

CONSULTANT APPROVAL FORM

CPO: If Consultant fee is under \$50,000 & construction is under \$250,000 (procedure)

CSA: If Construction is under \$4,000,000;

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

CPO/CSA #: 22-083-03 (Assigned by Procurement)

To be completed by the requesting Division:

Date: 02/18/2025 Division: Roads & Drainage Division

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

Project Name: Ariana Street/Georgetowne Manor Stormwater Improvements

Total Project Budget: \$500,000 Project # 5400002

Estimate of Construction Cost: \$ 340,000.00

Proposed Consultant: Burgess and Niple Inc. Fee: \$ 106,897.18

Master Consultant Agreement # 22-083

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

Approved By: [Signature] Date 2/25/25
Division Director/Designee

Procurement Division

Date Received: 03/03/25 Date Reviewed by Analyst: 03/04/25

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

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

Date Received: 3/5/2025 Date Reviewed: 3/6/2025

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

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

Date Received: _____ Date Reviewed: 3/7/25

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)).

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
Kissinger Campo & Associates	Y	Y	Y	N	Y
Kimley-Horn and 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
Wood Environmental & Infrastructure Solutions	Y	Y	Y	Y	Y
WSP USA	Y	Y	Y	Y	Y

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
Kissinger Campo & Associates	Y	Y
Kimley-Horn and Associates	Y	Y
Mott MacDonald Florida	Y	Y
NV5	Y	Y
Patel, Greene, and Associates	Y	Y
Rummel, Klepper & Kahl	Y	Y
Wood Environmental & Infrastructure Solutions	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.

Consultant	Contracted Amount	Elevated (Y/N)
AECOM	\$723,149.04	N
AIM Engineering & Survey	\$691,043.55	N
Burgess and Niple	\$522,931.36	Y
CONSOR Engineers	\$542,263.76	N
Dewberry Engineers	\$203,582.32	N
DRMP	\$409,360.25	N
HDR Engineering	\$682,529.67	N
HNTB	\$671,300.40	N
Jacobs Engineering Group	\$495,625.26	N
Kissinger Campo & Associates	\$180,890.00	N
Kimley-Horn and Associates	\$593,871.12	N
Mott MacDonald Florida	\$167,799.10	N
NV5	\$265,452.13	N
Patel, Greene, and Associates	\$790,565.67	N
Rummel, Klepper & Kahl	\$650,364.32	N
Wood Environmental & Infrastructure Solutions	\$279,519.42	N
WSP USA	\$423,628.72	N

Step 4:

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

B&N completed drainage analysis under CPO 22-083-B. Negotiation with these firms is on-going for work related to different projects.



Consultant Services Authorization

Firm	Burgess & Niple, Inc.
Master Agreement No.	22-083
CSA No.	22-083-03
Project Name	Ariana Street/Georgetowne Manor Stormwater Improvements
Project Description	Provide professional engineering services for the final design for the Ariana Street Georgetowne Manor Subdivision Stormwater Improvements Project.
Projects Exhibits and Attachments	Exhibit "A"- Scope of Services Exhibit "B"-Fee Schedule (Master Agreement) Exhibit "C"-Reimbursable Cost Schedule Exhibit "D"-Insurance Documents
Duration (in days)	Through completion of construction
Compensation	Total Cost Not to Exceed: \$ \$106,897.18
Special Contract Conditions	NONE
Insurance Requirements	Professional Liability
Liquidated Damages	\$ 0 Per Day
Budget Source/Availability	14971.540152101.5663400.5400002

IN WITNESS WHEREOF, the parties hereto have executed this CSA on this ___ day of _____, 20__.

Attest:
STACY M. BUTTERFIELD

POLK COUNTY, a Political subdivision
of the State of Florida

By: _____
Deputy Clerk

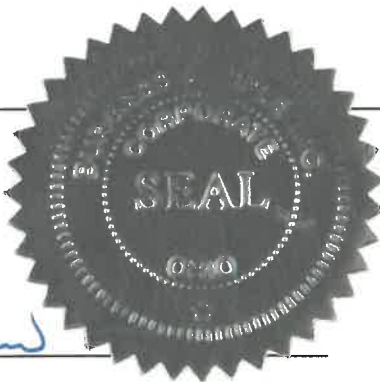
By: _____
Chairperson
Board of County Commissioners

Date Approved by Board: _____

Review as to form and legal sufficiency
Nora W. Adams 3/6/2025

County Attorney's Office Date

Attest:



Jason L. Pagnon

Corporate Secretary

Burgess & Niple, Inc.
CONSULTANT COMPANY NAME

Scott D. Perfater

Authorized Corporate Officer

Scott D. Perfater, PE

[Printed Name and Title]

SEAL

Date: February 12, 2025

Date: February 12, 2025

BURGESS & NIPLE

1800 Pembroke Drive | Suite 265 | Orlando, FL 32810 | 407.401.8527

Mr. William G. Lorenzo, PE
Project Manager
Polk County, Roads and Drainage Division
3000 Sheffield Road
Winter Haven, FL 33880

Re: **Ariana Street Georgetowne Manor
Stormwater Improvements**
Contract No. 2022-083, Task Work Order No. 4

January 8, 2025

Dear Mr. Lorenzo

Burgess & Niple, Inc. (B&N) is pleased to submit this limiting amount fee proposal for professional services necessary to design and prepare construction plans for stormwater conveyance improvements in the vicinity of the Georgetowne Manor Subdivision on Ariana Street in Polk County (County) per the location map included as Attachment A. This proposed fee proposal was prepared based on recommendations from a previous evaluation study prepared by B&N dated July 23, 2024. A scope of services and staff hour estimate for the Ariana Street Stormwater Improvements is submitted herewith under the authority of our current Continuing Professional Engineering Services Master Consulting Agreement contract with Polk County.

SCOPE OF SERVICES

This proposal is for professional services to implement the Study recommendations known as Proposed Alternative 3 to address localized flooding in the vicinity of the Georgetowne Manor subdivision. The approximate project limits along Ariana Street begin at Southern Avenue and run easterly to Lotus Avenue. The scope of services will support the design and preparation of construction plans for the following improvements:

- 19-inch x 30-inch Cross Drain – replace an existing 18-inch cross drain with approximately 50-feet of 19-inch x 30-inch elliptical reinforced concrete pipe (ERCP) and replace an existing 19-inch x 30-inch ERCP with a 24-inch x 38-inch ERCP from just east of the Grady Avenue, Ariana Street intersection, beneath Ariana Street to the south side of Ariana Street. Upgrade existing ditch bottom inlets and mitered end sections as necessary to accommodate the revised pipe network.
- 19-inch x 30-inch Side Drain – replace an existing 19-inch x 30-inch ERCP with a 24-inch x 38-inch ERCP from just west of the Southern Avenue, Ariana Street intersection to the east side of the Southern Avenue, Ariana Street intersection. Update existing mitered end sections as necessary to accommodate the revised pipe network.
- 18-Inch Cross Drain – installation of approximately 50-feet of 18-inch reinforced concrete pipe (RCP) from the existing side drain beneath the Georgetowne Manor Subdivision driveway south beneath Ariana Street to the existing roadside ditch on the south side of Ariana Street just east of Woodbrook Parkway. The

existing roadside ditch on the north side of Ariana Street between Oregon Avenue and Lotus Avenue will be regraded to establish positive conveyance away from the Georgetowne Manor Subdivision driveway.

- 18-inch Storm Sewer – installation of approximately 650-feet of 18-inch RCP from the existing side drain beneath the Woodbrook Estates Subdivision driveway east to an existing drainage structure to be modified to accept the new 18-inch RCP at the southwest quadrant of the Ariana Street, Lotus Avenue intersection. Ditch bottom inlets would be installed as necessary within the limits of the proposed 18-inch RCP.

The scope of services is split into the following two (2) tasks:

- Task 1: Project Management
- Task 2: Final Design Services

TASK 1 – PROJECT MANGEMENT

- A. Establish project controls in accordance with County requirements including document control, progress updates and invoicing requirements.
- B. Attend a Project Kick-off Meeting with County staff. This meeting will serve to establish lines of communication for the project, perform an overview of the project scope and review the project schedule. B&N will prepare a meeting agenda and summary writeup and distribute to meeting attendees.
- C. Prepare monthly project status update reports for County staff to summarize project progress and update the design schedule.
- D. Prepare monthly invoices in accordance with the established project control requirements.
- E. Provide support and attend the pre-bid meeting, address questions from the County and Contractors during the bidding phase, and review the received bids and provide recommendations, as necessary in support of the County's efforts to select a Contractor. Additionally, B&N will assist the County in addressing any items that require consultation with the Engineer of Record (E.O.R.) related to design inquiries during the construction phase of this stormwater improvement project.

TASK 2 – FINAL DESIGN SERVICES

All intermediate phases of design will be performed under the final design services task. These services are further described below.

- A. Prepare construction drawings necessary to convey the scope, extent and character of the construction work to be performed and furnished by the eventual contractor. Sidewalk design necessary to harmonize the proposed improvements will be included. Temporary traffic control notes to facilitate construction will be provided. Florida Department of Transportation (FDOT) Standard Plans and Pay Items will be utilized whenever possible. One review submittal will be made at the 60% and final plans stages.
- B. Conduct review meetings following the 60% design submittal in order to confirm the County's goals are being met. B&N will prepare a comment tracking log and meeting summary following the 60% submittal review meeting. The comment log will be updated as County comments are reviewed and/or addressed.
- C. Prepare an estimate of the probable construction costs for the project at the 60% submittal and final plans stages with an appropriate level of contingency for the stage of design.
- D. Provide necessary plans, reports, and supporting data as may be necessary for the County to obtain a permit exemption from the Southwest Florida Water Management District.
- E. Utility Coordination Services:
B&N will identify utility facilities and secure agreements, utility work schedules, and plans from the Utility Agency Owners (UAOs), ensuring no conflicts exist between utility facilities and the COUNTY'S construction project.

Identifying Existing UAO(s): Identify all utilities in the corridor; check with One Call, Subsurface Utility Engineering (SUE) Report, and Design Location Survey.

B&N will provide the utility agencies, companies' Project plans, and/or electronic files at the 30% and 90% design phases, as drafted by B&N. At the completion of the 90% design phase, the UAOs will be instructed to return a set of plans to B&N showing their utilities relocation adjustment and new facilities designs, and existing utilities to remain.

Utility Coordination Meeting: B&N will host a utility coordination meeting within eighteen days of the 90% design review submittal. B&N will be responsible for organizing the meeting. B&N will prepare detailed meeting minutes and distribute to all attendees.

Review and Acceptance: B&N will be responsible for making all necessary reviews and accepting the utility work schedules (UWS) to schedule any utility work the construction contractor for the Project will not be contracted to perform.

Certification/Close-out:

B&N will provide to the COUNTY the following for each UAO with facilities within the project limits:

Executed Utility Work Schedule (UWS).

OR

The UAO provides a written No Conflict or No Involvement statement.

- F. Subsurface Utility Engineering (to be performed by Subconsultant – CivilSurv Design Group):
CivilSurv Design Group will provide subsurface utility exploration services for the utilities located along Arianna Street through the project limits from Southern Avenue to Lotus Avenue. SUE Level A and B will be completed by CivilSurv. Up to sixteen (16) Level A locates will be performed to verify utility depths, size, and material at locations requested by the design team.

ITEMS NOT INCLUDED

Common services which can be included with this type of project but are not included in this proposal are listed below. Additional services can be authorized by the County through a supplemental agreement if requested.

- Field surveying and data collection
- Geotechnical investigations and testing
- Groundwater sampling
- Roadway design services

PROJECT SCHEDULE

The proposed project schedule includes the following key dates:

Task	Duration (weeks)	Days from NTP	Cumulative Duration (weeks)
Notice to Proceed (NTP)	0	0	0
Kickoff Meeting	1	7	1
Field Investigations	6	49	7
60% Submittal	4	77	11
60% Review & Meeting	2	91	13
Final Plans Submittal	3	112	16

PAYMENT FOR PROFESSIONAL SERVICES

The maximum limiting amount fee of \$106,897.18 for the professional engineering services described above will be paid on an hourly basis in accordance with the approved hourly rate schedule, as provided in the Agreement between

January 8, 2025
Page 5

the Polk County and Burgess & Niple for Master Consulting Agreement No. 2022-083. See Attachment B for the professional services staff hour estimate.

If there are any questions regarding the enclosed material or if we can provide additional information to assist Polk County with its review, please contact us.

BURGESS & NIPLE, INC.



Scott D. Perfater, PE
Executive Vice President

Attachments
Copy: File
1/8/2025

ATTACHMENT A – PROJECT LOCATION MAP

**ARIANA STREET STORMWATER DESIGN
ATTACHMENT A – PROJECT LOCATION MAP
POLK COUNTY, FLORIDA
NOVEMBER 2024**



January 7, 2025

A. Mark Atkinstall, PE, MSCE
Water/Wastewater & Utilities Group – Tampa Region Leader
Senior Project Manager
Burgess & Niple, Inc.
Main: 813.962.8689 x7590
Cell: 386.290.6468
1511 N. Westshore Blvd., Suite 500
Tampa, FL 33607

RE: Ariana Street/Georgetowne Manor Stormwater Improvements - SUE Services

Dear Mr. Atkinstall,

CivilSurv Design Group, Inc. is pleased to submit this proposal for the subsurface utility exploration services required for this project. We look forward to working with Burgess and Niple towards the successful completion of this project for Polk County.

I. SCOPE OF SERVICES

The Scope of Services provided by CivilSurv Design Group will consist of providing subsurface utility exploration services for the utilities located along Arianna Street through the project limits from Southern Avenue to Lotus Avenue per the Exhibit you provided and attached to this document. As you indicated the expected utilities are Charter, Lakeland Electric, City of Lakeland Water and Wastewater, Duke Energy, Duke Fiber, Frontier, and TECO Peoples Gas.

A. Subsurface Utility Designates and Locates

CivilSurv will complete both SUE Level A and Level B explorations. The Level B Designates will be completed with electronic detection equipment and GPR. We will record depths of the designated utilities. After the design progresses, we will perform up to 16 Level A Locates utilizing our vacuum extraction equipment or other non-destructive methods in order to verify the found utility depths, size and material at the locations requested by the design team.

B. Deliverables

CivilSurv will maintain a field book, prepare a CAD file of the utility locates. We will also provide Level A dig reports and an excel spread sheet of the found utilities.

The horizontal datum will be State Plane Coordinate Zone 0902, Florida East and the vertical datum will be NAD 1988.

II. FEES

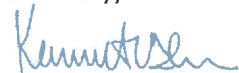
The proposed lump sum fees required for the scope of services is \$25,523.60 per the fee sheet below.

Sunshine One Call will be contacted prior to utility locate work commencing.

This proposal does not include Utility Coordination services.

CivilSurv Design Group, Inc. greatly appreciates this opportunity to work with the Burgess and Niple. If you have any questions or comments, please contact me.

Sincerely,



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

To: Doug Gable, P.E.
From: Burgess and Niple, Inc.
Subject: Exhibit A - Schedule of Rate Values

Date: June 23, 2022

Staff Classification	Hourly Loaded Rate
Chief Designer	\$187.59
Chief Engineer 1	\$248.47
Chief Engineer 2	\$314.96
Design Intern	\$67.02
Engineer 1	\$152.85
Engineer 2	\$201.99
Engineer Intern	\$118.94
Project Manager 1	\$221.31
Project Manager 3	\$250.53
Senior Designer	\$180.03
Contract Coordinator	\$109.52
Senior Engineer 1	\$197.80
Transportation Data Analyst	\$106.25
Transportation Data Scientist	\$132.83

MULTIPLIER = 3.269375

Sincerely,



John Kilgore, P.E.
Vice-President

EXHIBIT B

ESTIMATE OF WORK EFFORT AND COST - PRIME CONSULTANT

Name of Project: Ariana Street Stormwater Design
 County: Polk

Consultant Name: Burgess & Nipole, Inc.
 Consultant No.: TBD
 Date: 1/8/2025
 Estimator: Card Spirio, PE

Staff Classification	Total Staff Hours From "SH" Summary -	Project Manager			Chief Engineer		Senior Engineer 1		Engineer 2		Engineer 1		Engineer Intern		Staff Classification 8		Staff Classification 9		Staff Classification 10		Staff Classification 11		Staff Classification 12		SH By Activity	Salary Cost By Activity	Average Rate Per Task
		Manager 3	Engineer 2	Engineer 1	Chief Engineer 1	Chief Engineer 2	Senior Engineer 1	Engineer 2	Engineer 1	Engineer Intern	Staff Classification 8	Staff Classification 9	Staff Classification 10	Staff Classification 11	Staff Classification 12												
3. Project General and Project Common Tasks	103	6	10	41	21	15	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	103	\$23,383	\$227.02
4. Roadway Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
5. Roadway Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
6a. Drainage Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
6b. Drainage Plans	216	11	22	86	43	32	11	11	11	11	11	11	11	11	11	11	11	11	11	11	11	11	11	216	\$46,022	\$213.07	
7. Utilities	85	0	38	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	85	\$11,968	\$140.81	
8. Environmental Permits, Compliance & Clearances	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
9. Structures - Misc. Tasks, Dvgs, Non-Tech.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
10. Structures - Miscellaneous	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
11. Signing & Pavement Marking Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
12. Signing & Pavement Marking Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
13. Signalization Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
14. Signalization Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
15. Lighting Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
16. Lighting Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
Total Staff Hours	404	17	70	127	64	47	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	404	\$81,373.58		
Total Staff Cost		\$4,259.01	\$22,047.20	\$31,555.69	\$12,659.20	\$9,493.53	\$2,445.60	\$2,445.60	\$2,445.60	\$2,445.60	\$2,445.60	\$2,445.60	\$2,445.60	\$2,445.60	\$2,445.60	\$2,445.60	\$2,445.60	\$2,445.60	\$2,445.60	\$2,445.60	\$2,445.60	\$2,445.60	\$2,445.60	\$2,445.60	\$81,373.58	\$89,953.45	

Check =

SUE Field Days by Subconsultant
 3-Person Crew 0.00

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

SALARY RELATED COSTS:
 OVERHEAD: 0%
 OPERATING MARGIN: 0%
 FCOM (Facilities Capital Cost Money): 0.00%
 EXPENSES: 4-person crew \$ / day

SUBTOTAL ESTIMATED FEE: \$81,373.58
 Subconsultant: CHMISURY (SUE) \$25,523.60
 Subconsultant: \$0.00
 Subconsultant: \$0.00
 SUBTOTAL ESTIMATED FEE: \$106,897.18
 Geotechnical Field and Lab Testing \$0.00
 SUBTOTAL ESTIMATED FEE: \$106,897.18
 Optional Services \$0.00
 GRAND TOTAL ESTIMATED FEE: \$106,897.18

Fee Sheet:

27.10	Underground Utilities												
Designates	Mile/Site	4.00	1.25	5.00	1.00	5.00	2.00	10.00	Complete Designates in project limits 2640' (x) 8 underground utilities = 21,120' utilities. Electric appears to be overhead. Locates drainage conflicts with 16 locates.				
Locates	Point	16	0.25	4.00	1.00	4.00	2.00	8.00					
Survey		22%	9.00	2.00	1.00	2.00	3.00	6.00					

Staff Classification	Total Staff Hours From "SH Summary - Firm"	Project Manager	SUR Chief Surveyor	SUR Surveyor	SUR Survey/SUE/GIS Analyst 3	Staff Classification 9	Staff Classification 10	Staff Classification 11	Staff Classification 12	SH By Activity	Salary Cost By Activity	Average Rate Per Task
27A. Survey (Field & Office Support)	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
27B. Survey SUE (Field & Office Support)	33	0	2	4	33	0	0	0	0	33	\$5,724	\$146.76
Total Staff Hours	33	0	2	4	33	0	0	0	0	33		
Total Staff Cost		\$0.00	\$476.00	\$693.60	\$4,554.00	\$0.00	\$0.00	\$0.00	\$0.00		\$5,723.60	\$146.76

Notes:
1. This sheet to be used by Subconsultant to calculate its fee.

		Checks =		\$5,723.60
SALARY RELATED COSTS:				\$5,723.60
OVERHEAD:		0%		\$0.00
OPERATING MARGIN:		0%		\$0.00
FCCM (Facilities Capital Cost Money):		0.00%		\$0.00
EXPENSES:		0.00%		\$0.00
SUBTOTAL ESTIMATED FEE:				\$5,723.60
Survey /Field	0	3-person crew	\$ 1,800.00 / day	\$0.00
Survey /Field	11	3-person SUE	\$ 1,800.00 / day	\$19,800.00
Geotechnical Field and Lab Testing				\$0.00
SUBTOTAL ESTIMATED FEE:				\$25,523.60
Optional Services				\$0.00
GRAND TOTAL ESTIMATED FEE:				\$25,523.60

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

EXHIBIT C

Board of County Commissioners

REIMBURSABLE COST SCHEDULE

1.	Reproduction Cost	
	A. Regular Copying	Single Side Double Sided
	8 ½ x 11 (black & white).....	\$ 0.15/page \$ 0.25/sheet
	8 ½ x 11 (color).....	\$ 0.30/page \$ 0.40/sheet
	8 ½ x 14 (black & white).....	\$ 0.15/page \$ 0.25/sheet
	8 ½ x 14 (color).....	\$ 0.30/page \$ 0.40/sheet
	11 x 17 (black & white).....	\$ 0.25/page \$ 0.35/sheet
	11 x 17 (color).....	\$ 0.40/page \$ 0.50/sheet
	9 ½ x 24 Single Side Only.....	\$ 1.00/page
	17 x 22 Single Side Only.....	\$ 2.00/page
	18 x 24 Single Side Only.....	\$ 2.00/page
	24 x 36 Single Side Only.....	\$ 3.00/page
	30 x 30 Single Side Only.....	\$ 5.00/page
	32 x 34 Single Side Only.....	\$ 5.00/page
	Other sizes-per square inch.....	\$ 0.03/page
	Compact Digital Disk	\$ 6.00/disk
	B. Blueprint Copy	\$10.00/page
2.	Subcontractor Services	Actual Costs
3.	Special Consultants	Actual costs
4.	Computer Services	Non-reimbursable
5.	Travel Expenses	In accordance with Chapter 112.061, F.S.;
		and further defined in the Polk County Employee Handbook.
6.	Postage, Fed Express, UPS	Actual Costs
7.	Pre-approved Equipment (includes purchase and rental of equipment used in project)	Actual Costs

AGENCY CUSTOMER ID: _____

LOC #: _____



ADDITIONAL REMARKS SCHEDULE

AGENCY Willis Towers Watson Northeast, Inc.		NAMED INSURED Burgess & Niple, Inc. 330 Rush Alley Suite 700 Columbus, OH 43215	
POLICY NUMBER See Page 1		EFFECTIVE DATE: See Page 1	
CARRIER See Page 1	NAIC CODE See Page 1		

ADDITIONAL REMARKS

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

Ariana Street/Georgetowne Manor Stormwater Improvements, Polk County are included as Additional Insureds as respects to General Liability, Auto Liability and Umbrella/Excess Liability when required by written contract.

General Liability, Auto Liability and Umbrella/Excess Liability policies shall be Primary and Non-contributory with any other insurance in force for or which may be purchased by Additional Insureds when required by written contract.

Waiver of Subrogation applies in favor of Additional Insureds with respects to General Liability, Auto Liability, Umbrella/Excess Liability and Workers Compensation when required by written contract and permitted by law.

REQUEST FOR LEGAL SERVICES

TO: COUNTY ATTORNEY'S OFFICE (AT01)

ATTENTION: Noah Milov
(CHECK ONE) Heather Bryan

FROM: William G. Lorenzo, P.E., 863-535-2286
(Name and Phone Number)

DATE: 02/13/25

RETURN TO: William G. Lorenzo, P.E., (TRO2)

DIVISION: Roads & Drainage

BOARD AGENDA DATE: 3/18/2025

COUNTY MANAGER ITEM:

PROJECT: _____

CSA/CONTRACT NUMBER: CSA 22-083-03

MODIFICATION NUMBER: N/A

CHANGE ORDER NUMBER: N/A

TYPE OF AGREEMENT: CSA

NAME OF CONSULTANT/CONTRACTOR: Burgess & Niple, 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.

For CAO Use Only:	
Assigned Staff: <u>Noah</u>	Log-In Date: <u>3/5/25</u>
CAO Project Number: <u>25-197</u>	Log-Out Date: <u>3/10/25</u>