

20. **Approve ranking list for PS-5128-02/BJC – Engineering Services and Construction Engineering and Inspection Services for Country Club Well #3 project, authorize negotiations and award an agreement to Inwood Consulting Engineers, Inc., Orlando (Not-to-Exceed \$153,000.00).**

PS-5128-02/BJC will provide for the design, permitting, bidding specifications and drawings and construction administration for the installation of a new raw water supply well, piping and plant modifications located within the property boundaries of Seminole County's Country Club Water Treatment Plant.

This project was publicly advertised and the County received six (6) submittals (listed in alphabetical order):

- Black & Veatch Corporation, Orlando;
- CPH Engineers, Inc., Sanford;
- Dyer, Riddle, Mills & Precourt, Inc., Orlando;
- Hartman & Associates, Inc., Orlando;
- Inwood Consulting Engineers, Orlando; and
- Rockett & Associates Consulting Civil Engineers & Surveyors, Orlando.

The Evaluation Committee, which consisted of Chris Reeves, Operations, Environmental Services Department; Gary Rudolph, Manager, Environmental Services Department; Hugh Sipes, PEI, Environmental Services Department; Jeffrey Thompson, P.E., Environmental Services Department and Dennis Westrick, P.E., PEI Manager, Environmental Services Department evaluated the submittals.

The initial evaluation criteria was based on the following:

Qualifications/Experience:

- Qualifications of firm, proposed personnel & sub-consultants, if any, and their role and participation in multi-disciplinary team approach to this project
- Related field acquisition and analysis of travel time and delay data experience within the last 5 years
- References and past performance
- Minority Business Enterprise certification

Project Approach:

- Project approach including innovative concepts

Ability to Perform:

- Location of the firm in charge of this project

- Workload; ability and capacity of the Proposer to perform and comply with required services/scope of services

The Evaluation Committee conducted discussions with the following firms, listed in alphabetical order:

- Black & Veatch Corporation, Orlando;
- Hartman & Associates, Inc., Orlando; and
- Inwood Consulting Engineers, Inc., Orlando.

Consideration was given to the following criteria:

- General professional experience and qualifications;
- Specific hydro geological experience of the firm a/or sub-consultants;
- Anticipated challenges related to this work;
- Experience related to conversion;
- Qualification of proposed project manager.

The Evaluation Committee recommends the Board to approve the following ranking, authorize negotiations with the top ranked firm and the second ranked firm, if negotiation with the top ranked firm fail, and award an agreement with the top ranked firm:

1. Inwood Consulting Engineers, Inc., Orlando;
2. Hartman & Associates, Inc., Orlando; and
3. Black & Veatch Corporation, Orlando.

This is a budgeted project and funds are available in account number 087816-56065000 (W/S 21M Debt Proceeds, Construction in Progress) CIP #DF85614X. Environmental Services Department and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve the ranking and authorize the Chairman to execute an agreement as prepared and approved by the County Attorney's Office with no major deviation in terms and pursuant to the requirements of the Professional Services documents as long as the contract does not exceed \$153,000.00.

**B.C.C. - SEMINOLE COUNTY, FL
PS TABULATION SHEET**

ALL SUBMITTALS ACCEPTED BY SEMINOLE COUNTY ARE SUBJECT TO THE COUNTY'S TERMS AND CONDITIONS AND ANY AND ALL ADDITIONAL TERMS AND CONDITIONS SUBMITTED BY THE PROPOSERS ARE REJECTED AND SHALL HAVE NO FORCE AND EFFECT. PS DOCUMENTS FROM THE PROPOSERS LISTED HEREIN ARE THE ONLY SUBMITTALS RECEIVED TIMELY AS OF THE ABOVE OPENING DATE AND TIME. ALL OTHER PS DOCUMENTS SUBMITTED IN RESPONSE TO THIS SOLICITATION, IF ANY, ARE HEREBY REJECTED AS LATE.

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BID NUMBER: PS-5128-02/BJC
 BID TITLE : Engineering Services, Construction Engineering and Inspection Services for Country Club Well #3
 DATE: September 18, 2002. TIME: 2:00 P.M.

RESPONSE -1-	RESPONSE -2-	RESPONSE -3-	RESPONSE -4-	RESPONSE -5-
Black & Veatch Corporation 201 South Orange Avenue, Suite 500 Orlando, Florida 32801 (407) 419-3500 – Phone (407) 419-3501 – Fax Andrew Petkask	CPH Engineers, Inc. PO Box 2808 Sanford, Florida 32772-2808 (407) 322-6841 – Phone (407) 330-0639 – Fax David A. Gierach	Dyer, Riddle, Mills & Precourt 1505 East Colonial Drive Orlando, Florida 32803 (407) 896-0594 – Phone (407) 896-4836 – Fax Stephen L. Precourt	Hartman & Associates, Inc. 201 East Pine Street, Suite #1000 Orlando, Florida 32801 (407) 839-3955 – Phone (407) 839-3790 – Fax Charles W. Drake	Inwood Consulting Engineers 3504 Lake Lynda Drive, Suite 410 Orlando, Florida 32817 (407) 273-3661 – Phone (407) 273-3662 – Fax Alex B. Hull, P.E.
RESPONSE -6-				
Rockett & Associates Consulting Civil Engineers & Surveyors 3032 Mercy Drive Orlando, Florida 32808 (407) 894-3804 – Phone (407) 894-3805 – Fax Lowry E. Rockett, P.E.				

Initial Evaluation Criteria:

- Qualifications of Firm, personnel and Subconsultants, if any
- Similar experience and part performances
- Project Approach – Innovative Concepts
- Location of the firm, workload, ability to perform.

Evaluation Committee Meeting: October 4, 2002 at 9:00 A.M. – Environmental Services Building

EVALUATION OF QUALIFICATIONS SUBMITTALS

PS-5128-02/BJC - Engineering Services and Construction Engineering and Inspection Services for Country Club Well #3 project

FIRMS	Jeff Thompson, P.E.	Chris Reeves	Gary Rudolph	Hugh Sipes	Dennis Westrick, P.E.	Total	Ranking
Black & Veatch Corporation	2	3	2	3	4	14	2
CPH Engineers, Inc.	5	2	4	4	5	20	4
Dyer, Riddle, Mills & Precourt	6	6	5	6	6	29	6
Hartman & Associates, Inc.	4	5	1	2	3	15	3
Inwood Consulting Engineers	1	1	3	1	1	7	1
Rockett & Associates Consulting Civil Engineers & Surveyors	3	4	6	5	2	20	4

<i>Ranking</i>	<i>Firm</i>
1	Inwood Consulting Engineers
2	Black & Veatch Corporation
3	Hartman & Associates, Inc.

Initial Evaluation Criteria:

- Qualifications of Firm, personnel and Sub-Consultants, if any;
- Similar experience and past performances;
- Project Approach – Innovative Concepts
- Location of the firm, workload and ability to perform.

EVALUATION OF DISCUSSIONS RELATED TO THE SPECIFIC PROJECT

PS-5128-02/BJC - Engineering Services and Construction Engineering and Inspection Services for Country Club Well #3 project

FIRMS	Jeff Thompson, P.E.	Chris Reeves	Gary Rudolph	Hugh Sipes	Dennis Westrick, P.E.	Total	Ranking
Black & Veatch Corporation	3	3	3	3	3	15	3
Hartman & Associates, Inc.	2	2	2	2	2	10	2
Inwood Consulting Engineers	1	1	1	1	1	5	1

<i>Ranking</i>	<i>Firm</i>
1	Inwood Consulting Engineers
2	Hartman & Associates, Inc.
3	Black & Veatch Corporation

DRAFT

**ENGINEERING, CONSTRUCTION ENGINEERING AND INSPECTION SERVICES AGREEMENT
COUNTRY CLUB WELL #3 PROJECT (PS-5128-02/BJC)**

THIS AGREEMENT is made and entered into this _____ day of _____, 20____, by and between _____, duly authorized to conduct business in the State of Florida, whose address is _____, hereinafter called the "CONSULTANT" and **SEMINOLE COUNTY**, a political subdivision of the State of Florida, whose address is Seminole County Services Building, 1101 East First Street, Sanford, Florida 32771, hereinafter called the "COUNTY".

W I T N E S S E T H :

WHEREAS, the COUNTY desires to retain the services of a competent and qualified consultant to provide engineering, construction engineering and inspection services for the Country Club Well #3 Project in Seminole County; and

WHEREAS, the COUNTY has requested and received expressions of interest for the retention of services of consultants; and

WHEREAS, CONSULTANT is competent and qualified to furnish consulting services to the COUNTY and desires to provide its professional services according to the terms and conditions stated herein,

NOW, THEREFORE, in consideration of the mutual understandings and covenants set forth herein, COUNTY and CONSULTANT agree as follows:

SECTION 1. SERVICES. COUNTY does hereby retain CONSULTANT to furnish professional services and perform those tasks as further described in the Scope of Services attached hereto and incorporated herein as Exhibit "A".

SECTION 2. AUTHORIZATION FOR SERVICES. Authorization for performance of professional services by the CONSULTANT under this Agreement shall be in the form of written Notice to Proceed issued and executed by the COUNTY.

SECTION 3. TIME FOR COMPLETION. The services to be rendered by CONSULTANT shall commence upon execution of this Agreement by the parties and shall be completed within one (1) year.

SECTION 4. COMPENSATION AND PAYMENT.

(a) The COUNTY agrees to compensate CONSULTANT for the professional services called for under this Agreement a fee not to exceed the sum of _____ DOLLARS (\$). CONSULTANT shall perform all work required by the Scope of Services but, in no event, shall CONSULTANT be paid more than the fee stated above. The CONSULTANT shall be compensated at the rates as shown on Exhibit "B" attached.

(b) Payments shall be made to the CONSULTANT when requested as work progresses for services furnished, but not more than once monthly. CONSULTANT may invoice amount due based on percentage of total required services actually performed and completed. Upon review and approval of CONSULTANT's invoice, the COUNTY shall, within thirty (30) days of receipt of the invoice, pay CONSULTANT ninety percent (90%) of the approved amount and retain the remaining ten percent (10%) until completion of all remaining work required by the Scope of Services. If COUNTY determines that all work is substantially complete or that work by subcontractors is substantially complete and the amount retained is considered to be in excess, the COUNTY may, at its discretion, release the retainage or portions of the retainage for all work or the specific retainage of individual subcontractors.

SECTION 5. BILLING AND PAYMENT.

(a) CONSULTANT shall render to the COUNTY, at the close of each calendar month, an itemized invoice, properly dated including, but not limited to, the following information:

(1) The name and address of the CONSULTANT;

(2) Contract Number;

(3) A complete and accurate time record of services performed by the CONSULTANT for all services performed by the CONSULTANT during that month and for which the COUNTY is billed;

(4) A description of the services rendered in (3) above with sufficient detail to identify the exact nature of the work performed; and

(5) Such other information as may be required by this Agreement or requested by the COUNTY from time to time.

The original invoice shall be sent to:

Director of County Finance
Seminole County Board of County Commissioners
Post Office Box 8080
Sanford, Florida 32772

A duplicate copy of the invoice shall be sent to:

Environmental Services
500 West Lake Mary Boulevard
Sanford, Florida 32773

(b) Payment shall be made after review and approval by COUNTY within thirty (30) days of receipt of a proper invoice from the CONSULTANT.

SECTION 6. AUDIT OF RECORDS.

(a) COUNTY may perform or have performed an audit of the records of CONSULTANT after final payment to support final payment hereunder. This audit would be performed at a time mutually agreeable to CONSULTANT and COUNTY subsequent to the close of the final fiscal period in which

the last work is performed. Total compensation to CONSULTANT may be determined subsequent to an audit as provided for in subsection (b) and of this subsection, and the total compensation so determined shall be used to calculate final payment to CONSULTANT. Conduct of this audit shall not delay final payment as required by Section 5(b).

(b) The CONSULTANT agrees to maintain all books, documents, papers, accounting records and other evidences pertaining to work performed under this Agreement in such a manner as will readily conform to the terms of this Agreement and to make such materials available at CONSULTANT's office at all reasonable times during the Agreement period and for five (5) years from the date of final payment under the contract for audit or inspection as provided for in subsection (a) of this Section.

(c) In the event any audit or inspection conducted after final payment, but within the period provided in subsection (b) of this Section reveals any overpayment by COUNTY under the terms of the Agreement, CONSULTANT shall refund such overpayment to COUNTY within thirty (30) days of notice by the COUNTY.

SECTION 7. RESPONSIBILITY OF CONSULTANT.

(a) CONSULTANT shall be responsible for the professional quality, technical accuracy and the coordination of all plans, studies, reports and other services furnished by CONSULTANT under this Agreement. CONSULTANT shall, without additional compensation, correct or revise any errors or deficiencies in his services.

(b) Neither the COUNTY'S review, approval or acceptance of, nor payment for, any of the services required shall be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement and the CONSULTANT

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shall be and remain liable to the COUNTY in accordance with applicable law for all damages to the COUNTY caused by the CONSULTANT'S performance of any of the services furnished under this Agreement.

SECTION 8. OWNERSHIP OF DOCUMENTS. All deliverable reference data, survey data, plans and reports that result from the CONSULTANT'S services under this Agreement shall become the property of the COUNTY after final payment for the specific service provided is made to CONSULTANT. No changes or revisions to the documents furnished by CONSULTANT shall be made by COUNTY or its agents without the written approval of CONSULTANT.

SECTION 9. TERM. This Agreement shall take effect on the date of its execution by COUNTY and shall remain in effect until completion of all review and acceptance work required by the Scope of Services.

SECTION 10. TERMINATION.

(a) The COUNTY may, by written notice to the CONSULTANT, terminate this Agreement, in whole or in part, at any time, either for the COUNTY'S convenience or because of the failure of the CONSULTANT to fulfill CONSULTANT'S Agreement obligations. Upon receipt of such notice, the CONSULTANT shall:

- (1) immediately discontinue all services affected unless the notice directs otherwise, and
- (2) deliver to the COUNTY all plans, studies, reports, estimates, summaries, and such other information and materials as may have been accumulated by the CONSULTANT in performing this Agreement, whether completed or in process.

(b) If the termination is for the convenience of the COUNTY, the CONSULTANT shall be paid compensation for services performed to the date of termination. CONSULTANT shall be paid no more than a percentage of

the Fixed Fee amount equivalent to the percentage of the completion of work contemplated by the Agreement.

(c) If the termination is due to the failure of the CONSULTANT to fulfill his Agreement obligations, the COUNTY may take over the work and prosecute the same to completion by Agreement or otherwise. In such case, the CONSULTANT shall be liable to the COUNTY for reasonable additional costs occasioned to the COUNTY thereby. The CONSULTANT shall not be liable for such additional costs if the failure to perform the Agreement arises out of causes beyond the control and without the fault or negligence of the CONSULTANT. Such causes may include, but are not limited to, acts of God or of the public enemy, acts of the COUNTY in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather; but, in every case, the failure to perform must be beyond the control and without the fault or negligence of the CONSULTANT.

(d) If, after notice of termination for failure to fulfill Agreement obligations, it is determined that the CONSULTANT had not so failed, the termination shall be deemed to have been effected for the convenience of the COUNTY. In such event, adjustment in the Agreement price shall be made as provided in subsection (b) of this Section.

(e) The rights and remedies of the COUNTY provided in this clause are in addition to any other rights and remedies provided by law or under this Agreement.

SECTION 11. EQUAL OPPORTUNITY EMPLOYMENT. CONSULTANT agrees that it will not discriminate against any employee or applicant for employment for work under this Agreement because of race, color, religion, sex, age, national origin, or disability and will take steps

to ensure that applicants are employed, and employees are treated during employment, without regard to race, color, religion, sex, age, national origin or disability. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

SECTION 12. NO CONTINGENT FEES. CONSULTANT warrants that it has not employed or retained any company or persons, other than a bona fide employee working solely for the CONSULTANT, to solicit or secure this Agreement and that CONSULTANT has not paid or agreed to pay any persons, company, corporation, individual or firm, other than a bonafide employee working solely for CONSULTANT, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement. For the breach or violation of this provision, COUNTY shall have the right to terminate the Agreement at its discretion, without liability and to deduct from the Agreement price, or otherwise recover, the full amount of such fee, commission, percentage, gift or consideration.

SECTION 13. ASSIGNMENT. This Agreement, or any interest herein, shall not be assigned, transferred, or otherwise encumbered, under any circumstances, by the parties hereto without prior written consent of the opposite party and only by a document of equal dignity herewith.

SECTION 14. SUBCONTRACTORS. In the event CONSULTANT, during the course of the work under this Agreement, requires the services of any subcontractors or other professional associates in connection with service covered by this Agreement, CONSULTANT must secure the prior written approval of the COUNTY. If subcontractors or other professional

associates are required in connection with the services covered by this Agreement, CONSULTANT shall remain fully responsible for the services of subcontractors or other professional associates.

SECTION 15. INDEMNIFICATION OF COUNTY. The CONSULTANT agrees to hold harmless, replace, and indemnify the COUNTY, its commissioners, officers, employees, and agents against any and all claim, losses, damages or lawsuits for damages, arising from, allegedly arising from, or related to the provision of services hereunder by the CONSULTANT, whether caused by the CONSULTANT or otherwise. This hold harmless, release and indemnification shall include any claim based on negligence, action or inaction of the parties.

SECTION 16. INSURANCE.

(a) General. The CONSULTANT shall at the CONSULTANT's own cost, procure the insurance required under this Section.

(1) The CONSULTANT shall furnish the COUNTY with a Certificate of Insurance signed by an authorized representative of the insurer evidencing the insurance required by this Section (Professional Liability, Workers' Compensation/Employer's Liability and Commercial General Liability). The COUNTY, its officials, officers, and employees shall be named additional insured under the Commercial General Liability policy. The Certificate of Insurance shall provide that the COUNTY shall be given not less than thirty (30) days written notice prior to the cancellation or restriction of coverage. Until such time as the insurance is no longer required to be maintained by the CONSULTANT, the CONSULTANT shall provide the COUNTY with a renewal or replacement Certificate of Insurance not less than thirty (30) days before expiration or replacement of the insurance for which a previous certificate has been provided.

(2) The Certificate shall contain a statement that it is being provided in accordance with the Agreement and that the insurance is in full compliance with the requirements of the Agreement. In lieu of the statement on the Certificate, the CONSULTANT shall, at the option of the COUNTY submit a sworn, notarized statement from an authorized representative of the insurer that the Certificate is being provided in accordance with the Agreement and that the insurance is in full compliance with the requirements of the Agreement.

(3) In addition to providing the Certificate of Insurance, if required by the COUNTY, the CONSULTANT shall, within thirty (30) days after receipt of the request, provide the COUNTY with a certified copy of each of the policies of insurance providing the coverage required by this Section.

(4) Neither approval by the COUNTY or failure to disapprove the insurance furnished by CONSULTANT shall relieve the CONSULTANT of the CONSULTANT's full responsibility for performance of any obligation including CONSULTANT's indemnification of COUNTY under this Agreement.

(b) Insurance Company Requirements. Insurance companies providing the insurance under this Agreement must meet the following requirements:

(1) Companies issuing policies other than Workers' Compensation must be authorized to conduct business in the State of Florida and prove same by maintaining Certificates of Authority issued to the companies by the Department of Insurance of the State of Florida. Policies for Workers' Compensation may be issued by companies authorized as a group self-insurer by Section 440.57, Florida Statutes.

(2) In addition, such companies other than those authorized by Section 440.57, Florida Statutes, shall have and maintain a Best's

Rating of "A" or better and a Financial Size Category of "VII" or better according to A.M. Best Company.

(3) If, during the period which an insurance company is providing the insurance coverage required by this Agreement, an insurance company shall: 1) lose its Certificate of Authority, 2) no longer comply with Section 440.57, Florida Statutes, or 3) fail to maintain the requisite Best's Rating and Financial Size Category, the CONSULTANT shall, as soon as the CONSULTANT has knowledge of any such circumstance, immediately notify the COUNTY and immediately replace the insurance coverage provided by the insurance company with a different insurance company meeting the requirements of this Agreement. Until such time as the CONSULTANT has replaced the unacceptable insurer with an insurer acceptable to the COUNTY the CONSULTANT shall be deemed to be in default of this Agreement.

(c) Specifications. Without limiting any of the other obligations or liability of the CONSULTANT, the CONSULTANT shall, at the CONSULTANT's sole expense, procure, maintain and keep in force amounts and types of insurance conforming to the minimum requirements set forth in this Section. Except as otherwise specified in the Agreement, the insurance shall become effective prior to the commencement of work by the CONSULTANT and shall be maintained in force until the Agreement completion date. The amounts and types of insurance shall conform to the following minimum requirements.

(1) Workers' Compensation/Employer's Liability.

(A) CONSULTANT's insurance shall cover the CONSULTANT for liability which would be covered by the latest edition of the standard Workers' Compensation Policy, as filed for use in Florida by the National Council on Compensation Insurance, without restrictive

endorsements. The CONSULTANT will also be responsible for procuring proper proof of coverage from its subcontractors of every tier for liability which is a result of a Workers' Compensation injury to the subcontractor's employees. The minimum required limits to be provided by both the CONSULTANT and its subcontractors is outlined in subsection (c) below. In addition to coverage for the Florida Workers' Compensation Act, where appropriate, coverage is to be included for the United States Longshoremen and Harbor Workers' Compensation Act, Federal Employers' Liability Act and any other applicable Federal or State law.

(B) Subject to the restrictions of coverage found in the standard Workers' Compensation Policy, there shall be no maximum limit on the amount of coverage for liability imposed by the Florida Workers' Compensation Act, the United States Longshoremen's and Harbor Workers' Compensation Act, or any other coverage customarily insured under Part One of the standard Workers' Compensation Policy.

(C) The minimum amount of coverage under Part Two of the standard Workers' Compensation Policy shall be:

- \$ 500,000.00 (Each Accident)
- \$ 500,000.00 (Disease-Policy Limit)
- \$ 500,000.00 (Disease-Each Employee)

(2) Commercial General Liability.

(A) The CONSULTANT's insurance shall cover the CONSULTANT for those sources of liability which would be covered by the latest edition of the standard Commercial General Liability Coverage Form (ISO Form CG 00 01), as filed for use in the State of Florida by the Insurance Services Office, without the attachment of restrictive endorsements other than the elimination of Coverage C, Medical Payment and the elimination of coverage for Fire Damage Legal Liability.

(B) The minimum limits to be maintained by the CONSULTANT (inclusive of any amounts provided by an Umbrella or Excess policy) shall be as follows:

<u>LIMITS</u>	
General Aggregate	\$Three (3) Times the Each Occurrence Limit
Personal & Advertising Injury Limit	\$500,000.00
Each Occurrence Limit	\$500,000.00

(3) Professional Liability Insurance. The CONSULTANT shall carry limits of not less than FIVE HUNDRED THOUSAND AND NO/100 DOLLARS (\$500,000.00).

(d) Coverage. The insurance provided by CONSULTANT pursuant to this Agreement shall apply on a primary basis and any other insurance or self-insurance maintained by the COUNTY or the COUNTY's officials, officers, or employees shall be excess of and not contributing with the insurance provided by or on behalf of the CONSULTANT.

(e) Occurrence Basis. The Workers' Compensation Policy and the Commercial General Liability required by this Agreement shall be provided on an occurrence rather than a claims-made basis. The Professional Liability insurance policy must either be on an occurrence basis, or, if a claims-made basis, the coverage must respond to all claims reported within three (3) years following the period for which coverage is required and which would have been covered had the coverage been on an occurrence basis.

(f) Obligations. Compliance with the foregoing insurance requirements shall not relieve the CONSULTANT, its employees or agents of liability from any obligation under a Section or any other portions of this Agreement.

SECTION 17. ALTERNATIVE DISPUTE RESOLUTION (ADR).

(a) In the event of a dispute related to any performance or payment obligation arising under this Agreement, the parties agree to exhaust COUNTY ADR procedures prior to filing suit or otherwise pursuing legal remedies. COUNTY ADR procedures for proper invoice and payment disputes are set forth in Section 55.1, "Prompt Payment Procedures," Seminole County Administrative Code. Contract claims include all controversies, except disputes addressed by the "Prompt Payment Procedures," arising under this Agreement and ADR procedures therefor are set forth in Section 220.102, "Contract Claims," Seminole County Code.

(b) CONSULTANT agrees that it will file no suit or otherwise pursue legal remedies based on facts or evidentiary materials that were not presented for consideration in the COUNTY ADR procedures set forth in subsection (a) above of which the CONSULTANT had knowledge and failed to present during the COUNTY ADR procedures.

(c) In the event that COUNTY ADR procedures are exhausted and a suit is filed or legal remedies are otherwise pursued, the parties shall exercise best efforts to resolve disputes through voluntary mediation. Mediator selection and the procedures to be employed in voluntary mediation shall be mutually acceptable to the parties. Costs of voluntary mediation shall be shared equally among the parties participating in the mediation.

SECTION 18. REPRESENTATIVE OF COUNTY AND CONSULTANT.

(a) It is recognized that questions in the day-to-day conduct of performance pursuant to this Agreement will arise. The COUNTY, upon request by CONSULTANT, shall designate in writing and shall advise CONSULTANT in writing of one (1) or more COUNTY employees to whom all

communications pertaining to the day-to-day conduct of the Agreement shall be addressed. The designated representative shall have the authority to transmit instructions, receive information and interpret and define the COUNTY's policy and decisions pertinent to the work covered by this Agreement.

(b) CONSULTANT shall, at all times during the normal work week, designate or appoint one or more representatives of CONSULTANT who are authorized to act on behalf of CONSULTANT regarding all matters involving the conduct of the performance pursuant to this Agreement and shall keep COUNTY continually advised of such designation.

SECTION 19. ALL PRIOR AGREEMENTS SUPERSEDED. This document incorporates and includes all prior negotiations, correspondence, conversations, agreements or understandings applicable to the matters contained herein and the parties agree that there are not commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained or referred to in this document. Accordingly, it is agreed that no deviation from the terms hereof shall be predicated upon any prior representations or agreements, whether oral or written.

SECTION 20. MODIFICATIONS, AMENDMENTS OR ALTERATIONS. No modification, amendment or alteration in the terms or conditions contained herein shall be effective unless contained in a written document executed with the same formality and of equal dignity herewith.

SECTION 21. INDEPENDENT CONTRACTOR. It is agreed that nothing herein contained is intended or should be construed as in any manner creating or establishing a relationship of copartners between the parties, or as constituting the CONSULTANT including its officers, employees, and agents, the agent, representative, or employee of the

COUNTY for any purpose, or in any manner, whatsoever. The CONSULTANT is to be and shall remain an independent contractor with respect to all services performed under this Agreement.

SECTION 22. EMPLOYEE STATUS. Persons employed by the CONSULTANT in the performance of services and functions pursuant to this Agreement shall have no claim to pension, workers' compensation, unemployment compensation, civil service or other employee rights or privileges granted to the COUNTY's officers and employees either by operation of law or by the COUNTY.

SECTION 23. SERVICES NOT PROVIDED FOR. No claim for services furnished by the CONSULTANT not specifically provided for herein shall be honored by the COUNTY.

SECTION 24. PUBLIC RECORDS LAW. CONSULTANT acknowledges COUNTY's obligations under Article 1, Section 24, Florida Constitution and Chapter 119, Florida Statutes, to release public records to members of the public upon request. CONSULTANT acknowledges that COUNTY is required to comply with Article 1, Section 24, Florida Constitution and Chapter 119, Florida Statutes, in the handling of the materials created under this Agreement and that said statute controls over the terms of this Agreement.

SECTION 25. NOTICES. Whenever either party desires to give notice unto the other, it must be given by written notice, sent by certified United States mail, with return receipt requested, addressed to the party for whom it is intended at the place last specified and the place for giving of notice shall remain such until it shall have been changed by written notice in compliance with the provisions of this Section. For the present, the parties designate the following as the respective places for giving of notice, to wit:

FOR COUNTY:

Environmental Services
500 West Lake Mary Boulevard
Sanford, Florida 32773

FOR CONSULTANT:

SECTION 26. RIGHTS AT LAW RETAINED. The rights and remedies of the COUNTY, provided for under this Agreement, are in addition to any other rights and remedies provided by law.

SECTION 27. COMPLIANCE WITH LAWS AND REGULATIONS. In providing all services pursuant to this Agreement, the CONSULTANT shall abide by all statutes, ordinances, rules, and regulations pertaining to, or regulating the provisions of, such services, including those now in effect and hereafter adopted. Any violation of said statutes, ordinances, rules, or regulations shall constitute a material breach of this Agreement, and shall entitle the COUNTY to terminate this Agreement immediately upon delivery of written notice of termination to the CONSULTANT.

SECTION 28. CONFLICT OF INTEREST.

(a) The CONSULTANT agrees that it will not engage in any action that would create a conflict of interest in the performance of its obligations pursuant to this Agreement with the COUNTY or which would violate or cause others to violate the provisions of Part III, Chapter 112, Florida Statutes, relating to ethics in government.

(b) The CONSULTANT hereby certifies that no officer, agent or employee of the COUNTY has any material interest (as defined in Section 112.312(15), Florida Statutes, as over 5%) either directly or indirectly, in the business of the CONSULTANT to be conducted here, and that no

such person shall have any such interest at any time during the term of this Agreement.

(c) Pursuant to Section 216.347, Florida Statutes, the CONSULTANT hereby agrees that monies received from the COUNTY pursuant to this Agreement will not be used for the purpose of lobbying the Legislature or any other State or Federal Agency.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement for the purposes stated herein.

ATTEST:

, Secretary

By: _____
, President

(CORPORATE SEAL)

Date: _____

ATTEST:

BOARD OF COUNTY COMMISSIONERS
SEMINOLE COUNTY, FLORIDA

MARYANNE MORSE
Clerk to the Board of
County Commissioners of
Seminole County, Florida.

By: _____
DARYL G. MCLAIN, Chairman

Date: _____

For the use and reliance
of Seminole County only.
Approved as to form and
legal sufficiency.

As authorized for execution by
the Board of County Commissioners
at their _____, 20____,
regular meeting.

County Attorney
AC/lpk
8/14/02
pf-5128

Attachments:
Exhibit "A" - Scope of Services
Exhibit "B" - Rate Schedule

Scope

The Engineer shall provide services for the design, permitting, bidding, and construction administration for the installation of a new raw water supply well, piping, and plant modifications located within the property boundaries of Seminole County's Country Club Water Treatment Plant.

Task 1. Design and Permitting Phase

- 1.1. The Engineer shall provide design for well construction generally including but not limited to the following items:
 - 1.1.1. Site evaluation and design for a 1200 gpm well with all pertinent piping and appurtenances.
- 1.2. The Engineer shall prepare detailed construction drawings and technical specifications for competitive bidding and construction in accordance to requirements of the Seminole County Land Development Code, Seminole County Environmental Services, Seminole County Building Department, Seminole County Purchasing and other applicable regulatory agencies.
- 1.3. The Engineer shall provide surveying services for horizontal and vertical location of structures, equipment, right-of-way, property boundaries, and topography to establish site plans.
- 1.4. The Engineer shall provide geotechnical services to ensure proper constructability of the project.
- 1.5. The Engineer shall submit the required sets of plans to the Building Department for review and comment. The Engineer shall respond to comments as necessary to obtain all required building permits by the contractor.
- 1.6. The Engineer shall provide an opinion of probable construction cost with the submittal of final drawings and technical specifications.
- 1.7. The Engineer shall provide the following documents to Seminole County during the design phase. Review Meetings to be held during design at 60%, 90% and 100%.
 - One (1) set of full size bluelines @ 60% for review.
 - One (1) set of full size bluelines @ 90% for review
 - One (1) set of full size bluelines @ 100% for review

- 1.8. The Engineer shall prepare all documents, plan drawings, specifications, and permit applications required to obtain approval from FDEP and St. Johns River Water Management District. Permit application fees shall be paid by the Engineer and reimbursed by the County as part of the proposal.
- 1.9. The Engineer shall coordinate and assist the County in obtaining all required approvals, easements, right of ways, agreements and/or permits relative to the type and location of the project from all Federal, State, County, City, real property owner(s) and any other Regulatory Agency or Department.
- 1.10. After final design is completed with revisions based on review comments from Seminole County Environmental Services, Building Department, and pertinent addenda, the engineer shall provide the following:
 - One (1) set of full size Mylar reproducible plans
 - One (1) set of unbound specifications
 - One (1) set of specifications in Microsoft Word 2000 format on CD.

Task 2. Bidding Services

2.1. Pre-Bid Conference

The County will issue bidding documents to prospective bidders. The Engineer shall attend a pre-bid conference at a location selected by the County. The Engineer shall answer questions as appropriate, take meeting minutes, and distribute minutes to attendees.

2.2. Addenda

Purchasing will receive the questions during the bid. The Engineer will prepare responses and applicable supplemental drawings to those questions in consultation with the County's Project.

2.3. Bid Opening and Evaluation

The County will open the bids for the project. The Engineer shall review the bid packages from each bidder and the contact references from the most responsive and responsible bidder. The Engineer shall summarize the findings of the bid evaluation in a bid tabulation and make recommendation of award in writing to the County's Project Manager.

2.4. Pre-Award meeting

The Engineer shall take meeting minutes and provide minutes to all attendees. This meeting will be held at the discretion of the County's Project Manager.

Task 3. Construction Engineering and Inspection (CEI) Phase

- 3.1. Prepare an agenda and chair a pre-construction conference, take meeting minutes and provide minutes to all attendees.
- 3.2. Review and recommend approval of shop drawings in consultation with the County's Project Manager.
- 3.3. Conduct site visits to ensure the construction of the project is being completed in general conformance with the approved plans, specifications, and schedule.
- 3.4. The Engineer shall submit weekly progress reports to County's Project Manager within one week of site visits.
- 3.5. Review and recommend approval/rejection of contractor pay requests in consultation with the County's Project Manager.
- 3.6. Review change order requests, assist the County with negotiations and make approval/rejection recommendations to the County's Project Manager.
- 3.7. Attend substantial and final completion inspections and provide summary of notes to County Project Manager.
- 3.8. Prepare record drawings for the project. Provide one (1) set of full size reproducible drawings and one electronic version in AutoCAD 14 or 2000 to the County.
- 3.9. Prepare FDEP Certificates of Completion of Construction and submit to FDEP for approval.