

**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 #:** 2022-089-05 (Assigned by Procurement)

To be completed by the requesting Division:

Date: 4/1/2026 Division: Roads and Drainage

Project Manager's Name: William lorenzo Phone #: 863-535-2286

Project Name: Kathleen Rd at West Campbell Road Intersection Improvements

Total Project Budget: \$ 1,250,000.00 Project # 5400267

Estimate of Construction Cost: \$ 750,000.00

Proposed Consultant: Jacobs Engineering Group, Inc. Fee: \$ 273,004.60

Master Consultant Agreement # 2022-089

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

Approved By: [Signature] Date 4/3/26  
Division Director/Designee

**Procurement Division**

Date Received: 5/14/26 Date Reviewed by Analyst: 5/14/26

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

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

Date Received: 5/15/2024 Date Reviewed: 5/27/26

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

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

Date Received: [Signature] Date Reviewed: 6/2/26

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: 05/12/26  
(Name and Phone Number)

RETURN TO: William Lorenzo TR02 DIVISION: Roads & Drainage

BOARD AGENDA DATE: 06/02/26 COUNTY MANAGER ITEM:

PROJECT: Kathleen Road at West Campbell Road Intersection Improvements

CSA/CONTRACT NUMBER: 22-089-05

MODIFICATION NUMBER: CHANGE ORDER NUMBER:

TYPE OF AGREEMENT: CSA

NAME OF CONSULTANT/CONTRACTOR: Jacobs Engineering Group, 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

<b>For CAO Use Only:</b>		MAY 15 2026
Assigned Staff:	<u>Noah</u>	Log-In Date:
CAO Project Number:	<u>2026-333</u>	Log-Out Date: <u>5/27/26</u>

**Selection Procedure for Consultants with Continuing Contracts  
CCNA Continuing Contracts Justification Form**

**Please submit this form along with any Original CSA/CPO Consultant Approval Form**

Division: Roads & Drainage  
Project Manager: William Lorenzo

**Step 1:**

Review list for appropriate Expertise, Experience, and Personnel (List all consultants awarded a master agreement under the RFP)

Consultant	Expertise	Experience	Personnel	Local (Y/N)	Elevated for Consideration (Y/N)
AECOM	Y	Y	Y	Y	Y
AIM Engineering & Survey	Y	Y	Y	Y	Y
Burgess and Niple	Y	Y	Y	N	Y
CONSOR Engineers	Y	Y	Y	Y	Y
Dewberry Engineers	Y	Y	Y	Y	Y
DRMP	Y	Y	Y	Y	Y
HDR Engineering	Y	Y	Y	N	Y
HNTB	Y	Y	Y	Y	Y
Jacobs Engineering Group	Y	Y	Y	N	Y
Kimley-Horn and Associates	Y	Y	Y	N	Y
Kissinger Campo & Associates	Y	Y	Y	N	Y
Mott MacDonald Florida	Y	Y	Y	N	Y
NV5	Y	Y	Y	N	Y
Patel, Greene, and Associates	Y	Y	Y	Y	Y
Rummel, Klepper & Kahl	Y	Y	Y	Y	Y
WSP USA	Y	Y	Y	Y	Y

State justification for each firm NOT elevated and why:

**Step 2:**

Past performance on similar projects satisfactory (List all consultants elevated from Step 1)

Consultant	Has past performance been satisfactory (Y/N)	Elevated for Consideration(Y/N)
AECOM	Y	Y
AIM Engineering & Survey	Y	Y
Burgess and Niple	Y	Y
CONSOR Engineers	Y	Y
Dewberry Engineers	Y	Y
DRMP	Y	Y
HDR Engineering	Y	Y
HNTB	Y	Y
Jacobs Engineering Group	Y	Y
Kimley-Horn and Associates	Y	Y
Kissinger Campo & Associates	Y	Y
Mott MacDonald Florida	Y	Y
NV5	Y	Y
Patel, Greene, and Associates	Y	Y
Rummel, Klepper & Kahl	Y	Y
WSP USA	Y	Y

State justification for each firm NOT elevated and why:

**Step 3:**

**Total amount of money the County has contracted with each Consultant elevated to Step 2 during the last 24 months.**

<b>Consultant</b>	<b>Contracted Amount</b>	<b>Elevated (Y/N)</b>
AECOM	\$ 825,701.75	N
AIM Engineering & Survey	\$ 288,191.68	N
Burgess and Niple	\$ 509,441.00	N
CONSOR Engineers	\$ 647,131.38	N
Dewberry Engineers	\$ 281,826.32	N
DRMP	\$ 310,811.25	N
HDR Engineering	\$ 478,192.81	N
HNTB	\$ 932,430.40	N
Jacobs Engineering Group	\$ 39,720.51	Y
Kimley-Horn and Associates	\$ 377,193.00	N
Kissinger Campo & Associates	\$ 433,418.24	N
Mott MacDonald Florida	\$ 99,951.44	N
NV5	\$ 291,817.47	N
Patel, Greene, and Associates	\$ 521,122.46	N
Rummel, Klepper & Kahl	\$ 587,193.82	N
WSP USA	\$ 1,035,029.82	N

**Step 4:**

**State justification, if the chosen consultant does not have the least amount of contract obligation.**

**Consultant Services Authorization**

Firm Name:	Jacobs Engineering Group Inc.
Master Agreement No.:	2022-089
CSA No.:	2022-089-05
Project Name:	Kathleen Rd at West Campbell Road Intersection Improvements
Project Description:	Signalization improvements on Kathleen Rd at West Campbell Road intersection
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 \$273,004.60
Liquidated Damages (if applicable)	\$____0_____/Per Day
Budget Source/Availability	10104.540541095.5666000.5400267.71

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

*Mark Under* 5/31/2024

County Attorney's Office Date

Jacobs Engineering Group Inc. \_\_\_\_\_

**Attest:**

CONSULTANT COMPANY NAME

*Ellen B. Patterson*

Authorized Corporate Officer

Ellen Patterson, SVP, SE Executive Dir. of Operations

[Printed Name and Title] Date

*Asst. [Signature]*  
\_\_\_\_\_  
Corporate Secretary Date

**SEAL**

## **SCOPE OF SERVICES**

**Kathleen Road at West Campbell Road Intersection Design  
MCA 2022-089**

## **POLK COUNTY**

**Prepared by:**

**Jacobs Engineering Group Inc.**

**March 20, 2026**

SCOPE OF SERVICES Kathleen Road at West Campbell Road Intersection Design

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## 1. DESCRIPTION

The Polk County Roads and Drainage Division hereinafter referred to as the COUNTY, requests professional services for the design of an intersection improvement at the intersection of Kathleen Road at West Campbell Road in Polk County. Jacobs Engineering Group Inc. (CONSULTANT) will provide professional services to the COUNTY to prepare Contract Documents for the construction of the intersection improvement. The CONSULTANT shall set up and maintain a contract file throughout the design of the project.

## 2. OBJECTIVES

The CONSULTANT shall prepare Contract Documents for construction of the project. Services shall include Roadway and Drainage Plans, Utility Adjustment Plans, Environmental Permits, Construction Quantity Estimates, and Construction Cost Estimates. The purpose of this project is to evaluate the intersection to determine the needs, provide a recommended solution and design construction plans for the project. The CONSULTANT'S design and deliverables are prepared for construction to be performed by a contractor holding a COUNTY annual services contract.

## 3. SERVICES

### 3.1 Design Traffic Analysis

#### 3.1.1 Data Collection

##### Approach volumes

48-hour bi-directional approach volumes conducted at the intersection in February 2019 were provided by the COUNTY.

##### Crash Data

Crash data for the last available five years will be provided by the COUNTY.

#### 3.1.2 Traffic Technical Memorandum

A Traffic Analysis Technical Memorandum summarizing the findings of the operational analysis will include:

- Summary of Traffic Data Collection – existing average Daily Traffic (ADT), calculation of AADT for all approaches and summary of field observations.
- Summary of Crash Data – total number of crashes, crash severity, crash type, and cause of crashes will be included in the technical memorandum.
- Summary of the traffic evaluation for the existing conditions and proposed improvements
- Summary of the recommended improvements including queue storage lengths calculations and type of traffic control.

### 3.2 Design

The CONSULTANT shall design roadway plans to be used for construction of the intersection improvements requested by the COUNTY.

The CONSULTANT shall design Traffic Control Plans (TCP) per Florida Department of Transportation (FDOT) level I. TCP will include phase notes, typical sections and references to FDOT Standard Indexes.

Existing clear zone violations will not be addressed in this project unless impacted by the proposed construction.

The plans shall include the following sheets:

- a) Key Sheet
- b) Signature Sheet
- c) Typical Section
- d) Project Control
- e) General Notes
- f) Plan sheets
- g) Cross sections
- h) Temporary Traffic Control Plans
- i) Pavement Design

*The CONSULTANT shall design the proposed asphaltic concrete pavement in accordance with the FDOT Flexible Pavement Design Manual (2026).*

*If required, the CONSULTANT shall utilize the Polk County Standard Detail for pavement cuts.*

- j) SWPPP
- k) Utility Adjustments

#### 3.2.1 Plan Scale

Plan sheets shall be prepared at a scale of 1" = 40' horizontal on 11" x 17" sheets. Profile sheets shall be prepared at a scale of 1" = 40' horizontal on 11" x 17" sheets. Cross section scales shall be selected as appropriate.

#### 3.2.2 Design Criteria

CONSULTANT shall prepare the design, construction plans, and specifications in accordance with the latest editions of the following: *Design Manual*, FDOT; *A Policy on Geometric Design of Highways and Streets*, AASHTO; *Manual of Uniform Traffic Control Devices for Streets and Highways*, USDOT/FHWA; *State of Florida Manual on Traffic Control and Safe Practices for Street and Highway Construction, Maintenance and Utility Operations on the State Maintained Systems*, FDOT; and *Standard Plans for Road and Bridge Construction*, FDOT.

The design plans and specifications shall be prepared in English design units.

### **3.2.3 Estimated Quantities and Cost Estimate**

Estimated construction quantities will be calculated and included in the Estimated Quantities Report. The Estimated Quantities Report will be included with the 100% and Final plans submittals. An estimate of probable construction cost will be prepared and included with the 60%, 100% and Final plans submittals.

In providing opinions of cost, financial analyses, economic feasibility projections, for the project, CONSULTANT has no control over cost or price of labor and materials; unknown or latent conditions of existing equipment or structures that may affect operation or maintenance costs; competitive bidding procedures and market conditions; time or quality of performance by operating personnel or third parties; and other economic and operational factors that may materially affect the ultimate project cost or schedule. Therefore, CONSULTANT makes no warranty that COUNTY's actual project costs, financial aspects, economic feasibility, will not vary from CONSULTANTS' opinions, analyses, projections, or estimates.

## **3.3 Drainage**

### **3.3.1 General**

The existing drainage is an open system along Kathleen and West Campbell. There are no existing drainage structures within the project's footprint. Drainage efforts include verification that proposed work will not affect existing drainage flow patterns. The CONSULTANT shall prepare a Technical Drainage Memo to be submitted to SWFWMD to obtain a permit exemption.

The drainage criteria shall be prepared in accordance with the latest editions of the FDOT Drainage Manual, Drainage Design Guide, and SWFWMD.

### **3.3.2 Drainage Design**

The intent is to maintain existing drainage patterns.

## **3.4 Environmental Permitting**

### **3.4.1 General**

The intersection improvements are expected to be exempt from state and federal permitting. A desktop and cursory environmental review will be performed to confirm presence-absence of protected species and wetlands and surface waters.

### **3.4.2 Environmental Resource Permit (ERP)**

The CONSULTANT will apply for/obtain an Exemption letter from the Southwest Florida Water Management District. If environmental services become required (could result from turn lanes longer than 0.25-miles, new R/W proposed, more substantial improvements), the COUNTY will supplement the CSA by modification to include for scope for ERP.

### **3.4.3 USACE/FDEP Section 404 Permit**

An exemption is anticipated. Services do not include USACE/FDEP Section 404 Permit application.

**3.4.4 Cultural, Archeological, & Historical Resources**

Impacts are not anticipated. Services do not include Cultural, Archeological, & Historical Resources evaluation.

**3.4.5 Floodplain Compensation**

Impacts are not anticipated. Services do not include floodplain compensation.

**3.4.6 National Pollutant Discharge Elimination System Permits (NPDES) (by COUNTY)**

The CONSULTANT shall prepare special provisions that require the Contractor to prepare a pollution prevention plan for the project in accordance with the Environmental Protection Agency requirements. The COUNTY or Contractor shall prepare the Notice of Intent (NOI) for Stormwater Discharges Associated with Industrial Activity Under the NPDES General Permit prior to the start of construction and shall prepare the Notice of Termination (NOT) of Coverage Under the NPDES General Permit for Stormwater Discharges Associated with Industrial Activity following completion of construction. The NOI and NOT shall be provided by the COUNTY or Contractor for COUNTY execution and submittal.

**3.5 Utility Services**

**3.5.1 Utility Adjustment Plans**

The CONSULTANT shall prepare Utility Adjustment Plans utilizing the base mapping and input from the involved utility companies. Utility adjustments will be shown on the plan sheets.

Services shall be in accordance with the FDOT's Utility Manual, Standard Specifications, FDOT Utility Accommodation Manual 1993, current memorandums, FDOT Plans Preparation Manual, and instructions as issued by the COUNTY to the CONSULTANT.

**3.5.2 Utility Coordination**

- a) The CONSULTANT shall identify utility owners and their utilities within an approximate 3,500 linear foot area of right-of-way and utility easements in the project area. The project area is identified as the intersection at Kathleen Rd and West Campbell Rd. The CONSULTANT will contact Sunshine 811 to conduct utility identification. A list of utility owners will be generated and provided to the COUNTY.
- b) The CONSULTANT shall coordinate with affected utility owners to identify the major facilities and advise the utility owners of potential conflict sites. CONSULTANT shall provide plans in PDF format to each utility having facilities within the project area. Each utility shall verify and supplement any existing utilities as shown on the plans based upon the plotting of the design survey. The actual design for the relocation of utilities shall be done by the utility owners. CONSULTANT scope does not include Utility relocation design.
- c) The CONSULTANT shall attend an initial field walkthrough meeting with the COUNTY at the outset of the design process. The CONSULTANT will submit the following maps or plans to the various utility companies:
  - 60% plans to prepare and design utility relocations
  - 100% plans to review and approve utility relocations

- d) The CONSULTANT will conduct a maximum of three (3) utility coordination meetings scheduled at appropriate steps of design and prepare minutes of these meetings.

### **3.6 Signing and Pavement Marking**

The CONSULTANT shall prepare the Signing & Marking Design file to include all necessary design elements and all associated reference files. Tasks to include minor signing and pavement marking additions/improvements. The CONSULTANT shall prepare a set of Signing and Pavement Marking Plans at a scale of 1" = 40', in accordance with all applicable manuals, guidelines, standards, handbooks, procedures, and current design memorandums that includes: key sheet, notes and plans sheets. The CONSULTANT shall determine signing and pavement marking pay items and quantities via an EQ type report with supporting documentation. This shall be done at phases III, IV, and final for the signing and pavement-marking component of the entire project.

The plans shall include the following sheets:

- a) Key Sheet
- b) General Notes
- c) Plan sheets

### **3.7 Signalization**

Signalization improvements are recommended as short-term operational enhancement at this intersection, with the understanding that a more comprehensive intersection improvement project will occur in the future. The work includes the design and layout of a new traffic signal system utilizing two strain poles with a diagonal span-wire configuration, including signal heads, vehicle detection, pedestrian signals, conduit, pull boxes, and service points, in accordance with all applicable FDOT manuals, guidelines, standards, handbooks, procedures, and current design memorandums. No turn lane additions are anticipated in this project. The CONSULTANT shall determine the signal operation plan, confirm existing intersection geometry, develop local signal timings, and establish pre-emption phasing and timings as required. Traffic forecasting and intersection operational analysis shall be performed to support the signal design. Interconnect plans are not anticipated and are not included. The CONSULTANT shall prepare the Signalization Design File, including all necessary design elements, calculations, and reference files required for a complete and FDOT-compliant signalization plan set.

The CONSULTANT shall prepare a complete set of Traffic Signal Plans in accordance with all applicable FDOT manuals, guidelines, standards, handbooks, procedures, and current design memorandums. Plans shall be prepared at a scale appropriate for signal design (typically 1" = 40'), and shall include:

- a) Key Sheet
- b) Signature Sheet
- c) General Notes
- d) Signalization Plan
- e) Strain Pole Tabulation
- f) Service Point Details
- g) Internally Illuminated Street Name Sign Details

The CONSULTANT shall determine all traffic signal pay items and quantities via an EQ-type report with supporting documentation. These deliverables shall be provided at Phases III, IV, and Final for the traffic signal component of the project

### 3.8 Lighting

The CONSULTANT shall analyze and document Intersection Lighting Tasks in accordance with all applicable FDOT manuals, guidelines, standards, handbooks, procedures, and current design memorandums. Tasks to include:

- a) Prepare a Lighting Design Analysis Tech Memo to document that FDOT criteria is met.
- b) Prepare a design file to include all necessary design elements and all associated reference files and a set of Lighting Plans at a scale of 1" = 40' and include: key sheet, notes and plans sheets.
- c) Determine lighting pay items and quantities via an EQ type report with supporting documentation. This shall be done at phases III, IV, and final for the lighting component of the entire project.
- d) The plans shall include the following sheets:
  - 1) Key Sheet
  - 2) General Notes
  - 3) Pole data, legend and criteria
  - 4) Plan sheets
  - 5) Special Details
  - 6) Service point details

### 3.9 Geotechnical Investigation

The CONSULTANT and/or their representatives shall complete the geotechnical investigations and laboratory testing required to evaluate the subsurface conditions for the design of the improvements in accordance with FDOT and/or County standards.

#### 3.9.1 Field Investigation

The services shall include the following:

- a) Signalization:

*Perform four (4) Standard Penetration Test (SPT) borings at the proposed signal locations to develop soil parameters to assist in the structural foundation design.*
- b) Collect soil samples for laboratory soil testing, as necessary.
- c) Review and create site-specific USGS and USDA soil maps to assist in further characterizing the project site and identify potential areas of concern.
- d) Determine the vertical and horizontal extent of compressible/deleterious strata (i.e., muck, peat, clay, etc.), if encountered.

### **3.9.2 Laboratory Testing**

All laboratory testing will be performed in accordance with Florida Sampling And Testing Methods or ASTM or by latest directives. Laboratory testing may include the following, as required by the needs of the project:

- Organic Content;
- Moisture Content;
- Sieve Analysis;
- Atterberg Limits;

### **3.9.3 Geotechnical Reports**

The Geotechnical Report shall include:

- a) Location and description of the soil borings performed.
- b) Develop and provide Report of Core Borings sheets with soil parameters for the signalization.
- c) Develop soil strength parameters including soil unit weights, friction angle, cohesion, earth pressure coefficients, and average N-values related to depth to support the structural design.
- d) Prepare and provide geotechnical reports that include geotechnical considerations and recommendations based on the results of the field explorations to support the structural design.

### **3.10 SUE**

- a) Request utility records from utility agency owners based on the Sunshine 811 design ticket.
- b) Designate the underground utilities within the project limits, 700' north, south, and east of the intersection, and 100' west of the intersection, utilizing electromagnetic (EM) and ground penetrating radar (GPR) equipment and techniques.
- c) Create utility field sketch of designated utilities.
- d) Survey designated utilities from existing onsite control provided by the COUNTY.
- e) Create an AutoCAD file of designated utilities.
- f) Stake locations of 2 strain poles from coordinates provided by the Signal designer.
- g) Submit Sunshine 811 dig tickets.
- h) Perform test holes to clear two strain poles. Assume 2 VVH per strain pole. Allowance for 8 additional VVHs for utilities found in clearing locations and additional utility conflict locations. Total of 12 VVHs.
- i) Survey completed test holes from existing onsite control provided by the COUNTY.
- j) Incorporate test holes into AutoCAD file created for utility designation and create a VVH spreadsheet of completed test holes, referenced to the survey baseline and benchmarks established for the project.

### **3.11 Structures**

Structural calculations and plans will be developed for the proposed traffic signals.

- a) Design steel pole, cables and foundations for two-pole system using ATLAS program.
- b) Prepare construction plans for two-pole system using FDOT programs and details

### **3.12 Specifications**

- a) COUNTY's Standard Technical Specifications shall be used for the project along with FDOT Standard Specifications for Road and Bridge Construction, Divisions II and III (as applicable).
- b) If COUNTY Annual Contract is utilized for construction, the specifications will contain only information not already included in the Annual Contract.
- c) CONSULTANT will assist COUNTY with preparation of the technical specifications if needed.
- d) COUNTY will prepare the overall project bid specifications.

### **3.13 Assistance with Right of Way Acquisition**

The CONSULTANT will assist the COUNTY during the Right of Way acquisition process which will include minor plans updates such as driveway adjustments. Modifications that would require a permit modification are not included in this task.

Property License Agreements may be required for construction. CONSULTANT Services shall include providing CADD files to assist COUNTY Real Estate Division in preparation of the property License Agreements. The COUNTY will present property License Agreements for execution.

### **3.14 Bidding Phase Services**

The CONSULTANT will assist the COUNTY with the preparation of all necessary bid documents as detailed above for construction to be performed by a contractor holding a COUNTY annual services contract. This includes Signed and Sealed Construction Plans, Special Conditions, Copies of All Permits, Bid Tab Sheets, and Final Engineer's Estimate.

A Pre-Bid conference is not required.

The CONSULTANT will assist with bid addenda responses to questions and concerns that are submitted through the COUNTY'S Procurement Office during the bidding process.

A Bid Opening Meeting is not required.

### **3.15 Post-design Services**

At the COUNTY'S option, the CONSULTANT may be requested to provide additional Post Design Services. The COUNTY will supplement the CSA fees by modification to provide for Post Design Services not covered in the following section.

### **3.15.1 Construction Phase Services**

The COUNTY will provide full-time on-site inspection (CEI). The CONSULTANT will have limited involvement as described below:

- a) Attend and participate in a pre-construction conference if required. Minutes of meeting will be prepared by CEI.

If this proposed scope includes the furnishing of any Services during the construction phase of the project, the following terms will apply: (a) If CONSULTANT is called upon to observe the work of COUNTY's construction contractor(s) for the detection of defects or deficiencies in such work, CONSULTANT will not bear any responsibility or liability for such defects or deficiencies or for the failure to so detect. CONSULTANT shall not make inspections or reviews of the safety programs or procedures of the construction contractor(s) and shall not review their work for the purpose of ensuring their compliance with safety standards. (b) If CONSULTANT is called upon to review submittals from construction contractors, CONSULTANT shall review and approve or take other appropriate action upon construction contractor(s)' submittals such as shop drawings, product data and samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the contract documents. CONSULTANT's action shall be taken with such reasonable promptness as to cause no delay in the work while allowing sufficient time in CONSULTANT's professional judgment to permit adequate review. Review of such submittals will not be conducted for the purpose of determining the accuracy and completeness of other details such as dimensions and quantities. (c) CONSULTANT shall not assume any responsibility or liability for performance of the construction services, or for the safety of persons and property during construction, or for compliance with federal, state, and local statutes, rules, regulations, and codes applicable to the conduct of the construction services. CONSULTANT shall have no influence over the construction means, methods, techniques, sequences, or procedures. Construction safety shall remain the sole responsibility of the construction contractor(s).

## **4. GENERAL**

The CONSULTANT shall demonstrate good project management practices on this project. These include communication with the COUNTY and others as necessary, management of time and resources, and documentation. The CONSULTANT shall set up and maintain throughout the design of the project a contract file. Project management services will include contract administration, budget and subcontract management and schedule maintenance.

### **4.1 Progress Meetings**

Project progress shall be discussed during progress meetings held with the COUNTY's Project Manager on a quarterly basis beginning with the commencement of engineering design services. Up to four (4) such progress meetings are anticipated.

### **4.2 Professional Endorsement**

Professional endorsements shall conform to the FDOT Design Manual.

The CONSULTANT shall deliver preliminary design plans to the COUNTY for review and comment. The plans submitted for review shall conform to the requirements in the FDOT Design Manual as necessary for construction by a contractor holding a COUNTY annual services contract. Digital submittal of the

plans shall be provided to the COUNTY for review and comment at the 60% and 100% phases of completion. Responses to comments shall be provided by the CONSULTANT with the 100% and Final submittals. Each submittal will be reviewed at the subsequent progress meeting.

#### **4.3 Final Plans Submittal**

The final plans submittal shall include digital submittal of the plans, special provisions, and specifications for bidding purposes as needed for construction by a contractor holding a COUNTY annual services contract.

The CONSULTANT shall deliver final contract plans and documents in digital format. The final contract plans and documents shall be digitally signed and sealed files delivered to the COUNTY on acceptable electronic media, as determined by the COUNTY, and containing the electronic plans in AutoCAD format and the specifications files in Word® format.

#### **4.4 Americans With Disabilities Act**

All pedestrian features included in this task authorization shall be designed to meet current ADA requirements.

#### **4.5 Contract Maintenance**

Contract maintenance includes project management effort for complete setup and maintenance of files, developing monthly progress reports, schedule updates, effort to develop and execute subconsultant agreements, etc.

### **5. COUNTY RESPONSIBILITIES**

Jacobs will reasonably rely upon the accuracy, timeliness, and completeness of the information/data provided by the Client or other third parties without independent verification. Additional effort by Jacobs due to invalid data or information provided by the Client or other third-parties, may entitle Jacobs to additional Compensation.

The COUNTY will:

#### **5.1 Survey**

The COUNTY will furnish Design and Right of Way Surveys, Certified Right of Way Control Survey Detail Maps, Legal Descriptions and Sketches. Existing benchmark information will be provided to the CONSULTANT at the notice to proceed meeting. Existing state plane coordinates for any known section corners or fractional corners shall also be provided at the notice to proceed meeting.

The COUNTY will provide all required survey information. The CONSULTANT will coordinate with the County's Surveyor to confirm project specifications and requirements are met. The COUNTY will re-establish survey control for the contractor during construction if necessary.

COUNTY shall furnish all required design survey data in electronic format as required to complete the project including, but not limited to:

- Survey baseline alignments
- Horizontal and vertical survey control information
- Topographic survey
- DTM
- Drainage survey
- Aboveground utilities
- Existing right of way lines and property

## **5.2 Right-of-Way Maps**

### **5.2.1 Right-of-Way Maps**

COUNTY shall furnish CONSULTANT with copies of right of way maps within the vicinity of the project.

### **5.2.2 Legal Descriptions**

Legal land descriptions and sketches shall be prepared by the COUNTY and submitted along with three copies of each legal description and sketch signed and sealed by the Registered Land Surveyor in responsible charge.

## **5.3 Reviews**

COUNTY shall provide timely phase reviews (within 3 weeks of submittal) of all plans, specifications, permit applications, and right-of-way maps and documents.

## **5.4 Utilities**

COUNTY shall assist the CONSULTANT in providing the utility coordination effort, negotiations with utility companies, and the coordination of utility relocations and utility reconstruction.

## **5.5 Permits**

COUNTY shall sign any required Environmental permit applications.

## **5.6 Right of Way**

COUNTY shall furnish the required title searches, and right-of-way cost estimates. Negotiate, facilitate and execute property License Agreements as required in a timely manner.

## **5.7 Construction Contract**

COUNTY shall prepare construction contract documents prior to bidding.

## **5.8 Data Collection**

Crash Data

COUNTY shall provide crash data for the last available five years.

## **5.9 National Pollutant Discharge Elimination System Permits (NPDES)**

The COUNTY or Contractor shall prepare the Notice of Intent (NOI) for Stormwater Discharges Associated with Industrial Activity Under the NPDES General Permit prior to the start of construction and shall prepare the Notice of Termination (NOT) of Coverage Under the NPDES General Permit for Stormwater Discharges Associated with Industrial Activity following completion of construction. The NOI and NOT shall be provided by the COUNTY or Contractor for COUNTY execution and submittal.

## **6. QUALITY CONTROL**

### **6.1 Quality Assurance Reviews**

The CONSULTANT shall conduct quality assurance reviews of the deliverables called for in this Scope of Services for conformance with the requirements cited in the Scope of Services. Reviews shall be conducted to evaluate the adequacy of materials, documentation, process and procedures included in the execution of this proposed scope.

### **6.2 Quality Assurance Records**

The CONSULTANT shall maintain adequate records for the quality assurance actions performed by his organization (including subcontractors and vendors), in providing services and products under this proposed scope.

## **7. PROJECT SCHEDULE and FEE**

It is estimated that the CONSULTANT shall complete design services within twelve (12) months from receiving the signed Notice to Proceed, and that the CONSULTANT shall complete all services within a period not to exceed eighteen (18) months from receiving the signed Notice to Proceed. However, the CONSULTANT'S contract will extend through construction. Design services shall commence upon receipt of both the Notice to Proceed and the survey provided by the COUNTY. CONSULTANT shall complete deliverables as follows:

60% Submittal 90 days after receipt of NTP and Survey

100% Submittal 180 days after receipt of NTP and Survey

Final Submittal 215 days after receipt of NTP and Survey

This schedule is subject to the timely delivery of information to be provided by the COUNTY. If the COUNTY requests that services under this scope be stopped, the schedule is subject to re-negotiation when written authorization to restart is received.

The Not To Exceed Fee for this scope of services is \$273,004.60.

Notwithstanding anything to the contrary in any forthcoming purchase order that references other terms, the parties agree that services will be performed pursuant to the 2022-089 Agreement.

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

Name of Project: CR 35A (Kathleen Road) at Campbell Road West Signalization  
 County: Polk County  
 FPN: 99999-1-32-01  
 FAP No.: N/A

Consultant Name: Jacobs Engineering Group  
 Consultant No.: EGM7303  
 Date: 2/29/2026  
 Estimator: Eddie Joyner

Staff Classification	Total Staff Hours From "SH Firm"	Project Manager	Chief Engineer	Senior Engineer	Project Engineer	Engineer Intern	Sr. CADD Technician	CADD Technician	Administrative	Staff Classification 9	Staff Classification 10	Staff Classification 11	Staff Classification 12	SH		Average Rate Per Task	
														Activity	By		
3. Project Common and Project General Tasks	416	166	0	42	42	0	0	0	\$65.00	0	0	0	0	0	416	\$61,868	\$148.72
4. Roadway Analysis	243	12	36	36	73	24	0	0	0	0	0	0	0	242	\$37,868	\$156.48	
5. Roadway Plans	113	0	11	11	51	0	40	11	0	0	0	0	0	113	\$15,154	\$134.10	
6a. Drainage Analysis	60	3	6	18	21	0	6	6	0	0	0	0	0	60	\$9,498	\$158.30	
6b. Drainage Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!	
6c. Selective C&G	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!	
7. Utilities	134	40	13	0	67	0	0	0	13	0	0	0	0	133	\$20,729	\$155.86	
8. Environmental Permits and Env. Clearances	57	6	0	23	17	0	11	0	0	0	0	0	0	57	\$9,566	\$167.83	
9. Structures - Misc. Tasks, Dvgs, Non-Tech.	18	1	1	3	3	0	6	5	0	0	0	0	0	18	\$2,751	\$144.78	
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	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!	
18. Structures - Miscellaneous	52	3	5	13	16	0	10	5	0	0	0	0	0	52	\$8,210	\$157.88	
19. Signing & Pavement Marking Analysis	94	5	9	14	47	9	9	0	0	0	0	0	0	93	\$13,609	\$146.34	
20. Signing & Pavement Marking Plans	16	0	1	2	2	0	5	7	0	0	0	0	0	17	\$2,237	\$131.61	
21. Signalization Analysis	117	6	18	35	35	0	23	0	0	0	0	0	0	117	\$19,904	\$170.12	
22. Signalization Plans	72	0	4	7	7	0	22	32	0	0	0	0	0	72	\$9,295	\$129.10	
23. Lighting Analysis	59	3	9	18	18	0	12	0	0	0	0	0	0	60	\$10,185	\$169.74	
24. Lighting Plans	36	2	4	7	18	0	5	0	0	0	0	0	0	36	\$5,600	\$155.57	
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!	
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!	
<b>Total Staff Hours</b>	<b>1,487</b>	<b>247</b>	<b>106</b>	<b>229</b>	<b>417</b>	<b>33</b>	<b>210</b>	<b>66</b>	<b>179</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,487</b>	<b>\$226,473.70</b>	<b>\$152.30</b>	
<b>Total Staff Cost</b>	<b>\$56,316.00</b>	<b>\$23,850.00</b>	<b>\$45,342.00</b>	<b>\$48,789.00</b>	<b>\$3,003.00</b>	<b>\$31,598.70</b>	<b>\$5,940.00</b>	<b>\$11,635.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>Check =</b>	<b>\$226,473.70</b>		

<b>SUBTOTAL ESTIMATED FEE:</b>	
Subconsultant: Tierra	\$226,473.70
Subconsultant: CivilSurv	\$15,125.90
<b>GRAND TOTAL ESTIMATED FEE:</b>	<b>\$31,405.00</b>
	<b>\$273,004.60</b>

Item Description	Unit	Unit Price	Quantity	Total
209-Asphalt Pavement Coring – 4” dia with Base Depth Check	Each	\$ 275.00		\$ -
210-Asphalt Pavement Coring – 4” dia without Base Depth Check	Each	\$ 227.00		\$ -
211-Asphalt Pavement Coring – 6” dia with Base Depth Check	Each	\$ 345.00		\$ -
212-Asphalt Pavement Coring – 6” dia without Base Depth Check	Each	\$ 270.00		\$ -
305-Concrete Pavement Coring - 4" Dia	Each	\$ 280.00		\$ -
306-Concrete Pavement Coring - 6" Dia	Each	\$ 310.00		\$ -
401-Geo Auger Borings- Hand & Truck/Mud Bug	LF	\$ 15.75		\$ -
402-Geo Auger Borings- Track	LF	\$ 19.80		\$ -
403-Geo Backhoe (Owned)	Day	\$ 1,500.00		\$ -
405-Geo Barge (Owned)	Day	\$ 4,200.00		\$ -
406-Geo Barge Rental (Rental without labor)	Day	\$ 5,800.00		\$ -
407-Geo Chainsaw (Owned)	Day	\$ 145.00		\$ -
415-Geo Double Ring Infiltration ASTM D3385	Each	\$ 704.00		\$ -
416-Geo Dozer (Owned)	Day	\$ 1,800.00		\$ -
418-Geo Drill Crew Support Vehicle	Day	\$ 300.00	2	\$ 600.00
421-Geo Dynamic Pile Testing/Pile Driving Analyzer	Day	\$ 630.00		\$ -
427-Geo Extra SPT Samples-Truck/Mud Bug 000-050 Ft	Each	\$ 115.00		\$ -
428-Geo Extra SPT Samples-Truck/Mud Bug 050-100 Ft	Each	\$ 115.00		\$ -
429-Geo Extra SPT Samples-Truck/Mud Bug 100-150 Ft	Each	\$ 130.00		\$ -
430-Geo Extra SPT Samples-Truck/Mud Bug 150-200 Ft	Each	\$ 130.00		\$ -
432-Geo Field Permeability 0-10 Ft (Open - End Borehole Method)	Each	\$ 440.00		\$ -
434-Geo Ground Penetrating Radar (GPR)	Hour	\$ 433.00		\$ -
440-Geo Grout Boreholes- Truck/Mud Bug 000-050 Ft	LF	\$ 8.05	140	\$ 1,127.00
441-Geo Grout Boreholes- Truck/Mud Bug 050-100 Ft	LF	\$ 9.95		\$ -
442-Geo Grout Boreholes- Truck/Mud Bug 100-150 Ft	LF	\$ 14.70		\$ -
443-Geo Grout Boreholes- Truck/Mud Bug 150-200 Ft	LF	\$ 19.95		\$ -
445-Geo Grouted Monitor Well 2" 000-050 Ft	LF	\$ 90.00		\$ -
450-Geo Piezometer 2" 000-050 Ft	LF	\$ 55.00		\$ -
463-Geo Rock Coring Truck/Mud Bug 000-050 Ft less than 4" ID	LF	\$ 55.00		\$ -
465-Geo Rock Coring Truck/Mud Bug 050-100 Ft less than 4" ID	LF	\$ 62.10		\$ -
467-Geo Rock Coring Truck/Mud Bug 100-150 Ft less than 4" ID	LF	\$ 71.45		\$ -
473-Geo SPT Barge/Track/Amphibious 000-050 Ft	LF	\$ 39.00		\$ -
474-Geo SPT Barge/Track/Amphibious 050-100 Ft	LF	\$ 38.30		\$ -
475-Geo SPT Barge/Track/Amphibious 100-150 Ft	LF	\$ 58.25		\$ -
476-Geo SPT Barge/Track/Amphibious 150-200 Ft	LF	\$ 78.45		\$ -
478-Geo SPT Truck-Mud Bug 0-50 Ft	LF	\$ 19.50	140	\$ 2,730.00
479-Geo SPT Truck-Mud Bug 50-100 Ft	LF	\$ 22.20		\$ -
480-Geo SPT Truck-Mud Bug 100-150 Ft	LF	\$ 38.30		\$ -
481-Geo SPT Truck-Mud Bug 150-200 Ft	LF	\$ 50.50		\$ -
483-Geo Temp Casing 3" Barge/Track/Amphibious 0-050 Ft	LF	\$ 17.75		\$ -
484-Geo Temp Casing 3" Barge/Track/Amphibious 50-100 Ft	LF	\$ 22.30		\$ -
485-Geo Temp Casing 3" Barge/Track/Amphibious 100-150 Ft	LF	\$ 28.45		\$ -
486-Geo Temp Casing 3" Barge/Track/Amphibious 150-200 Ft	LF	\$ 35.30		\$ -
488-Geo Temp Casing 3" Truck/Mud Bug 000-050 Ft	LF	\$ 12.75	60	\$ 765.00
489-Geo Temp Casing 3" Truck/Mud Bug 050-100 Ft	LF	\$ 166.00		\$ -
490-Geo Temp Casing 3" Truck/Mud Bug 100-150 Ft	LF	\$ 20.25		\$ -
491-Geo Temp Casing 3" Truck/Mud Bug 150-200 Ft	LF	\$ 24.45		\$ -
514-Geo Truck/Mud Bug Mobil (30 miles straightline distance)	Each	\$ 840.00		\$ -
519-Geo Undisturbed Samples Truck/Mud Bug 000-050 Ft	Each	\$ 225.00		\$ -
520-Geo Undisturbed Samples Truck/Mud Bug 050-100 Ft	Each	\$ 250.00		\$ -

Item Description	Unit	Unit Price	Quantity	Total
521-Geo Undisturbed Samples Truck/Mud Bug 100-150 Ft	Each	\$ 310.00		\$ -
522-Geo Undisturbed Samples Truck/Mud Bug 150-200 Ft	Each	\$ 353.00		\$ -
525-Geo Well Development	Hour	\$ 216.00		\$ -
531-Geo Truck/Mudbug Drill Rig and Crew (2-person)	Hour	\$ 300.00		\$ -
532-Geo Truck/Mudbug Drill Rig and Crew (3-person)	Hour	\$ 375.00		\$ -
533-Geo Track/Barge Drill Rig and Crew (2-person)	Hour	\$ 314.00		\$ -
534-Geo Track/Barge Drill Rig and Crew (3-person)	Hour	\$ 505.00		\$ -
535-Geo Clearing Equip- Tractor, Bush Hog Attachment	Day	\$ 1,950.00		\$ -
536-Geo Clearing Equip-Skid Steer/ASV, ForestMulching Attach	Day	\$ 1,700.00		\$ -
537-Geo Clearing Equip-Skid Steer/ASV, Brush Cutter Attach	Day	\$ 2,010.00		\$ -
538-Geo Clearing Equipment	Day	\$ 2,510.00		\$ -
539-Geo Wash Boring for Rock Cores 0-50 Ft	LF	\$ 14.00		\$ -
540-Geo Wash Boring for Rock Cores 50-100 Ft	LF	\$ 16.25		\$ -
541-Geo Wash Boring for Rock Cores 100-150 Ft	LF	\$ 24.00		\$ -
542-Geo Wash Boring for Rock Cores 150-200 Ft	LF	\$ 27.25		\$ -
602-Mobilization-Vibration Monitoring Equipment	Each	\$ 399.00		\$ -
603-Mobilization Asphalt Coring Equipment	Each	\$ 515.00		\$ -
604-Mobilization Barge Large	Each	\$ 15,400.00		\$ -
606-Mobilization Concrete Coring	Each	\$ 510.00		\$ -
608 Mobilization Drill Rig Amphibious	Each	\$ 12,600.00		\$ -
609-Geo Mobilization Drill Rig Barge Mount	Each	\$ 13,000.00		\$ -
610-Geo Mobilization Drill Rig Track Mount	Each	\$ 3,650.00		\$ -
612-Geo Mobilization Drill Rig Truck Mount	Each	\$ 720.00	2	\$ 1,440.00
614-Geo Mobilization Mudbug/All Terrain Vehicle	Each	\$ 1,225.00		\$ -
618-Geo Mobilization Support Boat	Each	\$ 670.00		\$ -
619-Geo Mobilization Tri-Pod	Each	\$ 1,900.00		\$ -
620-Mobilization of Clearing Equipment	Each	\$ 714.00		\$ -
701-MOT Attenuator Truck	Hour	\$ 320.00		\$ -
702-MOT Channelizing Devices - Type I, II, VP, Drum (each)	Each	\$ 5.95		\$ -
706-MOT Portable Sign	Each	\$ 64.40		\$ -
708-MOT Provide Channelizing Devices - Cone	Each	\$ 9.80		\$ -
710-MOT Shadow Vhcle w/ Adv. Warning Arrow & Attenuator	Hour	\$ 325.00		\$ -
712-MOT Support Vehicle	Hour	\$ 162.00		\$ -
800-Soils Chloride Soil or Water (FM 5-552)	Test	\$ 115.00		\$ -
803-Soils Consolidation - Constant Strain (ASTM D4186)	Test	\$ 690.00		\$ -
804-Soils Consolidation - Extended Load Increments (AASHTO T216)	Day	\$ 238.00		\$ -
805-Soils Corrosion Series (FM 5-550 through 5-553)	Test	\$ 320.00		\$ -
806-Soils Direct Shear Consolidated Drained/ Point AASHTO T 236	Test	\$ 440.00		\$ -
810-Soils Limerock Bearing Ratio (LBR)(FM 5-515)	Test	\$ 464.00		\$ -
811-Soils Liquid Limit (AASHTO T 89)	Test	\$ 76.00	4	\$ 304.00
812-Soils Materials Finer than 200 Sieve (FM 1-T011)	Test	\$ 65.00	10	\$ 650.00
817-Soils Moisture Content Laboratory (AASHTO T 265)	Test	\$ 23.80	6	\$ 142.80
819-Soils Organic Content Ignition (FM 1 T-267)	Test	\$ 61.00	2	\$ 122.00
821-Soils Particle Size Analysis (AASHTO T 88) (Including Hydrometer)	Test	\$ 250.00		\$ -
822-Soils Particle Size Analysis (AASHTO T 88) (No Hydrometer)	Test	\$ 98.00		\$ -
823-Soils Permeability Constant Head (AASHTO T 215)	Test	\$ 445.00		\$ -
824-Soils Permeability Falling Head (FM 5-513)	Test	\$ 385.00		\$ -
825-Soils pH Soil or Water (FM 5-550)	Test	\$ 65.00		\$ -
826-Soils Plastic Limit & Plasticity Index (AASHTO T 90)	Test	\$ 76.00	4	\$ 304.00
827-Soils Proctor Modified (FM 1-T 180)	Test	\$ 165.00		\$ -
828-Soils Proctor Standard (AASHTO T 99)	Test	\$ 165.00		\$ -
829-Soils Resistivity Soil or Water (FM 5-551)	Test	\$ 73.00		\$ -
832-Soils Splitting Tensile Strength of Rock Cores (ASTM D3967)	Test	\$ 195.00		\$ -
833-Soils Sulfate Soil or Water (FM 5-553)	Test	\$ 80.00		\$ -
838-Soils Unconfined Compression - Rock (ASTM D7012, Method C)	Test	\$ 250.00		\$ -
Site Clearing to Access Boring or Test Locations	Hour	\$ 210.00		\$ -
Whole Building Airtightness Testing	Per SF	\$ 0.25		\$ -

Item Description	Unit	Unit Price	Quantity	Total
<b>Engineering and Technical Support Services</b>				
Chief Engineer 2	Hour	\$ 244.96		\$ -
Principal Engineer	Hour	\$ 259.46	2	\$ 518.92
Senior Engineer 1	Hour	\$ 241.70		\$ -
Senior Engineer 2	Hour	\$ 197.11	5	\$ 985.55
Project Manager	Hour	\$ 202.31		\$ -
Threshold Inspector	Hour	\$ 202.31		\$ -
Chief Scientist	Hour	\$ 208.72		\$ -
Senior Scientist	Hour	\$ 169.58		\$ -
Engineer 1	Hour	\$ 165.48	10	\$ 1,654.80
Engineer 2	Hour	\$ 164.67		\$ -
Engineering Intern	Hour	\$ 127.08	14	\$ 1,779.12
Senior Engineering Technician	Hour	\$ 125.54	2	\$ 251.08
Building Envelope Consulting (QA/QC Inspections)	Hour	\$ 101.16		\$ -
Threshold Inspector's Representative	Hour	\$ 90.51		\$ -
Engineering Technician	Hour	\$ 97.98	7	\$ 685.86
Asphalt Plant Inspector	Hour	\$ 79.86		\$ -
Senior Designer	Hour	\$ 141.70	5	\$ 708.50
Secretary / Clerical	Hour	\$ 119.09	3	\$ 357.27

**Project Budget = \$ 15,125.90**

Eddie Joyner, P.E.  
Jacobs  
5401 West Kennedy Boulevard  
Suite 300, Tampa, FL 33609  
863.512.2076 cell  
813.939.6410 direct  
[eddie.joyner@jacobs.com](mailto:eddie.joyner@jacobs.com)

February 13, 2026

RE: Survey SUE Services for Kathleen Road at Campbell Road Signalization Improvements

Dear Mr. Joyner,

CivilSurv Design Group, Inc. is pleased to submit this proposal for the surveying and mapping services required for this project. We look forward to working with Jacobs towards the successful completion of this project. We understand the Subsurface Utility Exploration (SUE) services are required for the design of new signalization at the intersection.

**I. SCOPE OF SERVICES**

CivilSurv Design Group, Inc. will provide SUE survey services for the project as requested in your email of February 13<sup>th</sup>, 2026 as follows.

- a) Request utility records from utility agency owners based on the Sunshine 811 design ticket.
- b) Designate the underground utilities within the project limits, 700' north, south, and east of the intersection, and 100' west of the intersection, utilizing electromagnetic (EM) and ground penetrating radar (GPR) equipment and techniques.
- c) Create utility field sketch of designated utilities.
- d) Survey designated utilities from existing onsite control provided by Polk County,
- e) Create an AutoCAD file of designated utilities.
- f) Stake locations of 2 strain poles from coordinates provided by the Signal designer.
- g) Submit Sunshine 811 dig tickets.
- h) Perform test holes to clear two strain poles. Assume 2 VVH per strain pole. Allowance for 8 additional VVHs for utilities found in clearing locations and additional utility conflict locations. Total of 12 VVHs.
- i) Survey completed test holes from existing onsite control provided by Polk County.
- j) Incorporate test holes into AutoCAD file created for utility designation and create a VVH spreadsheet of completed test holes, referenced to the survey baseline and benchmarks established for the project.

The survey services above will comply with the Standards of Practice for Florida Surveyors and Mappers per Chapter 5J-17, Florida Administrative Code, pursuant to Chapter 472.027 Florida Statutes.

**II. DELIVERABLES**

For the SUE services we will provide a Civil3D file of the designated utilities and test holes, a verified utility spread sheet and dig sheets of the SUE Level A soft digs performed.



**III. FEES**

The SUE services can be provided of a not to exceed fee of \$31,405.00.

**IV. SCHEDULE**

The SUE Designates can be completed 6 weeks from receipt of NTP. The Test Holes will be provided as the design progresses.

CivilSurv Design Group, Inc. greatly appreciates this opportunity to work with Jacobs and Polk County.

Sincerely,



Kenneth T. Glass, PSM  
Vice President of Surveying and Mapping



**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  |



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
05/06/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER LIC #0437153 Marsh Risk & Insurance Services CIRT_Support@jacobs.com 633 W. Fifth Street  Los Angeles, CA 90071 USA	1-212-948-1306	CONTACT NAME: PHONE (A/C, No. Ext): E-MAIL ADDRESS: FAX (A/C, No): 1-212-948-1306														
INSURED Jacobs Engineering Group Inc.  C/O Global Risk Management 515 South Flower St., Suite 4800 Los Angeles, CA 90071 USA		<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: ACE AMER INS CO</td> <td>22667</td> </tr> <tr> <td>INSURER B: INDEMNITY INS CO OF NORTH AMER</td> <td>43575</td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: ACE AMER INS CO	22667	INSURER B: INDEMNITY INS CO OF NORTH AMER	43575	INSURER C:		INSURER D:		INSURER E:		INSURER F:	
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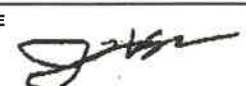
**COVERAGES**                      **CERTIFICATE NUMBER: 752635523**                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> CONTRACTUAL LIABILITY  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			HDO G48977145	07/01/25	07/01/26	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			ISA H11371504	07/01/25	07/01/26	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
B	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			WLR C72792919 (AOS)	07/01/25	07/01/26	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
A				WCU C72792932 (OH)*	07/01/25	07/01/26	E.L. EACH ACCIDENT \$ 2,000,000
A				SCF C72792920 (WI)	07/01/25	07/01/26	E.L. DISEASE - EA EMPLOYEE \$ 2,000,000 E.L. DISEASE - POLICY LIMIT \$ 2,000,000
A	<input checked="" type="checkbox"/> PROFESSIONAL LIABILITY			EON G21655065 016	07/01/25	07/01/26	PER CLAIM/PER AGG 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

PROJECT MGR: Eddie Joyner. CONTRACT MGR: Leanne Andersen. RE: Signalization improvements at Kathleen Road at West Campbell Road Intersection. CONTRACT END DATE: 11-30-2027. SECTOR: Public. Polk County Roads & Drainage Division is added as an additional insured for general liability & auto liability as respects the negligence of the insured in the performance of insured's services to cert holder under contract for captioned work. The General Liability and Auto Liability insurance policies are primary and the certificate holder's insurance is excess and non-contributory. Waiver of subrogation is hereby granted in favor of cert holder for GL and WC. XCU is covered under the General Liability policy. General Liability coverage includes the severability of interests/Cross Suits Liability provision in favor of

<b>CERTIFICATE HOLDER</b>  Polk County Roads & Drainage Division  Attention: William Lorenzo - Project Management 3000 Sheffield Road PO Box 9005, Drawer TR05  Bartow, FL 33831-9005  USA	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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# SUPPLEMENT TO CERTIFICATE OF INSURANCE

DATE  
05/06/2026

NAME OF INSURED: Jacobs Engineering Group Inc.

Additional Description of Operations/Remarks from Page 1:

the holder. \*THE TERMS, CONDITIONS, AND LIMITS PROVIDED UNDER THIS CERTIFICATE OF INSURANCE WILL NOT EXCEED OR BROADEN IN ANY WAY THE TERMS, CONDITIONS, AND LIMITS AGREED TO UNDER THE APPLICABLE CONTRACT.\*

Additional Information:

\*\$2,000,000 SIR FOR STATE OF: OHIO