

**WORK ASSIGNMENT NO. 2017-01 PURSUANT  
TO THE NOVEMBER 30, 2016 AGREEMENT  
BETWEEN THE CITY OF VENICE, FLORIDA AND  
STANTEC CONSULTING SERVICES INC.**

WHEREAS, on November 30, 2016, the City of Venice, Florida ("OWNER") and Stantec Consulting Services Inc. ("CONSULTANT"), 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 **Venice Resurfacing Project, Phase 1 - CEI/VT** as more particularly described in the Scope of Services herein; and

WHEREAS, the CONSULTANT wishes to perform such professional services,

NOW THEREFORE, in consideration of the premises and mutual covenants contained in the November 30, 2016, Agreement and this Work Assignment, the parties agree as follows:

1. General description of the project: This project is for the milling, resurfacing and striping of approximately 32.5 total lane miles of existing roadway, located within the City of Venice. The project also includes ADA sidewalk ramp upgrades, sidewalk panel replacement, curb replacement and base repairs.
2. Scope of services to be performed. CONSULTANT shall perform the services described in the Scope of Services attached hereto as Attachment "A".
3. Compensation to be paid. OWNER shall pay the CONSULTANT the sum (Not to Exceed) of *Two hundred seventy-six thousand, four hundred and forty-one Dollars* (\$276,441.00) 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 *Two hundred and Ten (210)* days from the date of this Work Assignment, or in accordance with the construction schedule to be determined by OWNER.
5. The terms and conditions of the November 30, 2016, Agreement shall remain in full force and effect until the completion of this Work Assignment.

IN WITNESS WHEREOF, the parties have executed this Work Assignment on the  
\_\_ day of \_\_\_\_, 2017.

Stantec

By:   
\_\_\_\_\_  
Francisco B. Domingo, P.E.  
Principal

CITY OF VENICE, FLORIDA

By: \_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

**Attachment “A”**

**SCOPE OF SERVICES**

**FOR**

**Venice Resurfacing Project, Phase 1 – CEI/VT**

## Venice Resurfacing Project, Phase 1 – CEI/VT

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## **Venice Resurfacing Project, Phase 1 – CEI/VT**

### **1.0 PURPOSE:**

This scope of services describes and defines the Verification Testing (VT) services which are required for inspection, and materials sampling and testing for the construction project listed below.

### **2.0 SCOPE:**

Provide services as defined in this Scope of Services, the referenced Florida Department of Transportation (FDOT) manuals, and procedures.

The project for which the services are required are:

**Project Name: Venice Resurfacing Project, Phase 1 – CEI/VT**

**CIP Number: GO17R2**

**Description: CEI and Verification Testing Services for the milling, resurfacing and striping of approximately 32.5 total lane miles of existing roadway, located within the City of Venice. The project also includes ADA sidewalk ramp upgrades, sidewalk panel replacement, curb replacement and base repairs.**

Exercise independent professional judgment in performing obligations and responsibilities under this Agreement. The Consultant's lead person is tasked with the overall compliance of the Contractor with the Plans and Specifications to include, but not limited to, the verification testing requirements as set forth in the Specifications, daily field inspection of the project, and inspections off-site at asphalt plants or other off-site locations, etc.

Services provided by the Consultant shall comply with City of Venice and FDOT manuals, procedures, and memoranda in effect as of the date of execution of the Agreement unless otherwise directed in writing by the OWNER. Such FDOT manuals, procedures, and memoranda are found at the State Construction Office's website. Such City of Venice manuals, procedures, and memoranda will be provided by the OWNERS's Construction Project Manager.

On a single Construction Contract, it is a conflict of interest for a professional firm to receive compensation from both the OWNER and the Contractor either directly or indirectly.

## Venice Resurfacing Project, Phase 1 – CEI/VT

Other projects developing within the geographical area may be added at the OWNER's discretion. The Consultant must perform to the satisfaction of the OWNER's representatives for consideration of additional VT services.

### 3.0 **LENGTH OF SERVICE:**

The services shall begin upon written notification to proceed by the OWNER.

While no personnel shall be assigned until written notification by the OWNER has been issued, the Consultant shall be ready to assign personnel within two weeks of notification. For the duration of the project, coordinate closely with the OWNER and Contractor to minimize rescheduling of Consultant activities due to construction delays or changes in scheduling of Contractor activities.

For estimating purposes, the Consultant will be allowed an accumulation of fourteen (14) calendar days to perform preliminary administrative services prior to the issuance of the Contractor's notice to proceed on the first project and twenty-one (21) calendar days to demobilize after final acceptance of the project.

The anticipated bid award schedules and construction times for the projects are tabulated below:

Construction Contract Estimate			
CIP Number	Bid Award Date (Mo/Day/Yr)	Start Date (Mo/Day/Yr)	Duration (Days)
GO17R2	July 11, 2017	TBD	180

### 4.0 **DEFINITIONS:**

- A. **Agreement:** The Professional Services Agreement between the OWNER and the Consultant setting forth the obligations of the parties thereto, including but not limited to the performance of the work, furnishing of services, and the basis of payment.
- B. **Contractor:** The individual, firm, or company contracting with the OWNER for performance of work or furnishing of materials.
- C. **Construction Contract:** The written agreement between the OWNER and the Contractor setting forth the obligations of the parties thereto, including but not limited to the performance of the work, furnishing of labor and materials, and the basis of payment.
- D. **Construction Project Manager:** The City of Venice employee assigned to manage the Construction Engineering and Inspection Contract and

## **Venice Resurfacing Project, Phase 1 – CEI/VT**

represent the OWNER during the performance of the services covered under this Agreement.

- E. Construction Training/Qualification Program (CTQP): The FDOT program for training and qualifying technicians in Aggregates, Asphalt, Concrete, Earthwork, and Final Estimates Administration. Program information is available at CTQP website.
- F. Consultant: The Consulting firm under contract to the OWNER for administration of CEI/VT services.
- G. Consultant Project Administrator: The employee assigned by the Consultant to be in charge of providing Construction Contract administration services for one or more Construction Projects.
- H. Consultant Senior Project Engineer: The Engineer assigned by the Consultant to be in charge of providing Construction Contract administration for one or more Construction Projects. This person may supervise other Consultant employees and act as the lead Engineer for the Consultant.
- I. Construction Manager: The administrative head of the City of Venice Transportation Construction division.
- J. Engineer of Record: The Engineer noted on the Construction plans as the responsible person for the design and preparation of the plans.
- K. Public Information Office: The OWNER's office assigned to manage the Public Information Program.
- L. Resident Compliance Specialist: The employee assigned by the Consultant to oversee project-specific compliance functions.

### **5.0 ITEMS TO BE FURNISHED BY THE DEPARTMENT TO THE CONSULTANT:**

- A. The OWNER, on an as-needed basis, will furnish the following Construction Contract documents for each project. These documents may be provided in either paper or electronic format.
  - 1. Construction Plans,
  - 2. Specification Package,
  - 3. Copy of the Executed Construction Contract, and
  - 4. Utility Agency's Approved Material List (if applicable).

## **Venice Resurfacing Project, Phase 1 – CEI/VT**

- B. The OWNER will furnish all City of Venice procedures, policies, and manuals. These documents may be provided in either paper or electronic format.

### **6.0 ITEMS FURNISHED BY THE CONSULTANT:**

#### **6.1 OWNER Documents:**

All applicable City of Venice and FDOT documents referenced herein shall be a condition of this Agreement. All FDOT documents, directives, procedures, and standard forms are available through the FDOT's Internet website. Most items can be purchased through the following address. All others can be acquired through the FDOT's District Office or online at the FDOT's website.

Florida Department of Transportation  
Maps and Publication Sales  
605 Suwannee Street, MS 12  
Tallahassee, Florida 32399-0450  
Telephone No. (850) 488-9220  
<http://www.dot.state.fl.us/construction/>

#### **6.2 Office Automation:**

Provide all software and hardware necessary to efficiently and effectively carry out the responsibilities under this Agreement.

Provide each inspection staff with a laptop computer capable of running necessary software using a mobile broadband connection at the jobsite.

All required project data shall be input by Consultant personnel using equipment furnished by them.

Ownership and possession of computer equipment and related software, which is provided by the Consultant, shall remain at all times with the Consultant. The Consultant shall retain responsibility for risk of loss or damage to said equipment during performance of this Agreement. Field office equipment should be maintained and operational at all times.

#### **6.3 Field Office:**

No Field Office is required for the project. Consultant Staff shall utilize their vehicles as mobile offices to be equipped with a laptop and printer/scanner. No additional compensation shall be made for the use of vehicles as mobile offices.



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### **6.4 Vehicles:**

Vehicles will be equipped with appropriate safety equipment and must be able to effectively carry out requirements of this Agreement. Vehicles shall have the name and phone number of the consulting firm visibly displayed on both sides of the vehicle.

### **6.5 Field Equipment:**

Supply survey, inspection, and testing equipment essential to perform services under this Agreement; such equipment includes nonconsumable and nonexpendable items.

Hard hats shall have the name of the consulting firm visibly displayed.

Provide all field staff with cell phones and maintain service for the life of this Agreement.

Equipment described herein and expendable materials under this Agreement will remain the property of the Consultant and shall be removed at completion of the work.

Handling of nuclear density gauges shall be in compliance with their license.

Retain responsibility for risk of loss or damage to said equipment during performance of this Agreement. Field office equipment shall be maintained and in operational condition at all times.

### **6.6 Licensing for Equipment Operations:**

Obtain proper licenses for equipment and personnel operating equipment when licenses are required. The license and supporting documents shall be available for verification by the OWNER, upon request.

Radioactive Materials License for use of Surface Moisture Density Gauges shall be obtained through the State of Florida Department of Health.

## **7.0 LIAISON RESPONSIBILITY OF THE CONSULTANT:**

For the duration of the Agreement, the Consultant's Project Manager shall keep the OWNER's Construction Project Manager promptly informed of all significant activities, correspondence, reports, and other communications related to its responsibilities under this Agreement.

## **Venice Resurfacing Project, Phase 1 – CEI/VT**

### **8.0 PERFORMANCE OF THE CONSULTANT:**

During the term of this Agreement and all Change Orders thereof, the OWNER will review various phases of Consultant operations, such as construction inspection, materials sampling and testing, and administrative activities, to determine compliance with this Agreement. The Consultant shall cooperate and assist OWNER representatives in conducting the reviews. If deficiencies are indicated, remedial action shall be implemented immediately. OWNER recommendations and Consultant responses/actions are to be properly documented by the Consultant. No additional compensation shall be allowed for remedial action taken by the Consultant to correct deficiencies. Remedial actions and required response times may include but are not necessarily limited to the following:

- A. Further subdivide assigned inspection responsibilities, reassign inspection personnel, or assign additional inspection personnel, within one week of notification.
- B. Immediately replace personnel whose performance has been determined by the Consultant and/or the OWNER to be inadequate.
- C. Immediately increase the frequency of monitoring and inspection activities in phases of work that are the Consultant's responsibility.
- D. Increase the scope and frequency of training of the Consultant personnel.
- E. Revise project documents to correct inaccurate information.

### **9.0 REQUIREMENTS OF THE CONSULTANT:**

#### **9.1 General:**

It shall be the responsibility of the Consultant to administer, monitor, and inspect the Construction Contract such that the project is constructed in reasonable conformity with the plans, specifications, and special provisions for the Construction Contract.

Observe the Contractor's work to determine the progress and quality of work. Identify discrepancies, report significant discrepancies to the OWNER, and direct the Contractor to correct such observed discrepancies.

Inform the Construction Project Manager of any significant omissions, substitutions, defects, and deficiencies noted in the work of the Contractor and the corrective action that has been directed to be performed by the Contractor.

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### **9.2 On-site Inspection:**

Monitor the Contractor's on-site construction activities and inspect materials entering into the work in accordance with the plans, specifications, and special provisions for the Construction Contract to determine that the projects are constructed in reasonable conformity with such documents. Maintain detailed accurate records of the Contractor's daily operations and of significant events that affect the work.

Monitor and inspect Contractor's Work Zone Traffic Control Plan and review modifications to the Work Zone Traffic Control Plan, including Alternate Work Zone Traffic Control Plan, in accordance with the OWNER's procedures. Consultant employees performing such services shall be qualified in accordance with the FDOT's procedures.

### **9.3 Off-site Inspection:**

Monitor the Contractor's off-site construction activities, including asphalt plant activities, as directed and inspect materials entering into the work in accordance with the plans, specifications, and special provisions for the Construction Contract to determine that the projects are constructed in reasonable conformity with such documents. Maintain detailed accurate records of the Contractor's daily operations and of significant events that affect the work.

### **9.4 Sampling and Testing:**

Perform sampling and testing of component materials and completed work in accordance with the Construction Contract documents. The minimum sampling frequencies set out in the FDOT's Materials Sampling, Testing and Reporting Guide shall be met. In complying with the aforementioned guide, provide daily surveillance of the Contractor's Quality Control activities and perform the sampling and testing of materials and completed work items for verification and acceptance.

Perform inspection and sampling of materials and components at the asphalt plant and of materials normally done in a laboratory remote from the project site.

Determine the acceptability of all materials and completed work items on the basis of either test results or verification of a certification.

The OWNER may monitor the effectiveness of the Consultant's testing procedures through observation and independent assurance testing.

Sampling, testing, and laboratory methods shall be as required by the City of Venice's and FDOT's Standard Specifications, Supplemental

## **Venice Resurfacing Project, Phase 1 – CEI/VT**

Specifications, or as modified by the Special Provisions of the Construction Contract.

Documentation reports on sampling and testing performed by the Consultant shall be submitted during the same week that the construction work is done or as outlined in other City of Venice procedures.

### **9.5 Services:**

Services shall include maintaining the required level of surveillance of Contractor activities, interpreting plans, specifications, and special provisions for the Construction Contract. Maintain complete, accurate records of all activities and events relating to the project and properly document all project changes. The following services shall be performed:

- (1) Attend the Pre-Construction meeting with the Contractor and OWNER personnel.
- (2) Attend weekly or biweekly progress meetings with the Contractor and OWNER personnel, if needed.
- (3) Attend all preactivity meetings with the Contractor and OWNER personnel.
- (4) Compile all Asphalt Lot Package documents as outlined in OWNER's procedure for Asphalt Documentation Preparation and Submittal Procedure.
- (5) Analyze problems that arise on a project and proposals submitted by the Contractor; work to resolve such issues and process the necessary paperwork in a timely manner.
- (6) Produce reports, verify quantity calculations and field measure for payment purposes as needed to prevent delays in Contractor operations and to facilitate prompt processing of such information in order for the OWNER to make timely payment to the Contractor.
- (7) The OWNER will provide Public Information Services.
- (8) Provide a digital camera for photographic documentation of noteworthy incidents or events during construction.

These photographs will be submitted to the OWNER's Project Manager.

- (9) Monitor and inspect all construction for conformance with the City of Venice's and FDOT's Standard Specifications, Supplemental

## **Venice Resurfacing Project, Phase 1 – CEI/VT**

Specifications, or as modified by the Special Provisions of the Construction Contract. Reports are to be completely and accurately provided to the OWNER's Project Manager on a daily basis. All daily reports shall cover 24-hour periods.

### **9.6 Project Closeout:**

Provide complete project documents for long-term OWNER storage within 30 days of Final Acceptance of the Construction Contract on a flash drive and hard copy.

Include a complete listing of all documents included in the files which are to include but are not limited to the following:

- (1) Photos and/or Videos of the project's progression
- (2) Asphalt tickets, densities, and other testing logs
- (3) Concrete tickets and testing logs
- (4) Earthwork density log book

## **10.0 PERSONNEL:**

### **10.1 General Requirements:**

Provide qualified personnel necessary to efficiently and effectively carry out its responsibilities under this Agreement. Method of compensation for personnel assigned to this project is outlined in Exhibit "B."

Per agreement, different rates have been provided for overtime, weekend and/or night time work.

### **10.2 Personnel Qualifications:**

Provide competent personnel qualified by experience and education. Submit in writing to the Construction Project Manager the names of personnel proposed for assignment to the project, including a detailed resume for each containing at a minimum: education and experience. The FDOT Consultant Action Request form for personnel approval shall be submitted to the Construction Project Manager at least two weeks prior to the date an individual is to report to work.

Personnel identified in the Consultant technical proposal are to be assigned as proposed and are committed to performing services under this Agreement. Personnel changes will require written approval from the OWNER. Staff that has been removed shall be replaced by the Consultant within one week of OWNER notification.

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Before the project begins, all project staff shall have a working knowledge of the current CPAM and must possess all the necessary qualifications/certifications for fulfilling the duties of the position they hold. Cross-training of the Consultant's project staff is highly recommended to achieve a knowledgeable and versatile project inspection team but shall not be at any additional cost to the OWNER and should occur as workload permits. Visit the training page on the State Construction Office website for training dates.

Minimum qualifications for the Consultant personnel are set forth as follows. Exceptions to these minimum qualifications will be considered on an individual basis. The OWNER's Capital Project Transportation Manager or designee will have the final approval authority on such exceptions.

**VT PROJECT ADMINISTRATOR/PROJECT ENGINEER** - A Civil Engineering degree plus two (2) years of engineering experience in construction of major road or bridge structures, or for nondegreed personnel eight (8) years of responsible and related engineering experience, two (2) years of which involved construction of major road or bridge structures.

Receives general instructions regarding assignments and is expected to exercise initiative and independent judgment in the solution of work problems. Directs and assigns specific tasks to inspectors and assists in all phases of the construction project. Will be responsible for the progress and final estimates throughout the construction project duration. Must have the following:

**QUALIFICATIONS:**

FDOT Advanced Workzone, Traffic Control

**CERTIFICATIONS:**

None

**OTHER:**

Attend CTQP Quality Control Manager Course and pass the examination.

A Master's Degree in Engineering may be substituted for one (1) year of engineering experience.

**VT ASPHALT FIELD INSPECTOR** - High school graduate or equivalent plus two (2) years' experience in construction inspection, one (1) year of which shall have been in bridge and/or roadway construction inspection, plus the following:

Must have the following as required by the scope of work of the project:

## **Venice Resurfacing Project, Phase 1 – CEI/VT**

### **QUALIFICATIONS:**

CTQP Concrete Field Inspector Level I  
CTQP Asphalt Roadway Level I & II  
CTQP Earthwork Construction Inspection Level I  
CTQP Final Estimates Level I  
FDOT Intermediate Workzone, Traffic Control

### **CERTIFICATIONS:**

Nuclear Radiation Safety

Responsible for performing complex technical assignments in making and checking engineering computations, inspecting construction work, and conducting field tests. Work is performed under the general supervision of the Project Administrator or OWNER PM.

**VT ASPHALT PLANT INSPECTOR**- High-school graduate or equivalent plus one (1) year of experience in the surveillance and inspection of hot-mix asphalt plant operations and have the following:

### **QUALIFICATIONS:**

CTQP Asphalt Plant Level I & II

## **10.3 Staffing:**

Once authorized, the Consultant shall establish and maintain appropriate staffing throughout the duration of construction and completion of the final estimate. Responsible personnel, thoroughly familiar with all aspects of construction and final measurements of the various pay items, shall be available to resolve disputed final pay quantities until the OWNER has received a regular acceptance letter.

Construction engineering and inspection forces will be required of the Consultant while the Contractor is working. If Contractor operations are substantially reduced or suspended, the Consultant will reduce its staff appropriately.

In the event that the suspension of Contractor operations requires the removal of Consultant forces from the project, the Consultant will be allowed ten (10) days maximum to demobilize, relocate, or terminate such forces.

## **11.0 QUALITY ASSURANCE (QA) PROGRAM:**

### **11.1 Quality Assurance Plan:**

Within fifteen (15) days after receiving award of an Agreement, furnish a QA Plan to the Construction Project Manager. The QA Plan shall detail the

## **Venice Resurfacing Project, Phase 1 – CEI/VT**

procedures, evaluation criteria, and instructions of the Consultant's organization for providing services pursuant to this Agreement. Unless specifically waived, no payment shall be made until the OWNER approves the Consultant QA Plan.

Significant changes to the work requirements may require the Consultant to revise the QA Plan. It shall be the responsibility of the Consultant to keep the plan current with the work requirements. The Plan shall include, but not be limited to, the following areas:

**A. Organization:**

A description is required of the Consultant QA Organization and its functional relationship to the part of the organization performing the work under the Agreement. The authority, responsibilities, and autonomy of the QA organization shall be detailed as well as the names and qualifications of personnel in the quality control organization.

**B. Quality Assurance Reviews:**

Detail the methods used to monitor and achieve organization compliance with Agreement requirements for services and products.

**C. Quality Assurance Records:**

Outline the types of records which will be generated and maintained during the execution of the QA program.

**D. Control of Subconsultants and Vendors:**

Detail the methods used to control subconsultant and vendor quality.

**E. Quality Assurance Certification:**

The Consultant firm shall certify that the inspection and documentation was done in accordance with FDOT specifications, plans, standard indexes, and City of Venice/FDOT procedures.

### **11.2 Quality Assurance Reviews:**

Conduct a minimum of one (1) Quality Assurance Review to ensure compliance with the requirements of the Agreement. Quality Assurance Reviews shall be conducted to evaluate the adequacy of materials, processes, documentation, procedures, training, guidance, and staffing included in the execution of this Agreement. Quality Assurance Reviews shall also be developed and performed to achieve compliance with



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specific QA provisions contained in this Agreement. The reviews shall be submitted to the Construction Project Manager in written form no later than one (1) month after the review.

The VT shall perform an initial QA review on its asphalt inspection staff after the Contractor has completed ten (10) full work days of asphalt paving operations, or 25% of the asphalt pay item amount (whichever is less), to validate that all sampling, testing, inspection, and documentation are occurring as required of the VT staff.

### **11.3 Quality Records:**

Maintain adequate records of the quality assurance actions performed by the organization (including subcontractors and vendors) in providing services and products under this Agreement. All records shall indicate the nature and number of observations made, the number and type of deficiencies found, and the corrective actions taken. All records shall be available to the OWNER, upon request, during the Agreement term. All records shall be kept at the primary job site and shall be subject to audit review.

## **12.0 AGREEMENT MANAGEMENT:**

### **12.1 General:**

- (1) With each monthly invoice submittal, the Consultant will provide a Status Report for the Agreement. This report will provide an accounting of the additional Agreement calendar days allowed to date, an estimate of the additional calendar days anticipated to be added to the original schedule time, an estimate of the Agreement completion date, and an estimate of the Consultant funds expiration date per the Agreement schedule for the prime Consultant and for each subconsultant. The Consultant will provide a report showing the previous month's payments made to subconsultants. Invoices not including this required information may be rejected.
- (2) When the Consultant identifies a condition that will require an amendment to the Agreement, the Consultant will communicate this need to the Construction Project Manager for acceptance. Upon acceptance, prepare and submit a Change Order and all accompanying documentation to the Construction Project Manager for approval and further processing. The CO is to be submitted at such time to allow the OWNER 12 weeks to process, approve, and execute the CO. The content and format of the CO and accompanying documentation shall be in accordance with the instructions and format to be provided by the OWNER.

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- (3) The Consultant is responsible for performing follow-up activities to determine the status of each Change Order submitted to the OWNER.

### **12.2 Invoicing Instructions:**

Monthly invoices shall be submitted to the OWNER.

If the monthly invoice cannot be submitted on time, notify the OWNER prior to the due date stating the reason for the delay and the planned submittal date. Once submitted, the Consultant Project Principal or Senior Project Engineer shall notify the Construction Project Manager via e-mail of the total delay in calendar days and the reason(s) for the delay(s).

All charges to the individual project will end no later than thirty (30) calendar days following final acceptance; or where all items of work are complete and conditional/partial acceptance is issued; unless authorized in writing by the OWNER.

A Final Invoice will be submitted to the OWNER no later than the 45th day following Final Acceptance of the individual project or as requested by the OWNER.

### **13.0 OTHER SERVICES:**

Upon written authorization by the Construction Project Manager or designee, the Consultant will perform additional services in connection with the project not otherwise identified in this Agreement. The following items are not included as part of this Agreement, but may be required by the OWNER to supplement the Consultant services under this Agreement. Scope and fee will be negotiated at that time.

- A. Provide inspection services in addition to those provided for in this Agreement.
- B. Provide services determined necessary for the successful completion and closure of the Construction Contract.

### **14.0 POST CONSTRUCTION CLAIMS REVIEW:**

In the event the Contractor submits a claim for additional compensation and/or time after the Consultant has completed this Agreement, analyze the claim, engage in negotiations leading to settlement of the claim, and prepare and process the required documentation to close out the claim. Compensation for such services will be negotiated and effected through a Change Order to this Agreement.

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### **15.0 CONTRADICTIONS:**

In the event of a contradiction between the provisions of this Scope of Services and the Consultant's proposal as made a part of their Agreement, the provisions of the Scope of Services shall apply.

### **16.0 THIRD-PARTY BENEFICIARY:**

It is specifically agreed between the parties executing this Agreement that it is not intended by any of the provisions of any part of the Agreement to create in the public or any member thereof, a third-party beneficiary hereunder, or to authorize anyone not a party to this Agreement to maintain a claim, cause of action, lien, or any other damages or any relief of any kind pursuant to the terms or provisions of this Agreement.

### **17.0 OWNER AUTHORITY:**

The OWNER shall be the final authority in considering modifications to the Construction Contract for time, money or any other consideration.

### **18.0 TASKS:**

The project will be set up with the following tasks:

Task 1 - Construction Administration

Task 2 - Construction Inspection – Site – VT

Task 3 - Asphalt Plant Inspection – VT

Task 4 - Laboratory Services

### **19.0 FEES:**

The services in this work assignment will be provided as Time and Expense (T&E).

Fees provided are based on assumptions and information available at the time of the preparation of the agreement. Billing will be based on actual time spent to fulfill the service as described in this scope. See Exhibit "A" enclosed.

Payment terms and conditions will be in accordance with the Agreement dated November 30, 2016.

## Venice Resurfacing Project, Phase 1 – CEI/VT

Personnel Classification	Hrs/Wk	Wks	\$/ Hr	Overtime* Hrs/Wk	Overtime* \$/Hr	Total Cost
<b>Stantec</b>						
Senior Principal	2	2	205			\$ 820.00
Project Manager	10	34	167			\$ 56,780.00
Administrative Assistant	0.5	34	70			\$ 1,190.00
<b>Subconsultant - Terracon</b>						
CEI Senior Engineer	1	30	150			\$ 4,500.00
CEI Engineer	2	30	110			\$ 6,600.00
Administrative Assistant	0.5	30	55			\$ 825.00
CEI Field Inspector	40	20	85	10	127.5	\$ 93,500.00
CEI Asphalt Plant Inspector	40	18	85	10	127.5	\$ 84,150.00

**LABOR TOTAL** **\$ 248,365.00**

Laboratory Services	# tests	\$/test			Total Cost
Modified Moisture Density Relationships (Proctor)	5	110			\$ 550.00
Minus No.200 Sieve Wash	5	35			\$ 175.00
Limerock Bearing Ratio	4	330			\$ 1,320.00
Compressive strength Test	15	60			\$ 900.00

**LABORATORY TOTAL** **\$ 2,945.00**

Subtotal LABOR and LABORATORY					\$ 251,310.00
10% OWNER's Reserve*					\$ 25,131.00
<b>RECOMMENDED BUDGET - CITY OF VENICE RESURFACING 2017 - CEI</b>					<b>\$ 276,441.00</b>

\* The OWNER's Reserve is for the exclusive use of the OWNER (if required) and any request for the use of OWNER's Reserve must be approved by the OWNER's Project Manager in writing prior to the performance of such work.

Fee is based on:

Total project time (contractor) = 6 months - Site inspector on site 5 months

Upfront mobilization, submittals = 2 weeks

Upfront base & concrete work is 30 calendar days = 4 weeks (work may continue concurrent with paving)

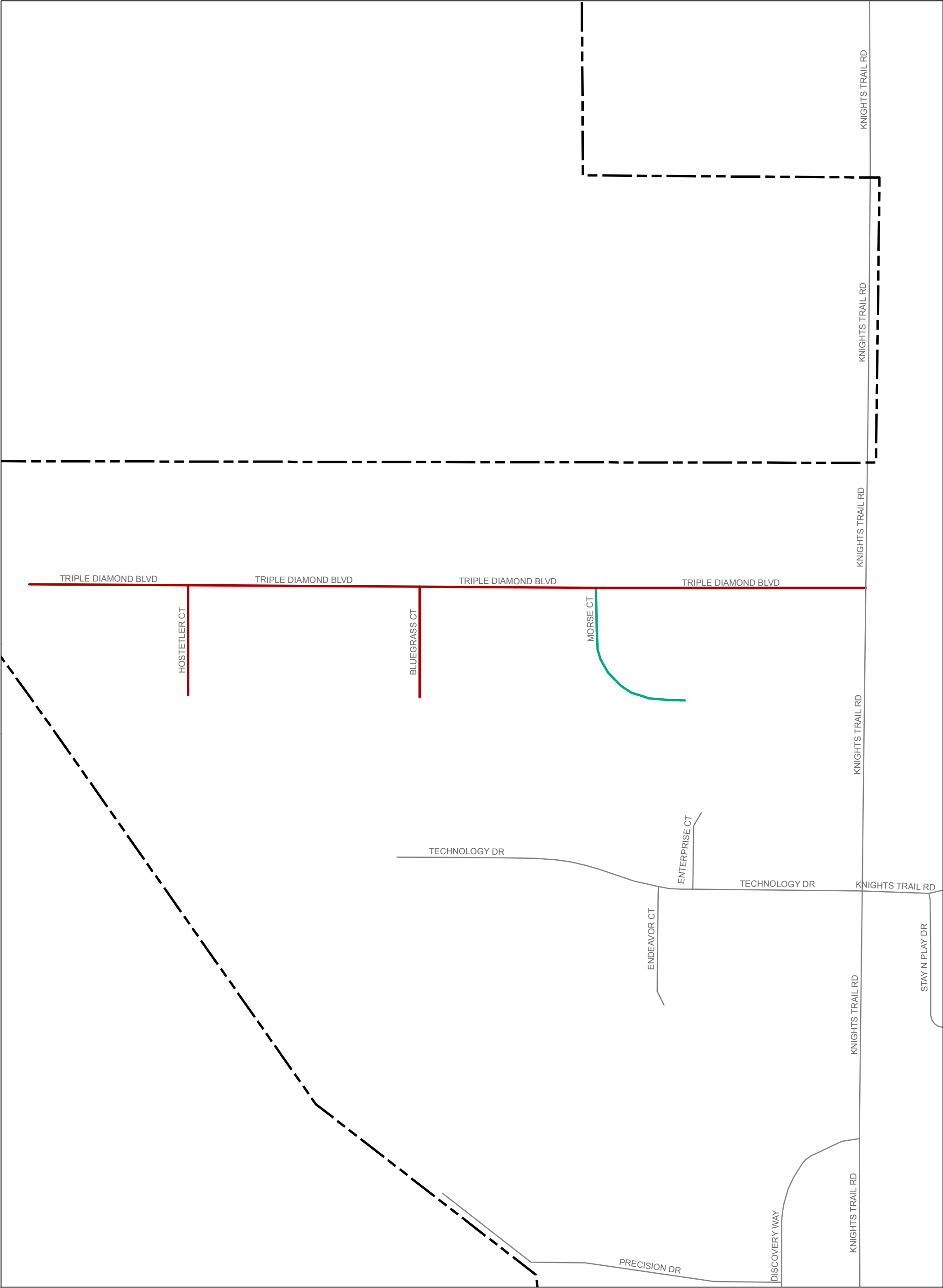
Actual paving time needed is 90 work days = 126 calendar days = 18 weeks

Project closeout = 4 weeks


NTP	Calendar Days	Weeks	Cumulative Days		Cumulative Weeks
Mobilization, Submittals	15	2.1	15		2.1
Concrete and Base work*	30	4.3	45		6.4
Asphalt paving (*may start concurrent with concrete work)	126	18.0	171		24.4
Project Closeout, Substantial to Final	30	4.3	201		28.7

ATTACHMENT B  
CONSULTANT'S HOURLY RATES


STAFF	HOURLY RATES (\$/HR)
Senior Principal	\$ 205.00
Senior Project Manager	\$ 180.00
Project Manager	\$ 167.00
Senior Engineer	\$ 156.00
Senior Structural Engineer	\$ 160.00
Senior Electrical Engineer	\$ 160.00
Project Engineer/ Project	\$ 135.00
Staff Engineer	\$ 125.00
EIT/ Non Engineer Specialist	\$ 110.00
Senior CADD Technician	\$ 115.00
CADD Technician	\$ 95.00
Ecologist	\$ 95.00
GIS Specialist	\$105.00
Registered Landscape Architect	\$ 170.00
Staff Landscape Architect	\$ 110.00
Project Planner	\$ 120.00
Admin. Assistant	\$ 70.00
Construction Inspector	\$ 101.00
Senior Construction Manager	\$ 145.00
Professional Surveyor (PSM)	\$ 160.00
1 Man Survey Crew	\$ 125.00
2 Man Survey Crew	\$ 155.00
3 Man Survey Crew	\$ 175.00





**Legend**

 City Boundary

Roads

 No Treatment

 1.5in. Hot Mix Mill & Overlay

 3.0in. Hot Mix Mill & Overlay

Disclaimer: This map is provided to depict the general limits of resurfacing work. For specific quantity information, refer to the Bid Tabulation form and Phase 1 Paving Street List.

City of Venice

Year 1 Road Bond Paving Exhibit

February 2017

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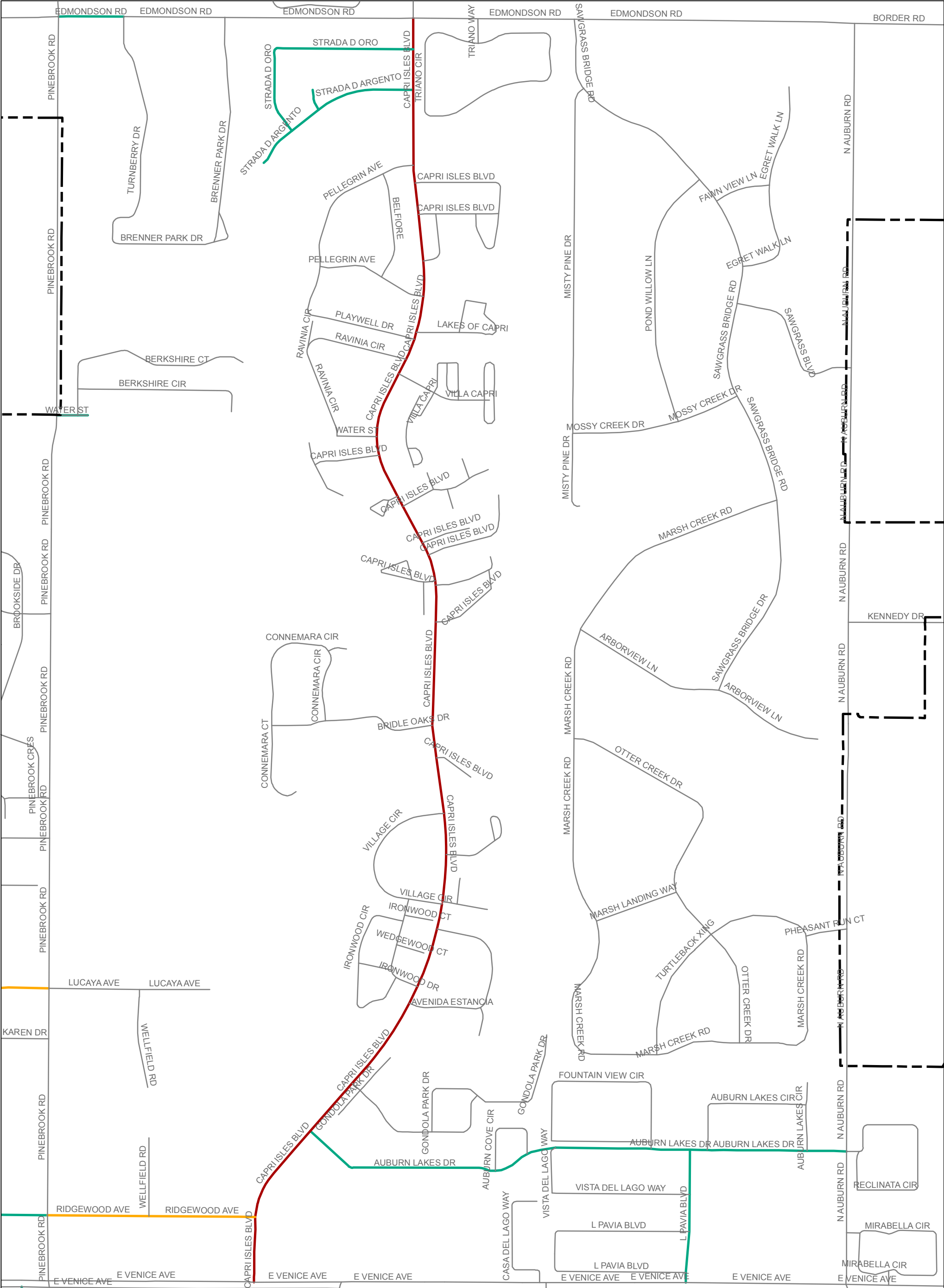
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1,500

2,000

Feet



**Legend**  
 City Boundary

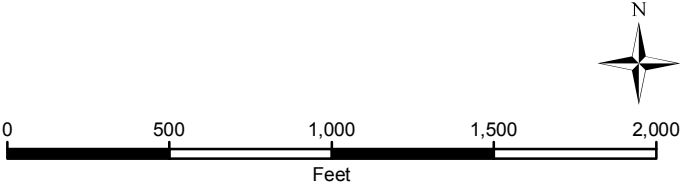
**Roads**  
 No Treatment

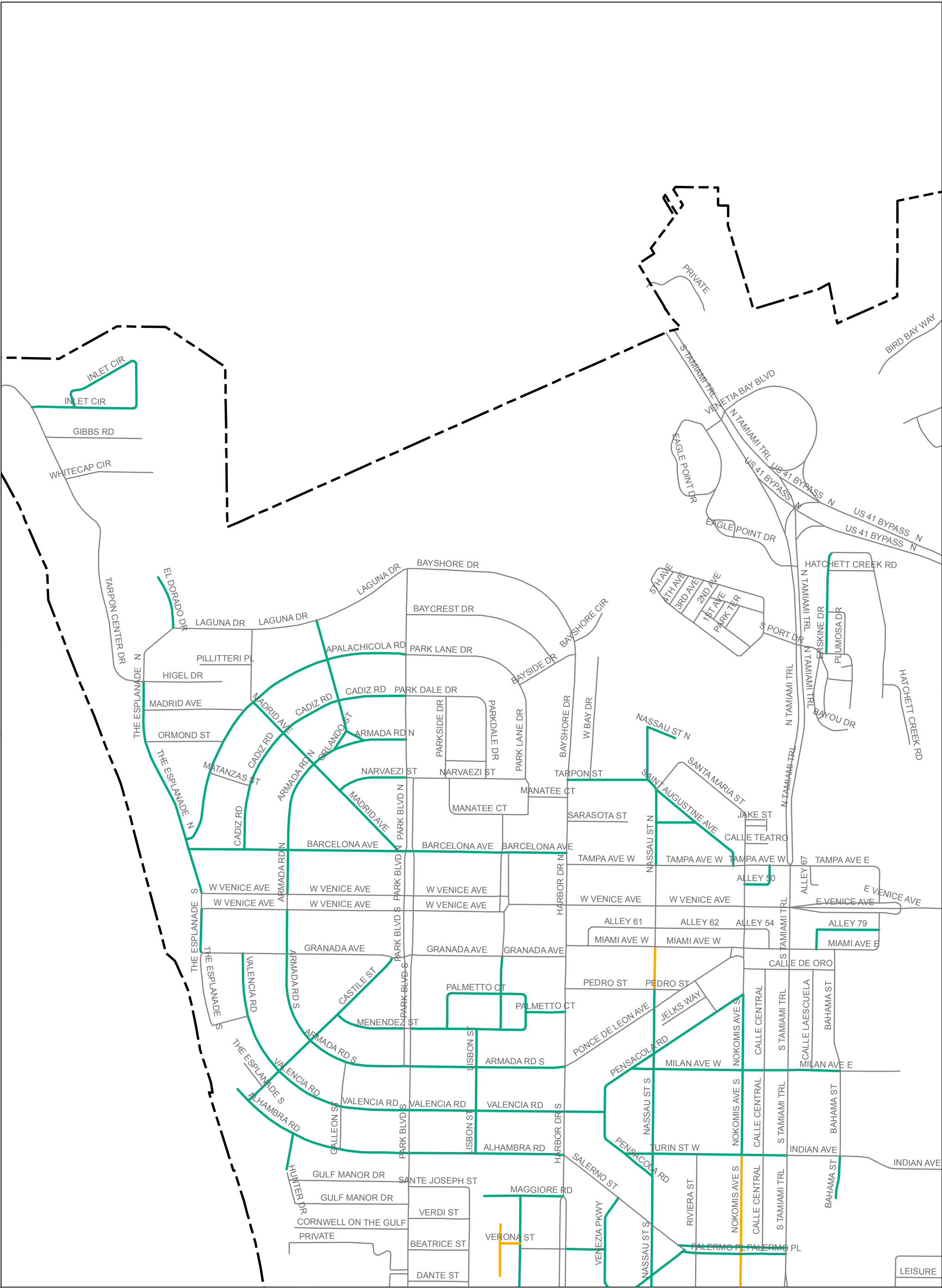
1.5in. Hot Mix Mill & Overlay


2.0in. Hot Mix Mill & Overlay

3.0in. Hot Mix Mill & Overlay


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- Legend**
-  City Boundary

Roads

 1.5in. Hot Mix Mill & Overlay

 2.0in. Hot Mix Mill & Overlay

 No Treatment
- Disclaimer: This map is provided to depict the general limits of resurfacing work. For specific quantity information, refer to the Bid Tabulation form and Phase 1 Paving Street List.
- 
- City of Venice

Year 1 Road Bond Paving Exhibit

February 2017

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- 0


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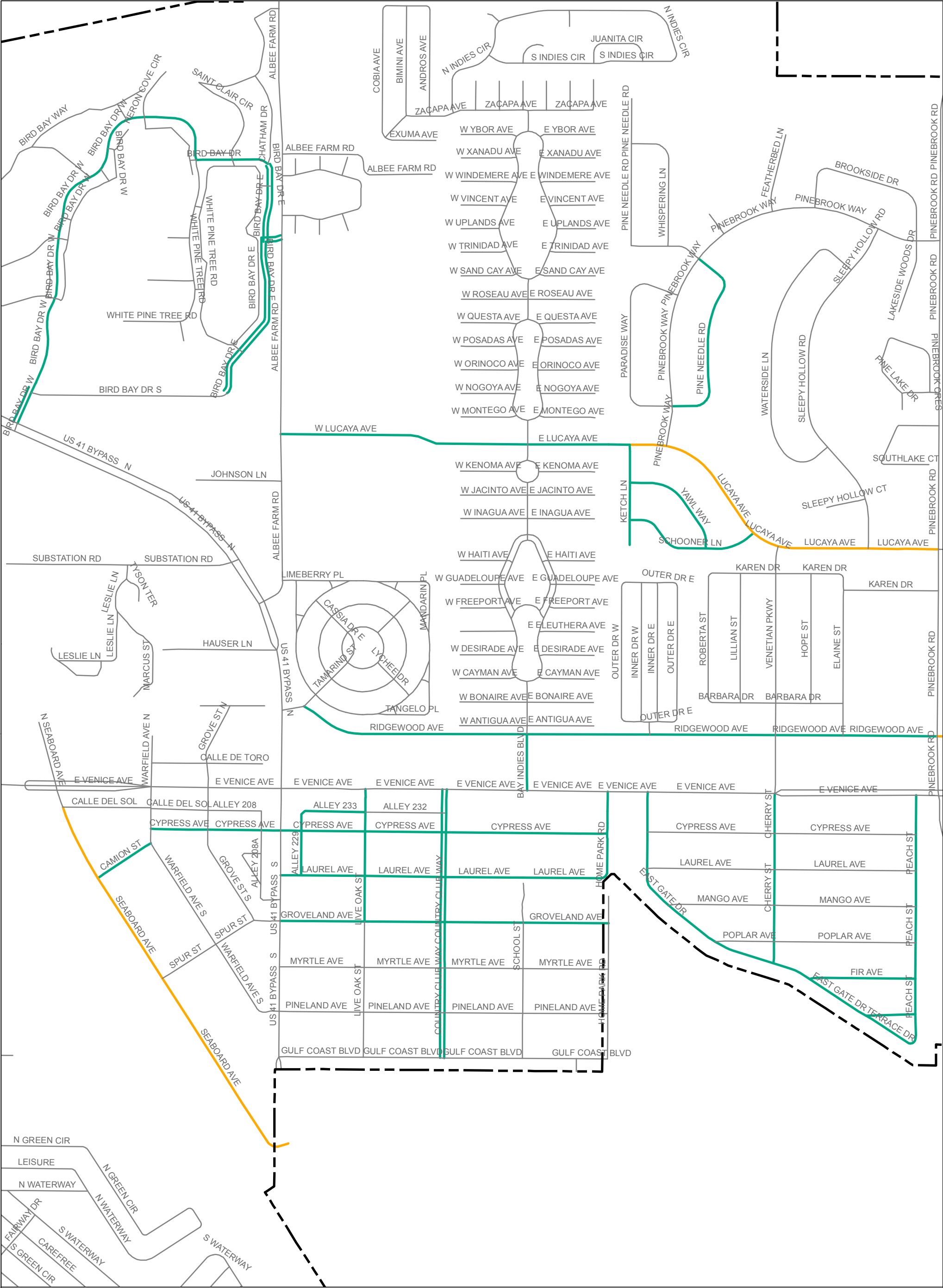
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Feet







**Legend**

City Boundary

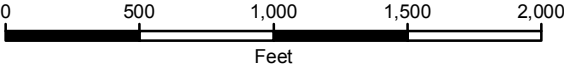
Roads

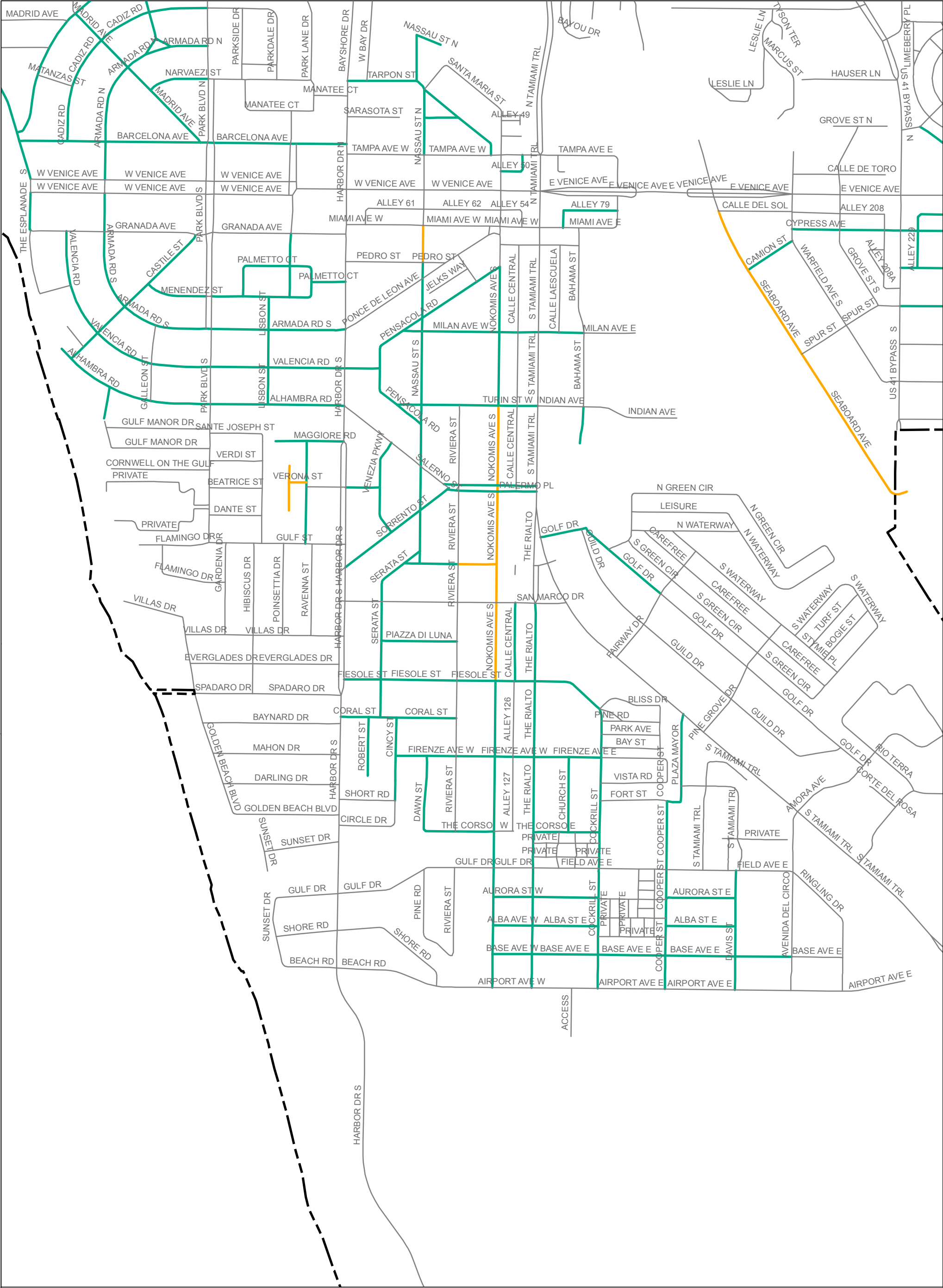
1.5in. Hot Mix Mill & Overlay

2.0in. Hot Mix Mill & Overlay

No Treatment

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City Boundary

Roads

No Treatment

1.5in. Hot Mix Mill & Overlay

2.0in. Hot Mix Mill & Overlay

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City of Venice  
Year 1 Road Bond Paving Exhibit  
February 2017  
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Feet