



February 14, 2025

Mr. Dean Mealy
Town of Palm Beach
951 Old Okeechobee Boulevard, Suite A
West Palm Beach, Florida 33401

**Re: *Bradley Place Roadway Improvements
Town of Palm Beach, Florida***

Dear Mr. Mealy:

Kimley-Horn and Associates, Inc. ("Kimley-Horn") is pleased to submit this agreement to the Town of Palm Beach ("the Client", "Town" or "You") for providing professional engineering services associated with development of design plans related to the proposed improvements along Bradley Place between Sunrise Avenue and Royal Poinciana Way in the Town of Palm Beach, Florida.

Project Understanding

It is our understanding that the Town desires to restripe and reduce the lane widths on Bradley Place between Royal Poinciana Way and Sunset Avenue and to widen Bradley Place to the east between Sunset Avenue and Sunrise Avenue to provide a dedicated northbound right turn lane. We have prepared this agreement to prepare roadway design plans.

Scope of Services

Task 1 – Roadway Design Plan Preparation

The roadway and intersection improvement design will begin on Bradley Place just north of Royal Poinciana Way and extend to Sunrise Avenue. Kimley-Horn will develop roadway design and prepare roadway and intersection improvement plans at a scale of 1" = 40' (11"x17" PDF) to implement the improvements to Bradley Place. These improvements entail milling and resurfacing to restripe Bradley Place from Royal Poinciana Way to Sunset Avenue to provide four 11' travel lanes (southbound right turn, southbound through, northbound through and a combined northbound through and right turn lanes) and an 11' loading zone lane on the east side of the road. The improvements also include milling and resurfacing with 4' of widening on the east side of Bradley Place from Sunset Avenue to Sunrise Avenue to provide four 10' travel lanes (southbound through, southbound left turn, northbound through and a northbound right turn lanes). The existing sidewalk along the east side of Bradley Place from Sunset Avenue to Sunrise Avenue will be reduced in width to 6' and the rest of the existing sidewalk will remain. Final plans will utilize survey planimetrics for background that was recently received from Avirom and Associates, Inc. Design cross sections at 50' intervals to confirm grading limits and details. Pavement structure will match the existing pavement design and what is shown in the Standards Applicable to Public Rights-of-Way and Easements Within the Town of Palm Beach document.

It is understood that the Town owns and maintains the right-of-way for Bradley Place, Sunset Avenue and Sunrise Avenue. All improvements will remain within Town right-of-way. The improvements will avoid impacts to any landscaping or hardscaping aspects of Bradley Park.

Kimley-Horn will review existing conditions within Bradley Place right-of-way and modify existing drainage systems to account for the proposed roadway changes. Proposed drainage modifications will maintain existing drainage patterns and receiving systems. Drainage analysis does not include stormwater modeling of any system or area outside the project's limits of construction. New storm water ponds and/or dry detention areas are not proposed in this drainage scope due to lack of right-of-way. It is expected that water quantity attenuation measures for this project will not be required since runoff will continue to discharge into the same existing water bodies. We will prepare working drainage maps to show existing and proposed drainage improvements in plan view. We will prepare drainage structure cross sections at locations of proposed structures to show utility conflicts and to evaluate solutions. It is not expected that improvements to existing outfalls will be required under this project. The scope does not include analysis of existing systems outside of the project limits, which may include areas outside the roadway or outfalls extending beyond Bradley Place right-of-way.

Kimley-Horn will coordinate with the Town to develop traffic control notes. Contractor will be required to submit their own traffic control plans for review and approval by the Town prior to construction.

The FDOT Standard Specifications will be followed for the design of the intersection improvements. Any specifications outside of the FDOT Standard Specifications will be included as part of the phase submittals.

Kimley-Horn will prepare signing and marking plans at a scale of 1" = 40' (11"x17" PDF) to address re-establishment of pavement markings as a result of the proposed roadway and intersection improvements. Standards will be according to the Manual on Uniform Traffic Control Devices (MUTCD) and FDOT Standard Plans (latest edition). Kimley-Horn will show required notes and details for items that deviate from published standards.

Kimley-Horn will submit 60% Plans to the Town of Palm Beach Public Works Department and attend one plan review meeting with Town staff. Kimley-Horn will address the comments provided by the Town and implement the comments into the final 100% plans.

Kimley-Horn will prepare an Opinion of Probable Construction Cost (OPC) for each submittal. Kimley-Horn has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on information known to the Consultant at this time and represent only the Consultant's judgement as design professionals familiar with the construction industry. The Consultant cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

Kimley-Horn will conduct collect and review as-built documents of the existing facilities. Kimley-Horn will conduct one site visit to observe the field conditions that may influence the design.

This task also includes activities related to initiating, planning, executing, controlling, and closing the project. Kimley-Horn will attend an initial kick-off meeting to review project elements, scope and schedule. Additionally, Kimley-Horn will communicate with designated Town staff (via phone, teleconference, email, etc.) to provide coordination between designated Town staff and the designer. Provision, monitoring, and updating of the schedule of services being provided is also included.

Kimley-Horn will attend the scheduled project meetings virtually as described below during the design phase of the project:

- Project kick off meeting (1)
- Design progress submittal meetings (up to six (6))

Sheet List:

- Key Sheet
- Summary of Pay Items
- General Notes
- Roadway Plans (up to 2 sheets)
- Cross Sections at 50' intervals
- Miscellaneous Construction Details
- Drainage Details
- Traffic Control Notes
- Signing and Pavement Marking Plans (up to 2 sheets)

Deliverables:

- 60% Submittal and Permit Plans – 11"x17" PDF Format
- Final Submittal 100% Plans – 11"x17" PDF Format
- Opinion of Probable Construction Cost

Task 2 – Lighting Exhibit Preparation

Kimley-Horn will assist the Town with the lighting photometric analysis by utilizing light fixture information based on FPL LED Lighting Solutions. Kimley-Horn will perform two (2) site lighting designs including one (1) corridor lighting analysis and one (1) intersection lighting retrofit based on the selected fixture in accordance with 2018 Florida Greenbook lighting criteria. The photometric analysis will be based on a post top light fixture and pole selected by the Town of Palm Beach from FPL LED Lighting Solutions. The photometric analysis will account for existing street lighting provided by FPL. Based on the photometric analysis approved by the Town, additional deliverables include a lighting design memorandum documenting pedestrian lighting. The lighting memorandum will include design criteria, photometric results and supporting documentation.

Kimley-Horn will prepare, and coordinate lighting layout exhibits with FPL to allow FPL to design the lighting system. Kimley-Horn will use utility information obtained in Task 3 to review the light pole locations for constructability. This coordination will include one round of comment incorporation from FPL. FPL will provide the completed plans to be included as part of the bid package for the Town's

selected contractor to implement. FPL will install lights, wires, and pull permits and work directly with the Town. FPL will provide Kimley-Horn with quantities for conduits and pullboxes corresponding to their completed plans to be included with in the overall project quantity table for bidding.

Task 3 – Utility Coordination

Due to the location of existing above ground and below ground utilities along the proposed roadway and intersection improvement areas, utility coordination and relocation is anticipated. A design ticket will be called into Sunshine 811 so that utility companies having infrastructure in the area can be identified. Available record drawings and data for the project area will be collected and reviewed to assess impacts on the roadway design. Kimley-Horn will continue to coordinate and provide plan sheets to utility agency owners (UAO's) to identify their existing and proposed facilities and to determine if they have compensable rights; request estimates from UAO's of any compensable rights and include it in the project's cost from Task 1. Coordination with the Town's Phase 8 Underground Conversion project will be performed to determine if accommodations or adjustments need to be made to the improvements for Bradley Place and/or Phase 8 Undergrounding so both projects can be implemented. Based on UAO's marked plans, confirm existing utilities in the roadway design are shown in the provided survey base file. Construction plans for relocation of any utilities can be performed as additional services once the conflicts are determined. Conduct up to one combined utility coordination meetings and three (3) meetings with individual UAOs to resolve potential conflicts.

Prepare potential conflict matrix and provide with progress plans to UAOs. Coordinate resolution of utility conflicts and request utility relocation schedules from UAO's. Once construction commences, the Town will be responsible for providing the contractor with the completed utility relocation schedules to ensure any relocation work will occur concurrently with construction. Kimley-Horn can assist with the coordination of the utility relocation schedules as additional services once the project progresses to construction.

Task 4 – Permitting

Since no widening that creates an additional traffic lane for vehicular traffic is anticipated, we anticipate that the proposed improvements can be exempt from a SFWMD Environmental Resource Permit per F.A.C. Section 62-330.051 under the following conditions:

(4) Bridges, Driveways, and Roadways

(c) Minor roadway safety construction, alteration, maintenance, and operation, provided:

1. There is no work in, on, or over wetlands other than those in drainage ditches constructed in uplands;
2. There is no reduction in the capacity of existing swales, ditches, or other systems legally in existence under Chapter 403 or Part IV of Chapter 373, F.S.;
3. All work is conducted in compliance with subsection 62-330.050(9), F.A.C.; and
4. The work is limited to:
 - a. Sidewalks having a width of six feet or less;
 - b. Turn lanes less than 0.25 mile in length, and other safety-related intersection improvements; and
 - c. Road widening and shoulder paving that does not create additional traffic lanes and is

necessary to meet current, generally accepted roadway design and safety standards.

Although this project may be exempt from permitting, we will need to demonstrate to the District that the proposed improvements will not increase authorized discharge and decrease in required retention/detention.

Kimley-Horn has no control over the actions of jurisdictional agencies and is not a party to agreements between the Client and others. Accordingly, professional opinions as to the status of permits and entitlements or the suitability for a specific purpose herein and professional opinions as to the probability and timeframe for approvals are made on the basis of professional experience and available data. Kimley-Horn does not guarantee that the outcome of permits and entitlements or suitability will not vary from its opinions. Because its opinions are based upon limited site investigation and scope of services, Kimley-Horn does not guarantee that all issues affecting the site have been investigated.

No other permit agency submittals are included in this scope of services other than those identified above. If permits are issued for this project, the conditions and expiration dates are the sole responsibility of the Town. Kimley-Horn is not responsible for extending time limited entitlements or permits.

It is understood the permit application fees will be paid for directly by the Town and are not included as part of this scope.

Deliverables: SFWMD Permit Exemption Letter

Task 5 – Bid Phase Services

We will attend the pre-bid meeting and provide answers to questions during the bidding process. We will review the bid proposal of the apparent low bidder and provide a summary memo of our findings. It is understood that the Town will administer the bidding process in-house.

Additional Services

The following services are not included in the scope of services but can be provided as additional services if authorized by the Client. Compensation for additional services will be agreed to prior to their performance.

- Additional Survey
- Plan revisions outside of those described in the above tasks
- Additional permits outside of those described in the above tasks
- Utility relocation plans
- Technical Specifications Package
- Pavement Design
- Drainage Pipe Video and Inspection
- Attendance at additional meetings or at public hearings
- Preparation of emergency vehicle pre-emption plans

- Traffic counts to determine initial signal timings
- Preparation of additional plan sets
- Post Design Services

Schedule

We will provide our services as expeditiously as practical to meet a mutually agreed upon schedule.

Fee And Billing

Kimley-Horn will perform the services described in this Scope of Services for the above tasks on an hourly basis in accordance with our Contract with the Town. We recommend that a budget of \$174,306.02 be established for the project. A breakdown of this fee is attached to this proposal.

Closure

In addition to the matters set forth herein, our Agreement shall include and be subject to, and only to, the terms and conditions in the Professional Services Agreement between the Town of Palm Beach and Kimley-Horn and Associates, Inc., dated December 5, 2024, which are incorporated by reference. As used in the Agreement, the term "CONSULTANT" shall refer to Kimley-Horn and Associates, Inc., and the term "TOWN" or "CLIENT" shall refer to The Town of Palm Beach.

If you concur in all the foregoing and wish to direct us to proceed with the services, please notify us by providing a purchase order for the scope and fees described above.

We appreciate the opportunity to propose these services to you.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

By:



Kevin Schanen, P.E.
Sr. Vice President



Adam B. Kerr, P.E.
Project Manager