

**TASK ORDER PURSUANT TO
THE AGREEMENT TO FURNISH
GENERAL ENGINEERING AND UTILITY ENGINEERING SERVICES BETWEEN
THE CITY OF KEY WEST AND CHEN MOORE AND ASSOCIATES CONSULTING
ENGINEERS, INC. (CMA)**

DATE: November 8, 2012

TASK ORDER NO. 11

PROJECT NO. 107.012 (Chen Moore and Associates)

TITLE: **ENGINEERING, HISTORIC PRESERVATION, AND ARCHITECTURAL SERVICES FOR THE EMERGENCY REHABILITATION OF THE HISTORIC THOMPSON FISH HOUSE BUILDING**

A. PROJECT TASKS

Based on our site visit(s) on April 25 and 26, 2012, Chen Moore and Associates (CONSULTANT) will provide architectural, historic preservation, and engineering services for the emergency rehabilitation of the Historic Thompson Fish House Building. The structure, built in 1918, is listed on the National Register of Historic Places.

Proposed work includes inspect and provide a Structural Condition Assessment (SCA) report. The SCA report will provide an overall condition of the structure through visual observation and testing. The report will provide background, methods of evaluation, deficiencies found, and recommendations. The report will also include representative photographs and schematic drawings showing locations of deterioration.

Task order includes preparation of construction documents required to obtain permits for the repairs of this building and completion of this project.

Consultant shall provide Architectural, Historic Preservation, and Structural Engineering design services for the preparation of the historic restoration, and construction document of the project.

National Register Information:

Thompson Fish House, Turtle Cannery and Kraals
(Added 1994 - - #94000633)

Property address: 200 Margaret St., Key West, FL 33040

The following tasks describe the specific activities to be performed and the work products to be prepared by the CONSULTANT under this task order.

PHASE I - ENGINEERING INVESTIGATION SERVICES AND HISTORIC PRESERVATION SERVICES

Task 1 – Structural Condition Assessment

CONSULTANT shall provide a Structural Condition Assessment (SCA) that includes material testing and defines structural failure, spalled, and delaminated areas of the building. The assessment includes exploring the conditions of the existing foundations to the extent possible. The SCA shall provide the City of Key West with a report on the structural conditions of the building.

CONSULTANT shall provide a SCA report including schematic drawings indicating areas of repair and materials testing information. Due to the age of the structure, the material testing is necessary and will yield important information regarding the strength and carbonation/chloride content of the concrete.

- Deliverables:**
- Material testing
 - Structural Condition Assessment Report

Task 2 – Architectural Historic Preservation Services

CONSULTANT will (a) Identify the needs of areas in need of rehabilitation, (b) Elaborate on recommendations as to the sequence of critical work to be done and (c) Evaluate alternatives and recommended treatments for each preservation/rehabilitation element identified. Recommendations shall follow the Historic Preservations guidelines of the State of Florida and the Standards and Guidelines by the Department of the Interior (The Secretary of the Interior's Standards for the Treatment of Historic Properties), (d) Represent the Rehabilitation project before the local government body, i.e. Historic Preservation Board or Planning Board to obtaining a Certificate of Appropriateness to proceed with the work.

PHASE II – DESIGN SERVICES

Task 3 – Design Services

CONSULTANT will prepare architectural and structural construction documents for the renovations to the existing one story historic building. The renovation efforts include replacement of the exterior walls and openings in those walls. Deliverables will include repair documents and estimate of probable cost. Plan set will include: Cover; Drawing Index; General Notes; Safety Plan; Typical Sections and Details; Architectural Plans and Details; Elevations and Sections; Demolition Plan; Structural Plans and Details; Construction Cost Estimate; Technical Specifications. Four (4) copies shall be provided to the City for review and comments. It is anticipated that the CONSULTANT shall attend a total of one (1) meeting with the City representatives to review the comments.

- Deliverables:**
- Attend one (1) meeting with City representatives.
 - Prepare Architectural and Structural construction documents .

Task 4 – Permitting Services

CONSULTANT shall prepare applications and such documents and design data as may be required to procure approvals from the identified governmental authorities that have jurisdiction over the Project. The City will pay all permit fees. It is the intent of this scope of services that the CONSULTANT be the responsible party for formally transmitting and receiving permits to and from the respective jurisdictional authorities. The CONSULTANT shall copy the City on all permit related correspondence. At the time of scope preparation, the following governmental authorities that have or may have jurisdiction over project have been identified:

- State of Florida
- HARC

CONSULTANT will prepare a response to Request for Additional Information (RAI) inquiry from the involved agency. All responses will be submitted to the City for review and comment. Revised responses will then be submitted directly to the appropriate agency. This task will be billed hourly not-to-exceed (NTE).

Deliverables: - Correspond with noted jurisdictional authorities to establish permitting requirements.
- Revise documents and respond to permitting inquiries as required.
- Provide responses to RAI.

Task 5 – Board Meetings or Presentations

CONSULTANT shall attend board meetings or make presentations, as required. The fee for this task is an estimated Not-to-Exceed amount without prior authorization from Client. Consultant may attend the following regularly scheduled meetings:

- HARC (Two meetings)
- Planning Board
- City Commission

Task 6 – Reimbursables

CONSULTANT will be reimbursed in accordance to Article 5 in the Agreement. The CITY shall pay for reimbursable expenses invoiced at the actual cost of expenditures incurred by the CONSULTANT. Direct expenses are those necessary costs and charges incurred for the PROJECT including courier charges, field equipment incurred directly for the PROJECT, printing and reproduction, the costs of travel, subsistence, lodging and related expenses of personnel while traveling in connection with the PROJECT in accordance with CITY policy and Florida Statute FS 112.061.

Task 7 – Allowances

Geotechnical Investigation

CONSULTANT will engage the services of a geotechnical firm to perform soil borings and generate an engineering report including a description of findings.

Scope includes: Perform (4) Standard Penetration Test (SPT) borings at areas identified within the project limits to a depth of (40 feet) below water surface. Due to the project location, borings require a barge.

Material Testing

CONSULTANT will engage the services of a material testing lab. Due to the age of the structure, the material testing is necessary and will yield important information regarding the strength and carbonation/chloride content of the concrete.

B. BASIS OF SCOPE

The following assumptions were used in the development of this Task Authorization:

- The proposal assumes restoration of exterior walls. Scope does not include design of new roof or supporting members.
- Mechanical, Electrical, Plumbing and HVAC are excluded from this scope.
- Responses to comments and/reviews from the building department, Bight Management, Bight Board, and City Commission are included.
- Up to three (3) meetings regarding the project with the Client.
- Additional special studies, value engineering options, if requested, shall be rendered as an Additional Service.
- Scope of Services does not include: Obtaining environmental permits, nor conducting subaqueous seagrass surveys. Conducting special inspections, preparation of Conformed Contract Documents, preparation of Record Drawings and Certification of Construction Completion that may be required for permitting agencies for this project except as specifically stated in the original Task Order and prior amendments.
- The current structure does not appear to meet the current FEMA “VE” Zone. In the event that the renovation area requires flood proofing, this scope would include flood proofing with flood proof panels.
- Scope of Services does not include bidding assistance or services during construction.

Topographic Survey:

- A boundary survey is not included within survey scope. The City will provide an electronic copy.
- A search of public records for ownership or easements that may encumber the property is not included, unless specified otherwise in “SCOPE OF SERVICES”.
- Review of a title commitment and/or title search is not included, unless specified otherwise in “SCOPE OF SERVICES”.
- Coordination with attorneys, title companies, consultants and others is not included within survey scope.
- Trees, shrubs, hedges and other vegetation will not be located or shown on the survey, unless specified otherwise in “SCOPE OF SERVICES”.

The following services are not included under basic Scope of Service but can be provided as additional services:

- Land use planning, land use plan amendment or rezoning services;
- Asbestos survey;
- Environmental site assessments or remediation;
- Mechanical & Plumbing Plans and Details; Phasing Plan; Lighting Layout Plans; Circuitry Plans; Electrical Notes and Details; Site Plan;
- Protected species permitting; and/or
- Services for materials testing during construction.

C. SCHEDULE

Work will begin immediately following Notice-to-proceed (NTP). Phase I will be completed within 60 days. Construction documents will be submitted within 45 days after receiving comments from City and regulatory agencies.

D. COMPENSATION

Compensation for the labor portion of this task order, Tasks 1, 2, and 3 will be on a lump sum basis. Compensation for Tasks 4 & 5 will be on a Not-To-Exceed hourly basis. Compensation for Task 6 will be on a Cost Reimbursable basis in accordance with agreement. Use of Task 7 will require approval from the City.

FEE SUMMARY	
TASK	FEE
Task 1 - Structural Condition Assessment	\$8,740
Task 2 - Architectural Historic Preservation Services	\$21,740
Task 3 - Design Services	\$37,830
Task 4 - Permitting Services	\$11,910
Task 5 - Board Meetings and Presentations	\$13,895
Task 6 - Reimbursables	\$3,950
Task 7 - Allowances	\$67,900
TOTAL FEE	\$165,965