

PROFESSIONAL SERVICE AGREEMENT
#2025-002
AMENDMENT #1

This AMENDMENT is made and entered into, effective as of the date last executed, by and between, Polk County (the "County"), a political subdivision of the State of Florida, situated at 330 W. Church Street, Bartow, Florida 33830, and WSP USA, Inc. (the "Consultant"), a New York corporation, headquartered at One Penn Plaza, 4th Floor, New York, NY 10119, whose Federal Employer Identification number is 11-1531569.

WITNESSETH:

WHEREAS, the County and Consultant entered into Professional Service Agreement 2025-002 dated January 7, 2025 (the "Agreement"), for the purpose of providing professional services in connection with the North Rifle Range Road Drainage & Sidewalk Improvements – Wahneta Project- drainage improvements along North Rifle Range Road; and

WHEREAS, the Consultant has discovered an issue related to the connection point of Thompson Nursery Road and Rifle Range Road during the design phase. Additionally, it was discovered that the previous survey provided to WSP incorrectly depicted the existing drainage in the vicinity of 4th Street East; and

WHEREAS, pursuant to Section 16.0 of the Agreement, the County and the Consultant mutually agree to amend the Agreement as set forth below.

NOW, THEREFORE, the County and the Consultant, hereby agree as follows:

1. The recitals stated above are true and correct and are fully incorporated herein.
2. The Agreement is hereby amended to modify Exhibit "A-iii" Scope of Services and Compensation of the Agreement to include the additional services needed, which are more fully set forth and described in Attachment "A" of this Amendment, attached hereto and fully incorporated herein.
3. The Consultant shall complete all services within sixty (60) calendar days from the Effective Date of this Amendment. The Agreement will remain in effect through the completion of construction.
4. The cost of the additional design services, which is more fully set forth and described in Attachment "A" to this Amendment #1, shall be a not-to-exceed amount of \$66,588.17. Accordingly, the total agreement amount shall be increased from the original not-to-exceed amount of \$314,979.00 to the new not-to-exceed amount of \$381,567.17.
5. The Agreement, as amended by this Amendment #1, continues in full force and effect.

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IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the Effective Date.

ATTEST:

STACY M. BUTTERFIELD
CLERK OF THE BOARD

Polk County, a political subdivision
of the State of Florida

By: _____
Deputy Clerk

By: _____
Martha Santiago, Ed. D, Chair
Board of County Commissioners

Date Signed by County _____

Reviewed as to form and legal sufficiency:

Neahr m/da 1/22/2016
County Attorney's Office Date

WSP USA, Inc.
a New York corporation

By: Christine Mehle
Christine Mehle
PRINT NAME
Local Business Lead
TITLE
Date: 1/29/2016

EXHIBIT "A"
AMENDMENT #1
CONTRACT 2025-002
EXHIBIT A FOR ADDITIONAL SERVICES #01
SCOPE OF SERVICES FOR
NORTH RIFLE RANGE ROAD DRAINAGE AND SIDEWALK IMPROVEMENTS

WSP USA Inc. (WSP) is pleased to submit this additional services proposal to the Polk County Roads and Drainage Division (County) for Professional Engineering Services associated with the North Rifle Range Road Drainage and Sidewalk Improvements project. This proposal provides an overview of the professional engineering services to be provided by WSP.

GENERAL PROJECT INFORMATION

The County contracted WSP to complete drainage and sidewalk improvements for North Rifle Range Road from south of 6th Street East north to Eagle Lake Loop Road. The County issued PO #25102290 to WSP on January 27, 2025, for the original scope of services. It was determined during the design process that the actual connection point of Thompson Nursery Road to North Rifle Range Road was at 1st Street East rather than Eagle Lake Loop as originally indicated. Also, it was determined that the survey provided to WSP incorrectly depicted the existing drainage in the vicinity of 4th Street East. The following describes in detail the additional services proposed under this scope of work.

I. SCOPE OF SERVICES

The following presents the specific tasks that will be performed as part of this Scope of Services:

The professional services provided will update the existing conditions model to reflect actual conditions provided in the survey update at the intersection of North Rifle Range Road and 4th Street East.

The proposed conditions model was updated to remove all of the proposed improvements from 1st Street East to Eagle Lake Loop Road due to the connection point of Thompson Nursery Road to North Rifle Range Road. The existing model was also updated to reflect leaving all existing conditions south of 4th Street East on the east side of North Rifle Range Road due to the updated survey. This required the replacement of the cross drain under North Rifle Range Road north of 4th Street East being replaced to lower the cross drain to continue to allow flow from the east side to the west side of North Rifle Range Road.

The construction plans will be revised to remove all proposed conditions from 1st Street East to Eagle Lake Loop Road and south of 4th Street East on the east side of North Rifle Range Road.

Estimated quantities were revised based on the new project limits and the associated engineer's opinion of construction cost will be updated.

Utility coordination and clearance will be rerun using the updated plans. This effort will be performed to ensure all potential conflicts are known and addressed through No Conflict Letters or Utility Relocation Schedules before going to construction. In support of this effort, WSP will implement additional SUE work by performing up to nine additional test holes for the potable water lines located in close proximity to proposed drainage improvements as well as one additional test hole for the City of Winter Haven wastewater forcemain to address remaining areas of concern. WSP will arrange and attend a coordination meeting with the Wahneta Water Authority as well.

Additional development has occurred along Rifle Range Road since Polk County performed the topographic survey. A new McDonald's site was sited near Wahneta Palms Drive. WSP will modify the construction drawings to accommodate the change in drainage at this location.

II. COMPENSATION

WSP will be paid in accordance with **Exhibit B**. The project will be invoiced monthly based on the effort completed for each task. The total amount invoiced for this task will not exceed the not-to-exceed price of **\$66,588.17** for services to be provided by WSP under this CSA.

The Terms and Conditions of the Professional Services Agreement for Rifle Range Road Drainage and Sidewalk Improvements between Polk County and WSP USA Inc. (WSP) dated January 1, 2025, are incorporated by reference.

III. COUNTY'S RESPONSIBILITIES

The County will provide the following information to WSP and perform the following services related to the project:

- Provide updated survey; and
- Provide proposed Thompson Nursery Road plans.

IV. DELIVERABLES

WSP will provide the County with the following deliverables:

- An electronic deliverable of the Final Drainage Design Report.
- An electronic deliverable of the Final Construction Plans – Bid Set.
- An electronic deliverable of the Final Engineer's Opinion of Construction Cost.
- An electronic deliverable of the Final AutoCAD files.

V. PERIOD OF SERVICE

WSP will commence work upon receipt of Board approval for Amendment No. 1. The additional services will fall under the same time frame for Contract 25-02, which is until the conclusion of construction.

VI. SCHEDULE

WSP anticipates the following schedule for this project.

The Proposed Tasks are estimated to be completed within a total of 60 calendar days from approval by the BOCC, but shall extend through construction as noted in the Period of Service. This estimated schedule may require adjustment based on the County and SWFWMD review.

We are prepared to begin immediately upon receipt of the Notice to Proceed. Please feel free to contact our office at #863-640-9344 to discuss any questions that you might have.

Sincerely,
WSP USA Inc.

A handwritten signature in blue ink that reads "Timothy J. Kelly". The signature is written in a cursive, flowing style.

Timothy J. Kelly, P.E.
Vice President, Civil Engineer

TJK/tjm

EXHIBIT B - BUDGET

Project Name	North Rifle Range Road Drainage and Sidewalk Improvements
Project Number	US0042575.9084
Date	1/23/2026
Preparer	Tim Kelly
Rate Schedule	As Shown

Proposed Staff		David Butcher		Tim Kelly		Rimma Arapkina		Garritt Miller		Tonya Morris		Max Ramos		Greg Calderon		2 Person SUE Crew (QL-A)		Anthony Waters		Activity Totals				
TASK	ACTIVITY	Sr. Project Manager		Technical Director, Civil Eng		Engineer/Survey		CAD Designer		Project Coordinator		Sr Tech Manager Survey		Sr Surveyor		2 Person SUE Crew (QL-A)		Sr. Technician- Survey		MAN HRS	Labor Total	Total FEE		
		MAN HRS	\$276.00 RATE/HR	MAN HRS	\$234.00 RATE/HR	MAN HRS	\$126.00 RATE/HR	MAN HRS	\$117.00 RATE/HR	MAN HRS	\$111.00 RATE/HR	MAN HRS	\$196.00 RATE/HR	MAN HRS	\$172.00 RATE/HR	MAN HRS	\$4,000.00 RATE/DAY	MAN HRS	\$124.62 RATE/HR					
Additional Services: Revised Final Bid Documents, SUE, and Utilities Clearance	Existing Conditions Model Update	8	\$ 2,208.00	0	\$ -	40	\$ 5,040.00	0	\$ -	2	\$ 222.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	50	\$ 7,470.00	\$ 7,470.00		
	Proposed Conditions Model Update	12	\$ 3,312.00	0	\$ -	84	\$ 10,584.00	0	\$ -	4	\$ 444.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	100	\$ 14,340.00	\$ 14,340.00		
	Revised Drainage Report	2	\$ 552.00	3	\$ 702.00	10	\$ 1,260.00			2	\$ 222.00									17	\$ 2,736.00	\$ 2,736.00		
	Final Construction Plans Update	8	\$ 2,208.00	8	\$ 1,872.00	80	\$ 10,080.00	140	\$ 16,380.00	2	\$ 222.00										238	\$ 30,762.00	\$ 30,762.00	
	Revised Quantities & Engineers Opinion of Construction Cost Update	0	\$ -	1	\$ 234.00	8	\$ 1,008.00	2	\$ 234.00	1	\$ 111.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -			12	\$ 1,587.00	\$ 1,587.00
	Additional Utilities Coordination	0	\$ -	4	\$ 936.00			2	\$ 234.00	20	\$ 2,220.00	0	\$ -								26	\$ 3,390.00	\$ 3,390.00	
	Additional Subsurface Utility Engineering (SUE)	0	\$ -	0	\$ -	0	\$ -	2	\$ 234.00	1	\$ 111.00	3.75	\$ 735.00	2.25	\$ 387.00	1.1	\$ 4,400.00	3.5	\$ 436.17	12.5	\$ 6,303.17	\$ 6,303.17		
Additional Services Total		30	\$ 8,280.00	16	\$ 3,744.00	222	\$ 27,972.00	146	\$ 17,082.00	32	\$ 3,552.00	3.75	\$ 735.00	2.25	\$ 387.00	1.1	\$ 4,400.00	3.5	\$ 436.17	455.5	\$ 66,588.17	\$ 66,588.17		