



901 Ponce de Leon Boulevard Suite 900  
Coral Gables FL 33134

November 14, 2019

City of Key West  
1300 White St  
Key West, Florida 33040

**Attention: Ian McDowell, E.I.**  
**Assistant Engineer**

**Reference: Greene Street Improvements Additional Services**

Dear Mr. McDowell,

We are pleased to present this proposal for additional services of professional engineering and surveying services for your consideration.

**Scope of Project:**

The City of Key West would like to add to our scope of work for Greene St the design between Whitehead Street and Elisabeth Street (approximately 300 linear feet). The desired scope of work will consist of asphalt milling and resurfacing, sidewalk repairs (removal and replacement if needed), upgrades to ADA sidewalk access and upgrades to pavement marking and signing. It is our understanding that no grading plan or new drainage will be required.

**Scope of Services:**

*Design and Survey*

Our scope includes obtaining a boundary and topographic survey for use in our design (see attached proposal). Typical section will be provided to City for approval. Existing asphalt will be milled 1.5 inches and resurfaced/restriped. We will also specify ADA ramp upgrades. No new drainage will be provided. Stantec will develop a geometry layout plan and profile, pavement marking and signage plans, and utility coordination will be performed including notification to existing utility companies and request for as-builts. Stantec will provide profiles for the centerline of the road including top of curb east and west; however, no existing utilities will be shown on the plans. We will provide plans for review by the City at schematic phase, 60% and 90% stages. We have also included 2 site visits to review the design plans in the field and prepare an estimate of probable construction cost. Specifications will be provided in word document and PDF.

*Exclusions: Drainage, geotechnical/environmental investigation/testing, irrigation, landscaping, lighting/electrical.*

*Post Design Phase:*

Not included, but a proposal can be provided if needed.



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Ian McDowell, E.I.  
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**Reference: Greene Street Improvements Additional Services**

**Terms and Conditions:**

All terms and conditions shall be per our Agreement for General Engineering Services (dated 10/13/17) and all fees shall be as follows:

Design and Survey Phase (Lump Sum) ..... \$7,315

**Total: ..... \$7,315**

**EXCLUSIONS**

Scope of services does not include the following items:

- Geotechnical and Environmental services.
- Drainage plan.
- Lighting and Irrigation plans.
- Landscaping plans.
- Public Meetings.
- Presentation Boards.
- Bid package.
- Post Design Services.

We are ready to begin working on this assignment upon your authorization to proceed. If acceptable to you, we will accept a signed copy of this form as your written authorization to proceed with the assignment.

Thank you,

**Stantec Consulting Services Inc.**

Sean Compel, P.E., LEED AP  
Senior Associate  
Tel: 305-445-2900  
Fax: 305-445-0869  
[sean.compel@stantec.com](mailto:sean.compel@stantec.com)

City of Key West

Approved by:

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**FEE WORKSHEET**

**DATE:** November 8, 2019 (Revised November 14, 2019)

**PROJECT:** Greene Street Improvements - City of Key West  
**Additional Services**

**Design Services (Lump Sum):**

Task	Principal	Project Manager	Engineer (PE)	Engineer (EI)	Senior Tech	Data Processor
Field review -site conditions			2	2		
Drawing Setup and Coordination with survey				1	2	
Geometry layout including Plan and profile		2	4	5	9	
Construction Sections, Details, Notes, Key Sheet						
Pavement marking and signage		1	2	3	4	
Specifications						
Quantities & Cost Estimates			1	2		
QA/QC		1				
Sub-Total Hours	0	4	9	13	15	0
Billing Rate	212	175	165	110	125	75
Labor Cost	\$0	\$700	\$1,485	\$1,430	\$1,875	\$0
<b>Labor Sub-Total</b>						\$5,490
Survey Sub-consultant (Fl. Keys Land Surveying)						\$1,825
Reimbursable (Allowance):						
<b>Total</b>						\$7,315



# FLORIDA KEYS LAND SURVEYING

19960 OVERSEAS HIGHWAY, SUGARLOAF KEY, FL 33042

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## SURVEY WORK ORDER

November 8, 2019

**RE:** Topographic Survey of a portion of Greene Street from Fitzpatrick Street to Whitehead Street, Key West, Florida.

Stantec

C/O Carlos Herdocia

305-445-2900 ext. 2224

Carlos.herdocia@stantec.com

**SCOPE OF WORK:** Topographic Survey illustrating the approximate right of ways and the improvements on Greene Street, between Fitzpatrick Street and Whitehead Street, to be used for design purposes. (This is extending the previous Topographic Survey completed by FKLS on 11/07/2019) The project limits are outlined in red on the attached sketch.

- Field locate all improvements, including but not limited to fences, structures, edge of pavement and solid surfaces within the said right of way.
- Field locate all above ground utilities within the said right of way.
- Topographic data at 50 foot cross sections, including elevations 10' feet into private property (where feasible) and at the right of way, top of curb, base of curb, edge of pavement and center of the road.
- Horizontal coordinates will be referenced to grid north, based on the 2011 Adjustment of the North American Datum of 1983 (NAD 83/2011), of the Florida State Plane Coordinate System (Transverse Mercator Projection), East Zone.
- Elevations will be in feet and based on the National Geodetic Vertical Datum of 1929 (NGVD 1929).
- This work will be merged with and revising the existing Topographic Survey of Greene Street completed by FKLS, with a survey date of 11/07/2019.

1) FIELDWORK – 5 Hours of a 1-3 Man Conventional Field Crew @ \$1,680.00 Day = **\$1,050.00**

2) AUTOCAD DRAFTING – 4 Hours @ \$150.00 Hour = **\$600.00**

3) PROFESIONAL SURVEYOR AND MAPPER – 1 Hour @ \$175.00 Hour = **\$175.00**

### **TOTAL SURVEY COST & TERMS:**

\$1,825.00 due upon completion

**TERMS AND CONDITIONS:** Full payment is due upon completion. All invoices are to be paid in full upon receipt. All invoices not paid within 30 days shall bear interest at the rate of 18% per annum, one and one-half percent (1.5%) per month of the total outstanding balance due. Should money due under this proposal be collected through an attorney at law or similar collection means, the obligated party shall additionally be responsible for paying all court costs and collection fees.

Accepted By: \_\_\_\_\_ Date: \_\_\_\_\_  
PRINT NAME SIGNATURE



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