



PROFESSIONAL SERVICES AGREEMENT

THIS IS AN AGREEMENT, dated the _____ day of _____, **2019**, by and between:

THE CITY OF PEMBROKE PINES, a municipal corporation of the State of Florida with a business address of **601 City Center Way, Pembroke Pines, Florida 33025** (hereinafter referred to as the "CITY")

and

Carollo Engineers, Inc., a Corporation, authorized to do business in the State of Florida, with a business address of **2700 Ygnacio Valley Road, Suite #300, Walnut Creek, CA 94598**, (hereinafter referred to as the "CONSULTANT"). CITY and CONSULTANT may hereinafter be referred to collectively as the "Parties."

R E C I T A L S:

WHEREAS, the CITY is in the preliminary stage of replacing the Water Treatment Plant Lime Feed System; and,

WHEREAS, the CITY desires to engage a CONSULTANT to provide a preliminary design report for the Water Treatment Plant Lime Feed System Replacement project; and,

WHEREAS, on September 17th, 2018, the City Commission approved the findings and recommendation of the evaluation committee for **PSEN-18-02 "Professional Service Providers (Architectural, Engineering, Surveying & Mapping)"** and approved **thirty five (35)** firms to be used in the pool of professional service providers in no particular order, based on the **ten (10)** separate professional service disciplines and in accordance with the Consultant's Competitive Negotiation Act (CCNA - Florida Statute 287.055); and,

WHEREAS, the CITY has evaluated the current statements of qualifications and performance data on file for the pre-qualified pool of professional services providers, regarding the proposed project and has conducted discussions with no fewer than three firms regarding their qualifications, approach to the project, and ability to furnish the required services; and,

WHEREAS, the CITY has selected no fewer than three firms, in order of preference, that were deemed to be the most highly qualified to perform the required services; and,

WHEREAS, in determining whether a firm is qualified, the CITY considered such factors as the ability of professional personnel, past performance, willingness to meet time and budget requirements, location, recent, current, and projected workloads of the firms; and the volume of work previously awarded to each firm by the CITY, with the object of effecting an equitable distribution of contracts among qualified firms, provided such distribution does not violate the principle of selection of the most highly qualified firms; and,



WHEREAS, these are specialized and intricate areas of expertise requiring specific knowledge and skill; and,

WHEREAS, CONSULTANT possesses specific knowledge, skills, abilities, experiences, and expertise in the required areas that would particularly benefit CITY; and,

WHEREAS, CONSULTANT maintains all required licenses necessary to perform the services required by this Agreement; and,

WHEREAS, the CITY has negotiated a contract with CONSULTANT for professional services at compensation which the City determines is fair, competitive and reasonable; and,

WHEREAS, on **January 16th, 2019**, the City Commission awarded CONSULTANT for the **Water Treatment Plant Lime Feed System Replacement project**; and,

WHEREAS, CITY desires to employ CONSULTANT to perform the services required herein for the CITY.

W I T N E S S E T H:

In consideration of the mutual terms and conditions, promises, covenants and payments hereinafter set forth, CITY and CONSULTANT agree as follows:

ARTICLE 1 **PREAMBLE**

The recitations set forth in the above "WHEREAS" clauses are true and correct and incorporated herein by this reference

ARTICLE 2 **SERVICES AND RESPONSIBILITIES**

2.1 CONSULTANT hereby agrees to perform the services for the **Water Treatment Plant Lime Feed System Replacement project**, as more particularly described in **Exhibit "A"** attached hereto and by this reference made a part hereof.

2.2 CONSULTANT shall furnish all services, labor, equipment, and materials necessary and as may be required in the performance of this Agreement, except as otherwise specifically provided for herein, and all work performed under this Agreement shall be done in a professional manner.

2.3 CONSULTANT hereby represents to CITY, with full knowledge that CITY is relying upon these representations when entering into this Agreement with CONSULTANT, that CONSULTANT has the professional expertise, experience and manpower to perform the services to be provided by CONSULTANT pursuant to the terms of this Agreement.

2.4 CONSULTANT assumes professional and technical responsibility for performance of its



services to be provided hereunder in accordance with recognized professional standards of good engineering practice by exercising the skill and ability ordinarily required of engineers performing the same or similar services, under the same or similar circumstances in the State of Florida. If within one year following completion of its services, such services fail to meet the aforesaid standards, and the CITY promptly advises CONSULTANT thereof in writing, CONSULTANT agrees to re-perform such deficient services without charge to the CITY.

2.5 The relationship between CITY and CONSULTANT created hereunder and the services to be provided by CONSULTANT pursuant to this Agreement are non-exclusive. CITY shall be free to pursue and engage similar relationships with other CONSULTANTs to perform the same or similar services performed by CONSULTANT hereunder, so long as no other consultant shall be engaged to perform the specific project(s) assigned to CONSULTANT while CONSULTANT is so engaged without first terminating such assignment. CONSULTANT shall be free to pursue relationships with other parties to perform the same or similar services, whether or not such relationships are for services to be performed within the City of Pembroke Pines, so long as no such relationship shall result in a conflict of interest, ethical or otherwise, with the CITY's interests in the services provided by CONSULTANT hereunder.

2.6 CONSULTANT shall not utilize the services of any sub-consultant without the prior written approval of CITY.

2.7 The CITY shall furnish the CONSULTANT available studies, reports and other data pertinent to the CONSULTANT's services; obtain or authorize the CONSULTANT to obtain or provide additional reports and data as required; furnish to the CONSULTANT services of others required for the performance of the CONSULTANT's services hereunder, and the CONSULTANT shall be entitled to use and rely upon all such information and services provided by the CITY or others in performing the CONSULTANT's services under this Agreement.

2.7 The CONSULTANT has no control over the cost of labor, materials, equipment or services furnished by others, over the incoming water and/or wastewater quality and/or quantity, or over the way the CITY's plant(s) and/or associated processes are operated and/or maintained. Data projections and estimates are based on the CONSULTANT's opinion based on experience and judgment. The CONSULTANT cannot and does not guarantee that actual costs and/or quantities realized will not vary from the data projections and estimates prepared by the CONSULTANT and the CONSULTANT will not be liable to and/or indemnify the CITY and/or any third party related to any inconsistencies between the CONSULTANT's data projections and estimates and actual costs and/or quantities realized by the CITY and/or any third party in the future.

ARTICLE 3

TERM AND TERMINATION

3.1 CONSULTANT shall perform the services identified in Article 2 within the time frame set forth in **Exhibit "A"**, and incorporated herein by reference. Minor adjustments to the timetable for completion approved by City Manager in advance, in writing, will not constitute non-performance by CONSULTANT per this Agreement.



3.2 This Agreement may be terminated by either party for cause, or by either party for convenience, upon **Seven (7) days** written notice by the CITY to CONSULTANT in which event the CONSULTANT shall be paid its compensation for services performed to termination date. [NOTE: CONSULTANT may not terminate existing assignments for convenience after they have been accepted as addendums to this Agreement.] In the event that the CONSULTANT abandons this Agreement or causes it to be terminated, CONSULTANT shall indemnify the CITY against any loss pertaining to this termination up to a maximum of the full contracted fee amount. All finished or unfinished documents, data, studies, plans, surveys, and reports prepared by CONSULTANT shall become the property of CITY and shall be delivered by CONSULTANT to CITY immediately.

3.3 CONSULTANT shall perform the services as identified in **Exhibit "A"** attached hereto and made part hereof.

ARTICLE 4 **COMPENSATION AND METHOD OF PAYMENT**

4.1 CONSULTANT shall be entitled to invoice CITY on a monthly basis for services performed. The invoice shall include, but not be limited to, date of service, the amount of time spent, a description of the service, and any other information reasonably required by CITY. The compensation shall not exceed **SEVENTY-NINE THOUSAND, SEVEN HUNDRED AND FIFTY DOLLARS (\$79,750.00)**.

4.2 CITY will make its best efforts to pay CONSULTANT within thirty (30) days of receipt of proper invoice the total shown to be due on such invoice.

4.3 All payments shall be governed by the Local Prompt Payment Act, as set forth in Part VII, Chapter 218, Florida Statutes.

4.4 Payment will be made to CONSULTANT at:

Carollo Engineers, Inc.
P.O. Box 30835
Salt Lake City, UT 84130-0835

ARTICLE 5 **CHANGES TO SCOPE OF WORK AND ADDITIONAL WORK**

5.1 CITY or CONSULTANT may request changes that would increase, decrease, or otherwise modify the Scope of Services, as described in **Exhibit "A,"** to be provided under this Agreement as described in Article 2 of this Agreement. These changes will affect the monthly compensation accordingly. Such changes or additional services must be in accordance with the provisions of the Code of Ordinances of the CITY, and must be contained in a written amendment, executed by the parties hereto, with the same formality, equality and dignity herewith prior to any deviation from the terms of this Agreement, including the initiation of any additional or extra work.



5.2 In no event will the CONSULTANT be compensated for any work which has not been described in a separate written agreement executed by the parties hereto.

ARTICLE 6

INDEMNIFICATION

6.1 CONSULTANT shall indemnify and hold harmless and defend the CITY, its trustees, elected and appointed officials, agents, servants and employees from and against any and all claims, demands, or causes of action of whatsoever kind or nature sustained by the CITY or any third party to the extent caused by from negligent acts, errors, or omissions of CONSULTANT, its agents, servants or employees in the performance under this Agreement, for all costs, losses and expenses, including but not limited to, damages to persons or third party property, judgments and attorneys' fees arising out of or in connection with the performance by CONSULTANT pursuant to this Agreement. Notwithstanding the foregoing, in the event the subject action alleges negligence on the part of the CONSULTANT and/or the CITY, or any third party not under contract with the CONSULTANT, the CONSULTANT's obligations regarding the CITY's defense under this paragraph include only the reimbursement of the CITY's reasonable defense costs (including, but not limited to, attorney fees) incurred by the City as well as any amount paid to settle the case or judgement award.

6.2 CONSULTANT shall indemnify CITY for all loss, damage, expense or liability including, without limitation, court costs and attorneys' fees that may result by reason of any infringement or claim of infringement of any patent, trademark, copyright, trade secret or other proprietary right due to services furnished pursuant to this Agreement. CONSULTANT will defend and/or settle at its own expense any action brought against the CITY to the extent that it is based on a claim that products or services furnished to CITY by CONSULTANT pursuant to this Agreement, or if any portion of the services or goods furnished in the performance of the service becomes unusable as a result of any such infringement or claim.

6.3 CONSULTANT'S aggregate liability shall not exceed the proceeds of insurance required to be placed pursuant to this Agreement plus the compensation received by CONSULTANT, or extend to any claims brought subsequent to the expiration of warranty period outlined above. The CITY's rights and remedies and CONSULTANT's liabilities as set forth in this Agreement, are exclusive, and the CITY hereby releases CONSULTANT from all further or subsequent liability, whether based in contract or tort and irrespective of fault, negligence, or strict liability.

6.4 The parties recognize that various provisions of this Agreement, including but not necessarily limited to this Section, provide for indemnification by the CONSULTANT and that Florida Statutes §725.06 requires a specific consideration be given therefor. The parties therefore agree that the sum of **Ten Dollars and 00/100 (\$10.00)**, receipt of which is hereby acknowledged, is the specific consideration for such indemnities, and the providing of such indemnities is deemed to be part of the specifications with respect to the services to be provided by CONSULTANT. Furthermore, the parties understand and agree that the covenants and representations relating to this indemnification provision shall serve the term of this Agreement and continue in full force and effect as to the party's responsibility to indemnify.



ARTICLE 7 **INSURANCE**

7.1 The CONSULTANT shall indemnify and hold harmless the CITY and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorneys' fees and costs of defense, which the CITY or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of this Agreement by the CONSULTANT or its employees, agents, servants, partners principals or subcontractors. The CONSULTANT shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the CITY, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorney's fees which may issue thereon. The CONSULTANT expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by the CONSULTANT shall in no way limit the responsibility to indemnify, keep and hold harmless and defend the CITY or its officers, employees, agents and instrumentalities as herein provided.

7.2 CONSULTANT shall not commence work under this Agreement until it has obtained all insurance required under this paragraph and such insurance has been approved by the Risk Manager of the CITY nor shall the CONSULTANT allow any subcontractor to commence work on his subcontract until all similar such insurance required of the subcontractor has been obtained and similarly approved.

7.3 Certificates of Insurance, reflecting evidence of the required insurance, shall be filed with the City's Risk Manager prior to the commencement of this Agreement. Policies shall be issued by companies authorized to do business under the laws of the State of Florida. The insurance company shall be rated no less than "A" as to management, and no less than "Class VI" as to financial strength according to the latest edition of Best's Insurance Guide published by A.M. Best Company.

7.4 Policies shall be endorsed to provide the CITY thirty (30) days notice of cancellation or the CONSULTANT shall obtain written agreement from its Agent to provide the CITY thirty (30) days notice of cancellation.

7.5 Insurance shall be in force until all obligations required to be fulfilled under the terms of the Agreement are satisfactorily completed as evidenced by the formal acceptance by the CITY. In the event the insurance certificate provided indicates that the insurance shall terminate and lapse during the period of this Agreement, then in that event, the CONSULTANT shall furnish, at least forty-five (45) days prior to the expiration of the date of such insurance, a renewed certificate of insurance as proof that equal and like coverage for the balance of the period of the Agreement and extension thereunder is in effect. The CONSULTANT shall not commence nor continue to provide any services pursuant to this Agreement unless all required insurance remains in full force and effect. CONSULTANT shall be liable to CITY for any lapses in service resulting from a gap in insurance coverage.

7.6 REQUIRED INSURANCE



7.6.1 Comprehensive General Liability Insurance written on an occurrence basis including, but not limited to: coverage for bodily injury and property damage, personal & advertising injury, products & completed operations, and contractual liability. Coverage must be written on an occurrence basis, with limits of liability no less than:

1. Each Occurrence Limit - \$1,000,000
2. Fire Damage Limit (Damage to rented premises) - \$100,000
3. Personal & Advertising Injury Limit - \$1,000,000
4. General Aggregate Limit - \$2,000,000
5. Products & Completed Operations Aggregate Limit - \$2,000,000

Products & Completed Operations Coverage shall be maintained for two (2) years after the final payment under this contract.

The City of Pembroke Pines must be shown as an additional insured with respect to this coverage.

7.6.2 Worker's Compensation and Employers Liability Insurance covering all employees, and/or volunteers of the CONSULTANT engaged in the performance of the scope of work associated with this Agreement. In the case any work is sublet, the CONSULTANT shall require the subcontractors similarly to provide Workers Compensation Insurance for all the latter's employees unless such employees are covered by the protection afforded by the CONSULTANT. Coverage for the CONSULTANT and his subcontractors shall be in accordance with applicable state and/or federal laws that may apply to Workers' Compensation Insurance with limits of liability no less than:

1. Workers' Compensation: Coverage A – Statutory
2. Employers Liability: Coverage B \$500,000 Each Accident
 \$500,000 Disease – Policy Limit
 \$500,000 Disease – Each Employee

If CONSULTANT claims to be exempt from this requirement, CONSULTANT shall provide CITY proof of such exemption along with a written request for CITY to exempt CONSULTANT, written on CONSULTANT letterhead.

7.6.3 Comprehensive Auto Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the performance of work under this Agreement, with a combined single limit of liability for bodily injury and property damage no less than:

1. Any Auto (Symbol 1)
 Combined Single Limit (Each Accident) - \$1,000,000
2. Hired Autos (Symbol 8)
 Combined Single Limit (Each Accident) - \$1,000,000
3. Non-Owned Autos (Symbol 9)
 Combined Single Limit (Each Accident) - \$1,000,000



7.6.4 Professional Liability/Errors & Omissions Insurance, when applicable, with a limit of liability no less than \$1,000,000 per negligent/wrongful act. This coverage shall be maintained for a period of no less than two (2) years after final payment of the contract.

7.6.5 Sexual Abuse may not be excluded from any policy.

7.7 REQUIRED ENDORSEMENTS

7.7.1 The City of Pembroke Pines shall be named as an Additional Insured on each of the General Liability policies required herein

7.7.1 Waiver of all Rights of Subrogation against the CITY

7.7.3 30 Day Notice of Cancellation or Non-Renewal to the CITY

7.7.4 CONSULTANTS' policies shall be Primary & Non-Contributory

7.7.5 All policies shall contain a "severability of interest" or "cross liability" liability clause without obligation for premium payment of the CITY

7.7.6 The City of Pembroke Pines shall be named as a Loss Payee on all Property and/or Inland Marine Policies as their interest may appear.

7.8 CONSULTANT shall name the CITY, as an additional insured on each of the General Liability policies required herein.

7.9 Any insurance required of the CONSULTANT pursuant to this Agreement must also be required by any subcontractor in the same limits and with all requirements as provided herein, including naming the CITY as an additional insured, in any work that is subcontracted unless such subcontractor is covered by the protection afforded by the CONSULTANT and provided proof of such coverage is provided to CITY. The CONSULTANT and any subcontractors shall maintain such policies during the term of this Agreement.

7.10 The City reserves the right to require any other additional types of insurance coverage and/or higher limits of liability it deems necessary based on the nature of work being performed under this Contract.

ARTICLE 8

INDEPENDENT CONTRACTOR

8.1 This Agreement does not create an employee/employer relationship between the parties. It is the intent of the parties that the CONSULTANT is an independent contractor under this Agreement and not the CITY's employee for all purposes, including but not limited to, the application of the Fair Labor Standards Act minimum wage and overtime payments, Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, the State Workers' Compensation Act, and the State unemployment insurance law. The CONSULTANT shall retain sole and absolute discretion in the judgment of the manner and means of carrying out CONSULTANT's activities and responsibilities hereunder provided, further that administrative procedures applicable to services rendered under this Agreement shall be those of CONSULTANT, which policies of CONSULTANT shall not conflict with CITY, State, H.U.D., or United States policies, rules or regulations relating to the use of CONSULTANT's Funds provided



for herein. The CONSULTANT agrees that it is a separate and independent enterprise from the CITY, that it has full opportunity to find other business, that it has made its own investment in its business, and that it will utilize the prevailing standard of care, by exercising the skill and ability ordinarily required of engineers performing the same or similar services, under the same or similar circumstances in the State of Florida. This Agreement shall not be construed as creating any joint employment relationship between the CONSULTANT and the CITY and the CITY will not be liable for any obligation incurred by CONSULTANT, including but not limited to unpaid minimum wages and/or overtime premiums.

ARTICLE 9

VENUE

9.1 This Agreement shall be governed by the laws of the State of Florida as now and hereafter in force. Venue for actions arising out of this agreement shall be in Broward County, Florida.

ARTICLE 10

PUBLIC RECORDS

10.1 The City of Pembroke Pines is public agency subject to Chapter 119, Florida Statutes. The CONSULTANT shall comply with Florida's Public Records Law. Specifically, the CONSULTANT shall:

10.1.1 Keep and maintain public records required by the CITY to perform the service;

10.1.2 Upon request from the CITY's custodian of public records, provide the CITY with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in chapter 119, Fla. Stat., or as otherwise provided by law;

10.1.3 Ensure that public records that are exempt or that are confidential and exempt from public record disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and, following completion of the contract, CONSULTANT shall destroy all copies of such confidential and exempt records remaining in its possession after the CONSULTANT transfers the records in its possession to the CITY; and

10.1.4 Upon completion of the contract, CONSULTANT shall transfer to the CITY, at no cost to the CITY, all public records in CONSULTANT's possession. All records stored electronically by the CONSULTANT must be provided to the CITY, upon request from the CITY's custodian of public records, in a format that is compatible with the information technology systems of the CITY.

10.2 The failure of CONSULTANT to comply with the provisions set forth in this Article shall constitute a Default and Breach of this Agreement, for which, the City may terminate the Agreement.

**IF THE CONSULTANT HAS QUESTIONS REGARDING THE
APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO**



**THE CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS
RELATING TO THIS CONTRACT, CONTACT THE
CUSTODIAN OF PUBLIC RECORDS AT**

**CITY CLERK
601 CITY CENTER WAY, 4th FLOOR
PEMBROKE PINES, FL 33026
(954) 450-1050
mgraham@ppines.com**

**ARTICLE 11
MISCELLANEOUS**

11.1 **Ownership of Documents.** Reports, surveys, plans, studies and other data provided in connection with this Agreement are and shall remain the property of CITY whether or not the project for which they are made is completed. City hereby agrees to use CONSULTANT's work product for its intended purposes.

11.2 **Records.** CONSULTANT shall keep such records and accounts and require any and all subcontractors to keep records and accounts as may be necessary in order to record complete and correct entries as to personnel hours charged to this engagement, and any expenses for which CONSULTANT expects to be reimbursed. Such books and records will be available at all reasonable times for examination and audit by CITY and shall be kept for a period of ten (10) years after the completion of all work to be performed pursuant to this Agreement. Incomplete or incorrect entries in such books and records will be grounds for disallowance by CITY of any fees or expenses based upon such entries. All records shall be maintained and available for disclosure, as appropriate, in accordance with Chapter 119, F.S.

11.3 **Assignments; Amendments.** This Agreement, and any interests herein, shall not be assigned, transferred or otherwise encumbered, under any circumstances, by CONSULTANT without the prior written consent of CITY. For purposes of this Agreement, any change of ownership of CONSULTANT shall constitute an assignment which requires CITY approval. However, this Agreement shall run to the benefit of CITY and its successors and assigns.

It is further agreed that 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.

11.4 **No Contingent Fees.** CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for CONSULTANT to solicit or secure this Agreement, and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide 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, CITY shall have the right to



terminate the Agreement without liability at its discretion, to deduct from the contract price, or otherwise recover the full amount of such fee, commission, percentage, gift or consideration.

11.5 **Notice.** Whenever any party desires to give notice unto any other party, 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 and the remaining party, at the places last specified, and the places for giving of notice shall remain such until they shall have been changed by written notice in compliance with the provisions of this section. For the present, CONSULTANT and CITY designate the following as the respective places for giving of notice:

CITY Charles F. Dodge, City Manager
City of Pembroke Pines
601 City Center Way
Pembroke Pines, Florida 33025
Telephone No. (954) 450-1040

Copy To: Samuel S. Goren, City Attorney
Goren, Cherof, Doody & Ezrol, P.A.
3099 East Commercial Boulevard, Suite 200
Fort Lauderdale, Florida 33308
Telephone No. (954) 771-4500
Facsimile No. (954) 771-4923

Consultant **Chuck Sinclair, Senior Vice President**
Carollo Engineers, Inc.
3440 Hollywood Blvd., Suite #465
Hollywood, FL 33021
E-mail: csinclair@carollo.com
Telephone No: 954-414-8645
Facsimile No: 954-837-0035

11.6 **Binding Authority.** Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement.

11.7 **Headings.** Headings herein are for convenience of reference only and shall not be considered on any interpretation of this Agreement.

11.8 **Exhibits.** Each Exhibit referred to in this Agreement forms an essential part of this Agreement. The exhibits if not physically attached should be treated as part of this Agreement and are incorporated herein by reference.

11.9 **Severability.** If any provision of this Agreement or application thereof to any person or



situation shall to any extent, be held invalid or unenforceable, the remainder of this Agreement, and the application of such provisions to persons or situations other than those as to which it shall have been held invalid or unenforceable shall not be affected thereby, and shall continue in full force and effect, and be enforced to the fullest extent permitted by law.

11.10 **Extent of Agreement.** This Agreement represents the entire and integrated agreement between the CITY and the CONSULTANT and supersedes all prior negotiations, representations or agreements, either written or oral.

11.11 **Legal Representation.** It is acknowledged that each party was represented by counsel in the preparation of and contributed equally to the terms and conditions of this Agreement and, accordingly, the rule that a contract shall be interpreted strictly against the party preparing same shall not apply herein due to the joint contributions of both parties.

11.12 **Counterparts and Execution.** This Agreement may be executed in multiple originals or counterparts, each of which shall be deemed to be an original and together shall constitute one and the same agreement. Execution and delivery of this Agreement by the Parties shall be legally binding, valid and effective upon delivery of the executed documents to the other party through facsimile transmission, email, or other electronic delivery.

11.13 **Third Parties.** The services to be performed by the CONSULTANT are intended solely for the benefit of the CITY. No person or entity not a signatory to this Agreement shall be entitled to rely on the CONSULTANT's performance of its services hereunder, and no right to assert a claim against the CONSULTANT by assignment of indemnity rights or otherwise shall accrue to a third party as a result of this Agreement or the performance of the CONSULTANT's services hereunder.

11.14 **PURSUANT TO SECTION 558.0035, FLORIDA STATUTES, AN INDIVIDUAL EMPLOYEE OR AGENT OF THE CONSULTANT MAY NOT BE HELD INDIVIDUALLY LIABLE FOR ECONOMIC DAMAGES RESULTING FROM NEGLIGENCE UNDER THIS AGREEMENT IF THE CONDITIONS OF SECTION 558.0035 ARE SATISFIED**

11.15 **Scrutinized Companies.** CONSULTANT, its principals or owners, certify that they are not listed on the Scrutinized Companies that Boycott Israel List, Scrutinized Companies with Activities in Sudan List, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or is engaged in business operations with Syria. In accordance with Florida Statute 287.135, as amended, a company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with any agency or local governmental entity for goods or services if:

11.15.1 Any amount of, at the time bidding on, submitting a proposal for, or



entering into or renewing such contract, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to s. 215.4725 or is engaged in a boycott of Israel; or

11.15.2 One million dollars or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company:

11.15.2.1 Is on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to s. 215.473; or

11.15.2.2 Is engaged in business operations in Syria.

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IN WITNESS OF THE FOREGOING, the parties have set their hands and seals the day and year first written above.

CITY:

CITY OF PEMBROKE PINES, FLORIDA

ATTEST:

MARLENE D. GRAHAM, CITY CLERK

By: _____
CHARLES F. DODGE, CITY MANAGER

APPROVED AS TO FORM:

OFFICE OF THE CITY ATTORNEY

CONSULTANT:

Carollo Engineers, Inc.

By: _____

Name: _____

Title: _____

STATE OF _____)

COUNTY OF _____)

BEFORE ME, an officer duly authorized by law to administer oaths and take acknowledgments, personally appeared _____ as _____ of Carollo Engineers, Inc., a company authorized to conduct business in the State of Florida, and acknowledged execution of the foregoing Agreement as the proper official of Carollo Engineers, Inc. for the use and purposes mentioned in it and affixed the official seal of the corporation, and that the instrument is the act and deed of that corporation.

IN WITNESS OF THE FOREGOING, I have set my hand and official seal at in the State and County aforesaid on this _____ day of _____, 2019.

NOTARY PUBLIC

(Name of Notary Typed, Printed or Stamped)

TRANSMITTED VIA EMAIL

Jonathan N. Cooper, P.E.
Public Services Engineer
City of Pembroke Pines
Public Services Department
Division of Environmental Services
8300 South Palm Drive
Pembroke Pines, FL 33025

Subject: Scope of Work and Fee Estimate for the City of Pembroke Pines WTP Lime Feed System Replacement

Dear Mr. Cooper:

As requested, we have prepared the following proposed scope of services for the subject project.

Background

The City of Pembroke Pines (City) owns the City of Pembroke Pines Water Treatment Plant (WTP), which is operated by Jacobs. The WTP is rated for a peak capacity of 18 mgd but currently produces an average of 14 mgd. The WTP utilizes upflow solids contact clarifiers (SCCs) to remove calcium hardness as a first step in the treatment for producing potable water. Lime is added to increase the pH and for hardness reduction. The lime softening system consists of three storage silos, each with a 1,000 lb./hr. slaker coupled with lime feed pumps and other ancillary equipment. Each of the three lime feed systems was designed as a dedicated system intended to feed a specific SCC, with some redundancy to feed another, if needed.

The City selected Carollo Engineers, Inc. (Carollo) through a competitive selection process to develop an Engineering Report and preliminary design for the replacement of the existing lime feed system as the system is aged and in need of replacement. Carollo visited the WTP on October 30, 2018 and met with the City and Jacobs personnel to discuss the scope of work of subject project.

This proposed Scope of Work is for the engineering services for the lime feed system replacement project and is based on the items discussed at the site visit which are summarized below:

- The scope is for the replacement of all three lime feed systems with a lime feed system that provides flexibility and full redundancy to the WTP operations. Three of the four SCCs must operate at all times. The proposed lime feed system should be capable of feeding each SCC in lieu of the existing dedicated lime feed system for each SCC.
- Carollo will evaluate lime slaker technologies and the site constraints to accommodate a centralized lime feed system.
- The scope will include the preliminary design of miscellaneous electrical and I&C upgrades, including a telemetry system to integrate the new lime feed system controls with the Plant HMI and SCADA systems.

Scope of Work

The scope of services provides for preparation of an Engineer's Report including preliminary design and a cost estimate for the lime feed system replacement. This work will be conducted in the following tasks:

- Task 1: Project Management
- Task 2: Technical Memorandum and Schematic Design
- Task 3: Preliminary Design Services

These tasks are described in the following sections.

Task 1: Project Management

Task - 1.1 Project Management. CAROLLO will establish internal project controls to monitor status, budget, staffing, and scheduled on an on-going basis. Budget and schedule status will be reviewed by CAROLLO weekly. The project manager will communicate at least monthly, and on an as-needed basis with the City to keep them informed of the project status and to discuss upcoming tasks, deliverables, etc.

Task 1.2 - Project Meetings/Workshops. CAROLLO will prepare meeting agendas and notes to document discussions, decisions, and work progress. During preliminary and final design activities, CAROLLO will participate in the following meetings to discuss the project and review deliverables as discussed below.

Kickoff Meeting: Within one week of authorization from the City, CAROLLO will attend an initial one (1) hour kickoff meeting with City and Jacobs staff. At a minimum, the kickoff meeting agenda is expected to include the following:

- Introduction of project team members
- Primary lines of communication
- Review of project background and scope
- Project schedules and milestones

Schematic Design and Technical Memorandum Review Meeting: CAROLLO will attend one (1) design review meeting after submission of the schematic design and technical memorandum to discuss with City staff and obtain review comments. CAROLLO will schedule the meeting with the City's project manager and issue design review meeting minutes.

Preliminary Design Review Meeting: CAROLLO will attend one (1) design review meeting after submission of the preliminary design submittal to discuss with City staff and obtain the City review comments. CAROLLO will schedule the meeting with the City's project manager and issue design review meeting minutes.

Deliverables for Task 1:

- Agenda and Meeting Notes - one (1) electronic PDF file to be delivered to each meeting attendee

Task 2: Technical Memorandum and Schematic Design

Task 2.1- Define Existing Conditions. Carollo will visit the project site and review existing drawings and information. Carollo will create an existing conditions plan based on available drawings, surveys, field observations, field measurements, and operator input.

This plan will be finalized and provided to the City for review and comments. Once vetted by the City and finalized this plan will be used to further develop pre-design details.

Task 2.2 - Process Flow Diagram. A process flow diagram will be developed for the improvements, including the following critical features:

- Flow path of the dry lime and lime slurry, including silos, slakers, slurry tanks, slurry feed pumps, feed piping, and feed points in each clarifier.
- Points of connections to existing facilities or pipes.
- Pumps, valves, motors, and ancillary items.
- Instrumentation such as flow meters, pressure sensors, level sensors, and electrical actuators.

Task 2.3 - Technical Memorandum. Carollo will review and compare two lime slaker technologies, including the batch process, as developed by RDP Technologies, and the conventional slaking process, as developed by Integrity Municipal Systems (IMS). The results of the evaluation will be included in a technical memorandum. The technical memorandum will also provide a summary of the design criteria for the following disciplines: process mechanical, structural, electrical, and instrumentation. The technical memorandum will include a process flow diagram, a plan view identifying improvements, a section drawing showing a concept of the new lime feed building, a Class V engineer's opinion of probable construction cost (EOPCC), and a projected construction schedule. A draft technical memorandum will be submitted to the City for review. Any review comments will be incorporated into the final memorandum.

Deliverables for Task 2:

1. Draft Technical Memorandum (PDF digital file only)
2. Final Technical Memorandum (five signed and sealed originals and a PDF digital file)

Task 3: Preliminary Design Services

CAROLLO will provide a Preliminary Design submittal based upon the information developed during the Technical Memorandum. Plans will be prepared in Microstation latest version with Carollo standard fonts. Existing Record Drawings will be used as reference to create base sheets. An Engineer's Report will be

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developed documenting the basis of the design, an updated EOPCC, and an estimated schedule for construction.

The Preliminary Design drawings to be submitted will be:

- Two General Sheets (Cover and Index Sheet)
- Demolition Plan Sheets for the existing Lime Silos
- Yard Piping Plan
- Proposed Lime System Mechanical Plan
- Electrical Online Diagram
- Lime Feed System P&ID

Deliverables for Task 3:

- Drawings – Two hard copies of bound 11" x 17" drawings and one electronic PDF of the full sized drawings
- Engineer's Report – Two hard copies bound and one electronic PDF
- Engineer's Opinion of Probable Construction Cost - Two hard copies and one electronic PDF file

Quality Management

CAROLLO will provide internal quality reviews for each phase of the design prior to issuance to the City. CAROLLO will utilize the services of senior and experienced professional engineers across the disciplines represented in the design.

SCHEDULE

The following is the anticipated schedule for our pre-design phase services. All dates are calendar dates.

- *Kickoff Meeting*: Within one week of notice to proceed (NTP) from the City
- *Technical Memorandum and Schematic Design*: 45 days after NTP
- DRAFT Preliminary Design Submittal: 60 days after receiving comments from the City
- FINAL Preliminary Design Submittal: 30 days after receiving comments to the DRAFT Design Submittal from the City

ASSUMPTIONS

The following are assumptions related to the scope of work:

1. Cost for survey and geotechnical investigation is not included. The City will retain the services of a surveyor and geotechnical firm and provide Carollo with a topographical survey and geotechnical information of the selected site for the new lime feed system.
2. One silo/slaker/feed system can be taken out of service at a time.

Jonathon N. Cooper, PE
City of Pembroke Pines
November 2, 2018

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FEE

Compensation for professional services shall be based on a time and materials basis with a not to exceed fee of \$79,750.00. See Exhibit A - Fee Estimate for fee breakdown.

Sincerely,
CAROLLO ENGINEERS, INC.

A handwritten signature in blue ink, appearing to read 'C. T. Sinclair', with a stylized flourish at the end.

Charles T. Sinclair, P.E.
Senior Vice President

Enclosures: Exhibit A - Fee Estimate

cc: Juan Oquendo, PE
Chris Reinbold, P.E.