

March 20, 2019

Via Email

Jack Baker

President

DAG Architects

1223 Airport Road,

Destin, Florida 32541

**Re: Restored Glory Church
Agreement for Professional Services**

Dear Mr. Baker:

Dewberry is pleased to provide this proposal for professional services for the above referenced project located on US19 in Monticello, Florida. The tax identification number is 00-00-00-0310-0002-0110 and is located in District 2 of the City.

It is our understanding that the church is constructing a new building with associated parking, stormwater pond, driveway connection and utilities. This project involves site modifications for the addition the new building. As part of this project, we will permit with City of Monticello, obtain a historical clearance letter from the state, prepare a stormwater permit application for the project, and prepare an FDOT (Florida Department of Transportation) driveway connection permit and utility connection permit, and the Northwest Florida Water Management District Environmental Resource Permit (ERP). All permit fees will be paid by the owner.

The site does not appear to be located in the historic district, a flood zone or a wetland.

We will include the survey cost for our proposal as separate task for the site. This will include establishing the boundary and obtaining all topographic survey information and features on site.

Our detailed Scope of Services and Fee Proposal are included below. In an effort to assist you with the above referenced project, we offer the following Professional Services:

I. SCOPE OF BASIC SERVICES

A. Boundary And Topographic Survey

DEWBERRY shall:

Obtain a boundary and topographic survey required to prepare construction plans. The information will be used for site plan and permitting with the City of Monticello. The survey will be prepared by a Florida registered surveyor.

1. Boundary Survey
2. Topographic survey of the site.
3. Location of above ground utilities.
4. Location of below ground utilities as marked by others or school board.
5. Location of permittable sized trees.
6. Horizontal and vertical control tied to NAVD '88 and NAD 1983 datums.
7. Location of nearest water and sewer to site.
8. Location and inverts on any sanitary or storm water structures within the property limits

B. Conceptual Design

DEWBERRY shall:

Prepare 2 conceptual plans for approval from the owner. The plans for the development will assess both on and offsite impacts and design improvements. Once approved, geotechnical services will be obtained.

C. Pre-Application Meetings

DEWBERRY shall:

1. Prepare a concept plan for the owner approval. Once the approval has been made we will meet with the permitting agencies; City, NFWFMD, and FDOT about permitting
Two Pre-Application meetings with the County to go over the Pre-Application review comments. (Comments may reveal items that are not covered in this proposal and may require additional services)

D. Construction Plans 60%

DEWBERRY shall:

1. Prepare 60% Plans that will include complete proposed improvements in accordance with the local requirements. The plans will include the Boundary and Topographic Survey; Site Plan and Horizontal Control Plan; Paving, Grading and Drainage Plan; Potable Water and Sanitary Sewer Service Plans; Site Access Details; and associated construction details.

E. Stormwater Design

DEWBERRY shall:

1. Prepare a detailed stormwater report for the site to meet state and local requirements, as well as best engineering practices for the site. This will be used for permitting with the local and state agencies for this project.

F. City Permitting

DEWBERRY shall:

Prepare City permit applications for approval, by the City of Monticello. This will include meetings and response to comments. Any variances required for this project is not included in the scope of work and will be additional services.

1. Prepare 60% construction level plans will be used for the submittal.
2. Prepare the water/sewer concept plan to be included as a part of the Site Plan Review application. This plan will address any on-site fire main extensions that will be required to serve the proposed uses on the site.
3. Address any comments regarding the site plan that are issued by the review staff. This effort does not anticipate major site plan modifications. This process does not anticipate any modifications to the existing pond on site.
4. Participate in the site plan review meeting(s) and coordination of the "sign off" process that follows the approval.

G. Northwest Florida Water Management District Permitting

DEWBERRY shall:

We are proposing to permit the project with the Northwest Florida Water Management District (NFWFMD). For this DPR shall:

Prepare the Environmental Resource Permit (ERP) application for review by the WMD. The NFWFMD will address stormwater design. The stormwater management facility analysis will document the adequate type and size of the existing facility to be constructed per the City's requirements. This task will include:

1. Complete detailed Environmental Management Permit plans for the proposed improvements in accordance with the approved site plan. The plans will include the Boundary and Topographic Survey; Site Plan and Horizontal Control Plan; Paving, Grading and Drainage Plan; Potable Water and Sanitary Sewer Service Plans; Site Access Details; and associated construction details. (Survey provided by others)
2. Complete stormwater management calculations will be submitted in accordance the regulations for the new stormwater facility.

H. FDOT Permitting

DEWBERRY shall:

1. Prepare an FDOT driveway connection permit. If a traffic study is required or other improvements within the right of way, additional services will be needed to address the FDOT requirements.
2. FDOT will also obtain a utility permit for the utility connection on US19. If a drainage connection permit is required, additional services will be required.

I. Construction Plans

Dewberry shall provide complete detailed construction plans for the proposed development that are suitable for bidding. The plans will include the Boundary and Topographic Survey; Site Plan and Horizontal Control Plan; Typical Road sections; Paving, Grading and Drainage Plan; Potable Water and Sanitary Sewer Service Plans; Code Minimum Landscape Plan, Site Access Details; and associated construction details. This will include any necessary plans for construction.

J. Construction Administration And Project Closeout

DEWBERRY shall:

1. Attend one (1) pre-construction meeting and respond to valid questions from the contractor.
2. DEWBERRY shall make no more than ten (10) official site visits to observe as an experienced and qualified design professional the progress and quality of the executed work and to determine in general if the work is proceeding in accordance with the contract documents for the site work. This includes paving, grading, drainage, and water/sewer utilities.

3. DEWBERRY shall not be responsible for the means, methods, techniques, sequences, or procedures of construction selected by contractor(s) or the safety precautions and programs incident to the work of contractor(s). DEWBERRY | PREBLE RISH efforts will be directed toward providing assurance for the Client that the completed project will conform to the contract documents, but shall not be responsible for failure of the contractor(s) to perform the construction work in accordance with the contract documents. During such visits and on the basis of the on-site observations, DEWBERRY | PREBLE RISH shall keep the Client informed of the progress of the work, shall endeavor to guard against defects and deficiencies in the work of the contractor(s), and may disapprove or reject work as failing to conform to the contract documents.
4. Complete an engineering review of the as-built survey for each phase for conformance to the permitted construction plans. This as-built survey shall be provided by the contractor. The as-built survey must be signed and sealed by a Professional Surveyor and Mapper. Coordinate revisions to as-builts as required by the County.
5. Coordinate a final inspection with Leon County School Staff and County Growth Management staff. This proposal includes two (2) inspections: punch list inspection and final inspection.
6. Upon acceptable completion of the construction by the contractor, prepare and submit a Stormwater Compliance Certificate and a Stormwater Operating Permit to Leon County.

We propose to perform the tasks listed above for the Lump Sum Fee below.

Project Fees		
A	Boundary and Topographic Survey	\$4,200.00
B	Conceptual Design	\$2,500.00
C	Pre-Application	\$1,200.00
D	60% Construction Plans	\$4,500.00
E	Stormwater Design	\$3,000.00
F	City Permitting	\$3,500.00
G	Northwest Florida Water Management District Permitting	\$3,000.00
H	FDOT Permitting	\$3,500.00
I	Construction Plans	\$3,000.00
J	Construction Administration and Project Closeout	\$2,500.00
	Total Design Cost	\$30,900.00

II. CLIENT'S RESPONSIBILITIES

- A. Authorization to proceed with each service outlined in our proposal.
- B. Provide DEWBERRY with any CAD files to assist with permitting and design of the project.
- C. Provide DEWBERRY with any information, agreements, and/or restrictions that may be in effect on the property and impact the design guidelines or criteria for the project.
- D. There may be stringent restrictions set forth on the property; it is the client's responsibility to notify DEWBERRY of any such restriction before design begins.
- E. Contract directly with a geo-technical consultant for their services, if required.
- F. Provide DEWBERRY with the final building footprints in an electronic (AutoCAD) format.

G.

III. ADDITIONAL SERVICES

Services authorized by the Client other than those specifically listed above shall be considered Additional Services for which the Client shall compensate DEWBERRY | PREBLE RISH at current hourly rates for the actual personnel involved in the tasks per the attached rate schedule. Additional services may include the following:

- A. Revising drawings, specifications, or other documents when such revisions are inconsistent with written approval or instructions previously given or are due to causes beyond the control of DEWBERRY | PREBLE RISH.
- B. Design of offsite roadway improvements beyond typical driveway connection points.
- C. Completion of any design variances.
- D. Preparation of off-site utility adjustment and/or utility services plans or permits beyond connections to existing utilities in adjacent parcels or rights-of-way.
- E. Completion of any offsite stormwater modeling that may be required by the County or other agencies to evaluate upstream or downstream impacts.
- F. Preparation of any traffic analysis for this project. Such analyses could include, but are not limited to, on-site trip generation, off-site distribution, turn lane analyses, and intersection analyses.
- G. Rezoning of property.
- H. Variance request.
- I. Any redesign due to changes required in the event additional laws, regulations or policies are promulgated by governmental agencies subsequent to the date of this Agreement.
- J. In the event changes are requested by Client once a concept/design plan is complete and accepted, all work connected therewith shall be treated as additional services and paid for accordingly.
- K. Any work associated with establishing 100-year floodplain elevation and any work associated with establishing drainage tailwater conditions.
- L. FDOT Drainage Connection Permit applications and calculations.
- M. Services during construction including bidding, attendance at meetings, pay request reviews, shop drawing reviews, etc.
- N. Off-site survey necessary to revise and/or adjust any existing limited partition boundaries.
- O. Express Mail.
- P. Copies of Plans in Excess of 6 sets each for Site Plan and Environmental Management Permit, not including copies required for permitting.
- Q. Landscape Plans outside of permit required trees.

IV. EXCLUDED SERVICES:

- A. Geotechnical Engineering
- B. Wetland delineation or other biological services
- C. Structural Engineering
- D. Traffic Engineering

If you have any questions or comments, please me a call at 850.354.5181. We look forward to the opportunity of working with you.

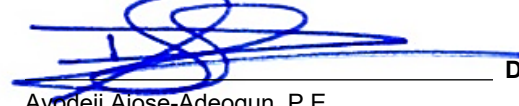
Sincerely,

DEWBERRY ENGINEERS INC.



Deji Ajose-Adeogun, PE
Senior Project Manager

DEWBERRY



Ayodeji Ajose-Adeogun, P.E.

Date: 12.21.2016

CLIENT

Jack Baker, Owner

Date: _____

Date: _____

DAG Architects
1223 Airport Road,
Destin, Florida 32541

Billing address