

CONSULTING SERVICES WORK AUTHORIZATION

DATE: 04/10/2025

CONSULTANT: CPH, LLC

WORK AUTHORIZATION NO. 2 FOR CONSULTING SERVICES

This Work Authorization, when executed, shall be incorporated in and become an integral part of the "Agreement between City of Coconut Creek and CPH, LLC for GENERAL PROFESSIONAL ENGINEERING SERVICES RFQ NO. 03-25-20-02, dated September 30th, 2020.

I. PROJECT DESCRIPTION

The CITY desires to have CPH, LLC ("CONSULTANT"), to provide professional engineering services associated with the design, permitting, and bidding services for the upgrade of a wastewater forcemain (FM) primarily along NW 39th Avenue and NW 74th Street.

II. SCOPE OF SERVICES AND COSTS

See Proposal from CPH, LLC attached hereto as Exhibit "A".

III. COMPLETION DATE

This Work Authorization is approved contingent upon the CITY'S acceptance of and satisfaction with the completion of the services rendered with a projected completion date of 180 days from the date of receipt of authorization from CITY. If the CITY in its sole discretion is unsatisfied with the services provided in the Work Authorization, the CITY may terminate the Agreement without incurring any further liability. The CONSULTANT shall commence work after issuance of the notice to proceed.

IV. NOT A DESIGN-BUILD AGREEMENT

CONSULTANT shall not bid for any construction components associated with this Project.

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CITY OF COCONUT CREEK, FLORIDA

By: _____
Sheila N. Rose, City Manager

ATTEST:

Approved as to Legal Sufficiency
and Form:

By: _____
Joseph J. Kavanagh, City Clerk

By: _____
Terrill C. Pyburn, City Attorney

CONSULTANT:

ATTEST:

By: _____
Signature of President/Owner

(Corporate Secretary)

Type/Print Name of President/Owner

Type/Print Name of Corporate Secretary

(CORPORATE SEAL)



**SCOPE OF SERVICES
RFQ NO. 03-25-20-02**

CITY OF COCONUT CREEK

**NW 39th Ave Wastewater
Forcemain Upgrade**

December 05, 2024

CPH, LLC.

BASIC SERVICES OF THE CONSULTANT

CPH, LLC., herein identified as “Consultant”, will provide services to the City of Coconut Creek, herein identified as “City”, for the design, permitting, and bidding services for the replacement of a 4-inch sewer forcemain (FM) from Hillsboro Blvd and NW 39th Ave, up to NW 74th St, and to North Broward Preparatory School.

The Consultant agrees to perform professional engineering services in connection with the project as hereinafter stated.

The Consultant will serve as the City's professional engineering representative in those phases of the project to which this Scope of Services applies and will give consultation and advice to the City during the performance of these services.

SCOPE OF SERVICES

The following represents a summary of scope of work and services for the City. The Consultant shall provide the professional services described below.

Scope of Services is broken into six (6) Tasks:

- Task A** – Pre-Design Services
- Task B** – Design Development (60%)
- Task C** – Permitting
- Task D** – Construction Documents (100%)
- Task E** – Bidding Services
- Task F** – Construction Observation (Optional)



BASIC SERVICES:

TASK A – PRE-DESIGN SERVICES

A.1 Topographic Survey

Prepare a Topographic Survey of approximately 3,650± linear feet as per Rule Chapter 5J-17 of the Florida Administrative Code in compliance with the Standards of Practice of Surveying and Mapping of the State of Florida. (See area depicted in red on the attached Survey Site Exhibit “A” for limits.)

- Depict right-of-way geometry. The following will be used to depict the right-of-way alignment for the project area (see area depicted in red on the attached Survey Site Exhibit “A” for limits.):
 - Recorded Plats
 - Right-of-way documentation
 - Viewable Legal Descriptions recorded in Official Records
- Field locate existing monumentation and verify platted rights-of-way contained within the plats (approximately 3,650± linear feet).
- Collect topographic data at 100’ cross-sections along NW 74th Street and NW 39th Avenue within project limits to include a 10’ overlap on each side where accessible or up to existing fences, walls or hedges.
- Location of all visible above-ground improvements and visible utilities within the rights-of-way to include the lift stations, water stubs, force main and manholes (inverts on accessible structures only)
- Location of trees at diameter at breast height (common name and size) within the rights-of-way. A certified tree survey is not included as part of this scope.
- The project coordinate system will be based horizontally on the North American Datum 83(1990) (NAD 83/90).
 - “Horizontal control monumentation for road centerlines, right-of-way lines, reference lines or base lines shall be at least a minimum of two (2) points placed so that no point on the line being monumented is more than 700 feet from a control monument.”

NW 39th Ave FM Upgrade

- The project will be based vertically on the North American Vertical Datum of 1988 (NAVD 88).
 - “Vertical control for linear type construction sites such as roads and sewer lines shall have a maximum of 1,100 feet between existent or established benchmarks.”
- Signed and Sealed Topographic Survey.

Survey Limits Exhibit



A.2 Underground Locates and Test Holes/Soft Digs

Consultant will utilize sub-consultant for underground locates at the perimeter cross sections of intersections at the engineer’s discretion based on design needs along the proposed route. Underground locates will be via GPR and integrated into the design documents. Where required to verify pipe size, depth, or material, soft digs will be performed. An exhibit of proposed four intersections is included in the attached quote from DRMP.

A.3 Geotechnical Report

Consultant will utilize sub-consultant for geotechnical analysis along the route. The scope includes two (2) standard penetration tests at the proposed locations displayed in the below exhibit. The geotechnical report will include recommendations for backfill, roadway restoration, soil characteristics and directional drilling parameters per City details and standards.



TASK B - DESIGN DEVELOPMENT (60%)

Consultant will prepare routing analysis for the City to review prior to proceeding with the 60% plan set. Upon review and approval of the proposed routing, Consultant will prepare Plan and Profile drawings of the proposed forcemain replacement. The sizing of the new forcemain will be calculated by consultant with an approximate length of 3,650 linear feet (LF). Design Plans will include all alignments, profiles, details, fittings, and construction considerations for replacement of the existing 4-inch FM. Consultant will perform up to two site visits to confirm design elements and proposed conflict resolutions. The 60% design plans shall include the following sheets:

- Cover
- Survey
- General Notes
- SWPPP
- Key Map
- Plan & Profiles
- Restoration Plan
- Details

Consultant shall submit the 60% Design Plans to City for review and comment. Consultant will attend up to two design meetings with City staff to address any comments and adjust plans as needed prior to permit submittals.

TASK C – PERMITTING AND CONSTRUCTION DOCUMENTS

Consultant shall submit the City approved 60% Design Plans to the respective permitting agencies. Consultant will coordinate with City to obtain all signatures and prepare all paperwork. Consultant will coordinate with each of the below permitting agencies, respond to up to 3 RFIs for each agency, and obtain each permit for construction. City shall reimburse consultant for application fees as an expense upon written approval.

- Broward County/FDEP
 - a. Sewer Extension Permit

TASK D – CONSTRUCTION DOCUMENTS (100%)

Consultant shall finish developing the construction plans to the 100% level, incorporating any permitting agency comments and review comments from the City's 60% review. Scope includes up to two minor plan changes based on City's request or comments to the plan set prior to finalizing construction documents. Consultant shall complete the construction package for final City review in preparation of the bid documents.



NW 39th Ave FM Upgrade

The construction documents shall include: Final Design Plans, Bid Schedule, and Technical Specifications.

TASK E – BIDDING SERVICES

Consultant shall be available to one pre-bid meeting, either remote or on-site, to review proposed project with prospective bidders. Consultant shall assist the City in responding to all RFIs. Scope includes up to two minor amendments to plans to clarify bidder questions. Consultant shall review bids with the City and provide recommendation to proceed if the bids are deemed acceptable.

TASK F – CONSTRUCTION OBSERVATION (OPTIONAL)

Consultant shall respond to RFIs, review/approve shop drawings, issue field change exhibits, and produce plan addendums to address major RFIs.

Consultant shall review, evaluate, and issue responses to all change order requests.

Consultant will be on-site for major testing events needed to certify completion of the project.

Consultant will prepare and submit permit close out documents for each permit as needed. Permit close out includes Consultant preparing and obtaining Certification of Construction and Request for Clearance permit package from each entity.

Consultant will review as-builts (by contractor) to ensure design standards were upheld.

Consultant will prepare Engineer's Certification Letter stating completion of project meets the intended design.

ITEMS NOT INCLUDED IN THE SCOPE

- ALTA/NSPS Land Title Survey, As-built Survey, Platting, Sketch and Descriptions, Wetland Location/Delineation, Certified Tree Survey, Ordinary High Water/Mean High Water
- Expert Witness for Litigations
- All others not specifically described in this proposed scope


Should additional work be required in any of these areas, or areas not previously described, CPH will prepare a proposal or Extra Work Authorization (EWA) at the CLIENT's request, that contains the Scope of Services, fee, and schedule required to complete the additional work item.



COMPENSATION: The below table contains the fee breakdown of each task by CPH. Compensation will be Lump Sum, billed as percent complete of each task as identified below. Task F will be Time and Materials (T&M), billed based on allocated time per rates in contract. The total project fee is **\$124,700**. The proposed work will begin immediately upon notice to proceed and will take less than 6 months to complete the design scope of work through construction documents (100% design). CPH will work with the selected contractor to expedite early work packages for procurement of materials in order to reduce lead time for start of construction.

CITY OF COCONUT CREEK NW 39TH AVE FM UPGRADE			
ITEM	DESCRIPTION	Fee Type	FEE
TASK A	PRE-DESIGN SERVICES		
A.1	Topographic Survey	LS	\$ 25,805
A.2	Underground Locates	LS	\$ 4,385
A.3	Geotechnical Report	LS	\$ 5,250
	TASK A Total		\$ 35,440
TASK B	DESIGN DEVELOPMENT (60%)	LS	\$ 53,835
TASK C	PERMITTING	LS	\$ 3,695
TASK D	CONSTRUCTION DOCUMENTS (100%)	LS	\$ 20,495
TASK E	BIDDING SERVICES	LS	\$ 1,845
TASK F	CONSTRUCTION OBSERVATION (OPT)	T&M	\$ 7,390
PROJECT SUB-TOTAL			\$ 122,700
EXPENSES ALLOWANCE			\$ 2,000
PROJECT TOTAL			\$ 124,700

CPH, LLC

By: 

Date: 12/05/2024

Kyle Bechtelheimer, P.E.

Client Services Manager

**EXHIBIT A - HOURLY BREAKDOWN
CITY OF COCONUT CREEK
NW 39TH AVE FM UPGRADE**

ITEM	DESCRIPTION	Principal	Senior Engineer	PM	Engineer	Drafter	Staff Assistant	Field Inspector	Fee Type	FEE
TASK A	PRE-DESIGN SERVICES									
A.1	Topographic Survey								LS	\$ 25,805
A.2	Underground Locates								LS	\$ 4,385
A.3	Geotechnical Report								LS	\$ 5,250
	TASK A Total									\$ 35,440
TASK B	DESIGN DEVELOPMENT (60%)	1	40	72	120	160	4		LS	\$ 53,835
TASK C	PERMITTING		2	4	16	4	1		LS	\$ 3,695
TASK D	CONSTRUCTION DOCUMENTS (100%)	1	12	32	60	40	4		LS	\$ 20,495
TASK E	BIDDING SERVICES		2	4	4	2	1		LS	\$ 1,845
TASK F	CONSTRUCTION OBSERVATION	1	12	12	16	4	1	4	T&M	\$ 7,390
PROJECT SUB-TOTAL										\$ 122,700
EXPENSES ALLOWANCE										\$ 2,000
PROJECT TOTAL										\$ 124,700

Position	Hourly Rate	Total Hours	Fee
Principal	\$ 215.00	3	\$ 645.00
Sr Engineer	\$ 180.00	68	\$12,240.00
Project Manager	\$ 160.00	124	\$19,840.00
Engineer	\$ 135.00	216	\$29,160.00
Drafter	\$ 115.00	210	\$24,150.00
Staff Assistant	\$ 75.00	11	\$ 825.00
Field Inspector	\$ 100.00	4	\$ 400.00

October 11, 2024

DRMP # **301.810000.OMK****SENT VIA EMAIL:** kbechtelheimer@cphcorp.com

CPH Corp.
Kyle Bechtelheimer Project Engineer
1992 SW 1St Street
Miami FL 33135
United States
o 305.274.4805 c 352.279.2534

Subject: Coconut Creek FM Upgrade Project

Dear Mr. Bechtelheimer,

DRMP, INC. is pleased to submit the following proposal for Subsurface Utility Engineering and Survey Services for the Coconut Creek FM Upsizing Project as shown in the attached Exhibit "A".

SCOPE OF SERVICES

PART I SUBSURFACE UTILITY ENGINEERING

DRMP will provide Subsurface Utility Engineering (SUE) services for the proposed project site. The subsurface utility mapping effort will be performed in accordance with the State of Florida Standards of Practice, as set forth by the Board of Professional Surveyors and Mappers, Chapter 5J-17, Florida Administrative Code, pursuant to Section 472.027, Florida Statutes, and Underground Facility Damage Prevention and Safety Act, Chapter 556, Florida Statutes. All work shall conform to ASCE C-1 38 -02 utilizing quality levels A, B, C and D.

Services Include:

- QLB designation and mapping for limits in exhibit
- Drafting of designates into an AutoCAD deliverable and PDF plan sheet

Subsurface Utility Quality Level Descriptions

I. a. Quality Level D (QLD): Research

Before any project begins our staff coordinates with public utility entities to acquire and review any existing As-Built information and Utility Records that may impact the project limits. DRMP realizes that this information is very useful for planning but is frequently inaccurate and should not be relied upon. For this reason, our Subsurface Utility Engineering professionals are also required to conduct a field investigation with the information collected.

I. b. Quality Level C (QLC): Field Investigation

Once initial research is complete, our staff finalizes this effort by verifying the As- Built and Utility Records obtained previously with existing field conditions. Our technicians also identify existing field condition issues such as: utility connection points, accessibility, traffic conditions and possible safety



hazards we may encounter during the phases of the project. The field investigation also provides us with the first opportunity to discover any utilities that may have been overlooked in the research phase. The findings during the investigation of above ground evidence of underground utilities, such as: valve boxes, transformers, cable TV and telephone pedestals, manholes, fire hydrants and vaults are surveyed by our field crews to begin the topographic work and to match the findings with the collected utility as-builts.

I. c. Quality Level B (QLB): Utility Designation and Mapping

With the research and field investigation being complete at this stage, our staff coordinates with utility owners and begins the subsurface utility designation utilizing electro-magnetic (EM) and ground penetrating radar (GPR) techniques to create a two-dimensional map of the utilities. DRMP also “Sweeps” back through the project corridor using the same techniques to identify the existence of underground utilities that were not identified in the utility research phase. During the process of the field work, DRMP takes detailed notes regarding the type, and ownership of the utilities, if known. This information is documented utilizing field sketches on a subsurface utility form. DRMP cannot be held responsible for any unforeseen utilities not known to us.

I. d. Utility Mapping Services for Quality Levels A or B

After the field work is completed and checked for accuracy the survey process begins in the field to create a two-dimensional CAD file and plan sheet of underground utilities throughout the limits of the project for QLB Services and a three-dimensional CAD file and plan sheet for QLA Services. Our surveyors utilize: the sketches, test hole reports and SUE technicians, to collect the data marked in the field. This information is submitted to the technical staff where it is turned into a utility layer, utilizing MicroStation or AutoCAD, which is subsequently added to the topographic mapping product. This provides engineers and planners information needed to design their projects and identify critical conflicting areas. This allows opportunity to address conflicts before they become a problem in the field.

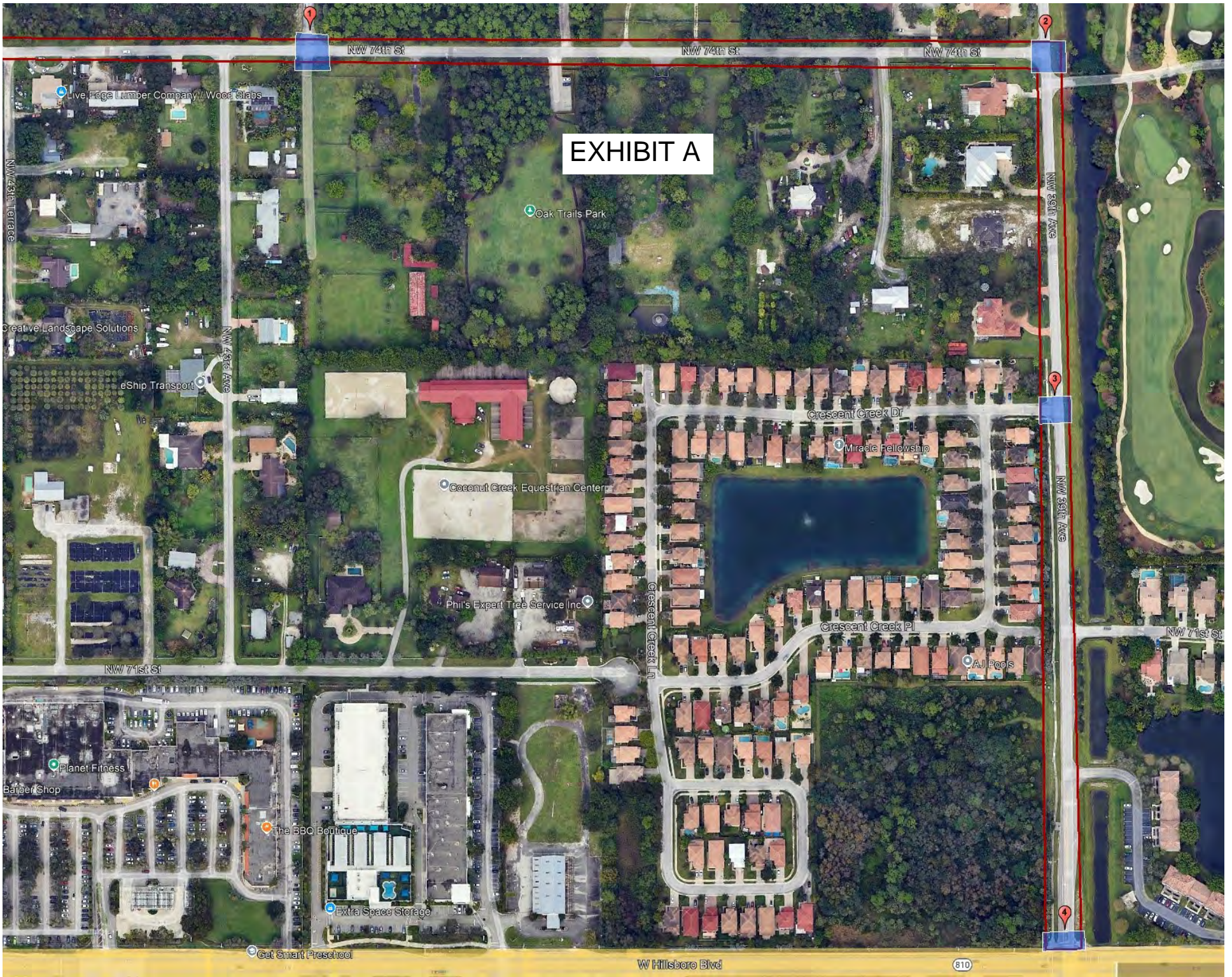
Consultant’s Responsibilities (Designating)

DRMP will designate the approximate horizontal location of existing utilities for this project by means of surface paint markings and flags. Locating underground utilities is not an exact science. DRMP, therefore, expresses no guarantees that using one or any of the aforementioned techniques will identify all utilities. Project owner and/or any of its sub-contractors shall hold harmless and indemnify DRMP against any losses as a result of limitations within the equipment, but not against negligence on the part of DRMP or its employees. Hand digging is required in all situations when excavating within 24" of DRMP’s markings. DRMP by no means guarantees or warrants these markings to be exact for any utilities and accepts no responsibility for any utility damages, down-time, delays, etc., from use of our designating services. By signing this agreement, the client accepts all liability for any claims and damages.

CONDITIONS – Locating of Underground Utilities for Pre-Excavation

- Utility Locations are provided for design purposes only, in an attempt to prevent or reduce the likelihood of damage during excavation.
- Areas to be surveyed with GPR must be level and free of obstructions.
- Results are dependent upon field conditions at the time of locating services.
- DRMP’s inability to complete the project due to conditions outside DRMP’s control does not void this contract. APWA Standards are used for marking.
- DRMP is not responsible for moved, altered, or obliterated marks or for maintaining marks. If marks are destroyed, DRMP may impose an additional fee to relocate / remark facilities.
- If underground facilities are damaged, whether marked by DRMP or not, it is your obligation to notify a representative of DRMP within 48 hours of the damage.
- Prior to excavation, customer is responsible for securing locations of public utilities through Sunshine State One Call of Florida (800-432-4770 or 811).

EXHIBIT A





Mr. Kyle Bechtelheimer

CPH Consulting, LLC
500 W. Fulton Street
Sanford, FL 32771
Phone: 305-274-4805
Email: kbechtelheimer@cphcorp.com

Proposal for Geotechnical Exploration

Coconut Creek Forcemain Upgrade Coconut Creek, FL

Proposal No. 24-5132.00
Opportunity No. 2130.1024.00011

Revised November 13, 2024



Materials Testing
Geotechnical Engineering
Environmental
Building Sciences & Safety
Inspections & Code Compliance
Virtual Design Consulting

Revised November 13, 2024

Mr. Kyle Bechtelheimer
CPH Consulting, LLC
500 W. Fulton Street
Sanford, FL 32771
Phone: 305-274-4805
Email: kbechtelheimer@cphcorp.com

**Reference: Proposal for Geotechnical Exploration
Coconut Creek Forcemain Upgrade
NW 74th St and NW 39th Ave, Coconut Creek, FL
Proposal No. 24-5132.00
Opportunity No. 2130.1024.00011**

Dear Mr. Bechtelheimer:

GFA International, Inc. d/b/a Universal Engineering Sciences (UES) appreciates the opportunity to become a part of your project team. Our team of professionals is dedicated to making this project a success, both on schedule and within budget. We are proud of our commitment to maintaining the highest levels of customer service and client satisfaction, and respectfully submit the following for your consideration.

PROJECT INFORMATION

It is UES's understanding that this project is to consist of a forcemain replacement via open cut and directional drilling on NW 74th St and NW 39th Ave located in Coconut Creek, FL. Documents provided to UES included requested drilling locations.

GEOTECHNICAL EXPLORATION

At your request, exploration is to consist of two (2) Standard Penetration Test (SPT) borings within the proposed area for this geotechnical study on the roadway. The borings will be completed with a truck or track-mounted drilling equipment. The depths are needed to evaluate the nature of the subsurface soils and general subsurface conditions for the proposed development. The borings will be performed to depths of 25 feet below grade.

Underground utility clearance will be required prior to commencing the drilling. Therefore, UES will contact "Sunshine One-Call" Service to obtain underground public utility clearance. UES requests to be notified of the location of any existing private underground utilities and/or structures in the exploratory area prior to the field work. UES will not be responsible for private and/or public underground utilities and/or structures not identified to the field crews.

PURPOSE

The purpose of the services on this project is to explore the subsurface soil/rock conditions and provide recommendations of soil engineering parameters to be used in evaluation of the site for the proposed construction.

PROPOSED SCOPE OF SERVICES

The geotechnical exploration and report shall include the following at a minimum:

- Perform two (2) standard penetration test (SPT) borings to depths of 25 feet below existing grade. The borings will be completed utilizing a truck or track-mounted drilling equipment. The SPT borings will be used as an investigative tool.
- A software-generated and plotted log of each boring will be prepared.
- Prepare a site plan showing the approximate test locations.
- Summarize the activities on this project in the form of a Geotechnical Report which will include test procedures used, data collected, evaluation of subsurface soil conditions, and engineering recommendations for the proposed construction.
- Provide recommended site preparation procedures and imported fill requirements.

An estimated **LUMP SUM** for the scope of services detailed above is **\$5,250.**

Please Note: This estimate is based on the site being accessible to a truck or track-mounted drilling equipment. If this is not the case, revisions will need to be made to this estimate to accommodate mobile drilling equipment or heavy equipment to access boring locations. This estimate includes an allocation of \$2,500 for MOT and ROW permitting and implementation.

UES will not exceed the fee stated above unless the encountered soils are significantly different than those anticipated, the site is not accessible to truck-mounted drilling equipment and/or if the report will require additional hours for engineering analysis due to the encountered soils being significantly different than those anticipated. The additional services and their cost shall be negotiated.

ADD ALTERNATE # 1 – PRIVATE UTILITY LOCATES FOR TEST LOCATIONS

If private utility locates are needed, UES can provide Ground Penetrating Radar (GPR) services to locate utilities within the vicinity of the proposed exploration locations. Our boring locations will be based on the results of the GPR and Sunshine One-Call services. If requested, this option can be selected as an add alternate for an additional **LUMP SUM** price of **\$1,500.** Note that this estimate does not include a CAD drawing and is solely to locate utilities within the vicinity of the boring locations.

CONDITIONS AND QUALIFICATIONS

UES's terms are C.O.D. (credit cards are accepted) unless a credit application has been approved or credit has been previously established. If credit is established, the terms will be 2/10/net-30days. The pricing contained herein is subject to change if this proposal is not authorized within 90 days from the date of this proposal. If more than 90 days have passed since the date of this proposal, please contact us for an updated proposal. Additional items not listed in this proposal will be quoted upon request. A digitally signed and sealed .pdf report will be provided at no charge. Hard copies of reports can be provided upon request, at a unit rate of \$75.00 per report.

AUTHORIZATION

All services will be conducted in accordance with this proposal and attached Terms and Conditions. To initiate services, please complete and return the included Proposal Acceptance Agreement form. The Terms and Conditions are part of this agreement. **The signed proposal acceptance agreement form must be received by UES via fax or email prior to any work being performed, and an original copy must be received before completed reports can be distributed.**

CLOSING

UES appreciates the opportunity to submit this proposal and looks forward to working with you as a member of the project team. Please contact the undersigned at 561.347.0070 if you have any questions or comments.

From our team to yours,

UES
Registry No. 4930



Alberto Mercado, P.E.
Geotechnical Department Manager

Attachments: Exhibit "A" – UES's Standard Terms & Conditions
 Exhibit "B" – Report Distribution Information Request Form