

**TASK ORDER  
BETWEEN**

**MARGATE COMMUNITY REDEVELOPMENT AGENCY**

**AND**

**CRAVEN THOMPSON & ASSOCIATES, INC.**

This Engineering Services Task Order is entered into this \_\_\_\_ day of \_\_\_\_\_, 2021 by and between the MARGATE COMMUNITY REDEVELOPMENT AGENCY, hereinafter referred to as "CRA" and CRAVEN THOMPSON & ASSOCIATES, INC., hereinafter referred to as "CONTRACTOR".

**W I T N E S S E T H:**

WHEREAS, the CRA and the CONTRACTOR previously entered into an Agreement for General Engineering Consulting Services dated March 9, 2016 (the "Original Agreement"); and

WHEREAS, in accordance with the Original Agreement, the Original Agreement was renewed for three consecutive one year extensions with the last extension ending March 9, 2021, with an additional 90 day extension ending June 7, 2021; and

WHEREAS, the CRA and the CONTRACTOR are authorized to enter into Task Orders in order to provide for additional services to be provided by the CONTRACTOR for the CRA, pursuant to the Original Agreement; and

WHEREAS, the CRA and the CONTRACTOR desire to enter into this Task Order in order for the CONTRACTOR to provide additional services pursuant to the Original Agreement, except as modified herein;

NOW, THEREFORE, in consideration of the mutual covenants and promises herein contained, the CRA and the CONTRACTOR agree as follows:

1. The "WHEREAS" clauses recited above are hereby incorporated herein by reference.

2. The CRA authorizes the CONTRACTOR to perform additional services as provided in this Task Order for the following CRA Project:

**Serino Park Survey**

3. The Scope of Services for the Project, as provided in the Original Agreement, is hereby amended in order to authorize the CONTRACTOR to provide the Scope of Services as described on Exhibit "A", to this Task Order, which is attached hereto and incorporated herein by reference.

4. The Budget for the Project as stated in the Original Agreement is hereby amended to reflect the adjustments indicated on Exhibit "A" to this Task Order, which is attached hereto and incorporated herein by reference. The total budget for this assignment shall not exceed: Six Thousand Three Hundred Fifty Dollars (\$6,350.00). Payments shall be disbursed as provided for in the Original Agreement.

5. The Completion Date for the Project as stated in the Original Agreement is hereby amended to provide for the CONSULTANT to complete the Scope of Services described in Exhibit "A" to this Task Order no later than forty-five (45) days following the issuance of the Notice to Proceed. This Task Order may be extended up to an additional thirty (30) days subject to a written amendment to this Agreement executed by the Chair of the MCRA. Extensions beyond thirty (30) days require approval by the MCRA Board.

6. This Task Order is approved contingent upon the CRA's acceptance of and satisfaction with the completion of the services rendered in the previous phase (if any) or as encompassed in the Original Agreement, as may have been amended by any prior Task Orders entered into between the CRA and the CONTRACTOR. If the CRA, in its sole discretion, is unsatisfied with the services provided in a previous phase, or prior Task Order, the CRA may terminate the Original Agreement without incurring any further liability.

7. The CONTRACTOR may not commence work on any Task Order, including this Task Order, approved by the CRA, without a further notice to proceed issued in writing by the CRA Executive Director, or their authorized representative.

8. The Original Agreement, as may have been modified by prior Task Orders, and except as modified herein, shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Task Order as of the day and year indicated above.

**MARGATE COMMUNITY  
REDEVELOPMENT AGENCY**

BY: \_\_\_\_\_  
Tommy Ruzzano, CRA Chair

ATTEST:

\_\_\_\_\_  
Rita Rodi, Secretary

**CONTRACTOR:**

CRAVEN THOMPSON & ASSOCIATES, INC.

BY: 

Print Name: Patrick Gibney

Title: VP

**ATTEST:**

By: 

Print Name: Joseph Handley

Title: Secretary

(CORPORATE SEAL)

## EXHIBIT "A"

January 27, 2021

Mr. Cotter Christian  
Project Manager  
Margate Community Redevelopment Agency  
5790 Margate Boulevard  
Margate, Florida 33063

RE: **SERINO PARK – SURVEY**  
**CTA PROPOSAL NO. 2021-R04.003-REV**

**CRIVEN THOMPSON**



**& ASSOCIATES INC.**

Engineers  
Planners  
Surveyors  
Landscape Architects

Dear Mr. Christian:

The firm of Craven Thompson & Associates, Inc. (CTA) is pleased to provide you with the following proposal for professional services for Surveying Services for Serino Park Improvements. The specific scope is as follows:

**I. SURVEYING SERVICES**

**1.1 Boundary and Topographic Survey (CTA Task No. 11020)**

Prepare a Boundary and Topographic Survey of the Serino Park Site. The Survey will meet current surveying requirements of the Board of Professional Surveyors and Mappers of the State of Florida, as outlined in Chapter 5J-17 of the Florida Administrative Code. The boundary survey will include the recovery and/or setting of property boundary monumentation. The Topographic survey will include location of aboveground visible improvements (i.e., pavement, slabs, fences, parking striping, trees, and utility features). We will obtain sanitary and storm sewer rim elevations with pipe invert elevations including size and type of pipe with direction of flow, if visible, and not obstructed. In addition to locations within the property boundary, we will also collect locations of the aboveground visible improvements to the East edge of pavement for S.R. 441. Topographic elevations will be obtained on the site at a 50-foot grid. All elevations will be based on the North American Vertical Datum of 1988 (NAVD 88) and referenced to a Florida Department of Transportation or National Geodetic Survey benchmark. The survey will be prepared in AutoCAD Civil3D, version 2017 or higher drawing file format.

*Lump Sum.....\$6,350.00*

**Approximate time of completion: Three to four (3-4) weeks after receipt of Notice to Proceed (weather permitting).**

3563 N.W. 53rd Street  
Fort Lauderdale, FL 33309-6311  
(954)739-6400  
Fax (954) 739-6409

**Acceptance**

This proposal and fee schedules are based on acceptance within 30 days of the date of preparation. If not accepted by you within that time period, we reserve the right to re-evaluate the terms and conditions contained herein.

The above will be subject to the terms and conditions as specified in our current contract for services. If the proposed work and fees contained herein are agreeable with you, please sign the enclosed copy of this letter and return same to our office. Should you have any questions regarding the above, please do not hesitate to call.

Sincerely,

**CRAVEN THOMPSON & ASSOCIATES, INC.**



PATRICK J. GIBNEY, P.E.  
Vice President, Engineering

PJG/tg

**ACCEPTANCE OF PROPOSAL:** The above fees, terms, conditions, and specifications are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined.

THIS PROPOSAL ACCEPTED BY:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Name & Title

\_\_\_\_\_  
Facsimile Number

\_\_\_\_\_  
Firm Name

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Date

**CRAVEN THOMPSON & ASSOCIATES INC.**

EXHIBIT D  
STAFF TIME ESTIMATE

Personnel		Hourly	Hours per Task								Totals		
		Rate	Task 1.1 0001	Task 1.2 0001	Task 1.3 0001	Task 1.4 0001	Task 2.1 0002	Task 2.2 0003	Task 3.1 0006	Task 4.1 0008	Task 5.1 0009	Hours	Cost
Administration													
Administrative Assistant		\$70.00										0	\$0.00
Sub Total												0	\$0.00
Engineering													
Principal Engineer		\$195.00										0	\$0.00
Sr. Supervising Engineer		\$175.00										0	\$0.00
Senior Engineer		\$130.00										0	\$0.00
Project Engineer		\$110.00										0	\$0.00
Senior CADD Technician		\$90.00										0	\$0.00
Sub Total												0	\$0.00
Construction													
Construction Manager		\$145.00										0	\$0.00
Senior Field Representative		\$90.00										0	\$0.00
Field Representative		\$80.00										0	\$0.00
Sub Total												0	\$0.00
Surveying													
Principal Surveyor		\$155.00	2									2	\$310.00
Professional Land Surveyor		\$120.00	16									16	\$1,920.00
Land Surveyor		\$110.00										0	\$0.00
Senior CADD Technician		\$80.00	5									5	\$400.00
Survey Crew 3 Person		\$155.00	24									24	\$3,720.00
Survey Crew Laser		\$250.00										0	\$0.00
Sub Total												47	\$6,350.00
Landscape Arch./ Planning													
Principal LA Planner		\$155.00										0	\$0.00
Sr. Project LA Planner		\$130.00										0	\$0.00
Project LA Planner		\$120.00										0	\$0.00
Senior CADD Technician		\$90.00										0	\$0.00
Sub Total												0	\$0.00
Cost per Task			\$6,350.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00
Budget per Task			\$6,350.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$6,350.00
Subconsultants													
GPR - Ritzel Mason													\$0.00
Structural Engineering - MUE													\$0.00
Geotechnical Engineering - Tierra SF													\$0.00
Subconsultants Sub Total			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
Total			\$6,350.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
Direct Expenses													\$0.00
Contingency													\$0.00
Grand Total			\$6,350.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$6,350.00