

THE CITY OF ZEPHYRHILLS, FLORIDA

EXHIBIT F - TASK ASSIGNMENT JE 14-08

Methodology Statement and Traffic Study Review

I. PURPOSE

This is a Task Assignment to the Continuing Service Engineering Services Contract DATED July 8, 2013 between THE CITY OF ZEPHYRHILLS (CITY), Florida and JONES EDMUNDS & ASSOCIATES, INC. (CONSULTANT) and made a part thereof. The purpose of this Task Assignment is to specify the required services of the CONSULTANT to provide Engineering services when and as authorized by the CITY's representative, when deemed necessary.

II. METHOD OF COMPENSATION

Payment shall be in accordance with the Continuing Service Contract dated July 8, 2013 for Engineering Services. Compensation for all services, material, supplies, training, reimbursable expenses, and any other items or requirements necessary to complete the work as described herein shall be on a time and materials basis and not exceed four thousand five hundred dollars (\$4,500.00) payable at the rates attached hereto. At no time shall work fees exceed said amount of compensation herein without a written and executed Task Assignment.

III. WARRANTY

The CONSULTANT warrants that the plans, specifications, and studies produced as a result of this Task Assignment are produced in accordance with generally accepted professional standards as to completeness, correctness, and suitability for the purpose intended.

IV. PROCESS

The following Task Assignment Process shall be followed when Engineering Services are required. The Engineering Services Consultant shall provide a complete and detailed proposal to include material and labor and shall submit its proposal in the following format to the CITY for review, revision, and approval.

The Engineering Services Consultant, at minimum, shall be required to provide the following detail in their proposal:

Attachment 1 - Scope of Work

Attachment 2 - Truth in Negotiation Certificate (*as required per Florida Statutes*)

All Attachments to this Exhibit F are required for a complete Task Assignment to the Continuing Service Contract for Engineering Services.

ATTACHMENT 1 - SCOPE OF WORK

All terms used herein shall have the same meaning as defined in the Agreement unless otherwise noted herein. In consideration of the mutual covenants and agreements set forth in Attachments 1 and 2, the CITY and CONSULTANT agree, by signature, to the details negotiated in this Task Assignment.

Scope of Work

The CONSULTANT will assist the CITY with a methodology statement and review of a traffic study for a proposed development located on an undeveloped 15-acre parcel of land. The methodology statement will use the CITY's Land Development Code to ensure that the traffic study complies with the applicable requirements and guidelines. Services will be performed in three stages.

The first stage will be a meeting with the project stakeholders to discuss the traffic study methodology statement as the outline for conducting the traffic study of the proposed development. The developer's agent will send a copy of the agreed-on methodology statement to the CITY and CONSULTANT after the meeting. The methodology statement will be approved by the CITY and the CONSULTANT before the traffic study begins.

The second stage will consist of a detailed review of the prepared traffic study to ensure compliance with the methodology statement and the applicable requirements and guidelines of the CITY'S Land Development Code. The CONSULTANT will provide comments, if necessary.

The third stage, if necessary, will consist of a second detailed review of the prepared traffic study to ensure compliance with the previous review comments.

Exclusions and Conditions

The following items are exclusions to or conditions of this Scope of Work:

- Additional effort beyond this Scope of Work will be covered under a separate task assignment or an increase to this task assignment.
- Only one face-to-face meeting with the CITY/developer's agent is assumed.
- The developer's agent will prepare and submit the methodology statement.
- The developer's agent will conduct and prepare the traffic study after the methodology statement is approved. The developer's agent will comply with the approved methodology statement and all requirements and guidelines of the CITY'S Land Development Code.
- Only one round of review comments will be provided to the developer's agent.

ATTACHMENT 2 - TRUTH IN NEGOTIATION CERTIFICATE

The wage rates and other factual unit costs supporting the compensation under the Agreement between the CITY OF ZEPHYRHILLS, Florida and JONES EDMUNDS & ASSOCIATES, INC., dated July 8, 2013 are accurate, complete and current as of the time of entering into the contract. This Certificate is executed in Compliance with Section 287.055 (5) (a) of the Florida Statutes.

DATED this _____ day of September, 2014.

By: _____ (affiant's signature)

STATE OF FLORIDA
COUNTY OF ALACHUA

BEFORE ME, the undersigned authority, personally appeared Kenneth S. Vogel, PE, Senior Vice President of Jones Edmunds & Associates, Inc. who, after first being duly sworn, deposes and says that the foregoing Truth In Negotiation Certificate is true and correct to the best of his knowledge, information and belief.

SWORN TO AND SUBSCRIBED before me on this _____ day of September, 2014 by Kenneth S. Vogel, PE. He is personally known to me.

NOTARY'S SIGNATURE AND SEAL

Type or Print Name
COMMISSION SEAL/NUMBER:

Signature

IN WITNESS THEREOF, the above parties have executed this instrument, the name of each party being affixed and these present duly signed by its undersigned representative, pursuant to authority of its governing body

OWNER:
The City of Zephyrhills, FL

By: Steve Spina
Steve Spina, City Manager

Date Approved: 9/10/14

CONSULTANT:
Jones Edmunds & Associates, Inc.

we
By: Douglas M. Toth
Douglas M. Toth, PhD, PE, Senior Vice President

ATTEST:

By: Linda D. Boan
Linda Boan, City Clerk

Title: _____
Date: _____

ATTEST:

By: Nicola Staton

Print Name: Nicola Staton
Title: Senior Document Production Asst