

**CONSULTANT APPROVAL FORM**

**CPO:** If Consultant fee is under \$50,000 & construction is under \$250,000

**CSA:** If Construction is under \$7,500,000;

OR for study activity if consultant fee is under \$500,000- (FS 287.055 CCNA)

**CPO/CSA #** 2022-085-08 (Assigned by Procurement)

To be completed by the requesting Division:

Date: 02/09/26 Division: Roads and Drainage

Project Manager's Name: William Lorenzo, P.E. Phone #: 863-535-2286

Project Name: US 27 @ North Blvd Intersection Improvements

Total Project Budget: \$ 2,000,000.00 Project # 5400259

Estimate of Construction Cost: \$ 1,500,000

Proposed Consultant: Dewberry Engineering, Inc. Fee: \$ 164,856.72

Master Consultant Agreement # 2022-085

**Attach Scope of Services Proposed by the Consultant (Exhibit "A")**

Approved By: [Signature] Date 2/9/26  
Division Director/Designee

**Procurement Division**

Date Received: \_\_\_\_\_ Date Reviewed by Analyst: 4/8/26

Approved by: [Signature]  
(Procurement Director/Designee)

**County Attorney's Office (Required for all CSA's)**

Date Received: 4/8/2026 Date Reviewed: 4/13/2026

Approved by: [Signature]  
(County Attorney Office Signature)

**County Manager's Office (Required if consultant fee is greater than \$100,000)**

Date Received: [Signature] 4/17/2026 Date Reviewed: 4/17/2026

Approved by: [Signature]  
(County Manager Office Signature)

**Additional Attachments:** number of days to complete project, not to exceed/lump sum amount, justification for consultant selected, fee schedule, and Professional Liability COI (COI applicable to CSA only, description field must be project specific (contract requirement)).

# REQUEST FOR LEGAL SERVICES

TO: COUNTY ATTORNEY'S OFFICE (AT01)

ATTENTION: Noah Milov   
(CHECK ONE) Heather Bryan

FROM: William Lorenzo (863) 535-2286 DATE: 04/02/26  
(Name and Phone Number)

RETURN TO: William Lorenzo TR02 DIVISION: Roads & Drainage

BOARD AGENDA DATE: 05/05/26 COUNTY MANAGER ITEM:

PROJECT: US 27 at North Blvd Intersection Improvements

CSA/CONTRACT NUMBER: 22-085-08

MODIFICATION NUMBER: CHANGE ORDER NUMBER:

TYPE OF AGREEMENT: CSA

NAME OF CONSULTANT/CONTRACTOR: Dewberry Engineers Inc.

*Please indicate any time limits and attach all necessary documentation.*

REQUEST IN DETAIL:

*Please review attachments for the Board Agenda date indicated and return APPROVED documents at your earliest convenience. THANK YOU.*

County Attorney

### For CAO Use Only:

Assigned Staff: Noah Log-In Date: APR 08 2026  
CAO Project Number: 2026-247 Log-Out Date: 4/13/2026

**Consultant Services Authorization**

Firm Name:	Dewberry Engineers, Inc.
Master Agreement No.:	2022-085
CSA No.:	2022-085-08
Project Name:	US 27 @ North Blvd. Intersection Improvements
Project Description:	Add a westbound right turn lane on North Blvd. at US 27
Project Exhibits and Attachments	Exhibit "A"- Scope of Services for this CSA Exhibit "B"- Current Fee Schedule (Master Agreement) Exhibit "C"- Reimbursable Cost Schedule Exhibit "D"- Professional Liability (Project Specific)
Duration (in days)	Through completion of construction
Compensation (Lump sum or Not to exceed to be identified in Exhibit "A")	\$Total cost not to exceed \$164,856.72
Liquidated Damages (if applicable)	\$ 0 /Per Day
Budget Source/Availability	10104.540541095.5666000.5400259.71

IN WITNESS WHEREOF, the parties hereto have executed this CSA on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**Attest:**

STACY M. BUTTERFIELD

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

Deputy Clerk

Date Approved by County: \_\_\_\_\_

POLK COUNTY, a political subdivision  
of the State of Florida

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

\_\_\_\_\_, Chairman

Board of County Commissioners

Review as to form and legal sufficiency

*Natalie Miller* 4/13/2026

County Attorney's Office Date

*Dewberry Engineers Inc.*

CONSULTANT COMPANY NAME

\_\_\_\_\_

Authorized Corporate Officer

\_Kevin Knudsen, Vice President 02/26/26\_

[Printed Name and Title] Date

**Attest:**

*Laura S Kline* 2/26/2026

Corporate Secretary

Date

**SEAL**

**EXHIBIT A  
PROFESSIONAL SERVICES AGREEMENT**

**POLK COUNTY ROADS & DRAINAGE  
Engineering Services for North Boulevard and US 27 Intersection Improvements**

Dewberry Engineers, Inc., (CONSULTANT) is entering into a Professional Services Agreement (AGREEMENT) with Polk County, Florida (COUNTY) based on the Master Consulting Agreement 2022-085 Signed October 2022. Pursuant to this AGREEMENT, the COUNTY has requested that the CONSULTANT provide certain professional services for improvements to the North Boulevard and US 27 intersection as further detailed in this AGREEMENT.

**A. PROJECT BACKGROUND AND DESCRIPTION**

This Agreement covers intersection improvements requested by Doug Gable in an e-mail dated September 26, 2025 and subsequent follow-up e-mails and scoping meeting. The project includes adding a right turn lane westbound on North Boulevard at US 27. North Boulevard is under the jurisdiction of Polk County and US 27 is an FDOT roadway. The existing intersection is signalized with mast arms and includes pedestrian signals and ramps in each quadrant. Addition of a westbound right turn lane will require replacement of the pedestrian signals and ramps in the northeast quadrant of the intersection. The existing signal controller and mast arms will not be impacted. Existing lighting is present at the intersection. In addition, there are numerous utilities along both North Boulevard and US 27 that may be impacted by constructing the right turn lane.

**B. SCOPE OF SERVICES**

The purpose of this Agreement is for the CONSULTANT to design and prepare construction plans for use by the COUNTY to permit and construct the intersection improvements. It is anticipated that the project will qualify for a permit exemption from the SWFWMD. The following services are required:

The CONSULTANT shall provide overall management of the project including contract administration, budget management, invoicing and coordination. The CONSULTANT will utilize the design survey information provided by the COUNTY to design the proposed intersection improvements. A full set of construction plans will be developed that identify the proposed improvements and provide all details necessary to construct the project. Plans will be submitted to FDOT for review at the 30%, 60%, 90% and 100% stages. Coordination and approval will be required from FDOT for the improvements. Signal timings will be reviewed and the existing lighting will be analyzed to ensure compliance with exiting criteria.

The plan set will include a key sheet, typical section and detail sheet, plan sheets, cross sections, maintenance of traffic, drainage structure sheets, utility adjustments, signalization, lighting and signing and pavement marking plans. Quantity calculations and construction cost estimates will be provided with 90% and 100% plans.

The CONSULTANT will perform the Subsurface Utility Engineering and utility coordination. The location of existing utilities will be surveyed and the exact horizontal and vertical location of existing utilities at potential conflict points will be field verified. The CONSULTANT shall provide a letter on company letterhead with the final submittal stating that all known utilities have been cleared. If not cleared, the uncleared utilities shall be listed and the reasons identified. The CONSULTANT shall also include, with the final submittal, all signed Utility Work Schedules, letters of no involvement, letters of no conflict, the 811 design ticket and all correspondence during design with the UAO's.

**C. DELIVERABLES**

The CONSULTANT shall prepare and submit to the COUNTY, including electronic format when applicable, all deliverables. For this project, the deliverables are:

Signed & Sealed Construction Plans  
FDOT Concurrence and Approval  
SWFWMD Permit Exemption Letter  
Utility Clearance and Documentation

**D. SCHEDULE**

CONSULTANT will proceed with the services identified in this AGREEMENT immediately upon receipt of an executed copy of this AGREEMENT, the design survey and a formal Notice-to-Proceed (NTP) from the COUNTY. The CONSULTANT will work expeditiously to perform the design and prepare construction plans within 180 days from NTP.

**E. COMPENSATION AGREEMENT**

This work authorization establishes a time and materials price and shall perform the services for the not-to-exceed amount of \$164,856.72. The COUNTY shall be invoiced monthly on a percent complete basis.

**Project Assumptions**

- The COUNTY will provide the topographic design survey and any land acquisition services required.
- COUNTY will furnish consultant with readily available reports, studies, and data pertinent to Consultant's services.
- COUNTY will provide any specifications and bidding services required for the project.
-

**ESTIMATE OF WORK EFFORT AND COST - PRIME CONSULTANT**

Name of Project: North Blvd / US 27 Intersection Improvements  
 County: Polk  
 FPN: 0  
 FAP No.: N/A

Consultant Name: Dewberry Engineers Inc.  
 Consultant No.: 50110726  
 Date: 1/19/2026  
 Estimator: Kevin Knudsen

Staff Classification	Hours From Summary - Firm	Project Manager	Sr. Engineer 1	Engineer 2	Engineer 1	Engineer Intern	Sr. Eng Technician	Chief Scientist	Sr. Scientist	ROW Specialist	Chief Surveyor	Senior Surveyor 2	SUE Surveyor Analyst 3	SH By Activity	Salary Cost By Activity	Average Rate Per Task
3. Project General and Project Common Tasks	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
4. Roadway Analysis	124	7	12	31	31	31	12	0	0	0	0	0	0	0	\$19,831	\$158.31
5. Roadway Plans	102	0	4	20	26	26	26	0	0	0	0	0	0	102	\$14,371	\$140.89
6a. Drainage Analysis	170	9	9	51	51	34	16	0	0	0	0	0	0	170	\$26,796	\$157.62
6b. Drainage Plans	73	0	4	15	18	18	18	0	0	0	0	0	0	73	\$10,392	\$142.36
7. Utilities	100	15	30	30	25	0	4	0	0	0	0	0	0	100	\$20,000	\$200.00
8. Environmental Permits and Env. Clearances	47	2	2	0	0	0	0	19	20	0	0	0	0	47	\$9,260	\$195.74
9. Structures - Misc. Tasks, Dugs, Non-Tech.	4	0	0	2	0	0	0	0	0	0	0	0	0	4	\$610	\$152.53
10. Structures - Bridge Development Report	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
11. Structures - Temporary Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
12. Structures - Short Span Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
13. Structures - Medium Span Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
14. Structures - Structural Steel Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
15. Structures - Segmental Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
16. Structures - Movable Span	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
17. Structures - Retaining Walls	8	0	0	0	0	3	0	0	0	0	0	0	0	0	\$0	#DIV/0!
18. Structures - Miscellaneous	75	4	4	19	19	19	10	0	0	0	0	0	0	75	\$11,644	\$154.57
19. Signing & Pavement Marking Analysis	20	0	0	5	5	5	5	0	0	0	0	0	0	20	\$2,810	\$140.51
20. Signing & Pavement Marking Plans	52	3	3	13	13	7	7	0	0	0	0	0	0	52	\$8,140	\$156.54
21. Signalization Analysis	26	0	1	7	7	7	4	0	0	0	0	0	0	26	\$3,695	\$142.13
22. Signalization Plans	80	3	3	15	15	15	9	0	0	0	0	0	0	60	\$9,264	\$154.40
23. Lighting Analysis	34	0	2	9	9	9	5	0	0	0	0	0	0	34	\$4,872	\$143.30
24. Lighting Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
25. Landscape Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
26. Landscape Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
27. Survey (Field & Office Support)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
27a. SUE Survey (Field & Office Support)	32	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
28. Photogrammetry	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
29. Mapping	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
30. Terrestrial Mobile LIDAR	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
31. Architecture Development	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
32. Noise Barriers Impact Design Assessment	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
33. Intelligent Transportation Systems Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
34. Intelligent Transportation Systems Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
35. Geotechnical	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
36. 3D Modeling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
<b>Total Staff Hours</b>	<b>927</b>	<b>43</b>	<b>74</b>	<b>219</b>	<b>224</b>	<b>180</b>	<b>116</b>	<b>19</b>	<b>20</b>	<b>0</b>	<b>3</b>	<b>10</b>	<b>19</b>	<b>927</b>	<b>\$145,422.85</b>	<b>\$156.87</b>
<b>Total Staff Cost</b>		<b>\$15,950.85</b>	<b>\$14,668.28</b>	<b>\$37,779.69</b>	<b>\$29,691.20</b>	<b>\$20,032.20</b>	<b>\$16,001.20</b>	<b>\$3,509.30</b>	<b>\$3,028.40</b>	<b>\$0.00</b>	<b>\$606.66</b>	<b>\$1,218.60</b>	<b>\$2,035.47</b>		<b>\$145,422.85</b>	<b>\$156.87</b>

SALARY RELATED COSTS:																
OPERATING MARGIN:																
FCCM (Facilities Capital Cost Money):																
SUBTOTAL SALARY RELATED COSTS:																
EXPENSES:																
Survey (Polk County)																
SUE Survey (Field - if by Prime)																
SUBTOTAL ESTIMATED FEE:																
Subconsultant: Sub 1																
Subconsultant: Sub 2																
Subconsultant: Sub 3																
Subconsultant: Sub 4																
Subconsultant: Sub 5																
SUBTOTAL ESTIMATED FEE:																
Geotechnical (Field and Lab Testing)																
SUBTOTAL ESTIMATED FEE:																
City of Lake Alfred Utility Design																
GRAND TOTAL ESTIMATED FEE:																

Notes:

- This sheet to be used by Prime Consultant to calculate the Grand Total fee.
- Manually enter fee from each subconsultant. Unused subconsultant rows may be hidden.

Survey:  
 Survey (Polk County) = \$0.00  
 SUE (Field and Office) = \$23,294.60  
 R/W Mapping (Polk County) = \$0.00  
**TOTAL = \$23,294.60**



## Exhibit B

Dewberry Engineers Inc. | 407.843.5120  
800 North Magnolia Ave, Suite 1000 | 407.649.8664 fax  
Orlando, FL 32803-3251 | www.dewberry.com

### Polk County Continuing Services - RFP 22-242

<u>Labor Classification</u>	<u>Average Pay Rate</u>	<u>Billing Rate Range</u>	
		<u>Minimum</u>	<u>Maximum</u>
Project Manager	\$115.86	\$339.47	\$370.95
Chief Engineer 2	\$106.14	\$310.99	\$339.83
Chief Engineer 1	\$ 99.24	\$290.77	\$317.73
Senior Engineer 2	\$ 77.50	\$227.08	\$248.14
Senior Engineer 1	\$ 61.91	\$181.40	\$198.22
Engineer 2	\$ 53.88	\$157.87	\$172.51
Engineer 1	\$ 41.40	\$121.30	\$132.55
Engineering Intern	\$ 34.76	\$101.85	\$111.29
Senior Engineering Technician	\$ 45.51	\$133.34	\$145.70
Engineering Technician	\$ 25.72	\$ 75.36	\$ 82.35
Chief Designer	\$ 60.81	\$178.17	\$194.69
Senior Planner	\$ 79.32	\$232.41	\$253.96
Chief Scientist	\$ 57.69	\$169.03	\$184.70
Senior Scientist	\$ 47.31	\$138.62	\$151.47
Scientist	\$ 26.20	\$ 76.77	\$ 83.89
Senior Landscape Architect	\$ 54.15	\$158.66	\$173.37
Landscape Architect	\$ 31.75	\$ 93.03	\$101.66
GIS Specialist	\$ 40.87	\$119.75	\$130.85
Senior Construction Manager	\$ 64.94	\$190.27	\$207.91
Construction Inspector	\$ 42.31	\$123.97	\$135.47
Senior Architect	\$ 62.82	\$184.06	\$201.13

<u>Labor Classification</u>	<u>Average Pay Rate</u>	<u>Billing Rate Range</u>	
		<u>Minimum</u>	<u>Maximum</u>
Architect Intern	\$ 42.55	\$124.67	\$136.23
Secretary/Clerical	\$ 31.60	\$ 92.59	\$101.18
Chief Surveyor	\$ 63.16	\$185.06	\$202.22
Senior Surveyor 2	\$ 38.06	\$111.52	\$121.86
Survey Project Manager 1	\$ 49.58	\$145.27	\$158.74
Survey/GIS/SUE Analyst 3	\$ 33.46	\$ 98.04	\$107.13
Survey Party Chief	\$ 32.40	\$ 94.93	\$103.73
Survey Instrument Operator	\$ 22.56	\$ 66.10	\$ 72.23
Survey Rod Person	\$ 17.33	\$ 50.78	\$ 55.49
2-person Survey Crew		\$161.03	\$175.96
3-person Survey Crew		\$211.81	\$231.45
4-person Survey Crew		\$262.59	\$286.94

**Multiplier Calculation**

Payroll	100.00
Overhead	<u>161.23</u>
Sub-total	261.23
12% profit	<u>31.35</u>
Total	292.58

Multiplier = 2.9258 or 2.93

**Fran McAskill**  
*Director*  
**Procurement Division**



330 West Church Street  
P.O. Box 9005, Drawer AS05  
Bartow, Florida 33831-9005  
Phone: (863) 534-6757  
Fax: (863) 534-6789  
[www.polk-county.net](http://www.polk-county.net)

**EXHIBIT C**

**Board of County Commissioners**

**REIMBURSABLE COST SCHEDULE**

- |  |   |
|--|---|
| 1. Subcontractor Services  | Actual Costs  |
| 2. Travel & Mileage Expenses   | In accordance with Chapter 112.061, F.S.; and further defined in the Polk County Employee Handbook for pre-approved out-of-county travel (excluding travel from home offices located outside of Polk County to the Polk County line). |
| 3. Pre-approved Equipment<br>(includes purchase and rental of equipment used in project) | Actual Costs  |





**ADDITIONAL REMARKS SCHEDULE**

<b>AGENCY</b> MARSH USA, LLC.		<b>NAMED INSURED</b> DEWBERRY ENGINEERS INC. 800 NORTH MAGNOLIA AVENUE SUITE 1000 ORLANDO, FL 32803	
<b>POLICY NUMBER</b>		<b>EFFECTIVE DATE:</b>	
<b>CARRIER</b>	<b>NAIC CODE</b>		

**ADDITIONAL REMARKS**

**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,**  
**FORM NUMBER:** 25 **FORM TITLE:** Certificate of Liability Insurance

CONTINUED FROM DESCRIPTION OF OPERATIONS:

AS RESPECTS THE GENERAL LIABILITY, AUTOMOBILE LIABILITY, UMBRELLA LIABILITY, AND WORKERS' COMPENSATION COVERAGES EVIDENCED ABOVE, NOTICE OF CANCELLATION WILL BE PROVIDED BY THE INSURER(S) TO THE CERTIFICATE HOLDER PER THE ATTACHED AS REQUIRED BY WRITTEN CONTRACT. AS RESPECTS THE PROFESSIONAL LIABILITY COVERAGE EVIDENCED ABOVE, IF THIS POLICY IS CANCELLED BY THE INSURER, OTHER THAN FOR NON-PAYMENT OF PREMIUM, THE INSURER WILL PROVIDE 30 DAYS WRITTEN NOTICE TO CERTIFICATE HOLDER.