

INDIVIDUAL PROJECT ORDER NUMBER 3

Describing a specific agreement between Kimley-Horn and Associates, Inc. (the “Consultant” or “Kimley-Horn”), and Board of Sumter County Commissioners (the “Client” or the “County”) in accordance with the terms of the Master Agreement for Continuing Engineering Services dated September 22, 2020, which is incorporated herein by reference.

Identification of Project:

Project: Bushnell Canal Easement Coordination

Client: Sumter County Board of County Commissioners

Project Understanding:

Sumter County is acquiring a number of easements from private property owners in southwest Sumter County. The purpose of these easements is to grant access and maintenance rights to the County so that they may perform periodic maintenance to a network of drainage canals.

Under this IPO, Kimley-Horn will assist Sumter County by providing defined professional assistance as noted in the below scope of services.

The majority of the legal descriptions for the proposed easements have been provided by Sumter County, as prepared by the Wantman Group, Inc (twenty-two total). Kimley-Horn is not responsible for the accuracy or completeness of those descriptions. If for any reason Sumter County determines that the prior descriptions require any modification Kimley-Horn may perform that work subject to a scope and fee contract amendment.

Kimley-Horn will retain a professional survey subconsultant to provide the scope as noted in the scope of services below. Any additional work is subject to a scope and fee contract amendment.

It is our understanding that Sumter County staff will oversee the coordination efforts with the County Attorney’s Office and with the property owners to procure and record the easements. As requested, Kimley-Horn will provide a limited amount of general coordination services to Sumter County for issues that may arise where our services may be helpful. Coordination beyond that limited amount would be subject to a scope and fee contract amendment.

Specific Scope of Basic Services:

Task 1 – Coordination and Survey Support Services

- A. Kimley-Horn will attend a kickoff meeting (virtual) with Sumter County staff and County Attorney staff to discuss the project and establish a project schedule and work plan.
- B. Kimley-Horn will retain a professional surveying subconsultant to perform the following services:
 - 1) Generally review the Sketch of Descriptions prepared by Wantman Group, Inc., Job: 1470.27 and verify locations based on previously collected information. Contains 5 parcels.
 - 2) Generally review Sketch of Descriptions prepared by Wantman Group, Inc., Job: 1470.35 and verify locations based on previously collected information. Contains 17 parcels.
 - 3) Review publicly available plans prepared by Sumter County Recreation and Water Conservation and Control Authority Right of Way Maps to determine if any existing easements or rights of way may exist via those data sources.
 - 4) Determine overall parcel descriptions to be used for Owners & Encumbrance reports.

- 5) Plot vesting deeds for parent parcels.
 - 6) Create an estimated four Sketch of Descriptions for access from a public right of way to portions of the afore mentioned canal easements prepared by the Wantman Group. Horizontal data will meet or exceed Standards of Practice as set forth by the Florida Board of Professional Surveyors and Mappers in Chapter 5J-17.050-052, Florida Administrative Code, pursuant to Section 472.027, Florida Statutes. Descriptions for each parcel will be tied to vesting deeds or nearest section corner or corners of recorded.
- C. Kimley-Horn's survey subconsultant will prepare a Sketch of Description for access based on the location of the existing drainage ditch area starting between CR613 and SW22nd Way and traveling south and southwest to the point of intersection with the identified drainage ditch scope at CR615. This appears to begin at the terminus of Easement B (CR615) and extend to C 476, for an approximate distance of 4,000 linear feet.
- D. Kimley-Horn and/or our survey subconsultant will provide a limited amount of assistance to Sumter County to coordinate the easement procurement, teleconferences with County staff and legal counsel, etc. That is defined as up to 20 hours (total) of Kimley-Horn and/or survey subconsultant staff assistance.
- E. Kimley-Horn's survey subconsultant will provide an Ownership & Encumbrance (O&E) report for an estimated twenty-seven (27) parcels. The O&E reports will have a 60-year search history.

Kimley-Horn is providing this service as a pass-through expense to Sumter County. The County acknowledges that the O&E searches may not reveal every encumbrance that might exist on the subject properties. If a more detailed level of surety is desired it is recommended that the work be performed through an attorney's office.

Schedule:

Kimley-Horn will provide the above scope of services to meet a mutually agreeable schedule.

Additional Services if required:

Any services not specifically identified within this IPO are not included. Should additional services be needed, Kimley-Horn will prepare a separate IPO for processing.

Method of Compensation:

Services under this IPO will be provided on a time and materials basis in accordance with the attached Table A. The labor total to complete this project is estimated to not exceed \$59,560.00. Further, the O&E Reports described in Task 1.E will be provided as a direct expense for twenty-seven (27) parcels at an estimated cost of \$500 per parcel (\$13,500.00).

Services provided under this will be invoiced monthly. All invoices will include a description of services provided.


Attachments: Table A

ACCEPTED:

BOARD OF SUMTER COUNTY COMMISSIONERS

KIMLEY-HORN AND ASSOCIATES, INC.

BY: _____

BY:  _____

Richard V. Busche, P.E.

TITLE: _____

TITLE: Senior Vice President

DATE: _____

DATE: March 1, 2021

**TABLE A
FEE ESTIMATE FOR PROFESSIONAL SERVICES**

PROJECT: BUSHNELL CANAL EASEMENT COORDINATION	FILE NO. IPO 3
CLIENT: BOARD OF SUMTER COUNTY COMMISSIONERS	DATE: FEB 2021
KHA PM: RICHARD V. BUSCHE, P.E.	
BASIS FOR ESTIMATE: APPROVED RATES PER RFQ 030-0-2020/RS	

TASK NO.	DESCRIPTION	DIRECT LABOR (MAN-HOURS)					
		Principal Engineer	Project Engineer	Support Staff	LABOR HOURS	SUB (\$)	LABOR TOTAL
		\$ 225.00	\$ 135.00	\$ 70.00	--	--	--
1A-1.D	KICKOFF AND SURVEY DESCRIPTIONS	16.0	36.0	10.0	62.0	\$ 46,800	\$ 55,960
1.E	LIMITED COORDINATION ASSISTANCE	10.0	10.0		20.0		\$ 3,600
1.F	60-YEAR O&E REPORTS FOR 27 PARCELS, EXPENSE ESTIMATED AT \$500 PER PARCEL				0.0	\$ 13,500	\$ 13,500
TOTALS		26.0	46.0	10.0	82.0		\$ 73,060.00