

**CHANGE ORDER #04**  
**Southernmost Point Plaza Streetscape Project**  
**City of Key West**  
**RFQ 22-006**

**September 16, 2025**

This Change Order between the City of Key West ("CITY") and BCC Engineering, LLC ("CONSULTANT") is pursuant to modifications of the roadway design at the request of the CITY as part of the Southernmost Point Plaza Streetscape Project (RFQ 22-006). The CITY has requested that the proposed curbless roadway design with raised profile be modified to a curb and gutter design with the profile matching similar to the existing elevations. Change Order #3 has already included scope to complete the stormwater modeling for this modification which also included the CADD work for updating the profile, cross sections, and drainage structure locations. The additional time and effort required to finalize these requested modifications are covered in this Change Order and outlined below.

**SCOPE OF SERVICES**

**Roadway**

- Update plan view items such as curb ramps, curb and gutter instead of drop curb, remove header curbs, etc.).
- Profile and cross section sheets will be revised.
- Update typical sections.
- Update intersection layout sheets and Southernmost Point Plaza grading detail.
- Review proposed pavement design for lower roadway elevation.
- Adjust roadway tie-ins at project limits.
- Update MOT phasing typical sections since full reconstruction no longer anticipated.
- Update roadway pay items and quantities.
- Attend meeting with City to discuss components of redesign and design approach.

**Drainage**

- Post-development Drainage Map will be revised based on the profile modifications.
- Drainage detail sheet showing the Pollution Control Structure will be revised based on the profile modifications.
- Drainage plan sheets and Drainage Structures sheets will be revised.
- Drainage Report will be updated. This includes the land use table, node maximum conditions, ICPR modeling input and output reports, etc.
- Drainage quantities will be updated.
- Attend meeting with SFWMD to discuss design modifications.
- Attend meeting with City to discuss components of redesign and design approach.

**Signing & Pavement Markings**

- Update cross walk locations at curb ramps

- Update stop line and stop sign locations
- Update edge line markings at cross walks and solid lane lines approaching stop lines
- Update text call outs/stations for all affected signing and pavement marking revisions
- Update parking stall markings at driveways (where applicable)

**Landscape/Hardscape**

- Remove delineating pavers from design.
- Work with BCC to revise base linework to show curbs instead
- Revise detail sheets to remove pavers and bollards
- Revise and reprint all hardscape sheets
- Revise and reprint all Planting sheets

**Assumptions and Exclusions**

- Additional Utility Coordination is not anticipated and therefore not included in this proposal.
- Modifications to the Lighting design is not anticipated and therefore not included in this proposal.

**Schedule**

BCC will perform all services described under "SCOPE OF SERVICES" within 4 weeks from Notice to Proceed (NTP).

**Fee and Billing**

BCC will perform all services described under "SCOPE OF SERVICES" for a lump sum fee of **\$45,267.45**. See Exhibit A for fee estimate backup.

Billing for services performed will be monthly based on the percentage of services completed.

**Attachments**

- Exhibit A: Fee Estimate Backup

We appreciate this opportunity to provide these services for you. Please contact us if you have any questions.

Sincerely,

BCC ENGINEERING, LLC



Andrew List, PE,  
Project Manager

**WORK AUTHORIZATION**

**The City of Key West** agrees with the above scope. **BCC Engineering, LLC** is hereby authorized to proceed.

City of Key West

\_\_\_\_\_

Print: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

BCC ENGINEERING, LLC

\_\_\_\_\_

Print: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**EXHIBIT A**

**Additional Scope of Services Fee Estimate Backup**

9/16/2025

Task No.	Task Name	Rates	BCC Negotiated Rates																	Explanation Notes (Assumptions)
			Senior Project Manager	Project Manager	Senior Project Engineer	Project Engineer	Engineering Intern	Senior Design Technician	Design Technician	Senior CADD/Computer Technician	Utility Coordinator	Principal	Design Principal	Project Manager - Landscape Architect	Project Landscape Architect	Technical Landscape Architect/Drafting	Staff Hours By Activity	Staff Cost By Activity	Average Rate Per Task	
			\$265.00	\$213.13	\$186.30	\$163.94	\$107.31	\$201.20	\$136.68	\$110.00	\$183.79	\$250.00	\$215.00	\$175.00	\$100.00	\$85.00				
1	Southernmost Point Plaza Streetscape																			
	A. Roadway		0	19	19	19	14	14	10	0	0	0	0	0	0	95	\$16,389.97	\$172.53	- Update plan sheets, profile sheets, and cross section sheets. - Update typical sections. - Update intersection layouts and plaza grading detail. - Review pavement design. - Adjust tie-ins at project limits. - Update MOT phasing. - Update pay items and quantities. - Attend coordination meetings with City.	
	B. Drainage		10	0	6	63	0	12	8	6	0	0	0	0	0	105	\$18,263.86	\$173.94	- Revise post-development drainage map. - Revise Pollution Control Structure detail sheet. - Drainage plan sheets and Drainage Structures sheets will be revised. - Update Drainage Report. - Update drainage quantities. - Attend coordination meeting with City. - Attend meeting with SFWMD to discuss modifications.	
	C. Signing & Pavement Marking		1	0	0	9	0	4	2	0	0	0	0	0	0	16	\$2,818.62	\$176.16	- Update cross walk locations at curb ramps - Update stop line and stop sign locations - Update edge line markings at cross walks and solid lane lines approaching stop lines - Update text call outs/stations for all affected signing and pavement marking revisions - Update parking stall markings at driveways	
	D. Landscape/Hardscape		0	0	0	0	0	0	0	0	1	3	20	0	40	64	\$7,795.00	\$121.80	- Remove delineating pavers from design. - Work with BCC to revise base linework to show curbs instead - Revise detail sheets to remove pavers and bollards - Revise and reprint all hardscape sheets - Revise and reprint all Planting sheets	
	Subtotal		11	19	25	91	14	30	20	6	0	1	3	20	0	40	280	\$45,267.45	\$161.67	
Total Staff Cost (Loaded)			\$2,915.00	\$4,049.47	\$4,657.50	\$14,918.54	\$1,502.34	\$6,036.00	\$2,733.60	\$660.00	\$0.00	\$250.00	\$645.00	\$3,500.00	\$0.00	\$3,400.00	-	\$45,267.45	\$161.67	