



March 5, 2024

Cotter Christian
Project Manager
Margate Community Redevelopment Agency
5790 Margate Boulevard
Margate, FL 33063

**Re: Proposal for Engineering Services
SR 7 Undergrounding – Planning Services
City of Margate, FL**

Dear Mr. Christian:

In accordance with our General Engineering Consulting services agreement dated April 14, 2021 (RFQ-MCRA-2021-02), **Kimley-Horn and Associates, Inc.** (“Kimley-Horn” or the “Consultant”) is pleased to submit this proposal (the “Agreement”) for professional consulting services to the **Margate Community Redevelopment Agency** (the “Client” or “CRA”) for providing engineering services associated with SR 7 dry utility improvements. Our project understanding, scope of services, schedule, and fee are below.

PROJECT UNDERSTANDING

The Client has requested a proposal for planning services for undergrounding overhead utilities along SR 7, from W Atlantic Blvd to Coconut Creek Pkwy, in Broward County, Florida. It is understood that there are multiple utilities on the utility poles along SR 7. These poles and lines are generally located within the public rights-of-way. New underground electric and communications infrastructure is desired to be installed within the road rights-of-way and in new easements, where required.

Based on this understanding, our detailed scope of services is provided below.

SCOPE OF SERVICES

The scope of services for this project includes planning services associated with the undergrounding of overhead utilities along SR 7. Design services can be provided later as a separate proposal.

TASK 1: SURVEYING

Kimley-Horn’s Sub Consultant (Avirom and Associates, Inc.) will perform a topographical survey of the public rights-of-way of SR 7 and partial side streets. It has been our experience that this level of survey will satisfy FPL’s survey parameters. This is not a boundary survey. Aboveground evidence of locations of underground utilities will be provided – obtaining invert elevations would require temporary traffic control and can be provided as an additional service during design. Spot elevations will be shown on approximate 100-foot intervals along the corridor. Existing transformers and utility poles within 15’ of the rights-of-way will be located. Specimen trees 6” in diameter and larger will be located. The location of shrubbery is not included.

TASK 2: PLANNING SERVICES

Kimley-Horn will visit the site to review the existing conditions. A design ticket will be called into Sunshine 811 to obtain available utility record information.

Kimley-Horn will prepare a conceptual opinion of probable cost for the project. The anticipated conduit and equipment needs of the utility providers to convert their existing overhead facilities underground will be estimated assuming that a like-for-like conversion will occur – no facilities for additional/upgraded services

that are not currently existing or for future services are included. No utility provider coordination is included in this scope. If the project moves into the design phase, network designs will be requested from the utility providers and the needs of each can be further refined. It is also assumed that the Florida Department of Transportation (FDOT) and the utility providers will allow construction of the proposed facilities in the rights-of-way.

The opinion of cost will be included in a technical memorandum that provides a summary of the undergrounding process, the results of this planning phase, and considerations for proceeding with the project into design and construction. We will attend one (1) virtual review meeting and respond to one (1) round of reasonable comments on the memorandum.

Additional Services

Any services not specifically provided for in the above scope, as well as any changes in the scope the Client requests, will be considered additional services and will be performed at our then current hourly rates. Additional services we can provide, but are not limited to, the following:

- Design services
- Easement assistance
- Permitting assistance
- Construction phase services

Information Provided By Client

We shall be entitled to rely on the completeness and accuracy of all information provided by the Client or the Client's consultants or representatives. The Client shall provide all information requested by Kimley-Horn during the project, including but not limited to the following:

- Utility record information (if available)
- Geotechnical information (if available)
- Utility locates (if available)

Schedule

Kimley-Horn will perform the scope of services above as expeditiously as practical to meet a mutually-agreed-upon schedule. Upon authorization to proceed, the survey will take approximately 6 weeks to be completed, weather permitting. The technical memorandum will be completed approximately within this same timeframe.

Fee and Billing

Kimley-Horn will perform the Scope of Services in **Task 1** on a lump sum basis. Lump sum fees will be invoiced monthly based upon the overall percentage of services performed. All permitting, application, and similar project fees will be paid directly by the Client.

Task No.	Description	Fee
1	Surveying	\$24,600
Total Lump Sum Fee		\$24,600

Fees and expenses will be invoiced monthly based, as applicable, upon the percentage of services performed or actual services performed and expenses incurred as of the invoice date.

Kimley-Horn will perform the services in **Task 2** on a labor fee plus expense basis with the maximum labor fee shown below.

Task 2	Planning Services	\$15,825
	Maximum Labor Fee	\$15,825

Kimley-Horn will not exceed the total maximum labor fee shown without authorization from the Client. Labor fee will be billed on an hourly basis according to our contract rates. As to these tasks, direct reimbursable expenses such as express delivery services, fees, air travel, and other direct expenses will be billed at cost. Administrative time related to the project may be billed hourly. All permitting, application, and similar project fees will be paid directly by the Client.

Payment will be due within 30 days of your receipt of the invoice and should include the invoice number and Kimley-Horn project number.

Closure

In accordance with our General Engineering Consulting services agreement dated April 14, 2021 (RFQ-MCRA-2021-02) and if you concur in the foregoing and wish to direct Kimley-Horn to proceed with the aforementioned services, please execute the enclosed copy of this letter agreement in the space provided and return the same to be undersigned. Fees and times stated in this agreement are valid for sixty (60) days after the date of the agreement by the Consultant.

We appreciate this opportunity to submit this proposal. Please contact Brett Johnson at 561-840-0843 if you have any questions.

Very truly yours,

KIMLEY-HORN AND ASSOCIATES, INC.



Kevin Schanen, P.E.
Senior Vice President/ Principal



Brett Johnson, P.E.
Project Manager

**CITY OF MARGATE COMMUNITY REDEVELOPMENT AGENCY
A Municipal Agency**

Agreed to this ____ day of _____, 2024.

By: _____

(Print or Type Name)

Title: _____
(As Authorized by Law)

_____, Witness

(Print or Type Name)

Official Seal:

STAFF HOUR ESTIMATE

PROJECT: SR 7 Undergrounding									
CLIENT: City of Margate CRA									
ESTIMATOR: Ryan Declé 03/05/24									
DESCRIPTION:	DIRECT LABOR (MAN-HOURS)								
	Principal	Project Manager	Senior Engineer	Project Engineer	Senior Inspector	Senior Designer	Administration	Expenses	Line Total
Task 1: Surveying and Geotechnical Services									
Site Survey	1			6			1	\$23,400.00	\$24,600.00
Task 2: Planning Services									
Site Visit				16					\$2,400.00
Obtain Utility Record Information	1			10			2		\$1,875.00
Conceptual Opinion of Probable Cost	4			24					\$4,500.00
Technical Memorandum	6			24			2		\$5,100.00
Submit Memorandum, Review Meeting (Virtual), Respond to Comments	2			10					\$1,950.00
TOTAL HOURS	14	0	0	90	0	0	5	\$23,400.00	
LABOR RATE (\$/HOUR)	225.00	175.00	180.00	150.00	125.00	140.00	75.00	1.0	
SUBTOTAL	\$3,150.00	\$0.00	\$0.00	\$13,500.00	\$0.00	\$0.00	\$375.00	\$23,400.00	
PAGE TOTAL	\$40,425.00								\$40,425.00