

## INDIVIDUAL PROJECT ORDER NUMBER 2

### January 5, 2010

Describing a specific agreement between Kimley-Horn and Associates, Inc. (“KHA” or the “Consultant”), and The Village Center Community Development District (the “District”) in accordance with the terms of the Professional Services Agreement for The VCCDD Multi-Modal Path System North of CR 466 project (RFQ#09Q-029) dated May 14, 2009, which is incorporated herein by reference.

#### **Identification of Project:**

Villages Transportation Trails (North of CR 466) – Construction Plans and Permitting

#### **Project Understanding:**

1. The VCCDD has been charged with reconstructing the main segments of the existing multi-modal path system north of CR 466 in The Villages. The District would like the Consultant to provide preliminary design, final design, construction plans, and permitting services associated with the following specific modifications to the transportation trails (each area will be prepared as a separate set of construction plans):
  - A. *Reconstruct the trail on Buena Vista Boulevard (VCCDD District 4).*
    - ◆ Replace existing concrete trail with 15.5’ asphalt trail bounded by 6” concrete ribbon curbs.
  - B. *Reconstruct the trail on Buena Vista Boulevard (VCCDD District 3).*
    - ◆ Replace existing concrete trail with 15.5’ asphalt trail bounded by 6” concrete ribbon curbs.
  - C. *Reconstruct the trail on El Camino Real (Buena Vista Boulevard to Morse Boulevard).*
    - ◆ Replace existing concrete trail with 15.5’ asphalt trail bounded by 6” concrete ribbon curbs.
    - ◆ Relocate the trail crossing at Santo Domingo behind the gate.
  - D. *Extend the off-street Morse Boulevard trail to the roundabout at El Camino Real.*
    - ◆ Replace existing district-maintained concrete trail with asphalt trail bounded by 6” concrete ribbon curbs (width TBD).
    - ◆ Construct a new transportation trail on the west side of Morse Boulevard from the existing trail that ends near the Village of Homewood to the El Camino trail.
  - E. *Reconstruct the Saddlebrook trail from the Buena Vista Boulevard tunnel to the CR 466 tunnel.*
    - ◆ Replace existing concrete trail with asphalt trail bounded by 6” concrete ribbon curbs (width TBD).
  - F. *Reconstruct the trail in the area of Paradise Park near the US 441 trail bridge.*
    - ◆ Construct a new trail outside of the existing parking lot area, and reconfigure parking lot area.
    - ◆ Eliminate the current cart access location at the southern edge of the parking area and demolish portions of the existing path.
    - ◆ Construct new 15.5’ asphalt trail bounded by 6” ribbon curbs to connect the new trail at the parking area to the eastern edge of the US 441 cart overpass. Construct divided 10’ trails to avoid tree impact at the existing trail section on eastern side of US441/27. Construct new asphalt trail on west side between the bridge and parking lot.
2. The design for this project will be prepared in accordance with the guidelines and standards established in the Programming Plan prepared by the Consultant in December 2009.

3. Permits will be required from the Southwest Florida Water Management District (SWFWMD) and the St. John's River Water Management District (SJRWMD). In addition, input from Sumter County, Marion County and the Town of Lady Lake will need to be incorporated into the design. The exact permitting requirements are unknown at this time.
4. Since the project is within The Villages, the Consultant will coordinate and discuss modifications within the corridor with The Villages of Lake-Sumter, Inc.
5. KHA will coordinate with three sub-consultants on this Project: Farner Barley and Associates, Inc., Michael Pape and Associates, Inc., and Andreyev Engineering.

With the above in mind, our specific scope of services, schedule and fee are provided below.

***Specific Scope of Services:***

**Task 1.0 – Design Survey (Provided by Farner Barley and Associates, Inc.)**

1.1 *Field Data Collection:*

The Consultant will perform field surveys to acquire relevant and pertinent data such as ground shots, locations of landscaping (such as trees, shrub outlines, mulch beds), horizontal location of utilities, visible irrigation components, above ground utilities, fences, walls, and other locations deemed necessary by KHA. The horizontal limits of the field survey data will generally be from edge of roadway to either the right of way, CDD easement / lot line, or limiting physical feature such as a wall, tunnel, dense landscape buffer, etc.

The field surveys will generally conform with the phasing limits of the construction plans.

1.2 *Underground Utility Locations:*

The Consultant will field locate existing utilities using typical accepted methods of location, including the services of locator companies (Sunshine One, etc.), ground penetrating radar, direct connection to utility tracer wires, existing record drawing maps maintained by the Villages, CH2MHill, the VCCDD, SECO, etc.

The magnitude of underground utility locations is expected to be great. The Consultant will endeavor to locate underground utilities to the best of our ability, but some amount of field discovery during construction should be expected.

1.3 *Base Map Preparation:*

Using the data collected in Tasks 1.1 and 1.2, the Consultant will create an AutoCAD base survey file suitable for preparation of design plans. The base file will include right-of-way lines, existing structures and improvements, elevations, and landscaping. The Consultant will provide horizontal and vertical control consisting of permanent and temporary benchmarks and off-sets of horizontal control points.

1.4 *Legal Descriptions:*

Prepare up to ten (10) miscellaneous legal descriptions for property transfers as may be needed.

**Task 2.0 – Transportation Trail Construction Plans**

The Consultant will prepare for and attend general progress meetings as well as provide coordination with the District. This proposal assumes up to four (4) general progress meetings over the course of the project. Provide meeting minutes within one week after the progress meetings.

*Transportation Trail Plans and Design Analysis*

- 2.1.1 The Consultant will meet with District staff up to two times during the design of each set of construction drawings to discuss issues specific to each segment of the Project.
- 2.1.2 Using the design survey as a base, the design team will review factors affecting the proposed realignment of the multi-modal trail, considering all team disciplines. All factors such as existing trees, existing irrigation mainline, screening of homesites, grade issues, vertical and horizontal alignment, drainage issues, etc. will be considered to determine the expected alignment and exact location of the multi-modal trail.

The Consultant's design team will prepare preliminary alignments for the proposed improvements and make field visits to observe expected impacts to landscaping and irrigation systems, constraints due to walls, tunnels, or other permanent improvements, and to generally confirm and refine the preliminary alignments.

- 2.1.3 The Consultant will prepare construction drawings suitable for permitting, bidding and construction. One set of construction plans will be prepared for each of the six sub-phases identified in the Project Understanding. Each set of construction plans will generally include the following sheets:

- ◆ **Cover Sheet**
- ◆ **General Notes**
- ◆ **Typical Sections** (Up to 3 Typical Sections) – Typical sections will be developed to illustrate the recommended roadway improvements from the corridor study.
- ◆ **Plan Sheets** (Triple Panel at 1"=10') – The plan sheets will detail geometric design requirements, trail removal, trail replacement, ditch grading and re-alignment in areas of pavement widening, drainage structure modifications, striping/signage, and erosion control measures.
- ◆ **Cross Sections** (Up to 20% of the total length) – Vertical cross sections will be developed at 50-foot intervals in areas where pavement widening is proposed that requires specific additional detail to properly design the proposed improvements.
- ◆ **Landscaping and Irrigation Plans** (Triple Panel at 1"=10') – The landscaping and irrigation plans will detail trees and vegetation to be removed within the affected areas, and irrigation design for new or modified landscape areas. The landscaping and irrigation plans will also specify trees and vegetation to remain and be protected, and provide typical installation details for the types of landscaping expected to be installed as part of this Project.
- ◆ **Miscellaneous Construction Detail sheets**
- ◆ **Traffic Control Sheets** Maintenance of Traffic requirements for the construction of this project will be provided through the use of typical sections, general notes, reference to the appropriate FDOT Design Standards (600 Series), and where needed, conceptual illustrations.
- ◆ **Erosion Control General Notes** – Erosion control requirements will be provided in the form of general notes. Project specific erosion control measures will be shown on the Plan Sheets.
- ◆ **Submittals** – The Consultant will submit up to five (5) copies of the roadway plans at 60%, 90%, and Final completion stage to the District. In addition, the Consultant will submit two (2) copies of the roadway plans at 60% and Final completion stage to affected utility companies. The plan sheets will be submitted as 11"x17" plan sheets in the interim stages

and as 22"x34" plan sheets in the final signed and sealed submittal. An electronic copy will be provided at the Final plan submittal as well.

- ◆ **Design Exceptions** – The Consultant will review survey data and identify any areas in which minimum shoulder width or maximum front slope criteria cannot be met due to existing R/W or wetland conditions. The Consultant will also review existing above ground hazards (trees, power poles, walls, etc) within the clear zone and identify those existing features which must be removed or shielded. In areas where the removal of the hazard is not practical and the use of shielding is inappropriate the will prepare documentation for one (1) design exception which could support leaving the hazard in place if operational and safety characteristics are acceptable.
- ◆ **Quantities** – Develop quantities consistent with District preferences and prepare an Opinion of Probable Costs (OPC). The OPC will be submitted with the final plan submittal.

*Note: The Consultant has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided in accordance with this Agreement are based on the information known to Consultant at the time the opinions of cost are developed and represent only the Consultant's judgment as a design professional familiar with the construction industry. Actual costs for proposals, bids, or actual construction costs will be different.*

### Task 3.0 – Permitting

#### 3.1 *SWFWMD and SJRWMD Permitting:*

The Consultant will schedule and attend a meeting with each water management district to discuss the Project. This meeting will provide the review staff with an understanding of the proposed improvements, and to help them determine the level of permitting required. It is anticipated that each water management district will require an Environmental Resource Permit (ERP) for each set of construction drawings.

The Consultant will prepare and submit a permit application package with supporting plans and data with the 60% plan submittal for each set of plans prepared. This proposal assumes that the project will not require new pond/water retention facilities. The Consultant will respond to requests for additional information as appropriate.

#### 3.2 *City and County Permitting:*

In addition to water management district permitting, each project will be submitted to the local government (either the Town of Lady Lake, Sumter County, or Marion County, based on the project). The Consultant will meet with County or City development review staff to discuss the project and determine the level of permitting that will be required. It is anticipated that the local governments will require review of the stormwater management calculations, but not require a full review of construction plan documents

The Consultant will prepare an application package to the agencies utilizing the 60% plans for each set of construction drawings. The Consultant will respond to reasonable requests for additional information.

#### ***Additional Services if required:***

Services requested that are not specifically included will be provided under a new and separate IPO agreement. These services may include:

- ◆ Additional Projects incorporating transportation trail modifications.
- ◆ Bidding and Construction Administration.

- ◆ Additional graphics.
- ◆ Public meetings.
- ◆ Design of new stormwater ponds or modifications to existing ponds.
- ◆ Utility Adjustment Plans.

**Schedule**

The Consultant will provide our services as expeditiously as practicable to meet the project objectives. The Consultant will develop a schedule at project kick-off and maintain the schedule jointly with VCCDD staff.

**Method of compensation:**

Services under this IPO will be provided in accordance with Item #10 of the Professional Services Agreement on a time and materials basis in accordance with the approved rate schedule (Exhibit “A” of the Professional Services Agreement). Payment of each invoice will be made by the District on a monthly basis and pursuant to the provisions of the Local Government Prompt Payment Act, F.S. 218.

The anticipated budget to complete the IPO is between \$617,500 and \$686,100, exclusive of direct expenses. A breakdown by project is as follows:

Project	Labor Fee Ranges
Buena Vista Boulevard, District Four	\$160,900 - \$186,300
Buena Vista Boulevard, District Three	\$140,400 - \$152,700
El Camino Real	\$172,000 - \$185,500
Morse Boulevard	\$64,000 - \$72,600
Saddlebrook Trail	\$40,400 - \$44,900
Paradise Park	\$39,800 - \$44,100
Total:	\$617,500 - \$686,100

The fee ranges above shall be considered “not to exceed” values. If additional hours are needed to complete the required task(s), written approval from VCCDD must be obtained before proceeding.


A work estimate of staff hours is included in Exhibit “B”.

ACCEPTED:

THE VILLAGE CENTER COMMUNITY  
DEVELOPMENT DISTRICT

KIMLEY-HORN AND ASSOCIATES, INC.

BY: \_\_\_\_\_

BY:   
Jonathan D. Thigpen, PE

TITLE: \_\_\_\_\_

TITLE: Vice President

DATE: \_\_\_\_\_

DATE: January 5, 2010

**ESTIMATE OF WORK EFFORT AND COST**

Name of Project: Villages Transportation Trails North of CR 466- Design and Permitting  
 Client: VCCDD

Staff Classification	Total Staff Hours From "SH Summary - Firm"	Project Manager	Principal	Senior Professional	Professional	CAD Designer	2-Man Field Crew (Survey)	Support Staff	Fee by Activity
		\$190.00	\$215.00	\$165.00	\$105.00	\$112.50	\$100.00	\$70.00	
Buena Vista Blvd, District Four	1,522	76	30	228	304	715	122	46	\$186,288
Buena Vista Blvd, District Three	1,246	62	25	187	249	586	100	37	\$152,670
El Camino Real	1,515	76	30	227	303	712	121	45	\$185,510
Morse Boulevard	591	30	12	89	118	278	47	18	\$72,590
Saddlebrook Trail	368	18	7	55	74	173	29	11	\$44,903
Paradise Park	361	18	7	54	72	170	29	11	\$44,190
<b>Total Staff Hours</b>	5,603	280	111	840	1,120	2,634	448	168	
<b>Total Staff Cost</b>		\$53,200.00	\$23,865.00	\$138,600.00	\$117,600.00	\$296,325.00	\$44,800.00	\$11,760.00	<b>\$686,150.00</b>

**Hourly (Time/Materials):**      \$      **617,500**      \$      **686,100**      **To**      \$122.46

From/To calculations based on 90-100% of estimate, rounded down to the nearest \$100.

Buena Vista District Four

Estimator:	KHA/FBA/MPA					Villages Transportation Trails North of CR 466- Design and Permitting
Task No.	Task	Units	# of Units	Hours / Unit	HOURS	Comments
1.0	Design Survey					
1.1	Field Data Collection	DAYS	15	8	120	
1.2	Base Map Preparation	KLF	14,048	4	56	
1.3	Underground Utility Locations	Hours	62	1	62	
1.4	Legal Descriptions	EA			0	
2.1.1	Client Meetings	EA	2	8	16	Two meetings, up to four participants per meeting
2.1.2	Design Development	HOURS	200	1	200	finalize horizontal layout, resolve design details/issues
2.1.3	Construction Drawings					
	Cover	SHEET	1	2	2	
	Notes	SHEET	1	2	2	
	Typical Sections	EA	3	4	12	
	Plan Sheets	SHEET	17	12	204	All design and drafting effort, three submittals, incorporating revisions
	Cross Sections	EA	56	2	112	Assumes cross sections for 20% of total length, 50' cross sections on same sheet
	Landscape and Irrigation Sheets	HOURS	196	1	196	
	Miscellaneous Detail sheets	SHEET	3	4	12	
	Traffic Control Sheets	SHEET	6	12	72	Assumes notes and concepts at 1"=30
	Erosion Control	LS	1	40	40	
	Submittals	EA	4	16	64	Includes submittals to utilities
	Exceptions	EA	1	40	40	
	Quantities	EA	1	24	24	
3.1	WMD Permitting	LS	1	200	200	Includes geotechnical recovery analysis
3.2	County/City Permitting	LS	1	30	30	
	Project Administration	%	2		29	
	Quality Control	%	2		29	
	<b>BUENA VISTA DISTRICT FOUR TOTAL HOURS</b>				<b>1522</b>	

Buena Vista District Three

Estimator:	KHA/FBA/MPA					Villages Transportation Trails North of CR 466- Design and Permitting
Task No.	Task	Units	# of Units	Hours / Unit	HOURS	Comments
1.0	Design Survey					
1.1	Field Data Collection	DAYS	13	8	104	
1.2	Base Map Preparation	KLF	11.351	4	45	
1.3	Underground Utility Locations	Hours	54	1	54	
1.4	Legal Descriptions	EA			0	
2.1.1	Client Meetings	EA	2	8	16	Two meetings, up to four participants per meeting
2.1.2	Design Development	HOURS	165	1	165	finalize horizontal layout, resolve design details
2.1.3	Construction Drawings					
	Cover	SHEET	1	2	2	
	Notes	SHEET	1	2	2	
	Typical Sections	EA	3	4	12	
	Plan Sheets	SHEET	14	12	168	All design and drafting effort, three submittals, incorporating revisions
	Cross Sections	EA	45	2	90	Assumes cross sections for 20% of total length, 50' cross sections
	Landscape and Irrigation Sheets	HOURS	190	1	190	
	Miscellaneous Detail sheets	SHEET	3	4	12	
	Traffic Control Sheets	SHEET	4	12	48	Assumes notes and concepts at 1"=30
	Erosion Control	LS	1	32	32	
	Submittals	EA	4	16	64	Includes submittals to utilities
	Exceptions	EA	1	40	40	
	Quantities	EA	1	24	24	
3.1	WMD Permitting	LS	1	100	100	
3.2	County/City Permitting	LS	1	30	30	
	Project Administration	%	2		24	
	Quality Control	%	2		24	
<b>BUENA VISTA DISTRICT THREE TOTAL HOURS</b>					<b>1246</b>	



Estimator: KHA/FBA/MPA		Villages Transportation Trails North of CR 466- Design and Permitting				
Task No.	Task	Units	# of Units	Hours / Unit	HOURS	Comments
1.0	Design Survey					
1.1	Field Data Collection	DAYS	6	8	48	
1.2	Base Map Preparation	KLF	5.5	4	22	
1.3	Underground Utility Locations	Hours	24	1	24	
1.4	Legal Descriptions	EA	1	24	24	
2.1.1	Client Meetings	EA	2	8	16	Two meetings, up to four participants per meeting
2.1.2	Design Development	HOURS	36	1	36	finalize horizontal layout, resolve design details
2.1.3	Construction Drawings					
	Cover	SHEET	1	2	2	
	Notes	SHEET	1	2	2	
	Typical Sections	EA	3	4	12	
	Plan Sheets	SHEET	7	12	84	All design and drafting effort, three submittals, incorporating revisions
	Cross Sections	EA	40	2	80	Assumes cross sections for new trail length at 50' cross sections
	Landscape and Irrigation Sheets	HOURS	45	1	45	
	Miscellaneous Detail sheets	SHEET	3	4	12	
	Traffic Control Sheets	SHEET	1	12	12	Assumes notes and concepts at 1"=30
	Erosion Control	LS	1	12	12	
	Submittals	EA	4	12	48	Includes submittals to utilities
	Exceptions	EA	0		0	
	Quantities	EA	1	8	8	
3.1	WMD Permitting	LS	1	70	70	
3.2	County/City Permitting	LS	1	12	12	
	Project Administration	%	2		11	
	Quality Control	%	2		11	
<b>MORSE BOULEVARD TOTAL HOURS</b>					<b>591</b>	

Saddlebrook

Estimator: KHA/FBA/MPA		Villages Transportation Trails North of CR 466- Design and Permitting				
Task No.	Task	Units	# of Units	Hours / Unit	HOURS	Comments
1.0	Design Survey					
1.1	Field Data Collection	DAYS	3	8	24	
1.2	Base Map Preparation	KLF	2.5	4	10	
1.3	Underground Utility Locations	Hours	12	1	12	
1.4	Legal Descriptions	EA	0		0	
2.1.1	Client Meetings	EA	2	8	16	Two meetings, up to four participants per meeting
2.1.2	Design Development	HOURS	30	1	30	finalize horizontal layout, resolve design details
2.1.3	Construction Drawings					
	Cover	SHEET	1	2	2	
	Notes	SHEET	1	2	2	
	Typical Sections	EA	3	4	12	
	Plan Sheets	SHEET	3	12	36	All design and drafting effort, three submittals, incorporating revisions
	Cross Sections	EA	10	2	20	Assumes cross sections for 20% of total length, 50' cross sections
	Landscape and Irrigation Sheets	HOURS	34	1	34	
	Miscellaneous Detail sheets	SHEET	3	4	12	
	Traffic Control Sheets	SHEET	1	12	12	Assumes notes and concepts at 1"=30
	Erosion Control	LS	1	12	12	
	Submittals	EA	4	12	48	Includes submittals to utilities
	Exceptions	EA	1	12	12	
	Quantities	EA	1	8	8	
3.1	WMD Permitting	LS	1	40	40	
3.2	County/City Permitting	LS	1	12	12	
	Project Administration	%	2		7	
	Quality Control	%	2		7	
	<b>SADDLEBROOK TRAIL TOTAL HOURS</b>				<b>368</b>	

PARADISE PARK

Estimator: KHA/FBA/MPA		Villages Transportation Trails North of CR 466- Design and Permitting				
Task No.	Task	Units	# of Units	Hours / Unit	HOURS	Comments
1.0	Design Survey					
1.1	Field Data Collection	DAYS	3	8	24	
1.2	Base Map Preparation	KLF	2.2	4	9	
1.3	Underground Utility Locations	Hours	8	1	8	
1.4	Legal Descriptions	EA	0		0	
2.1.1	Client Meetings	EA	2	8	16	Two meetings, up to four participants per meeting
2.1.2	Design Development	HOURS	30	1	30	finalize horizontal layout, resolve design details
2.1.3	Construction Drawings					
	Cover	SHEET	1	2	2	
	Notes	SHEET	1	2	2	
	Typical Sections	EA	3	4	12	
	Plan Sheets	SHEET	3	12	36	All design and drafting effort, three submittals, incorporating revisions
	Cross Sections	EA	8	2	16	Assumes cross sections for 20% of total length, 50' cross sections
	Landscape and Irrigation Sheets	HOURS	36	1	36	
	Miscellaneous Detail sheets	SHEET	3	4	12	
	Traffic Control Sheets	SHEET	1	12	12	Assumes notes and concepts at 1"=30
	Erosion Control	LS	1	12	12	
	Submittals	EA	4	12	48	Includes submittals to utilities
	Exceptions	EA	1	12	12	
	Quantities	EA	1	8	8	
3.1	WMD Permitting	LS	1	40	40	
3.2	County/City Permitting	LS	1	12	12	
	Project Administration	%	2		7	
	Quality Control	%	2		7	
	<b>PARADISE PARK TOTAL HOURS</b>				<b>361</b>	

# ESTIMATE OF WORK EFFORT FOR TECHNICAL PROPOSALS - GRAND TOTAL

Project:

Villages Transportation Trails North of CR 466- Design and Permitting

Client:

VCCDD

Staff Hour Distribution Percentages - Firm Total									
	Hours	Project Manager	Principal	Senior Professional	Professional	CAD Designer	2-Man Field Crew (Survey)	Support Staff	Total
Buena Vista Blvd, District Four	1522	5.0%	2.0%	15.0%	20.0%	47.0%	8.0%	3.0%	100.00%
Buena Vista Blvd, District Three	1310	5.0%	2.0%	15.0%	20.0%	47.0%	8.0%	3.0%	100.00%
El Camino Real	1554	5.0%	2.0%	15.0%	20.0%	47.0%	8.0%	3.0%	100.00%
Morse Boulevard	591	5.0%	2.0%	15.0%	20.0%	47.0%	8.0%	3.0%	100.00%
Saddlebrook Trail	368	5.0%	2.0%	15.0%	20.0%	47.0%	8.0%	3.0%	100.00%
Paradise Park	361	5.0%	2.0%	15.0%	20.0%	47.0%	8.0%	3.0%	100.00%