorporating accommodations for bicycle and pedestrian traffic, and by making parking available to the public after normal working hours;
 - Improve the stormwater pond on the southern side of the complex so that it is more visually pleasing and so that it enhances the complex in a positive instead of a negative way;
 - Investigate options to improve the visual appeal of the complex from all angles;
 - Investigate options for repositioning the existing pipe and materials storage areas;
 - Investigate options for consolidating or replacing the numerous shed/out-buildings currently utilized by Water Production Maintenance;
 - Investigate options for improving both secure and unsecure parking;

This Work Assignment authorizes King Engineering Associates, Inc. (consultant) to provide, a preliminary design, due diligence, concept planning, and develop a report of recommendations for both the campus and buildings, and includes coordination with City staff to participate in a presentation of the recommended improvements to the City Council. Following acceptance of the preliminary design, the Utilities Department will proceed with procurement of services for final design and construction for the selected improvements.

Scope of Services:

Task 1 – Site Data Collection

1.1 Wetland Delineation

Consultant's Environmental Scientists will locate the jurisdictional boundary of the south side of Hatchett Creek from Warfield Avenue westward, to the west property line of the parcel just north of the Utilities Campus. If it is determined that the creek system is tidally influenced in this area, the extent of regulatory wetland/surface water jurisdiction may be determined based on the established Mean High Water (MHW) elevation in the vicinity of the project area. If it is verified that a MHW elevation has already been established in the project vicinity, consultant's Survey crews will field stake a line representing the MHW elevation at appropriate intervals along the project alignment for field comparison by consultant's Ecologists. The established wetland line will be field located by the consultant's survey crews and a specific purpose jurisdictional survey of the established MHW line and/or located jurisdictional line points will be prepared in accordance with Chapter 61G17-6, FAC.

1.2 Boundary Survey

King will prepare a certified boundary survey utilizing standard surveyor's certificate for 200 North Warfield Avenue. The parcel is also known as Parcel 0408-01-0091, located in Section 7, Township 39 S, Range 19 E., Sarasota County, Florida. The survey will meet all of the requirements of Chapter 5J-17, FAC, pursuant to Chapter 472. Scope does not include a jurisdictional survey of the Hatchett Creek wetland boundary or a tree survey. If necessary, a jurisdictional survey will be conducted as part of final design.

1.3 Aerial Rectified Orthophotography

King will obtain a new Aerial Photographic Planimetric survey with one foot contours. This is a highly efficient method for the location of improvements such as, but not limited to, parking areas, edge of pavement, curbing, and sidewalks. Planimetric Survey work shall meet or exceed the Florida Minimum Technical Standards requirements as set forth in Rule 5J-17. A complete ground survey locating buried utilities and other items not readily apparent in the aerial planimetrics is not included and will be conducted as part of final design.

1.4 Oblique Aerial Photography

Through a subconsultant, consultant will obtain aerial oblique color photography of the existing site. Photography will be taken during a single helicopter flight and will result in five (5) views provided digitally at 300 dbi. The oblique photography will be used in combination with the 3D aerial animation described below to provide "Before and After" imagery of the site.

1.5 Stormwater Pond Investigation

Consultant will discuss the existing stormwater system and pond with the City's Engineering Department, and obtain and review available atlas/mapping information and permits, in order to confirm the pond's regulatory requirements.

1.6 Due Diligence Investigation

Consultant will perform a limited due diligence investigation of the existing utilities campus. Data sources utilized will consist of Geographic Information System (GIS) information available from federal, state, regional and local government agencies, Land Development Code resources available through Muni-Code, and the Comprehensive Plan, available from the City of Venice. As part of the investigation, consultant will research the current zoning and future land use category of the land and compare it to the site surveys to determine if there are any site or building non-conformities of the existing land use relative to the current zoning and future land use category, a comparison of the minimum amount of parking required and the existing parking provided, building setbacks, screening, buffering, flood zone delineation, outdoor storage, and a floor area ratio analysis. Consultant will also examine the advantages of rezoning the land and changing the future land use category to accommodate the existing development and reduce on-site non-conformities. Standard exhibits are included in this scope. A determination of whether the non-conformities were legally created is not included in this scope. Should the City wish to understand the legality of any non-conformities, this effort can be added with approval for additional services and will require additional coordination with the City, who will make the call on the legality of all non-conformities.

Task 2 – Aesthetics Options and Site Concept Plans

2.1 Existing Site Plan

Using the site surveys, consultant will develop an Existing Site Plan to be used as a base for concept plan development. The Existing Site Plan will be developed in AutoCAD Civil 3D.

2.2 Aesthetics Options

King will develop aesthetics options available to the City for site beautification addressing:

- Landscaping plant species, plant quantities, and hardscape features;
- Tree removal, if needed;
- Fencing options, including the type, size, and location;
- Screening and buffering ideas;
- Stormwater facility upgrades;
- Off-site pedestrian connections and on-site pedestrian circulation;
- Directional signage;
- Parking changes,
- The planned park located to the west and ways that the City's facility can connect peripherally for pedestrian and bicycle circulation, and;

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- The possibility of infill sidewalk connections needed in the immediate area to create a cohesive walking path.

2.3 Concept Plans

Based on the above options, consultant will develop up to two (2) initial concept plans, with the goal of softening the appearance of the facility and aesthetically upgrading the site improvements for the benefit of the public, neighborhood, and the employees. It is anticipated that the process for developing the aesthetics options and site plans will be collaborative with the City. Therefore the scope includes meeting with the City up to four times to discuss the aesthetics options and site plans and the associated costs. Based on the results of these meetings, a final conceptual site plan will be developed. This effort includes:

- Coordination with the architect and integration of the site and building improvements;
- Investigation of regulatory permitting requirements associated with the proposed site improvements; and,
- Development of Engineer's Opinion of Probable Construction Costs for each of the initial concept plans.

Task 3 - Architectural Improvements

Hibner + Levine & Associates (Hibner) will complete the architectural services associated with the proposed exterior renovations to utility buildings A, B and C, the Water Production Maintenance Building, and to the structure over the discharge pumps. These renovations are proposed to include:

- New truss systems & tile roofs for sloped roofs;
- Exterior modifications for new facades, compliant with the Northern Italian Architectural Theme district in the City of Venice;
- New stuccoed and painted facades;
- New window mullions and treatments;
- New Pre-Cast Decorative Trim and Moldings;
- New Pre-Cast Columns and Bases;
- New Frieze and Cornices; and,
- New Exterior Lighting Fixtures.

3.1 Building Investigation and Record Drawings

It is our understanding that architectural/structural Record Drawings for the existing buildings do not exist or are not readily available. Hibner will conduct a field effort to obtain measurements and determine the conditions of the existing buildings in order to produce Record Drawings of the existing buildings in a form adequate to determine the modifications necessary to support the renovations and serve as a base for design drawings.

3.2 Architectural Renderings

Following the completion of the Record Drawings, Hibner will develop architectural renderings of the proposed building exteriors. These drawings will

incorporate the field measurements, will present a total concept for approval by the City, and will include cost estimates for proposed improvements. Renderings will be presented to the City for review and comment along with the site concept plans described in Task 2.3.

3.3 3D Animation

Hibner will develop an AutoCAD based full-color 3-D animation with 360° aerial rotation of the proposed complex. The animation will be aerial view only and will not include ground level “fly throughs” of the site.

Task 4 - PowerPoint Presentation

- 4.1 King will develop a Power Point presentation for use in illustrating the site upgrade concepts to the City and for describing the process required to accomplish the project. Consultant will coordinate with the City staff on creation of the presentation.

Task 5 - Recommendations Report

- 5.1 King will develop a Recommendations Report summarizing the work completed and final design concept. A draft report will be submitted to the City for review and comment and, after meeting with the City to discuss their comments, the report will be finalized.

Task 6 – Project Management

- 6.1 King will provide the following services, extending throughout the duration of the project:
- Coordinate and communication the status of each phase of the project weekly to the City via email;
 - Coordinate weekly with the architect. Status of architectural efforts will be included in the weekly email status report;
 - Develop and maintain the project schedule and submit updated schedules with monthly invoices and as requested by the City;
 - Develop and submit monthly invoices;
 - Review and internally log and file project correspondence; and
 - Initiate and execute the Quality Control process.

Deliverables

- Electronic (AutoCAD and PDF) plus three signed and sealed hardcopies of the wetland, boundary and topographic surveys
- Two (2) bound copies and (1) PDF of the Due Diligence Report
- Two (2) bound copies and (1) PDF of the Recommendations Report
- Three (3) copies and (1) PDF of the landscape concept plan view
- Three (3) copies and (1) PDF of the pedestrian and bicycling concept plan
- Three (3) copies and (1) PDF of the signage concept plan
- Three (3) copies and (1) PDF of the architectural building elevations
- One digital copy of the aerial oblique photography in 300 dpi resolution
- One digital copy of the Power Point presentation in .pptx (2007) format

Compensation

For services rendered the City will pay the consultant a **Lump Sum fee of \$96,115** including Direct Project Expenses and Special Consultants. Consultant will invoice the City monthly based upon the consultant's estimate of the portion of the total services actually completed at the time of billing. Consultant will provide a narrative of the work performed along with each invoice.

Time of Completion

Services will be completed in general accordance with the following schedule:

- Task 1 will be completed within 6 weeks of Notice to Proceed;
- Task 2 will be completed 13 weeks of receiving the Notice to Proceed;
- Task 3 will be completed in 13 weeks of receiving the Notice to Proceed.
- Task 4 will be completed in 15 weeks of receiving the Notice to Proceed.
- Task 5 will be completed in 20 weeks of receiving the Notice to Proceed.
- Task 6 and Task 7 will be an ongoing effort throughout the project.

The consultant shall submit a detailed schedule upon approval of this Work Assignment.

(Note: The week between December 25 and January 1 will not be included in the schedule.)