



VILLAGE OF KEY BISCAINE



Office of the Village Manager

MEMORANDUM

Village Council
Franklin H. Caplan, *Mayor*
Mayra P. Lindsay, *Vice Mayor*
Michael W. Davey
Theodore J. Holloway
Michael E. Kelly
Ed London
James S. Taintor

DATE: September 3, 2013
TO: Honorable Mayor and Members of the Village Council
FROM: John C. Gilbert, Village Manager
RE: Harbor Drive Traffic Calming Maintenance Improvement Project

RECOMMENDATION

It is recommended that the Village Council approve the attached Resolution and Professional Services Agreement (attached as Exhibit A) selecting the engineering firm, Tetra Tech Inc., for the Harbor Drive Traffic Calming Maintenance Improvement Project.

BACKGROUND

The engineering service proposal is for the preparation of construction documents based on as-built drawings for the removal and replacement of the existing five (5) traffic calming devices along Harbor Drive, consisting of three (3) circles and two (2) median dividers. The devices were designed by Tetra Tech Inc. and constructed in the year 2000. Due to heavy traffic and construction vehicles (concrete trucks), the brick pavers, concrete bands and curbs have cracked (see attached photographs, as Exhibit B).

The Village obtained three (3) engineering proposals. Tetra Tech Inc. is the lowest responsible bidder. Tetra Tech Inc. will conduct field data collection, prepare construction documents, bid schedule, award services and submit a detail engineering cost estimate prior to bidding (see attached Scope of Services as Exhibit B). The services are not to exceed \$22,485 and will be funded by the Capital Improvement Fund, Traffic Calming Maintenance line item. The Public Works Division will provide construction management services.

Mrs. Lillian Arango from Weiss Serota Helfman Pastoriza Cole & Boniske provided agreement and attests to form and legal sufficiency.

RESOLUTION NO. 2013- _____

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF KEY BISCAIYNE, FLORIDA, AUTHORIZING ENGINEERING SERVICES FOR HARBOR DRIVE TRAFFIC CALMING IMPROVEMENTS (THE "PROJECT") FROM THE FIRM OF TETRA TECH, INC.; PROVIDING FOR APPROVAL OF THE PROJECT WORK AUTHORIZATION AND AGREEMENT; PROVIDING FOR IMPLEMENTATION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Resolution No. 98-34, the Village of Key Biscayne entered into a series of continuing contracts with engineering firms for necessary services; and

WHEREAS, the engineering firm of Williams Hatfield & Stoner, now known as Tetra Tech, Inc. (the "Engineer") is under a continuing contract with the Village as authorized by Resolution No. 98-34; and

WHEREAS, Tetra Tech submitted its proposal or Work Authorization for engineering services for the Harbor Drive Traffic Calming Improvements ("Project"); and

WHEREAS, the Village finds that it is in the best interest of the Village to utilize the Engineer for the purpose of performing all necessary engineering services for the Project, in accordance with the Agreement attached hereto as Exhibit "A" and Work Authorization.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE VILLAGE COUNCIL OF THE VILLAGE OF KEY BISCAIYNE, FLORIDA, AS FOLLOWS:

Section 1. Recitals Adopted. That each of the above stated recitals is hereby adopted and confirmed.

Section 2. Work Authorized, Specification of Funds. That pursuant to the existing continuing contract between the Village and the Engineer, the performance of additional engineering services for the Project and Work Authorization are hereby authorized.

Section 3. Agreement Approved. That the Village Manager is hereby authorized to execute the Agreement in substantially the form attached hereto as Exhibit "A", for the engineering services authorized hereunder between the Village and the Engineer, once approved by the Village Attorney as to form and legal sufficiency.

Section 4. Implementation.

That the Village Manager is hereby authorized to take any and all action which is necessary to fully implement the purposes of this Resolution, the Work Authorization and the Agreement.

Section 5. Effective Date. That this Resolution shall be effective immediately upon adoption hereof.

PASSED AND ADOPTED this ____ day of September, 2013.

FRANKLIN CAPLAN, MAYOR

ATTEST:

CONCHITA H. ALVAREZ, MMC
VILLAGE CLERK

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

Village Attorney

EXHIBIT "A"
(PROFESSIONAL SERVICES AGREEMENT)

PROFESSIONAL SERVICES AGREEMENT

BETWEEN

THE VILLAGE OF KEY BISCAYNE

AND

TETRA TECH, INC.

THIS AGREEMENT (this "Agreement") is made effective as of the ____ day of _____, 2013 (the "Effective Date"), by and between the **VILLAGE OF KEY BISCAYNE, FLORIDA**, a Florida municipal corporation (hereinafter the "Village"), and **TETRA TECH, INC.**, a Delaware corporation (hereinafter the "Consultant").

WHEREAS, the Consultant and Village, through mutual negotiation, have agreed upon a scope of services, schedule, and fee for professional engineering services for Harbor Drive Traffic Calming Maintenance Improvements (the "Project"); and

WHEREAS, the Village desires to engage the Consultant to perform the services and provide the deliverables as specified below.

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein, the Consultant and the Village agree as follows:

1. **Scope of Services.**

1.1. The Consultant shall furnish such professional services and provide deliverables (the "Services") as described in the Scope of Work or Work Authorization attached hereto and made a part hereof as Exhibit "A" (the "Plan").

2. **Term/Commencement Date.**

2.1 This Agreement shall become effective upon the Effective Date and shall remain in effect until Consultant completes the Services described herein, which Services are scheduled to be completed in accordance with the schedule set forth in the Plan and attached hereto as Exhibit "A", but not to exceed ninety (90) days from the Effective Date of this Agreement, unless earlier terminated in accordance with Paragraph 8.

2.2 Consultant agrees that time is of the essence and Consultant shall complete the Services within the timeframes set forth in the Plan attached hereto as Exhibit "A" and as provided in this Agreement, unless extended by the Village Manager.

3. **Compensation and Payment.**

- 3.1 Compensation for Services provided by Consultant shall be a total lump sum amount of \$22,485.00, in accordance with the compensation or fee schedule set forth in the Plan attached hereto as Exhibit "A."
- 3.2 Consultant shall deliver an invoice to Village no more often than once per month detailing Services completed and the amount due to Consultant under this Agreement. Fees shall be paid in arrears each month, pursuant to Consultant's invoice, which shall be based upon the percentage of work completed for each task invoiced. The Village shall pay the Consultant in accordance with the Florida Prompt Payment Act after approval and acceptance of the Services by the Village Manager.

4. **Subconsultants.**

- 4.1 The Consultant shall be responsible for all payments to any subconsultants and shall maintain responsibility for all work related to the Project.
- 4.2 Consultant may only utilize the services of a particular subconsultant with the prior written approval of the Village Manager, which approval may be granted or withheld in Village Manager's sole discretion.

5. **Village's Responsibilities**

- 5.1 Village shall make available any maps, plans, existing studies, reports and other data pertinent to the Services and in possession of the Village.
- 5.2 Upon Consultant's request, Village shall reasonably cooperate in arranging for access to any real property as required for Consultant to perform the Services.

6. **Consultant's Responsibilities**

- 6.1 The Consultant shall exercise the same degree of care, skill and diligence in the performance of the Services for the Project as is ordinarily provided by a consultant under similar circumstances. If at any time during the term of this Agreement or within two (2) years from the completion of the Project, it is determined that the Consultant's deliverables or services are incorrect, not properly rendered, defective, or fail to conform to the Services for the Project, upon written notification from the Village Manager, the Consultant shall at Consultant's sole expense, immediately correct the work.
- 6.2 The Consultant hereby warrants and represents that at all times during the term of this Agreement it shall maintain in good standing all required

licenses, certifications and permits required under Federal, State and local laws applicable to and necessary to perform the Services for Village as an independent contractor of the Village.

7. **Conflict of Interest.**

7.1 To avoid any conflict of interest or any appearance thereof, Consultant shall not, for the term of this Agreement, provide any consulting services to any private sector entities (developers, corporations, real estate investors, etc.), with any adversarial issues in the Village. For the purposes of this section "adversarial" shall mean any development application where staff is recommending denial or denied an application, or an administrative appeal or court action wherein the Village is a party.

8. **Termination.**

8.1 The Village Manager, without cause, may terminate this Agreement upon five (5) calendar days written notice to the Consultant, or immediately with cause.

8.2 Upon receipt of the Village's written notice of termination, Consultant shall immediately stop work on the Project unless directed otherwise by the Village Manager.

8.3 In the event of termination by the Village, the Consultant shall be paid for all work accepted by the Village Manager up to the date of termination, provided that the Consultant has first complied with the provisions of Paragraph 8.4.

8.4 The Consultant shall transfer all books, records, reports, working drafts, documents, maps, and data pertaining to the Services and the Project to the Village, in a hard copy and electronic format within fourteen (14) days from the date of the written notice of termination or the date of expiration of this Agreement.

9. **Insurance.**

9.1 Consultant shall secure and maintain throughout the duration of this Agreement insurance of such types and in such amounts not less than those specified below as satisfactory to Village, naming the Village as an Additional Insured, underwritten by a firm rated A-X or better by A.M. Best and qualified to do business in the State of Florida. The insurance coverage shall be primary insurance with respect to the Village, its officials, employees, agents and volunteers naming the Village as additional insured. Any insurance maintained by the Village shall be in excess of the Consultant's insurance and shall not contribute to the

Consultant's insurance. The insurance coverages shall include at a minimum the amounts set forth in this Section 9 and may be increased by the Village as it deems necessary or prudent.

- 9.2 Commercial General Liability coverage with limits of liability of not less than a \$1,000,000 per Occurrence combined single limit for Bodily Injury and Property Damage. This Liability Insurance shall also include Completed Operations and Product Liability coverages and eliminate the exclusion with respect to property under the care, custody and control of Consultant. The General Aggregate Liability limit and the Products/Completed Operations Liability Aggregate limit shall be in the amount of \$2,000,000 each.
- 9.3 Workers Compensation and Employer's Liability insurance, to apply for all employees for statutory limits as required by applicable State and Federal laws. The policy(ies) must include Employer's Liability with minimum limits of \$1,000,000.00 each accident. No employee, subcontractor or agent of the Consultant shall be allowed to provide Services pursuant to this Agreement who is not covered by Worker's Compensation insurance.
- 9.4 Business Automobile Liability with minimum limits of \$1,000,000 per Occurrence, combined single limit for Bodily Injury and Property Damage. Coverage must be afforded on a form no more restrictive than the latest edition of the Business Automobile Liability policy, without restrictive endorsements, as filed by the Insurance Service Office, and must include Owned, Hired, and Non-Owned Vehicles.
- 9.5 Professional Liability Insurance in an amount of not less than One Million Dollars (\$1,000,000.00) per occurrence, single limit.
- 9.6 **Certificate of Insurance.** Certificates of Insurance shall be provided to the Village, reflecting the Village as an Additional Insured, no later than ten (10) days after award of this Agreement and prior to the execution of this Agreement by Village and prior to commencing any Services. Each certificate shall include no less than (30) thirty-day advance written notice to Village prior to cancellation, termination, or material alteration of said policies or insurance. The Consultant shall be responsible for assuring that the insurance certificates required by this Section remain in full force and effect for the duration of this Agreement, including any extensions or renewals that may be granted by the Village. The Certificates of Insurance shall not only name the types of policy(ies) provided, but also shall refer specifically to this Agreement and shall state that such insurance is as required by this Agreement. The Village reserves the right to inspect and return a certified copy of such policies, upon written request by the Village. If a policy is due to expire prior to the completion of the

Services, renewal Certificates of Insurance shall be furnished thirty (30) calendar days prior to the date of their policy expiration. Each policy certificate shall be endorsed with a provision that not less than thirty (30) calendar days' written notice shall be provided to the Village before any policy or coverage is cancelled or restricted. Acceptance of the Certificate(s) is subject to approval of the Village.

9.7 **Additional Insured.** The Village is to be specifically included as an Additional Insured for the liability of the Village resulting from Services performed by or on behalf of the Consultant in performance of this Agreement. The Consultant's insurance, including that applicable to the Village as an Additional Insured, shall apply on a primary basis and any other insurance maintained by the Village shall be in excess of and shall not contribute to the Consultant's insurance. The Consultant's insurance shall contain a severability of interest provision providing that, except with respect to the total limits of liability, the insurance shall apply to each Insured or Additional Insured (for applicable policies) in the same manner as if separate policies had been issued to each.

9.8 **Deductibles.** All deductibles or self-insured retentions must be declared to and be reasonably approved by the Village. The Consultant shall be responsible for the payment of any deductible or self-insured retentions in the event of any claim.

9.9 The provisions of this section shall survive termination of this Agreement.

10. **Nondiscrimination.**

10.1 During the term of this Agreement, Consultant shall not discriminate against any of its employees or applicants for employment because of their race, color, religion, sex, or national origin, and to abide by all Federal and State laws regarding nondiscrimination

11. **Attorneys Fees and Waiver of Jury Trial.**

11.1 In the event of any litigation arising out of this Agreement, the prevailing party shall be entitled to recover its attorneys' fees and costs, including the fees and expenses of any paralegals, law clerks and legal assistants, and including fees and expenses charged for representation at both the trial and appellate levels.

11.2 In the event of any litigation arising out of this Agreement, each party hereby knowingly, irrevocably, voluntarily and intentionally waives its right to trial by jury.

12. **Indemnification.**

12.1 Consultant shall indemnify and hold harmless the Village, its officers, agents and employees, from and against any and all demands, claims, losses, suits, liabilities, causes of action, judgment or damages, arising from Consultant's performance or non-performance of any provision of this Agreement, including, but not limited to, liabilities arising from contracts between the Consultant and third parties made pursuant to this Agreement. Consultant shall reimburse the Village for all its expenses including reasonable attorneys' fees and costs incurred in and about the defense of any such claim or investigation and for any judgment or damages arising from Consultant's performance or non-performance of this Agreement.

12.2 The provisions of this section shall survive termination of this Agreement.

13. **Notices/Authorized Representatives.**

13.1 Any notices required by this Agreement shall be in writing and shall be deemed to have been properly given if transmitted by hand-delivery, by registered or certified mail with postage prepaid return receipt requested, or by a private postal service, addressed to the parties (or their successors) at the following addresses:

For the Village: John C. Gilbert
 Village Manager
 Village of Key Biscayne
 88 West McIntyre Street
 Key Biscayne, FL 33149

With a copy to: Stephen J. Helfman, Esq.
 Village Attorney
 Weiss Serota Helfman Pastoriza Cole & Boniske, P.L.
 2525 Ponce de Leon Blvd., Suite 700
 Coral Gables, Florida 33134

For The Consultant: Tetra Tech, Inc.

14. **Governing Law.**

14.1 This Agreement shall be construed in accordance with and governed by the laws of the State of Florida. Venue for any litigation arising out of this Agreement shall be proper exclusively in Miami-Dade County, Florida.

15. **Entire Agreement/Modification/Amendment.**

- 15.1 This writing contains the entire Agreement of the parties and supercedes any prior oral or written representations. No representations were made or relied upon by either party, other than those that are expressly set forth herein.
- 15.2 No agent, employee, or other representative of either party is empowered to modify or amend the terms of this Agreement, unless executed with the same formality as this document.
- 15.3 Consultant represents that is an entity validly existing and in good standing under the laws of Florida. The execution, delivery and performance of this Agreement by Consultant have been duly authorized, and this Agreement is binding on Consultant and enforceable against Consultant in accordance with its terms. No consent of any other person or entity to such execution, delivery and performance is required.

16. **Ownership and Access to Records and Audits.**

- 16.1 Consultant acknowledges that all inventions, innovations, improvements, developments, methods, designs, analyses, drawings, reports and all similar or related information (whether patentable or not) which relate to Services to the Village which are conceived, developed or made by Consultant during the term of this Agreement (“Work Product”) belong to the Village. Consultant shall promptly disclose such Work Product to the Village and perform all actions reasonably requested by the Village (whether during or after the term of this Agreement) to establish and confirm such ownership (including, without limitation, assignments, powers of attorney and other instruments).
- 16.2 All records, books, documents, maps, data, deliverables, papers and financial information (the “Records”) that result from the Consultant providing the Services to the Village under this Agreement shall be the property of the Village.
- 16.3 The Village Manager or his designee shall, during the term of this Agreement and for a period of three (3) years from the date of termination of this Agreement, have access to and the right to examine and audit any Records of the Consultant involving transactions related to this Agreement.
- 16.4 The Village may cancel and terminate this Agreement immediately for refusal by the Consultant to allow access by the Village Manager or his designee to any Records pertaining to work performed under this Agreement that are subject to the provisions of Chapter 119, Florida Statutes.

17. **Nonassignability.**

17.1 This Agreement shall not be assignable by Consultant unless such assignment is first approved by the Village Manager. The Village is relying upon the apparent qualifications and expertise of the Consultant, and such firm's familiarity with the Village's area, circumstances and desires.

18. **Severability.**

18.1 If any term or provision of this Agreement shall to any extent be held invalid or unenforceable, the remainder of this Agreement shall not be affected thereby, and each remaining term and provision of this Agreement shall be valid and be enforceable to the fullest extent permitted by law.

19. **Independent Contractor.**

19.1 The Consultant and its employees, volunteers and agents shall be and remain an independent contractor and not an agent or employee of the Village with respect to all of the acts and services performed by and under the terms of this Agreement. This Agreement shall not in any way be construed to create a partnership, association or any other kind of joint undertaking, enterprise or venture between the parties.

20. **Compliance with Laws.**

20.1 The Consultant shall comply with all applicable laws, ordinances, rules, regulations, and lawful orders of public authorities in carrying out Services under this Agreement, and in particular shall obtain all required permits from all jurisdictional agencies to perform the Services under this Agreement.

21. **Waiver**

21.1 The failure of either party to this Agreement to object to or to take affirmative action with respect to any conduct of the other which is in violation of the terms of this Agreement shall not be construed as a waiver of the violation or breach, or of any future violation, breach or wrongful conduct.

22. **Survival of Provisions**

22.1 Any terms or conditions of either this Agreement that require acts beyond the date of the term of the Agreement, shall survive termination of the

Agreement, shall remain in full force and effect unless and until the terms or conditions are completed and shall be fully enforceable by either party.

23. **Prohibition of Contingency Fees.**

23.1 The Consultant warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Consultant, to solicit or secure this Agreement, and that it has not paid or agreed to pay any person(s), company, corporation, individual or firm, other than a bona fide employee working solely for the Consultant, any fee, commission, percentage, gift, or any other consideration, contingent upon or resulting from the award or making of this Agreement.

24. **Public Entity Crimes Affidavit**

24.1 Consultant shall comply with Section 287.133, Florida Statutes (Public Entity Crimes Statute), notification of which is hereby incorporated herein by reference, including execution of any required affidavit.

25. **Counterparts**

25.1 This Agreement may be executed in several counterparts, each of which shall be deemed an original and such counterparts shall constitute one and the same instrument.

[Remainder of page intentionally left blank]

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the date written below their signatures.

CONSULTANT:

TETRA TECH INC.,
a Delaware corporation

By: _____

Name: _____

Title: _____

Date Executed: _____

IN WITNESS WHEREOF the parties hereto have executed this Agreement on the day and date first above written.

VILLAGE:

**VILLAGE OF KEY BISCAYNE, a
Florida municipal corporation**

By: _____
John C. Gilbert, Village Manager

Date Executed: _____

Attest: _____
Conchita Alvarez, Village Clerk, CMC

Approved as to Form and Legal Sufficiency:

Village Attorney

EXHIBIT "B"

(SCOPE OF SERVICES/WORK AUTHORIZATION)

**WORK AUTHORIZATION PURSUANT TO THE AGREEMENT
FOR PROFESSIONAL SERVICES BETWEEN
VILLAGE OF KEY BISCAYNE
AND CONSULTANT**

DATE: June 7, 2013

WORK AUTHORIZATION FOR PROFESSIONAL SERVICES - DESIGN

PROJECT NO. 200-15760-11003 (KEY BISCAYNE)

TITLE: **HARBOR DRIVE TRAFFIC CALMING MAINTENANCE
IMPROVEMENTS**

I. PROJECT DESCRIPTION

Tetra Tech (CONSULTANT) is pleased to provide this work authorization for professional engineering services for the above referenced project. This project involves preparation of construction documents, based on existing as-builts, for the removal and replacement of the existing five (5) traffic calming devices along Harbor Drive, which includes three (3) traffic circles at Woodcrest Road, West Heather Drive, and Westwood Drive and two (2) median dividers located between Cypress Drive and Harbor Court, and West McIntyre Street and West Enid Drive. See Attachment A. The damaged existing concrete curbs and headers curbs will be replaced with higher strength concrete. Existing brick pavers will be reused.

The purpose of this scope of work is for CONSULTANT to conduct field data collection, preparation of construction documents, prepare bid schedule, and opinion of probable construction cost services for the Harbor Drive Traffic Calming Devices Maintenance Improvements.

II. SCOPE OF SERVICES

The services generally include the following:

- Field Data Collection
- Meetings
- Preparation of construction documents
- Preparation of opinion of probable construction costs (OOPC)

Below is a detailed summary of the services to be provided:

TASK 1. FIELD DATA COLLECTION

- a. CONSULTANT will conduct a field visit to document the existing condition of the traffic calming device curbs and header curbs requiring removal and replacement.
- b. The CONSULTANT will gather available existing plans and specifications of traffic calming devices.

TASK 2. MEETINGS

- a. For the purpose of this proposal, CONSULTANT has budgeted to attend two (2) review/coordination meetings with the VILLAGE during the course of preparing the design plans.
- b. One (1) Coordination meeting with Miami-Dade County Transit will be included in this proposal to discuss the bus route maintenance of traffic
- c. Should the VILLAGE request any further meetings, CONSULTANT will amend this agreement as needed to cover the additional time.

TASK 3. CONSTRUCTION DOCUMENTS

- a. The CONSULTANT will prepare the construction drawings indicating the areas needing removal and replacement of concrete curb.
- b. A preliminary list of the drawings are anticipated to be as follows.
 - i. Cover Sheet, Index of Drawing (1 Sheet)
 - ii. General Notes (1 Sheet)
 - iii. Existing Condition and Demolition (2 Sheets)
 - iv. Rehabilitation Plan (6 sheets)
 - v. Curb and Concrete Details (2 Sheets)
- c. CONSULTANT will submit the rehabilitation drawings to the VILLAGE at the 60% and 100% completion milestones for review.
- d. CONSULTANT will prepare technical specifications which will be submitted to the VILLAGE for review at the milestone completions in item c. above.
- e. The CONSULTANT will submit the engineer's opinion of probable construction cost to the VILLAGE for review at the milestone completions in item c. above.

TASK 4. BIDDING AND AWARD

- a. CONSULTANT will facilitate a pre-bid conference and prepare minutes
- b. CONSULTANT will prepare and transmit Addenda accordingly
- c. CONSULTANT will attend bid opening
- d. CONSULTANT will assist the Village in evaluating the Bids and recommending a bidder to the Village including presentation to the Village Council.

TASK 5. REIMBURSABLE EXPENSES AND OTHER DIRECT COSTS

- a. Reproduction Expenses for preparation of construction drawings
- b. Field supplies and travel to site by CONSULTANT

Services proposed herein **do not include** any geotechnical, surveying, utility verification, ecological services, presentation to Council, bid support, construction administration, inspections, audits or water quality sampling/testing/monitoring, mitigation, permitting, preparation of contract and bidding documents, and maintenance of traffic plans (to be prepared by Contractor), Division I specifications and fees. Whenever these or other services are required that are not included in this Scope, they will be billed for directly to the VILLAGE under a separate work authorization.

III. COMPENSATION

CONSULTANT will provide the above described services and on a Lump Sum basis for a fee of **\$22,485** (twenty two thousand four hundred eighty five dollars). A breakdown of the fee is included below. Services will be invoiced monthly in accordance with percent of work product complete.

Task 1 – Data Collection	\$ 841.00
Task 2 – Meetings	\$ 1,586.00
Task 3 – Construction Documents	\$17,288.00
Task 4 – Bidding and Award	\$ 2,770.00
Task 5 – Reimbursables & ODCs	<u>\$ 150.00</u>
TOTAL	\$22,485.00

IV. SCHEDULE AND COMPLETION

Our work will begin upon execution of Work Authorization. A preliminary schedule per task is summarized below.

	<u>From Acceptance</u>
Task 1 – Field Data Collection	7 days
Task 2 – Meetings	TBD
Task 3 - Preparation of Construction Documents	30 days

V. DELIVERABLES

- (1) Design 60% Plans and Specifications, OOPC and Bid Schedule
- (2) Design 100% Plans and Specifications, OOPC and Bid Schedule

IN WITNESS WHEREOF, the VILLAGE of Key Biscayne, represented by signature of the VILLAGE of Key Biscayne Manager and CONSULTANT has executed this Work Authorization as of the day and year written below:

VILLAGE OF KEY BISCAYNE

CONSULTANT-TETRA TECH

By: _____

John C. Gilbert
Village Manager
Village of Key Biscayne's Special Projects
88 West McIntyre Street, Suite 230
Key Biscayne, FL 33149

Date: _____



By: _____

Ken Caban, PE, BCEE, LEED AP
Southeast Region Manager

Date: June 07, 2013



SCALE: 1" = 500'

TRAFFIC CIRCLE #1
Woodcrest Road &
Harbor Drive

MEDIAN DIVIDER

TRAFFIC CIRCLE #2
West Heather Drive
& Harbor Drive

HARBOR DRIVE TRAFFIC CALMING PROJECT

MEDIAN DIVIDER

TRAFFIC CIRCLE #3
West Wood Drive
& Harbor Drive

TRAFFIC CIRCLE #4
West Mashta Drive
& Harbor Drive

DATE: 5/22/00
WHS PROJECT NO: 4487.01

WILLIAMS, HATFIELD & STONER, INC.
1601 PONCE DE LEON BLVD.
CORAL GABLES, FLORIDA 33146

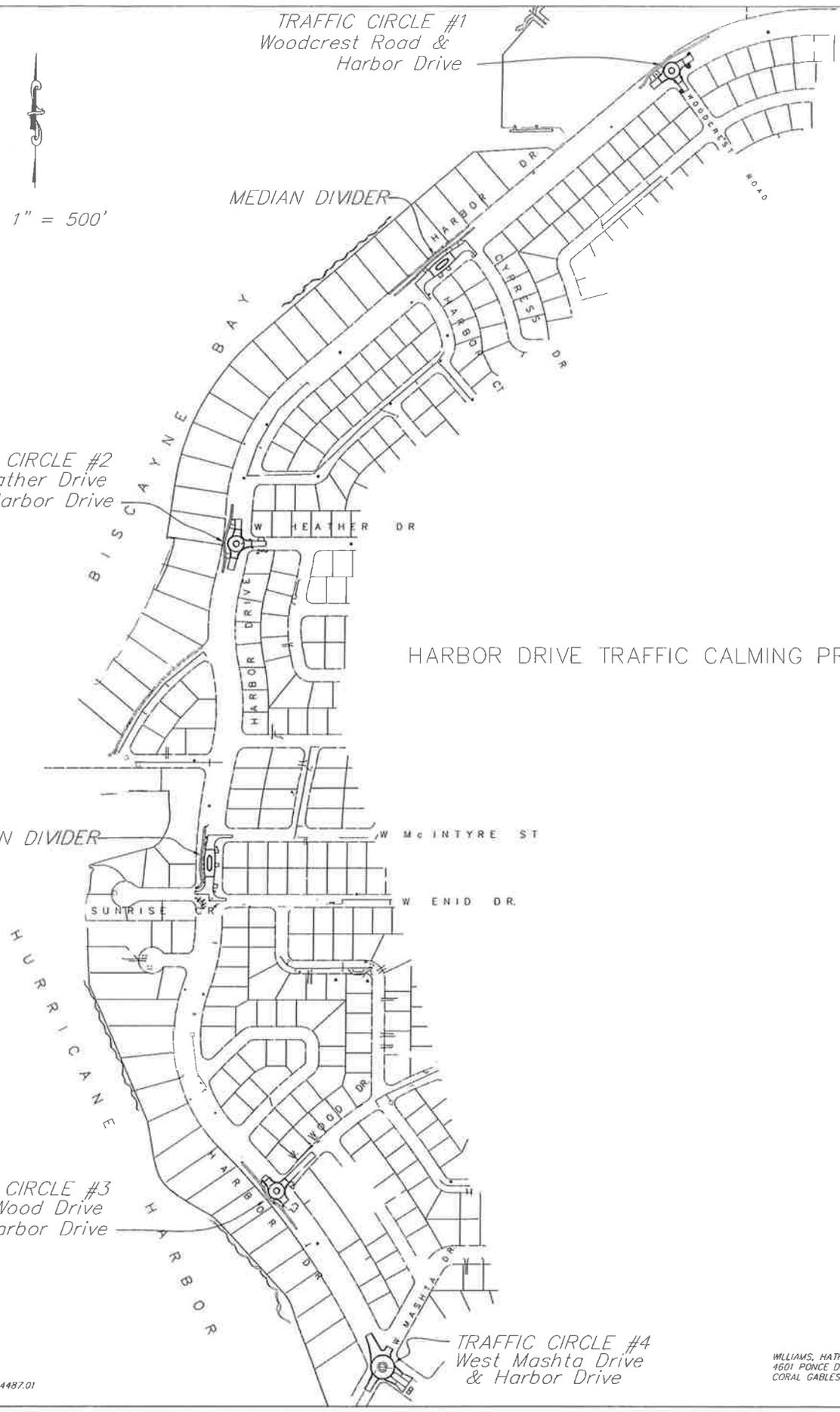
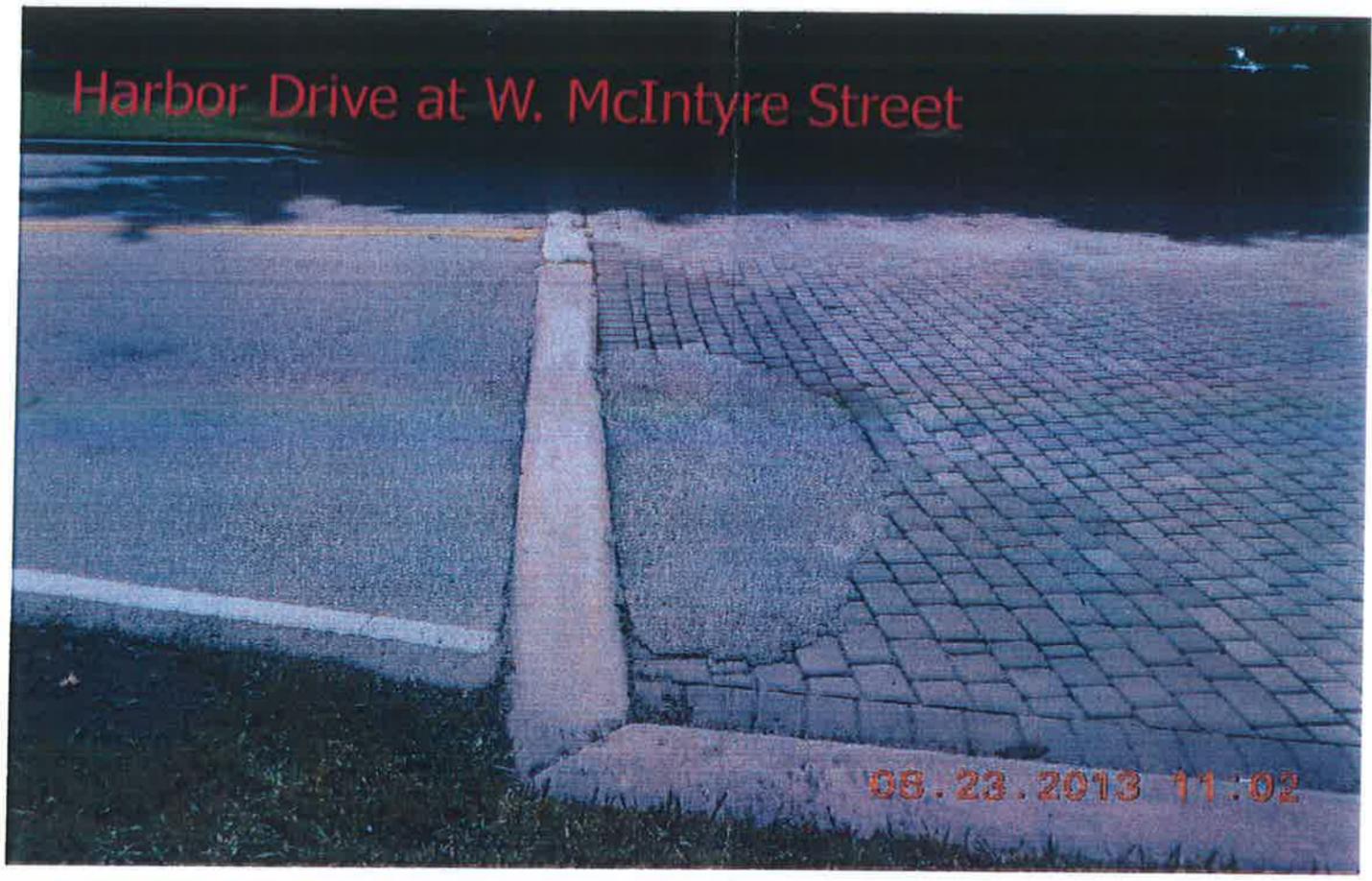


Exhibit C



Harbor Drive at Woodcrest Road

08.23.2013 10:51



Harbor Drive at W. McIntyre Street

08.23.2013 11:02



Harbor Drive at Harbor Court

08.23.2013 10:54



Harbor Drive at W. Heather Drive 08.23.2013 11:07