



VIA EMAIL girby@cityofedgewater.org

April 1, 2024

Glenn Irby
City Manager
City of Edgewater
104 N. Riverside Drive
Edgewater, FL 3213232751

**RE: PROPOSAL/AGREEMENT FOR EELS GROVE ROAD STORMWATER,
EDGEWATER, FLORIDA, VOLUSIA COUNTY (AVO 044629.013)**

Dear Mr. Irby:

Scope of Services – Halff Associates, Inc.

Introduction

Survey and drainage analysis services as required in response to resident flooding complaints after Hurricane Ian at 3208, 3228 and 3154 Eels Grove Road, east of Cows Creek Road. This proposal assumes that the City of Edgewater does not need design level survey or analysis.

PHASE 100 TOPOGRAPHIC SURVEY FOR DRAINAGE STUDY

Perform a Topographic Survey of the site shown below in Survey Exhibit "A" (area outlined in red). Limits will start at the west right of way line of Cows Creek Road intersection with Eels Grove Road east to CSI driveway and will include the southern bend intersection (Approximate length is 3,700 linear feet). The overlap on the north side of the Eels Grove Road will be 75 feet north of the road centerline of pavement or water's edge and overlap on the south side will be 100 feet south of the road centerline. Existing improvements including above ground evidence of utilities, storm drainage/sanitary structures, swales, berms, grade breaks, buildings and visible equipment will be located and depicted in the Civil 3D file. Full right of way along Eels Grove Road will be determined. The survey will include spot elevations to determine a 1-foot digital terrain model on NAVD 1988 vertical datum. Topographic Survey will also include a minimum of 3 SITE CONTROL POINTS/BENCHMARKS and will be depicted in the final Autocad file. Scope does not include underground utility locates or tree location. Any additions to scope will be subject to a change order.

Survey Deliverables

1. Civil 3D base file
2. Electronic Files (PDF & AutoCAD) will be released to the client/engineer within 12 months of the date of survey or until the contract is closed.

**ESTIMATED COMPLETION TIME FOR PHASE 100 60 - 75 BUSINESS DAYS UPON
RECEIPT OF SIGNED CONTRACT.**

FEE: \$39,000.00

Survey Exhibit "A"



PHASE 200 SITE INSPECTION

Halff will conduct a thorough site inspection of Eels Grove Road, including the existing stormwater conveyance system on either side of the road. Inspection will allow for better understanding of natural drainage patterns.

FEE: \$3,840.00

PHASE 300 GEOTECHNICAL INVESTIGATION

The purpose of this geotechnical investigation and evaluation will be to assess the shallow soil and groundwater conditions.

In order to assist in the geotechnical design of the project and in consideration of the anticipated site conditions, we propose to conduct the following scope of investigation:

Drill three (3) hand auger borings to a depth of 7 feet below the ground surface, within the proposed roadway alignment area, for soil and groundwater evaluation.

Prepare a geotechnical report including results of the soil investigations in profile form, evaluation of encountered conditions, estimation of seasonal high groundwater, and geotechnical recommendations for site preparation and pavement section design.

FEE: \$2,597.40



PHASE 400 DRAINAGE ANALYSIS

HALFF will use collected survey data to determine if the City is discharging stormwater to the adjacent properties on Eels Grove Road. HALFF will also use this survey data to determine if there are any improvements that can be made to alleviate flooding to the residents. This analysis will be summarized in a 1-3 page memorandum and submitted as the deliverable to the City. This task does not include stormwater modeling, calculations or stormwater design.

FEE: \$7,000.00

PHASE 500 PROJECT ADMINISTRATION

The scope of services shall include administrative services necessary to coordinate the project.

FEE: \$2,500.00

TASK 9999 REIMBURSABLES

Costs for reimbursables, including printing, copying, blueprints, binding, mileage, etc., shall be billed at the rates shown in the below Rate Schedule, or at cost.

FEE: \$500.00 (BUDGET, TO BE BILLED AT COST)

Our fees for the described services are outlined in the following table. We have provided "Lump Sum Fees" for the services identified in the Scope of Work. Lump Sum Fees do not include Reimbursable Expenses directly associated with the project (travel, mileage, reproduction, supplies, and other non-labor reimbursable costs.) Our fee schedule is as follows:

SUMMARY FEE SCHEDULE

PHASE 100	\$39,000.00
PHASE 200	\$3,840.00
PHASE 300	\$2,597.40
PHASE 400	\$7,000.00
PHASE 500	\$2,500.00
PHASE 9999	\$500.00
TOTAL	\$55,437.40



THIS PROPOSAL DOES NOT INCLUDE THE FOLLOWING ITEMS:

- Monumentation of Wetlands for Conservation Easement
- Platting
- Sketch and Descriptions for Conservation Easements
- Recording of Easements
- Offsite Right-of-Way survey for utilities.
- Tree Survey
- As-built Survey
- Post-construction Improvement Survey
- Construction/Bidding Services
- Utilities Survey
- Off-site Drainage Analysis
- Pre/Post-development stormwater modeling or calculations
- Drainage/Roadway/Utility Design of any kind
- Permitting Services of any kind
- Revisions to the deliverables due to scope changes, value engineering, budget overruns, or other reasons
- LEED Services
- FEMA CLOMR
- FEMA Letter of Map Revision (LOMR)
- Earthwork Calculations
- Conversion of AutoCad Files to/from any other format
- Cost Estimating/Quantity Take-offs
- Environmental Assessment (Threatened and Endangered Assessment)/Biological Services
- Environmental Impact and Cultural Statements and Assessments, Jurisdictional Waters of the US Determination
- Wetland Flagging/Delineation



All printing for this project shall be billed out at the following rate schedule, plus sales tax:
(Outside Copying Services will be billed at cost)

Engineering Bond Copies

Black & White

11 x 17.....	\$1.25
24 x 36.....	\$2.50

Color Copies

11 x 17.....	\$2.00
24 x 36.....	\$6.00

Black & White Copies

8 ½ x 11.....	\$0.10
8 ½ x 14.....	\$0.10
11 x 17.....	\$0.20

Color Copies

8 ½ x 11.....	\$0.25
8 ½ x 14.....	\$0.25
11 x 17.....	\$0.45

Other Printing Services

24 x 36 Mylar.....	\$12.00
24 x 36 Photo Paper, Color.....	\$36.00
24 x 36 Foam Board.....	\$30.00

Other Services

Fax/Scan.....	\$0.05/Page
Postage (Fed-Ex, Certified Mail, Etc)...	@ cost
Concrete Monuments.....	\$11.00
Rebar.....	\$2.00
Mileage (T/M Projects Only).....	\$0.59



CLIENT INFORMATION FORM

To assist Halff Associates, Inc., to prepare the requested proposal, please complete the information below:

PRINT NAME & TITLE: _____

COMPANY NAME: _____

BILLING ADDRESS: _____

PHONE: _____

FAX: _____

E-MAIL: _____

BILLING CONTACT NAME & TITLE: _____

BILLING CONTACT EMAIL: _____

BILLING CONTACT PHONE: _____

CLIENT REPRESENTATIVE: _____

IS CLIENT THE OWNER OF THE SUBJECT

PROPERTY? YES: _____ NO: _____

(If no, Halff Associates, Inc., reserves the right to require a retainer prior to commencing services.)

Is the property accessible? _____

If gated/locked, who shall Halff Associates, Inc. contact to gain access to the property?

NAME AND PHONE NUMBER: _____

I HEREBY CERTIFY THAT THE ABOVE INFORMATION IS TRUE TO THE BEST OF MY KNOWLEDGE.

SIGNATURE: _____

DATE: _____