



**BOARD OF COUNTY COMMISSIONERS**

**DATE:** November 18, 2014

**AGENDA ITEM NO.** 25

**Consent Agenda** ☐

**Regular Agenda** ☒

**Public Hearing** ☐

**County Administrator's Signature**

**Subject:**

Approval of Ranking and Final Negotiated Agreement – Professional Engineering Consulting Services Dunedin Causeway Bridge (PID 000423A) Project Development & Environment (PD & E) Study  
Contract No. 134-0092-NC(RM)

**Department:**

Engineering and Technical Support / Purchasing

**Staff Member Responsible:**

Kevin Becotte / Joe Lauro

**Recommended Action:**

I RECOMMEND THE BOARD OF COUNTY COMMISSIONERS (BOARD) APPROVE THE RANKING OF FIRMS AND FINAL NEGOTIATED AGREEMENT WITH THE NUMBER ONE RANKED FIRM FOR PROFESSIONAL ENGINEERING CONSULTING SERVICES FOR DUNEDIN CAUSEWAY BRIDGE (PID 000423A) PD & E STUDY WITH URS CORPORATION SOUTHERN, INC. (URS), TAMPA, FLORIDA.

IT IS FURTHER RECOMMENDED THE CHAIRMAN SIGN THE AGREEMENTS AND THE CLERK ATTEST.

**Summary Explanation/Background:**

On January 10, 2014 the Purchasing Department, on behalf of the Engineering and Technical Support Department, let a Request for Proposal (RFP) for the purpose of hiring a consulting engineering firm qualified to evaluate the rehabilitation or replacement of Dunedin Causeway Bridges 150067 and 150068, approaches and public access to recreation areas on the causeway.

The bridges are located in the City of Dunedin. The project limits extend along Dunedin Causeway Boulevard from the entrance to Honeymoon Island State Park, west of Royal Stewart Arms Parkway on Honeymoon Island and east to Gary Place/ Gary Circle on Ward Island, a distance of approximately two (2) miles. The estimated construction cost is \$100 million. Approval by the Federal Highway Administration is critical to the future funding for the design and construction of this project. Additionally, the National Environmental Policy Act (NEPA) process for funding approval through the PD & E Study must be followed with the most important element of that process being the categorical inclusion of the public in the development of the PD & E Study.

The ranking of firms was completed April 2014 and the negotiation and scoping process was concluded in October 2014. During that time, meetings were held with Florida Department of Transportation (FDOT) District 7 to review project details and schedule and meetings were held to discuss the NEPA process.

After the PD&E Study is completed, and at the County's option, URS may be requested to provide professional engineering services for design, plans preparation, construction specifications preparation and engineer-of-record construction services. If this option is elected by the County, the corresponding additional fees will be negotiated and the contract will be amended accordingly.

Public involvement and the magnitude of the effort that will be required for the alternatives analysis has resulted in a budget that exceeds the initial estimate of \$1,000,000.00. The final negotiated fee of \$1,356,433.73 includes a Not to Exceed (NTE) amount of \$50,000.00 for contingency services. The final negotiated lump sum fee is based on a rate structure that is fully burdened. The hourly rates include all labor, direct/indirect overhead, margins/profit, and travel within the Tampa Bay Metropolitan Statistical Area. Travel outside of the Tampa Bay Metropolitan Statistical Area will be reimbursed in accordance with Florida Statutes. There is no markup allowed for sub-consultants. The rates are fixed for the full term of the contract. The contract term is for twenty-four (24) months effective from the commencement date on the Notice to Proceed (NTP).

**Fiscal Impact/Cost/Revenue Summary:**

Estimated twenty-four (24) month expenditure: \$1,356,433.73

Funding sources will be provided by the Infrastructure Sales Tax (Penny for Pinellas): Transportation and Traffic Flow, Bridge Rehabilitation Program Allocation.

**Exhibits/Attachments:**

Contract Review  
Agreement  
Exhibit A Scope of Services  
Exhibit B Wage Rates  
Ranking Spreadsheet



**PURCHASING DEPARTMENT  
CONTRACT REVIEW TRANSMITTAL**

CATS  
NO.:

43808

**PROJECT:** CCNA – Professional Consulting Engineering Services – Dunedin Causeway Bridge (PID 000423A)

**RFP NUMBER:** 134-0092-NC(RM)

**REQ. NUMBER:**

**TYPE:** ☐ Purchase Contract ☒ Other: CCNA ☐ Construction-Less than \$100,000 ☐ One Time

In accordance with the policy guide for Contract Administration, the attached documents are submitted for review and comment.

Upon completion of review, complete Contract Review Transmittal and forward to next Review Authority listed. Please indicate suggested changes by revising, in RED, the appropriate section of the document reflecting the exact wording of the change.

**RISK MANAGEMENT:** Please enter required liability coverage on pages:

PRODUCT ONLY ☐

This is an annual contract.

Estimated Expenditure: \$\_1,000,000.00

REVIEW SEQUENCE	REVIEW AUTHORITY	REVIEW DATE	REVIEW SIGNATURE	COMMENTS (Attach Separate page if necessary)	COMMENTS INCORPORATED
1.	Purchasing Dept. J. Lauro, Director C. Mancuso, Ass't. Director R. McKenzie PA	12/5/13	<i>[Signature]</i>		
2.	DEI Jorge Quintas, Director Ivan Fernandez Tony Hornick Merry Celeste	12/5/13	<i>[Signature]</i>		

Using Dept please provide below information:

☐ Yes, funding for this requisition is using grant Funding. ☐ No, funding for this requisition is not using grant Funding.

If grant funding is being used you must provide Purchasing with the exact clauses that need to be on attached document.

Please check attached vendor list. Circle vendors you want RFPs mailed to. Add additional vendors with complete information (Name, Address, Phone and Fax)

3.	Risk Management Director Attn: Virginia E. Holscher (Check applicable box at right)	12/18/13	<i>[Signature]</i>	Pls see changes p16-17 and scope change p.19. Email attached in back	HIGH RISK NOT HIGH RISK
4.	BCC Finance Attn: Cassandra Williams	12/19/13	<i>[Signature]</i>		
5.	Legal Attn: Miles Belknap	12/23/13	<i>[Signature]</i>		
6.	Executive Director David Scott	12/10/13	<i>[Signature]</i>		
7.	Asst. County Administrator Attn: M. Woodard	12/30/13	<i>[Signature]</i>		

**RETURN ALL DOCUMENTS TO PURCHASING**

Make all inquiries to:	Ruby McKenzie	at Extension 4-3795
In order to meet the following schedule, please return your requirements to Purchasing by: 12/13/2013		

**TENTATIVE DATES**

RFP Mail Out: TBD

RFP Opening:

Purchasing Director Approval:

# **PROFESSIONAL ENGINEERING SERVICES NON-CONTINUING SERVICES**

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**SECTION 1  
INTENT OF AGREEMENT**

**AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES FOR**

THIS AGREEMENT, entered into on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, between PINELLAS COUNTY, a political subdivision of the State of Florida, hereinafter referred to as the COUNTY, represented by its Board of County Commissioners, and, URS Corporation Southern with offices in Tampa, Florida hereinafter referred to as the CONSULTANT.

WITNESSETH, That:

WHEREAS, Pinellas County, herein referred to as the COUNTY, requires **PROFESSIONAL ENGINEERING SERVICES** associated with support to develop plans and specifications and perform all other professional engineering services as may be required during the construction of *Dunedin Causeway Bridge No. 150068 (main bascule) and Bridge No. 150067 (tidal relief) over the Intracoastal Waterway and St. Joseph Sound in the City of Dunedin*, Pinellas County, Florida; and

WHEREAS, the COUNTY desires the CONSULTANT provide PROFESSIONAL ENGINEERING SERVICES requisite to the development of the PROJECT; and

WHEREAS, the CONSULTANT has expressed the willingness and ability to provide the aforementioned Services; and

NOW THEREFORE, the COUNTY and the CONSULTANT, in consideration of the mutual covenants hereinafter set forth, agree as follows:

## SECTION 2 SCOPE OF PROJECT

### 2.1 PROJECT DESCRIPTION AND PROFESSIONAL REQUIREMENTS

For the purposes of this Agreement the term PROJECT shall include all areas of proposed improvements, all areas that may reasonably be judged to have an impact on the PROJECT, and all PROJECT development phases and the services and activities attendant thereto. It is not the intent of this Agreement to identify the exact limits or details involved in providing satisfactorily completed PROJECT construction documents. The CONSULTANT shall provide the following professional services to prepare construction plans, specifications, and complete applications for and receive all federal, state, and local permits required for construction of the PROJECT. The PROJECT design shall be based on the following data:

Pinellas County Project ID:	<b>PID 00423A/Contract 134-0092-NC</b>
FDOT Financial Project ID:	<b>NA</b>
Work Program Item No.:	<b>NA</b>
Federal Aid Project No.:	<b>TBD</b>
County Section No.:	<b>000000</b>

Description: ***PD&E Study to Evaluate Rehabilitation or Replacement of the Dunedin Causeway Bridges over the Intracoastal Waterway and St. Joseph Sound in the City of Dunedin, Pinellas County, FL. Federal grants will be applied for to fund future projects; thus the study will need to meet all National Environmental Policy Act (NEPA) requirements.***

***“The limits of the project extend along Dunedin Causeway Boulevard from the entrance to Honeymoon Island State Park, west of Royal Stewart Arms Parkway on Honeymoon Island, east to Gary Place/Gary Circle on Ward Island, a distance of approximately 2 miles.”***

**Bridge Nos.:    Main Bascule Bridge – 150068  
                         Tide Relief Bridge - 150067**

. All required permits shall be obtained by the engineering consultant. Plans shall be prepared in accordance with Civil 3D Pinellas County Requirements. Exhibit A, Scope of Services is attached.

a) Required Deliverables

1. Civil 3D file (eTransmit) of construction plans and for each transmittal phase. The plans shall be provided electronically, plus two (2) paper prints signed and sealed by a Professional Engineer certified in the State of Florida.
2. All technical specifications required for construction of project.

b) After the PD&E Study is complete, and at the County's option, the Consultant may be requested to also provide professional engineering services for design, plans preparation, construction specifications preparation and engineer-of-record construction services. If such option is elected by the County, the corresponding additional fees will be negotiated and the contract will be amended accordingly. If such option is elected by the County, there is a potential for additional Insurance Requirements based on the change in the scope of work.

## 2.2 PROJECT PHASES

All project phases shall be completed on or before the milestone dates provided in the COUNTY approved PROJECT design schedule referenced in 2.3 E.

## 2.3 CONSULTING RESPONSIBILITIES

- A. It is the intention of the COUNTY that the CONSULTANT is held accountable for its work, including checking and review of plans, and that submittals are complete.
- B. The CONSULTANT shall be responsible for the accuracy of the work and shall promptly correct its errors and omissions without additional compensation. Acceptance of the work by the COUNTY will not relieve the CONSULTANT of the responsibility for subsequent correction of any errors and the clarification of any ambiguities.
- C. The CONSULTANT represents that it has secured or will secure, at its own expense, all personnel necessary to complete this Agreement; none of whom shall be employees of or have any contractual relationship with the COUNTY. Primary liaison with the COUNTY will be through the CONSULTANT'S Project Manager. All of the services required hereunder will be performed by the CONSULTANT or under the CONSULTANT'S supervision, and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under law to perform such services.
- D. The CONSULTANT shall endorse all reports, calculations, contract plans, and survey data. Services shall be prepared under the direction of an engineer registered in the State of Florida and qualified in the required discipline. Products or services performed or checked shall be signed and sealed by the CONSULTANT'S Florida registered engineer.
- E. The CONSULTANT shall be responsible for the preparation of a PROJECT design schedule, prepared in Microsoft Project 2013 or later, which shows a breakdown of all tasks to be performed, and their relationship in achieving the completion of each phase of work. A bar chart schedule showing overall PROJECT time frames should also be prepared. These schedules must be submitted for COUNTY approval within ten (10) days of the initial PROJECT Notice to Proceed. These schedules will be used to verify CONSULTANT performance in relationship to Fees claimed and to allow the COUNTY'S Project Manager to monitor the CONSULTANT'S efforts. The CONSULTANT shall be responsible for any updates to these schedules and for documenting in writing to the COUNTY any major deviations in the actual versus estimated PROJECT time frames.
- F. The CONSULTANT shall respond, in writing, to all review comments made by the COUNTY, and shall incorporate appropriate design adjustments into the PROJECT, in a timely manner, resulting from the review exchange.

## 2.4 GENERAL DESIGN CONDITIONS

2.4.1 The CONSULTANT shall coordinate and solicit appropriate input, with the knowledge of the COUNTY.

2.4.2 All design data, plans, and drawings shall be delivered electronically and or on CD ROM formatted to .DXF or .DWG utilizing Civil 3D 2012 or later; as well as providing reproducible hard copies of plans and drawings. All specification and other documents shall be delivered electronically and or on a CD ROM, Microsoft Word & Excel format as required, as well as the reproducible hard copies.

2.4.3 One (1) original and nine (9) copies of all deliverables are required unless specific submittal requirements are specified elsewhere in this Agreement.



2.4.4 The CONSULTANT shall develop acceptable alternates to any and all design recommendations that may be declared unacceptable.

## 2.5 GOVERNING SPECIFICATIONS REGULATIONS AND PERTINENT DOCUMENTS

The PROJECT shall be designed by the CONSULTANT in accordance with applicable industry standards. The CONSULTANT shall be responsible for utilizing and maintaining current knowledge of any laws, ordinances, codes, rules, regulations, standards, guidelines, special conditions, specifications, or other mandates relevant to the PROJECT or the services to be performed. Refer to Exhibit A for additional requirements.

## **SECTION 3 SERVICES TO BE FURNISHED BY THE CONSULTANT**

3.1 SEE EXHIBIT A – SCOPE OF SERVICES.

### 3.2 BIDDING PHASE

The CONSULTANT shall prepare with the COUNTY'S assistance the necessary bidding information, bidding forms, the conditions of the contract, and the form of agreement between the COUNTY and the Contractor. The CONSULTANT also, shall bear the cost of two (2) complete sets of documents (plans and specifications), two (2) of which shall be signed and sealed by the CONSULTANT as original record sets for the PROJECT. Each sheet in the two (2) construction plans print sets shall be signed, sealed and dated. The title sheet only of the two (2) specifications sets shall be signed, sealed, and dated. Additionally, any required addenda shall be signed, sealed, and dated.

3.2.1 The CONSULTANT, following the COUNTY'S review of the Construction Documents and of the latest Statement of Probable Construction Cost, shall be available to assist the COUNTY in obtaining bids, and in preparing and awarding construction contracts for each bid package. The CONSULTANT shall assist conducting pre-bid conferences, and shall prepare a Bid Tabulation spreadsheet following receipt of bids.

3.2.2 If the Advertisement for bids has not commenced within sixty (60) days after the CONSULTANT submits the approved Construction Documents to the COUNTY, any fixed limit of Construction Cost established as a condition of this Agreement shall be adjusted to reflect any change in the general level of prices which may have occurred during that period of time in construction industry. The adjustment shall reflect changes between the date of submission of the Construction Documents to the COUNTY and the date on which the Advertisement for Bids occurred.

3.2.3 The CONSULTANT shall prepare any required addenda to construction plans and specifications on the PROJECT during the bidding phase affecting the CONSULTANT'S plans and specifications. The CONSULTANT shall also provide any addenda during the Construction Phase in sufficient quantity to distribute to all necessary parties as determined by the COUNTY. Addenda material shall be placed in envelopes by the CONSULTANT for mailing by the COUNTY. The CONSULTANT shall also furnish certified mail receipt material and prepare mailing labels. The COUNTY shall mail all addenda.

### 3.3 CONSTRUCTION PHASE

All contact and/or communication from the CONSULTANT to the Contractor shall be coordinated with the knowledge of the COUNTY.

#### A. Construction Consultation Services

1. Processing, review, approval and distribution of shop drawings, product data, samples and other submittals required by the Contract Documents.



2. Maintenance of master file of submittals with duplicate for COUNTY.
3. Construction Field Observation Services consisting of visits to the site as frequent as necessary, but not less than once every week, to become generally familiar with the progress and quality of the work and to determine in general if the work is proceeding in accordance with the Contract Documents and prepare related reports and communications. Provide written report of each visit. This field observation requirement shall include any subconsultants at appropriate construction points.
4. Review for comment or approval any and all proposal requests, supplemental drawings and information and change orders.
5. Review for correctness Contractors pay requests for the COUNTY.
6. Prepare, reproduce and distribute supplemental drawings, specifications and interpretations in response to requests for clarification by the Contractor or the COUNTY as required by construction exigencies. Response to any request must be received by the COUNTY within twenty-four (24) hours of request, or the next available working day when the request is prior to a weekend or holiday.
7. Review, upon notice by the Contractor that work is ready for final inspection and acceptance.
8. Notify the COUNTY of any deficiencies found in follow-up reviews.
9. Evaluate all testing results and make recommendations to the COUNTY.
10. Assist in the establishment by the COUNTY of programs of operation and maintenance of the physical plant and equipment.
11. Arrange for and coordinate instructions on operations and maintenance of equipment in conjunction with manufacturer's representatives.
12. Prepare an operation and maintenance manual for the COUNTY'S use.
13. The CONSULTANT shall visit the project as necessary, but at a minimum of three (3) month, six (6) month and upon construction completion in order to certify that the permit conditions have been met satisfactorily. This shall not relieve the CONSULTANT of other needed visits to the project should specific issues arise.
14. Assistance in the training of the facility operation and maintenance personnel in proper operations, schedules, procedures and maintenance inventory.
15. Prepare as-built record drawings, based on information furnished by the Contractors including significant changes in the work made during construction. The CONSULTANT will provide one (1) set of signed and sealed prints and one (1) CADD disk of the as-built record construction documents.
16. Transmit certified as-built record drawings and general data, appropriately identified, to the COUNTY within thirty (30) days following completion of construction.
17. Consult with, and recommend solutions to, the COUNTY during the duration of warranties in connection with inadequate performance of materials, systems, and equipment under warranty.

18. Review facilities or equipment prior to expiration of warranty period(s) to ascertain adequacy of performance, materials, systems and equipment.
19. Document noted defects or deficiencies and assist the COUNTY in preparing instructions to the Contractor for correction of noted defects.
20. The Contractor shall provide the CONSULTANT with all the required project close out material for CONSULTANT'S use in the warranty period services.
21. The Contractor shall have prime responsibility in the warranty period for all services herein. The CONSULTANT shall assist, consult, observe review and document as noted.

### 3.4 PROVISIONS RELATED TO ALL PHASES

3.4.1 The CONSULTANT will investigate and confirm in writing to the COUNTY, to the best of the CONSULTANT'S knowledge, conformance with all applicable local public and utility regulations.

3.4.2 The CONSULTANT will coordinate work designed by various disciplines.

3.4.4 The CONSULTANT shall submit to the COUNTY design notes and computations to document the design conclusions reached during the development of the construction plans.

a. Five (5) copies of the design notes and computations shall be submitted to the COUNTY with the design development review plans. When the plans are submitted for final review, the design notes and computations corrected for any COUNTY comments shall be resubmitted. At the PROJECT completion, a final set of the design notes and computations, properly endorsed by the CONSULTANT, shall be submitted with the record set of plans and tracings.

b. The design notes and calculations shall include, but not be limited to, the following data:

- 1) Design criteria used for the PROJECT.
- 2) Roadway geometric calculations
- 3) Structural calculations.
- 4) Drainage calculations.
- 5) Traffic design calculations
- 6) Traffic control calculations
- 7) Calculations as required by provisions of the Florida Energy Conservation Manual (Department of General Services), latest revision.
- 8) Calculations showing probable cost comparisons of various alternatives considered.
- 9) Documentation of decisions reached resulting from meetings, telephone conversations or site visits.
- 10) Other PROJECT-related correspondences as appropriate.

3.4.5 Each set of plans for the PROJECT shall be accurate, legible, complete in design, suitable for bidding purposes and drawn to scales acceptable to the COUNTY. The completed plans shall be furnished on reproducible material and in a format, which is acceptable to the COUNTY.

3.4.6 The CONSULTANT shall make such reviews, visits, attend such meetings and conferences and make such contacts as are necessary for the proper preparation of plans and specifications for the PROJECT.

3.4.7 The COUNTY in no way obligates itself to check the CONSULTANT'S work and further is not responsible for maintaining project schedules.

3.4.8 Other CONSULTANT responsibilities shall be as listed below:

- a. Provide necessary sealed drawings to obtain building permits or any utility permit.
- b. Assist the COUNTY in Contractor claims and/or litigation.
- c. Review the Adequacy and completeness of documents submitted by the Contractor to protect the COUNTY against claims by suppliers or third parties.

3.4.9 The CONSULTANT must be familiar with the intent, thoroughness, safety factors and design assumptions of all structural calculations.

3.4.10 All work prepared and/or submitted shall be reviewed and checked by a CONSULTANT (Architect/Engineer) registered in Florida. All plans shall be signed and sealed by the Professional CONSULTANT in responsible charge.

### 3.5 PERMIT APPLICATIONS AND APPROVALS

3.5.1 The CONSULTANT shall prepare all permit applications, data and drawings required for submittal BY THE COUNTY for approval of local, state and federal agencies.

3.5.2 The CONSULTANT shall, at no additional cost to the COUNTY, make all reasonable and necessary construction plans revisions required to obtain the necessary permit approvals for construction of the PROJECT.

3.5.3 For the purpose of ensuring the timely approval of all permits necessary for the construction of the PROJECT, the CONSULTANT shall schedule the necessary contacts and liaison with all agencies having permit jurisdiction over the PROJECT, and shall furnish, on a timely basis, such plans, data and information as may be necessary to secure approval of the required permits.

### 3.6 COORDINATION WITH UTILITY SERVICES AND AFFECTED PUBLIC AGENCIES

3.6.1 The requirements of the various utility services shall be recognized and properly coordinated with the PROJECT design.

3.6.2 Drainage investigations and drainage design shall be coordinated with any city or drainage district that may be affected by or have an effect on the PROJECT.

## **SECTION 4 SERVICES TO BE FURNISHED BY THE COUNTY**

4.1 The COUNTY shall provide the following for the CONSULTANT'S use and guidance:

- A. Copies of existing maps, existing aerial photographs, as-built construction plans and data pertinent to the PROJECT design, which the COUNTY may have in its possession.
- B. Reproducibles of the COUNTY Engineering Department Standard Drawings applicable to the PROJECT.
- C. Sample copies of the COUNTY standard contract documents and specifications.
- D. Preparation of legal (front-end) section of the specifications.

## **SECTION 5 PRESENTATIONS, PUBLIC MEETINGS AND TECHNICAL LIAISON**

The following services shall be provided at no additional cost to the COUNTY:

5.1 Prior to the commencement of design activities, the COUNTY will conduct with the CONSULTANT a pre-design conference for the purpose of discussing issues relative to the PROJECT, plans preparation and submittal procedures and to convey to the CONSULTANT such items provided for under Section 4 as may be required and available at that time.

5.2 The CONSULTANT shall make presentations to the COUNTY'S Director of Environment and Infrastructure (DEI) or designee as often as reasonably requested and at any point in the PROJECT development should issues arise which make additional presentations other than those listed elsewhere in this Agreement, in the COUNTY'S best interest.

5.3 The CONSULTANT shall participate in Monthly PROJECT Conferences with COUNTY staff personnel. The meetings will be scheduled by the COUNTY at a location provided by the COUNTY.

5.4 The CONSULTANT shall attend, as technical advisor to the COUNTY all meetings or hearings conducted by permitting agencies or public bodies in connection with any permit required for the construction of the PROJECT, and shall prepare all presentation aids, documents and data required in connection with such meetings or hearings, and at the discretion of the COUNTY, shall either plead the COUNTY'S case or provide engineering and technical assistance to the COUNTY in its pleading of the case.

5.5 The CONSULTANT shall keep accurate minutes of all meetings and distribute copies to all attending. These meetings shall be set up through the COUNTY and appropriate COUNTY staff shall attend.

## **SECTION 6 PAYMENT GUIDELINES AND CATEGORY OF SERVICES**

### **6.1 BASIC SERVICES**

The services described and provided for under Sections 2, 3 and Exhibit A shall constitute the Basic Services to be performed by the CONSULTANT under this Agreement.

### **6.2 OPTIONAL SERVICES**

Services noted in Exhibit A of this Agreement as "Optional" shall constitute the Optional Services to be performed by the CONSULTANT under this Agreement. Optional Services shall be rendered by the CONSULTANT only upon written authorization by the COUNTY'S Executive Director of the Department of Environment and Infrastructure, or designee.

### **6.3 CONTINGENCY SERVICES**

When authorized in writing by the COUNTY'S Director of Environment and Infrastructure (DEI) or designee, the CONSULTANT shall furnish services resulting from unforeseen circumstances not anticipated under Basic Services due to minor changes in the PROJECT scope.

Compensation for any Contingency Services assignments shall be negotiated between the COUNTY and the CONSULTANT at the time the need for services becomes known.

#### 6.4 ADDITIONAL SERVICES

When executed by the County Administrator or Board of County Commissioners as an amendment to this Agreement, the CONSULTANT shall provide such additional services as may become necessary because of changes in the Scope of PROJECT. Additional Services shall be classified as any change beyond the Contingency Services upset limit for compensation.

#### 6.5 INVOICING

The CONSULTANT may submit invoices for fees earned on a monthly basis. Such invoicing shall be supported by a Progress Report showing the actual tasks performed and their relationship to the percentage of fee claimed for each phase. Billings within each phase of work shall be for the percentage of work effort completed to date for that phase. The COUNTY shall make payments to the CONSULTANT for work performed in accordance with the Local Government Prompt Payment Act, Section 218.70 *et. seq.*, F.S.

The following services shall be considered reimbursable services and may be filled in full upon their completion and acceptance. The CONSULTANT shall provide copies of supporting receipts/invoices/billing documentation. Self-performed reimbursable work shall be reimbursed at the firm's standard hourly rates for all related services. A breakdown of man hours and billing rates shall be provided with each invoice. An hourly rate sheet is attached (Exhibit B).

- A. Soil Analysis/Geotechnical Investigations.
- B. Contamination Assessments/Hazardous Material Analysis (if required).
- C. Aerial Photography (if required).
- D. Payment of Permit Fees (if required).
- E. Payment of the Public Information Meeting Advertisements, if required.
- F. Payment of the Court Reporter for public meetings, if required.
- G. Printing and Binding Services.

Should an invoiced amount for fees earned appear to exceed the work effort believed to be completed, the COUNTY may, prior to processing of the invoice for payment, require the CONSULTANT to submit satisfactory evidence to support the invoice.

All progress reports shall be mailed to the attention of the designated Project Manager, Department of Environment & Infrastructure, 14 S. Ft. Harrison Ave, Clearwater, FL 33756.

SUPPLIER shall submit invoices for payment due as provided herein with such documentation as required by Pinellas County and all payments shall be made in accordance with the requirements of Section 218.70 *et. seq.*, Florida Statutes, "The Local Government Prompt Payment Act." Invoices shall be submitted to the address below unless instructed otherwise on the purchase order, or if no purchase order, by the ordering department:

Finance Division Accounts Payable  
Pinellas County Board of County Commissioners  
P. O. Box 2438  
Clearwater, FL 33757

Each invoice shall include, at a minimum, the Supplier's name, contact information and the standard purchase order number. The County may dispute any payments invoiced by SUPPLIER in accordance

with the County's Dispute Resolution Process for Invoiced Payments, established in accordance with Section 218.76, Florida Statutes, and any such disputes shall be resolved in accordance with the County's Dispute Resolution Process.

Fees for contingent or additional services authorized shall be invoiced separately, and shall be due and payable in full upon the presentation of satisfactory evidence that the corresponding services have been performed.

## **SECTION 7 COMPENSATION TO THE CONSULTANT**

7.1 For the BASIC SERVICES provided for in this Agreement, as defined in Section 3.10, the COUNTY agrees to pay the CONSULTANT as follows:

A Lump Sum Fee of: Four Hundred Ninety Thousand Six Hundred Seventy Nine Dollars and 87/100 (\$490,679.87) for the Task 1 – Engineering Analysis and Reports Phase of the PROJECT.

A Lump Sum Fee of: One Hundred Sixty Nine Thousand Three Hundred Seventy Five Dollars and 75/100 (\$169,375.75) for the Task 2 - Environmental Analysis and Reports Phase of the PROJECT.

A Lump Sum Fee of: Four Hundred Sixteen Thousand Six Hundred Seventy Seven Dollars and 64/100 (\$416,677.64) for the Task 4 – Public Involvement Phase of the PROJECT.

A Lump Sum Fee of: One Hundred Ninety Eight Thousand Eight Hundred Ninety Nine Dollars and 55/100 (\$198,899.55) for the Task 5 – Miscellaneous Services Phase of the PROJECT

The above fees shall constitute the total not to exceed amount of One Million Two Hundred Seventy Five Six Hundred Thirty Two Dollars and 81/100 (\$1,275,632.81) to the CONSULTANT for the performance of Basic Services. All man hours are billed per the established and agreed hourly rates. The hourly rates are fully loaded and include all labor, overhead, expenses and profit of any nature including travel within the Tampa Bay Metropolitan Statistical area. Travel outside of that area will be reimbursed in accordance with Section 112.061 F.S.

7.2 For the OPTIONAL SERVICES provided for in the Agreement, as defined in Exhibit A, the COUNTY agrees to pay the CONSULTANT as follows:

A Lump Sum Fee of: Thirty Thousand Eight Hundred Dollars and 92/100 (\$30,800.92) for the Task 3 - Optional Services of the PROJECT

7.3 For any CONTINGENCY SERVICES performed, the COUNTY agrees to pay the CONSULTANT, a negotiated fee based on the assignment, up to a maximum amount not to exceed Fifty Thousand Dollars and 00/100 (\$50,000.00) for all assignments performed.

7.4 Total agreement amount is for a not-to-exceed amount of One Million Three Hundred Fifty Six Thousand Four Hundred Thirty Three Dollars and 73/100 (\$1,356,433.73).

7.5 For any ADDITIONAL SERVICES, the COUNTY agrees to pay the CONSULTANT a negotiated total fee based on the work to be performed as detailed by a written amendment to this Agreement.

7.6 In the event that this Agreement is terminated under the provisions of this contract the total and complete compensation due the CONSULTANT shall be as established by the COUNTY based on the COUNTY'S determination of the percentage of work effort completed to date of termination.

## **SECTION 8 PERFORMANCE SCHEDULE**

Time is of the essence in this Agreement. The CONSULTANT shall plan and execute the performance of all services provided for in this Agreement in such manner as to ensure their proper and timely completion in accordance with the following schedule:

8.1 The services to be rendered by the CONSULTANT shall be commenced upon receipt from the COUNTY of written "NOTICE TO PROCEED."

8.2 All project phases shall be completed on or before the milestone dates provided in the COUNTY approved PROJECT design schedule referenced in 2.3 E.

8.3 The CONSULTANT shall not be held responsible for delays in the completion of the PROJECT design when the COUNTY causes such delays. The COUNTY reviews related to the above submittals shall not exceed twenty-one (21) days.

## **SECTION 9 AUTHORIZATION FOR CONTINGENT OR ADDITIONAL SERVICES**

9.1 The CONTINGENCY services provided for under this Agreement shall be performed only upon prior written authorization from the Director of Environment and Infrastructure (DEI) or designee.

9.2 The ADDITIONAL services provided for under this Agreement shall be performed only upon approval of the County Administrator or Board of County Commissioners.

9.3 The CONSULTANT shall perform no services contemplated to merit compensation beyond that provided for in this Agreement unless such services, and compensation therefore, shall be provided for by appropriate written authorization or amendment(s) to this Agreement.

## **SECTION 10 FIRMS AND INDIVIDUALS PROVIDING SUBCONSULTING SERVICES**

The COUNTY reserves the right to review the qualifications of any and all subconsultants, and to reject any subconsultant in a proper and timely manner, deemed not qualified to perform the services for which it shall have been engaged. Any subconsultant not listed as part of the prime consultants team at time of award must be approved by the Director of Purchasing prior to performing any service.

## **SECTION 11 SATISFACTORY PERFORMANCE**

All services to be provided by the CONSULTANT under the provisions of this Agreement, including services to be provided by subcontractors, shall be performed to the reasonable satisfaction of the COUNTY'S Director of Environment and Infrastructure (DEI) or designee.

## **SECTION 12 RESOLUTION OF DISAGREEMENTS**

12.1 The COUNTY shall reasonably decide all questions and disputes, of any nature whatsoever, that may arise in the execution and fulfillment of the services provided for under this Agreement.



12.2 The decision of the COUNTY upon all claims, questions, disputes and conflicts shall be final and conclusive, and shall be binding upon all parties to this Agreement, subject to judicial review.

### **SECTION 13 CONSULTANT'S ACCOUNTING RECORDS**

13.1 Records of expenses pertaining to all services performed shall be kept in accordance with generally accepted accounting principles and procedures.

13.2 The CONSULTANT'S records shall be open to inspection and subject to examination, audit, and/or reproduction during normal working hours by the COUNTY'S agent or authorized representative to the extent necessary to adequately permit evaluation and verification of any invoices, payments or claims submitted by the CONSULTANT or any of his payees pursuant to the execution of the Agreement. These records shall include, but not be limited to, accounting records, written policies and procedures, subcontractor files (including proposals of successful and unsuccessful bidders), original estimates, estimating worksheets, correspondence, change order files (including documentation covering negotiated settlements), and any other supporting evidence necessary to substantiate charges related to this Agreement. They shall also include, but not be limited to, those records necessary to evaluate and verify direct and indirect costs (including overhead allocations) as they may apply to costs associated with this Agreement. The COUNTY shall not audit payroll and expense records on task assignments paid by lump sum fee.

13.3 For the purpose of such audits, inspections, examinations and evaluations, the COUNTY'S agent or authorized representative shall have access to said records from the effective date of the Agreement, for the duration of work, and until three (3) years after the date of final payment by the COUNTY to the CONSULTANT pursuant to this Agreement.

13.4 The COUNTY'S agent or authorized representative shall have access to the CONSULTANT'S facilities and all necessary records in order to conduct audits in compliance with this Section. The COUNTY'S agent or authorized representative shall give the CONSULTANT reasonable advance notice of intended inspections, examinations, and/or audits.

### **SECTION 14 OWNERSHIP OF PROJECT DOCUMENTS**

Upon completion or termination of this Agreement, all records, documents, tracings, plans, specifications, maps, evaluations, reports and other technical data, other than working papers, prepared or developed by the CONSULTANT under this Agreement shall be delivered to and become the property of the COUNTY. The CONSULTANT, at its own expense, may retain copies for its files and internal use. The COUNTY shall not reuse any design plans or specifications to construct another project at the same or a different location without the CONSULTANT'S specific written verification, adaptation or approval.

**SECTION 15**  
**INSURANCE COVERAGE AND INDEMNIFICATION**

15.1 The Contractor must maintain insurance in at least the amounts required in the Request for Proposal throughout the term of this contract. The contractor must provide a Certificate of Insurance in accordance with Insurance Requirements of the Request for Proposal, evidencing such coverage prior to issuance of a purchase order or commencement of any work under this Contract. See Section C Insurance Requirements – Attached

15.2 If the CONSULTANT is an individual or entity licensed by the state of Florida who holds a current certificate of registration under Chapter 481, Florida Statutes, to practice architecture or landscape architecture, under Chapter 472, Florida Statutes, to practice land surveying and mapping, or under Chapter 471, Florida Statutes, to practice engineering, and who enters into a written agreement with the COUNTY relating to the planning, design, construction, administration, study, evaluation, consulting, or other professional and technical support services furnished in connection with any actual or proposed construction, improvement, alteration, repair, maintenance, operation, management, relocation, demolition, excavation, or other facility, land, air, water, or utility development or improvement, the CONSULTANT will indemnify and hold harmless the COUNTY, and its officers and employees, from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the CONSULTANT and other persons employed or utilized by the CONSULTANT in the performance of the Agreement.

**SECTION 16**  
**EQUAL EMPLOYMENT OPPORTUNITY CLAUSE**  
**FOR CONTRACTS NOT SUBJECT TO EXECUTIVE ORDER 11246**

In carrying out the contract, the CONSULTANT shall not discriminate against employee or applicant for employment because of race, color, religion, sex or national origin.

**SECTION 17**  
**INDEPENDENT CONTRACTOR STATUS AND COMPLIANCE WITH THE**  
**IMMIGRATION REFORM AND CONTROL ACT OF 1986**

CONSULTANT acknowledges that it is functioning as an independent contractor in performing under the terms of this Agreement, and it is not acting as an employee of COUNTY. CONSULTANT acknowledges that it is responsible for complying with the provisions of the Immigration Reform and Control Act of 1986, located at 8 U.S.C. Section 1324, et seq., and regulations relating thereto. Failure to comply with the above provisions of this contract shall be considered a material breach and shall be grounds for immediate termination of the contract.

**SECTION 18**  
**PROHIBITION AGAINST CONTINGENT FEE**

The CONSULTANT warrants that he has not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT to solicit or secure this Agreement, and that he has not paid or agreed to pay any person, company, corporation, individual, or firm other than a bona fide employee working solely for the CONSULTANT, any fee, commission, percentage, gift or any other consideration, contingent upon or resulting from the award or making of this Agreement.

**SECTION 19**  
**TRUTH IN NEGOTIATIONS**

By execution of this Agreement, the CONSULTANT certifies to truth-in-negotiations and that wage rates and other factual unit costs supporting the compensation are accurate, complete and current at the time of contracting. Further, the original contract amount and any additions thereto shall be adjusted to exclude any significant sums where the COUNTY determines the contract price was increased due to

inaccurate, incomplete or non-current wage rates and other factual unit costs. Such adjustments must be made within one (1) year following the end of the contract.

## **SECTION 20 SUCCESSORS AND ASSIGNS**

The CONSULTANT shall not assign, sublet, or transfer his interest in this Agreement without the written consent of the COUNTY.

## **SECTION 21 INTEREST ON JUDGMENTS**

In the event of any disputes between the parties to this Agreement, including without limitation thereto, their assignees and/or assigns, arising out of or relating in any way to this Agreement, which results in litigation and a subsequent judgment, award or decree against either party, it is agreed that any entitlement to post judgment interest, to either party and/or their attorneys, shall be fixed by the proper court at the rate of five percent (5%), per annum, simple interest. Under no circumstances shall either party be entitled to pre-judgment interest. The parties expressly acknowledge and, to the extent allowed by law, hereby opt out of any provision of federal or state statute not in agreement with this paragraph.

## **SECTION 22 TERMINATION OF AGREEMENT**

22.1 The COUNTY reserves the right to cancel this Agreement, without cause, by giving thirty (30) days prior written notice to the CONSULTANT of the intention to cancel. Failure of the CONSULTANT to fulfill or abide by any of the terms or conditions specified shall be considered a material breach of contract and shall be cause for immediate termination of the contract at the discretion of COUNTY. Alternatively, at the COUNTY'S discretion, the COUNTY may provide to CONSULTANT thirty (30) days to cure the breach. Where notice of breach and opportunity to cure is given, and CONSULTANT fails to cure the breach within the time provided for cure, COUNTY reserves the right to treat the notice of breach as notice of intent to cancel the Agreement for convenience.

22.2 If COUNTY terminates the Agreement for convenience, other than where the CONSULTANT breaches the Agreement, the CONSULTANT'S recovery against the COUNTY shall be limited to that portion of the CONSULTANT'S compensation earned through date of termination, together with any costs reasonably incurred by the CONSULTANT that are directly attributable to the termination. The CONSULTANT shall not be entitled to any further recovery against the COUNTY, including but not limited to anticipated fees or profit on work not required to be performed.

22.3 Upon termination, the CONSULTANT shall deliver to the COUNTY all original papers, records, documents, drawings, models, and other material set forth and described in this Agreement.

22.4 In the event that conditions arise, such as lack of available funds, which in the COUNTY'S opinion make it advisable and in the public interest to terminate this Agreement, it may do so upon written notice.

## **SECTION 23 AGREEMENT TERM**

This Agreement will become effective on the date of execution first written above and shall remain in effect for twenty-four (24)) months from the commencement date on the Notice to Proceed) unless terminated at an earlier date under other provisions of this Agreement, or unless extended for a longer term by amendment.

## **SECTION 24 CONFLICT OF INTEREST**

24.1 By accepting award of this Contract, the CONSULTANT, which shall include its directors, officers and employees, represents that it presently has no interest in and shall acquire no interest in any business or activity which would conflict in any manner with the performance of services required hereunder, including as described in the CONSULTANT'S own professional ethical requirements. An interest in a business or activity which shall be deemed a conflict includes but is not limited to direct financial interest in any of the material and equipment manufacturers suppliers, distributors, or contractors who will be eligible to supply material and equipment for the PROJECT for which the CONSULTANT is furnishing its services required hereunder.

24.2 If, in the sole discretion of the County Administrator or designee, a conflict of interest is deemed to exist or arise during the term of the contract, the County Administrator or designee may cancel this contract, effective upon the date so stated in the Written Notice of Cancellation, without penalty to the COUNTY.

## **SECTION 25 ENTIRE AGREEMENT**

This Agreement represents, together with all Exhibits and Appendices, the entire written Agreement between the COUNTY and the CONSULTANT and may be amended only by written instrument signed by both the COUNTY and the CONSULTANT.

## **SECTION 26 PUBLIC ENTITY CRIMES**

The CONSULTANT is directed to the Florida Public Entity Crimes Act, Section 287.133, Florida Statutes, specifically section 2(a), and the COUNTY'S requirement that the CONSULTANT comply with it in all respects prior to and during the term of the Contract.

## **SECTION 27 PUBLIC RECORDS**


Contractor acknowledges that information and data it manages as part of the services may be public records in accordance with Chapter 119, Florida Statutes and Pinellas County public records policies. Contractor agrees that prior to providing services it will implement policies and procedures to maintain, produce, secure, and retain public records in accordance with applicable laws, regulations, and County policies, including but not limited to the Section 119.0701, Florida Statutes. Notwithstanding any other provision of this Agreement relating to compensation, the Contractor agrees to charge the County, and/or any third parties requesting public records only such fees allowed by Section 119.07, Florida Statutes, and County policy for locating and producing public records during the term of this Agreement.

**SECTION 28**  
**GOVERNING LAW AND AGREEMENT EXECUTION**

This Agreement shall be governed by the laws of the State of Florida.

IN WITNESS WHEREOF, the parties herein have executed this Agreement as of the day and year first written above.

PINELLAS COUNTY, by and through its  
Board of County Commissioners

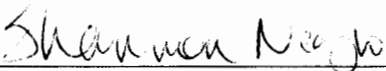
By:   
Print Name: William H. McDaniel, Jr.  
Title: Vice President Date: 10-22-14

By: \_\_\_\_\_  
Name \_\_\_\_\_ Date: \_\_\_\_\_  
Chairman

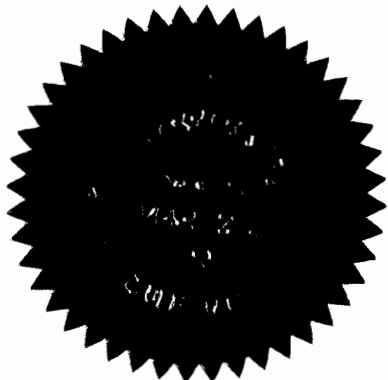
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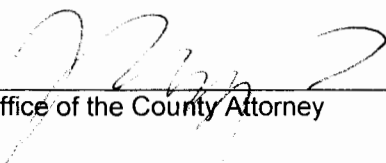
Ken Burke, clerk of the Circuit Court

By:   
Print Name: Shannon Hayes Negro  
Title: Project Administrator Date: 10-22-14

By: \_\_\_\_\_  
Deputy Clerk \_\_\_\_\_ Date: \_\_\_\_\_



APPROVAL AS TO FORM:

By:   
Office of the County Attorney

**SECTION C- INSURANCE REQUIREMENTS**

**Notice:** The Contractor/Vendor must provide a certificate of insurance and endorsement in accordance with the insurance requirements listed below (Section C) prior to recommendation for award. Failure to provide the required insurance within a ten (10) day period following the determination or recommendation of the highest ranked firm may result in the County to vacate the original determination or recommendation and proceed with recommendation to the second highest ranked firm.

The Contracted vendor shall obtain and maintain, and require any sub-contractors to obtain and maintain, at all times during its performance of the Agreement, insurance of the types and in the amounts set forth. For projects with a Completed Operations exposure, Contractor shall maintain coverage and provide evidence of insurance for two (2) years beyond final acceptance. All insurance policies shall be from responsible companies duly authorized to do business in the State of Florida and have an AM Best rating of A- VIII or better. The Certificate(s) of Insurance shall be signed by authorized representatives of the insurance companies shown on the Certificate(s). **A copy of the endorsement(s) referenced in paragraph four (4) for Additional Insured shall be attached to the certificate(s).**

No work shall commence at any project site unless and until the required Certificate(s) of Insurance are received and approved by the County. Approval by the County of any Certificate of Insurance does not constitute verification by the County that the insurance requirements have been satisfied or that the insurance policy shown on the Certificate of Insurance is in compliance with the requirements of the Agreement. County reserves the right to require a certified copy of the entire insurance policy, including endorsements, at any time during the RFP and/or contract period.

All policies providing liability coverage(s), other than professional liability and worker's compensation policies obtained by the Contractor and any sub-contractors to meet the requirements of the Agreement shall be endorsed to include Pinellas County Board of County Commissioners as an Additional Insured.

If any insurance provided pursuant to the Agreement expires prior to the completion of the Work, renewal Certificates of Insurance and endorsements shall be furnished by the Contractor to the County at least thirty (30) days prior to the expiration date.

Contracted vendor shall also notify County within twenty-four (24) hours after receipt, of any notices of expiration, cancellation, nonrenewal or adverse material change in coverage received by said Contractor from its insurer. Notice shall be given by certified mail to: Pinellas County Purchasing Department, 400 S. Ft. Harrison Avenue, 6th Floor, Clearwater, Florida 33756; and nothing contained herein shall absolve Contractor of this requirement to provide notice.

Should the Contractor, at any time, not maintain the insurance coverages required herein, the County may terminate the Agreement, or at its sole discretion may purchase such coverages necessary for the protection of the County and charge the Contractor for such purchase. The County shall be under no obligation to purchase such insurance, nor shall it be responsible for the coverages purchased or the insurance company or companies used. The decision of the County to purchase such insurance shall in no way be construed to be a waiver of any of its rights under the Agreement.

Each insurance policy shall include the following terms and/or conditions in the policy:

- (1) The Named Insured on the Certificate of Insurance must match the entity's name that responded to the RFP and/or is signing the agreement with the County.
- (2) Companies issuing the insurance policy, or policies, shall have no recourse against County for payment of premiums or assessments for any deductibles which all are at the sole responsibility and risk of Contractor.
- (3) The term "County" or "Pinellas County" shall include all Authorities, Boards, Bureaus, Commissions, Divisions, Departments and Constitutional offices of County and individual members, employees thereof in their official capacities, and/or while acting on behalf of Pinellas County.
- (4) The policy clause "Other Insurance" shall not apply to any insurance coverage currently held by County or any such future coverage, or to County's Self-Insured Retentions of whatever nature.
- (5) All policies shall be written on a primary, non-contributory basis.
- (6) Any certificate of insurance evidencing coverage provided by a leasing company for either workers compensation or commercial general liability shall have a list of covered employees certified by the leasing company attached to the



### SECTION C- INSURANCE REQUIREMENTS

certificate of insurance. The County shall have the right, but not the obligation to determine that the contractor is only using employees named on such list to perform work for the County. Should employees not named be utilized by contractor, the County, at its option may stop work without penalty to the county until proof of coverage or removal of the employee by the contractor occurs, or alternatively find the contractor to be in default and take such other protective measures as necessary.

- (7) Insurance policies, other than Professional Liability, shall include waivers of subrogation in favor of Pinellas County from the both the Contractor and sub-contractor(s).

The insurance requirements for this Agreement, which shall remain in effect throughout its duration and for two (2) years beyond final acceptance for projects with a Completed Operations exposure, are as follows:

(A) Workers' Compensation Insurance

Limit	Florida Statutory
Employers Liability Limits	
Per Employee	\$ 500,000
Per Employee Disease	\$ 500,000
Policy Limit Disease	\$ 500,000

- (B) Commercial General Liability Insurance including, but not limited to, Independent Contractor, Contractual Liability Premises/Operations, Products/Completed Operation and Personal Injury.

Limits	
Combined Single Limit per Occurrence	\$ 1,000,000
Products/Completed Operations Aggregate	\$ 1,000,000
Personal Injury and Advertising Injury	\$ 1,000,000
General Aggregate	\$ 2,000,000

- (C) Business Automobile or Trucker's/Garage Liability Insurance covering owned, hired and non-owned vehicles. Coverage shall be on an "occurrence" basis, such insurance to include coverage for loading and unloading hazards, unless Contractor can show that this coverage exists under the Commercial General Liability policy.

Limit	
Combined Single Limit Per Accident	\$ 1000,000

- (D) Excess or Umbrella Liability Insurance Non Applicable

- (E) Professional Liability Insurance (Errors and Omissions) with at least minimum limits as follows. If "claims made" coverage is provided, "tail coverage" extending three (3) years beyond completion and acceptance of the project with proof of "tail coverage" to be submitted with the invoice for final payment. In lieu of "tail coverage", Contractor may submit annually to the County, for a three (3) year period, a current certificate of insurance providing "claims made" insurance with prior acts coverage in force with a retroactive date no later than commencement date of this contract.

Limits	
Each Occurrence or Claim	\$ 1,000,000
General Aggregate	\$ 1,000,000

For acceptance of Professional Liability coverage included within another policy required herein, a statement notifying the certificate holder must be included on the certificate of insurance and the total amount of said coverage per occurrence must be greater than or equal to the amount of Professional Liability and other coverage combined.



**SECTION C- INSURANCE REQUIREMENTS**

- (F) Pollution Legal/Environmental Legal Liability Insurance Non Applicable
- (G) Cyber Risk Liability (Network Security/Privacy Liability) Not Applicable
- (H) Crime/Fidelity/Financial Institution Insurance Not Applicable
- (I) Property Insurance Contractor will be responsible for all damage to its own property, equipment and/or materials.
- (J) Builders Risk/Installation Floater Insurance Not Applicable

PLEASE NOTE: IF AFTER THE PD&E STUDY IS COMPLETED AND THE CONSULTANT IS REQUESTED TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR DESIGN, PLANS PREPARATION, CONSTRUCTIONS PREPARATION AND ENGINEER-OF-RECORD CONSTRUCTION SERVICES, THERE IS THE POTENTIAL FOR ADDITIONAL INSURANCE REQUIREMENTS BASED ON THE CHANGE IN THE SCOPE OF WORK.

**EXHIBIT A**

**SCOPE OF SERVICES**

**October 14, 2014**

**PROFESSIONAL SERVICES AGREEMENT  
ENGINEERING CONSULTING SERVICES**

**PROJECT DEVELOPMENT AND ENVIRONMENT (PD&E) STUDY  
FOR  
DUNEDIN CAUSEWAY BRIDGES**

**County PID: 00423A/Contract 134-0092-NC  
Prepared for:**

**Pinellas County  
Engineering & Technical Support Division  
14 S. Fort Harrison Avenue  
Clearwater, FL 33756**

**Prepared by:**

**URS Corporation  
7650 West Courtney Campbell Causeway  
Suite 700  
Tampa, Florida 33607**

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## **SCOPE OF SERVICES FOR CONSULTING ENGINEERING SERVICES**

This Exhibit forms an integral part of the agreement between Pinellas County (hereinafter referred to as the COUNTY) and URS Corporation (hereinafter referred to as the CONSULTANT) relative to the transportation facility described as follows:

### **I. PROJECT TITLE**

Professional Engineering Services for the Project Development and Environment (PD&E) Study to Evaluate Rehabilitation or Replacement of the Dunedin Causeway Bridges (Bridge Numbers 150068 and 150067) over the Intracoastal Waterway and St. Joseph Sound in the City of Dunedin, Pinellas County, FL

The limits of the project extend from the entrance to Honeymoon Island State Park, west of Royal Stewart Arms Parkway on Honeymoon Island, east to the intersection of Gary Place/Gary Circle with Causeway Boulevard on Ward Island, a length of approximately 2.0 miles.

### **II. OBJECTIVE**

The overall objective is to seek services to complete a PD&E study to evaluate alternatives for rehabilitation or replacement of the Dunedin Causeway Bridges, and evaluation of alternatives to improve access management along the causeway.

The purpose of this Exhibit is to describe the scope of work and the responsibilities of the CONSULTANT and the COUNTY in connection with the Preliminary Engineering (Conceptual Design), and Environmental Studies necessary to comply with Florida Department of Transportation (FDOT) procedures and to obtain Federal Highway Administration (FHWA) Location and Design Concept Acceptance (LDCA) of proposed improvements to this transportation facility.

Except as noted herein, the Project Development Process shall follow the most recent version of the FDOT's publication titled "Project Development and Environment Manual". Throughout this Scope of Services portion of this CONSULTANT Contract, the publication will be referred to as the "PD&E Manual". All tasks identified in this scope of work will be done in accordance with the FDOT's PD&E Manual, unless otherwise stated.

The PD&E Manual incorporates all the requirements of the National Environmental Policy Act (NEPA); Federal law and executive orders; applicable Federal regulations included in the Federal Highway Administration Federal-Aid Policy Guide; and applicable State laws and regulations including Chapter 339.155 of the Florida Statutes. The project documentation prepared by the CONSULTANT in accordance with the PD&E Manual shall therefore be in compliance with all applicable State and Federal laws, executive orders, and regulations.

The CONSULTANT shall perform those engineering services required for LDCA studies, including consideration of all social, economic, environmental effects, and mitigation as required

by the FHWA and/or the Project Development and Environment (PD&E) Manual, along with the required environmental documents, engineering reports, preliminary plans, public hearing, and right-of-way maps.

TASKS 1 through 4 of the Scope of Services will establish which items of work described in the PD&E Manual are specifically included in this contract, and also which of the items of work will be the responsibility of the CONSULTANT or the COUNTY.

The COUNTY will provide contract administration and provide management services and technical reviews of all work associated with the development and preparation of the engineering/environmental study reports for the transportation facility.

### **III. PROJECT DESCRIPTION**

The CONSULTANT is to study the rehabilitation or replacement of the Dunedin Causeway Bridges in Pinellas County, Florida. The following alternatives shall be evaluated:

Alternatives considered for the existing Main Bridge (#150067) will include the following:

- No Build
- Rehabilitation
- Replacement with a High-Level Fixed Bridge
- Replacement with a Low-Level Bascule Bridge
- Replacement with a Mid-Level Bascule Bridge

Alternatives for the West Tide Relief Bridge (#1150068) include:

- No Build
- Rehabilitation
- Replacement with a Bridge of Similar Type and Vertical Clearance
- For each replacement alternative, three horizontal alignments (to the north, along the existing, and to the south) will be prepared for the Main Bridge and two horizontal alignments (shift north, shift south) will be prepared for the Tide Relief Bridge.

Alternate corridors for bridge location will not be required to be evaluated due to the extent of development in the vicinity of the existing bridge. Because of anticipated substantial environmental impacts and unreasonable projected costs, a tunnel alternative need not be considered at either bridge location or along the Causeway.

Capacity improvements will not be considered. A Transportation Systems Management and Operations alternative is not appropriate for this project and need not be evaluated in detail. This alternative will be briefly discussed and dismissed in the Preliminary Engineering Report.

The limits of the project extend from the entrance to Honeymoon State Park, west of Royal Stewart Arms Parkway on Honeymoon Island, to Gary Place/Gary Circle with Causeway Boulevard on Ward Island, a length of approximately 2.0 miles.

#### **IV. SCOPE OF WORK**

##### **Study Requirements and Provisions for Work**

##### **Governing Regulations**

The services performed by the CONSULTANT shall be in compliance with the applicable Manuals and Guidelines. The FDOT'S Manuals and Guidelines incorporate by requirement or reference all applicable State and Federal regulations. The current edition, including updates, of the following FDOT Manuals and Guidelines shall be used in the performance of this work. It is understood that AASHTO criteria shall apply as incipient policy.

- Florida Statutes
- Florida Administrative Codes
- Applicable federal regulations and technical advisories.
- Project Development and Environment Manual
- Public Involvement Handbook
- FDOT Plans Preparation Manual
- Highway Capacity Manual
- Manual of Uniform Minimum Standards for Design, Construction, and Maintenance for Streets and Highways
- Florida Statute 472, Florida Administrative Code 61-G17-6 MTS
- Pinellas County CADD Standards Manual For Survey and Civil Engineering", April 2014, Version
- Florida Statutes 177 Part II 177.25-177.40 (for FDEP work products)
- CADD Manual (No. 625-050-001)
- CADD Production Criteria Handbook

- Florida's Level of Service Standards and Guidelines Manual for Planning (No. 525-000-005)
- Equivalent Single Axle Load Guidelines (No. 525-030-121)
- Design Traffic Procedure (No. 525-030-120)
- K-Factor Estimation Process
- Project Traffic Forecasting Guidelines
- Florida Highway Landscape Guide
- Basis of Estimates Manual
- Pinellas County AutoCAD Civil 3D Kit
- FDOT Roadway Traffic and Design Standards
- Bicycle Facilities Planning and Design Manual
- Right-of-Way Mapping Handbook
- Location Survey Manual
- EFB User Guide
- Drainage Manual
- Outline Specifications - Aerial Surveys/Photogrammetry
- Soils and Foundations Manual
- Structures Manual
- Applicable U.S. Coast Guard Criteria

#### **Standard of Care**

The standard of care for the services to be performed by CONSULTANT and its subconsultants pursuant to this Agreement will conform to the generally accepted standard of care, skill and diligence as would be provided by a prudent engineering firm experienced in supplying engineering services in Florida to owners on projects of similar size, complexity and location ("Standard of Care"). Nothing in the Agreement will require a level of performance higher than the Standard of Care.



### **Liaison Office**

The COUNTY will designate a Liaison Office and a Project Manager who shall be the representative of the COUNTY for the Project. While it is expected the CONSULTANT shall seek and receive advice from various State, regional, and local agencies inclusive of the Dunedin Causeway Ad Hoc Advisory Committee, the final direction on all matters of this Project remain with the COUNTY.

### **Key Personnel**

The CONSULTANT'S work shall be performed and directed by the key personnel identified in the proposal presentations by the CONSULTANT. Any changes in the indicated personnel shall be subject to review and approval by the COUNTY.

### **Meetings and Presentations**

The CONSULTANT shall attend a Notice to Proceed Meeting with COUNTY representatives, where relevant project information will be provided by the COUNTY, along with procedures for administering the contract. The CONSULTANT and his staff shall also be available with no more than a five (5) workday notice to attend meetings or make presentations at the request of the COUNTY. Such meetings and presentations may be held at any hour between 8:00 A.M. and 12:00 midnight on any day of the week. The CONSULTANT may be called upon to provide maps, press releases, advertisements, audiovisual displays and similar material for such meetings.

### **Quality Control**

The CONSULTANT shall be responsible for submitting work products that conform to applicable standards and criteria. This shall be accomplished through an internal Quality Control (QC) process performed by the CONSULTANT. This QC process shall achieve quality through checking, reviewing, and surveillance of work activities by objective and qualified individuals who were not directly responsible for performing the initial work.

Prior to submittal of the first invoice, the CONSULTANT shall submit to the COUNTY'S Project Manager for approval the proposed method or process of providing Quality Control for all work products. The Quality Control Plan shall identify the products to be reviewed, the personnel who perform the reviews, and the method of documentation.

The CONSULTANT may rely upon, and use in the performance of any Services, information supplied to it by COUNTY without independent verification and CONSULTANT shall not be responsible for defects in its Services attributable to its reliance upon or use of such information.

## **Correspondence**

Copies of all written correspondence between the CONSULTANT and any party pertaining specifically to this study shall be provided to the COUNTY for their records within one (1) week of the receipt of said correspondence.

## **Submittals**

The CONSULTANT shall provide copies of the required documents as listed below. These are the anticipated printing requirements for the project. This tabulation will be used for estimating purposes, and the Project Manager will determine the number of copies required prior to each submittal. In addition to hard copies, all reports will be submitted on a CD in pdf format.

### **Engineering Items:**

### **Copies:**

Design Traffic Technical Memorandum	5 draft, 5 final
First Draft Preliminary Engineering Report	5 draft, 5 final
Draft Final Preliminary Engineering Report	5 draft, 10 final
Final Preliminary Engineering Report (Signed & Sealed)	10
Location Hydraulics Report	5 draft, 5 final
Drainage/Pond Siting Technical Memorandum	5 draft, 5 final
Conceptual Design Roadway Plan Set	5 draft, 5 final
Geotechnical Technical Memorandum	5 draft, 5 final

### **Environmental Items:**

Public Involvement Plan	5 draft, 5 final
Summary of Environmental Impacts Checklist for Type 2 CE's	5 draft, 5 final
Noise Study Report	5 draft, 5 final
Air Quality Technical Memorandum	5 draft, 5 final
Contamination Survey Evaluation Report	5 draft, 5 final
Public Hearing Transcript	5 draft, 5 final
Wetlands Evaluation Biological Assessment Report (WEBAR)	5 draft, 5 final
Water Quality Impact Evaluation (WQIE)	5 draft, 5 final
Cultural Resource Assessment Survey Report	5 draft, 5 final
Section 4(f) Determination of Applicability (DOA) Comments and Coordination Report	3 draft, 3 final

### **NEPA Documents**

Summary of Environmental Impacts Checklist for Type 2 CE's	5 draft, 5 final
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### ***The Following Items Apply only if required and are Considered "Optional Services"***

Maritime Archaeological Survey and Report	5 draft, 5 final
Section 4(f) Evaluation Report	5 draft, 5 final

Upon completion of the study, the CONSULTANT shall deliver to the COUNTY, in an organized manner, all project files, maps, sketches, worksheets, and other materials used or generated during the study process in the specified digital electronic file format. A copy of the final project documentation will also be provided to the City of Dunedin.

### **Computer Automation**

The project will be developed utilizing Computer Aided Drafting and Design (CADD) systems. The CONSULTANT shall produce and deliver applicable plan drawings using the COUNTY latest AutoCAD Civil 3D Kit version.

All computer disks shall be scanned for viruses prior to submitting to the COUNTY. Failure to scan for viruses may result in a lower Consultant work performance evaluation.

### **Coordination with Other Consultants and Entities**

The CONSULTANT is to coordinate their work with any ongoing and/or planned projects that may affect this study.

The CONSULTANT is to coordinate with local governmental entities to verify that design and right of way requirements for the project are compatible with local public works improvements and right of way activities.

## **TASK 1 – ENGINEERING ANALYSIS AND REPORTS**

The CONSULTANT shall coordinate and perform the appropriate level of engineering analysis for this project as outlined in Part 1, Chapter 4 of the PD&E Manual and the appropriate sections.

### **Data Collection**

The CONSULTANT shall immediately begin preliminary assessments of the study corridor from an engineering standpoint. This task is largely of a data gathering nature. This activity consists of collecting various information and materials relative to the performance of engineering analyses within the study area. The information should include all data necessary to perform adequate evaluation of the location and design of the transportation facility (as defined by the project limits in the project description).

- 1.1 Field Review** - The CONSULTANT shall conduct all anticipated field trips needed to collect engineering data.
- 1.2 Aerial Photography** – Aerial photography shall be used as a basis for plotting various data necessary for both engineering and environmental analysis, alternative corridor and design studies, and the development of the preliminary plans of conceptual design. Copies of aerial photography are the prime source of information used to convey project considerations to the public at public meetings.

The CONSULTANT will furnish the necessary aerial photography to be used in the study. Aerial photography shall be prepared for the following uses at the noted ratios:

Overall Project Location Map                      1'=100'

Alternative Plans                      1'= 50'

- 1.3 Survey Coordination** - This task is for the CONSULTANT to coordinate with the survey sub consultant and the County Survey Division regarding project requirements, review of survey data, and scheduling.
- 1.4 Existing Roadway Characteristics** –The CONSULTANT will document the existing roadway characteristics.
- 1.5 Existing Structures Characteristics** – The CONSULTANT will document the existing structures (main bascule and tide relief bridges) characteristics.
- 1.6 Utilities** - The CONSULTANT will evaluate potential impacts to utilities within the project limits in accordance with Part 2, Chapter 10 of the PD&E Manual.
- 1.7 Transportation Plans** - The CONSULTANT shall obtain plans for all modes of transportation including surface, transit and non-motorized modes. The following plans or studies should be obtained:
- Pinellas County Metropolitan Planning Organization Long Range Transportation Plan,
  - Local Comprehensive Plans; City and County,
  - Transit; rail, bus, other,
  - Non-motorized modes, including bikeways and pedestrian walkways,
  - Dunedin Waterfront Task Force Report.
  - Causeway Corridor Report (City of Dunedin)
- 1.8 Soils** - The CONSULTANT shall review the United States Department of Agriculture, Geological Survey, Natural Resource Conservation Service (formerly Soil Conservation Service) Maps and summarize the findings. The geotechnical study will consist of an evaluation of existing technical reports previously performed for the Dunedin Causeway Bridges. The CONSULTANT will make recommendations during the PD&E Phase for any additional soil borings that may be necessary to adequately determine foundation needs for the proposed structure. The borings will not be performed during the PD&E Phase but will be performed in the Final Design Phase (unless contingency funds are available during PD&E).

The evaluation will consist of preliminary recommendations for deep foundations for the bridge and soil suitability for roadway embankment, bridge embankment, drainage facilities and ponds. In addition, preliminary recommendations will be made for erosion control along the causeway. The geotechnical engineer will make a field reconnaissance of the site to observe the existing structures and land/water features. A report will be provided that includes a summary of the available data and recommendations. Potential construction impacts from pre-drilling, vibrations and sound will also be provided.

- 1.9 Traffic Data** - The most recent traffic counts available from the County and/or FDOT will initially be gathered and reviewed for roadways within the study area. Based upon the review, traffic data will be collected at those locations where there are no traffic counts available that are less than one (1) year old. Daily counts will be conducted for up to seventy-two (72) hours. Peak hour turning movement counts will be conducted from 7:00 to 9:00 a.m. and from 4:00 to 6:00 p.m.

The CONSULTANT will furnish 24-hour traffic machine counts along Dunedin Causeway Boulevard, including data collected on weekends (Saturday and Sunday). In addition, the CONSULTANT will obtain vehicle/turning-movement counts and data for side streets and intersections, as necessary.

- 1.10 Crash Data** –The COUNTY and/or FDOT will provide the CONSULTANT with the most recent five (5) years of crash data. The data shall include the number and type of accidents, accident locations, number of fatalities and injuries, and estimates of property damage and economic loss.
- 1.11 Base Maps** - The CONSULTANT shall develop a CADD database that includes existing characteristics. CADD data base information shall be compatible for use on aerial photography used for public hearing presentations, and alternative plans.

Scale: 1"=50'

#### **Needs**

The CONSULTANT shall establish and/or verify the purpose and need for the rehabilitation or replacement of the existing pier/deck as outlined in Part 2, Chapter 4 of the PD&E Manual.

- 1.12 Safety** – Based on the information obtained from the crash data, the CONSULTANT shall identify needs associated with the safety of the existing facility within the project limits.
- 1.13 Analysis of Existing Conditions** - The CONSULTANT shall analyze the existing conditions in order to identify any deficiencies that are to be identified in the Needs Section.

- 1.14 Purpose and Needs Statement** - The CONSULTANT shall update and verify the purpose and need for the project from the Programming Summary Report as outlined in Part 2, Chapter 4 of the PD&E Manual.

### **Design Analysis**

Utilizing the data collected as part of this scope of work, the CONSULTANT shall perform the engineering analysis necessary to complete the project development process. The task of engineering analysis will be ongoing throughout the duration of the project and will be performed with consideration to the results of the environmental impacts analysis.

The CONSULTANT shall develop and analyze alternate conceptual design alternatives. The development of the design alternatives shall consider the desires of the community with respect to landscaping, maintaining or enhancing recreational usage of the corridor, aesthetics, or other special features in order to satisfy the requirements of the FDOT'S policy on Transportation Design for Livable Communities.

The CONSULTANT shall develop and evaluate all viable alternatives in order to address the project needs.

- 1.15 Corridor Analysis** – An in-depth Corridor Analysis is not required for this study. However, the CONSULTANT shall document that the existing corridor is the only feasible corridor for the project, and why other corridors were not considered in the Preliminary Engineering Report prepared for this project.

### **1.16 Traffic Analysis**

#### ***Design Traffic***

The CONSULTANT will use the latest available version of the Tampa Bay Regional Planning Model (TBRPM) to develop future year daily traffic projections for the alternatives. The TBRPM is based on the Florida Standard Urban Transportation Modeling Structure (FSUTMS) and is recognized by both FDOT District Seven, as well as the Tampa Bay Area Metropolitan Planning Organizations (MPOs) as the accepted travel demand forecasting tool. The TBRPM validation year is 2006 and also includes the cost feasible network and socioeconomic (SE) data sets for the years 2025 and 2035.

The CONSULTANT shall code the TBRPM roadway network and run the model to obtain an estimate of the future year Peak Season Weekday Average Daily Traffic (PSWADT) volumes projected on the study roadway network. The CONSULTANT shall convert the PSWADT volumes to Annual Average Daily Traffic (AADT) volumes using the appropriate Model Output Conversion Factor (MOCF). The traffic projections for the Opening Year (DATE TBD) will be developed from the linear interpolation of the traffic projections obtained from the 2006 and 2035 models while the traffic projections for the

Design Year (DATE TBD) will be developed by extrapolation of the 2035 projections to (DATE TBD).

The AADT volumes will be multiplied by an annual growth factor to determine the Design Year (DATE TBD) volumes. All AADT volumes will be checked for reasonableness by reviewing the resulting traffic growth rates on a link-by-link basis. If the TBRPM is determined to underestimate the future travel demand in the study area or indicate little to no growth, then a nominal annual growth rate (e.g., 0.25 percent per year) or a growth rate based on historic traffic conditions will be used to determine the AADT volumes for the Opening Year (DATE TBD) and Design Year (DATE TBD).

The CONSULTANT will develop a.m. and p.m. peak hour volumes for the Opening Year (DATE TBD) and Design Year (DATE TBD) for the alternatives using the applicable standard FDOT factors and traffic factors obtained from the traffic counts. Manual adjustments to the traffic assignments and traffic projections may be necessary and will be properly documented and coordinated with the COUNTY.

The design traffic will be prepared in accordance with the Design Traffic Procedure (#525-030-120).

The CONSULTANT will summarize in graphical and tabular format the AADT, a.m., and p.m. peak hour volumes developed for the alternatives in the Design Traffic Technical Memorandum.

### ***Traffic Operational Analysis***

The CONSULTANT will conduct an analysis of the existing traffic conditions within the study area to provide an existing operational baseline for the alternatives.

The CONSULTANT will perform intersection and arterial capacity analyses for the Opening Year (DATE TBD) and Design Year (DATE TBD) of the alternatives being considered. Alternatives will include assessment of potential impacts to those facilities located adjacent to the bridge corridor that may be used in the event of bridge construction (i.e. Maintenance of Traffic conditions) if applicable.

All traffic analyses will be conducted using either the Highway Capacity Manual (with the associated Highway Capacity Software), Synchro Version 7, and/or VISSIM and will include major signalized and unsignalized intersections and roadway segments in the study area.

The CONSULTANT will summarize in graphical and/or tabular format the levels of service and/or delays resulting from all analyses in the Design Traffic Technical Memorandum.



### ***Design Traffic Memo***

The CONSULTANT will prepare a Design Traffic Technical Memorandum. This memorandum will document traffic volumes and existing traffic operations for existing conditions, the methodology used in developing the traffic demand, the design traffic volumes for Opening (DATE TBD) and Design (DATE TBD) Years, and the results of the traffic operational analyses for the Opening (DATE TBD) and Design (DATE TBD) Years.

The Opening (DATE TBD) and Design (DATE TBD) Year traffic projections will be used during the study of conceptual design alternatives and for the analysis of noise impacts and air quality assessments.

- 1.17 Typical Section Analysis** - The CONSULTANT shall develop appropriate typical section alternatives for the project giving consideration to minimizing right of way needs and impacts to private property, and providing for pedestrians and cyclists. The CONSULTANT will prepare Preliminary Typical Sections for the Tide Relief Bridge, central causeway, and east causeway.

- 1.18 Bridge and Roadway Design Alternatives** – The CONSULTANT shall develop the following bridge alternatives:

Alternatives considered for the existing Main Bridge (#150067) will include the following:

- No Build
- Rehabilitation
- Replacement with a High-Level Fixed Bridge
- Replacement with a Low-Level Bascule Bridge
- Replacement with a Mid-Level Bascule Bridge

Alternatives for the West Tide Relief Bridge (#150068) include:

- No Build
- Rehabilitation
- Replacement with a Bridge of Similar Type and Vertical Clearance

For each replacement alternative, three horizontal alignments (to the north, along the existing, and to the south) will be prepared for the Main Bridge and two horizontal alignments (shift north, shift south) will be prepared for the Tide Relief Bridge.

A preliminary screening of the nine main bridge build alternatives will be conducted. Detailed conceptual design will NOT be developed for all nine at this stage of the evaluation. The preliminary screening will evaluate approximate impacts of each alternative alignment based on schematics of each overlaid on aerial photographs. The results of the preliminary screening will be presented to the COUNTY and the Dunedin Ad Hoc Advisory Committee. The goal of the preliminary screening is to determine the "Best Fit" Low-level, Mid-Level and High-level fixed bridge alignments.

Conceptual plans for the "Best Fit" build alternatives will be prepared for a more detailed analysis.

The bridge alternatives shall be preliminarily discussed with the United States Coast Guard (USCG) to determine level of acceptance of the alternative, minimum clearance, and any clearance or permitting issues to be addressed relative to the alternatives.

The CONSULTANT will prepare roadway alternatives that address roadway modifications required to address access to adjacent land uses, identified safety and operational deficiencies, enhancement of bicycle and pedestrian facilities, identified maintenance issues, and circulation of causeway recreational users.

- 1.19 Drainage Analysis:** The CONSULTANT shall perform preliminary drainage design to determine potential outfall locations and preliminary sizes (volume and area) of required detention and/or retention facilities for storm water treatment or attenuation. The location and size of potential detention/retention areas will be determined for all viable alternatives.

The CONSULTANT shall prepare a "Drainage/Pond Siting Technical Memorandum" for the project in accordance to the FDOT's Stormwater Facilities Handbook and the COUNTY'S Pond Design Criteria. A maximum of three (3) alternative pond locations shall be identified to meet permitting requirements, if required.

In accordance with Part 2, Chapter 24 of the PD&E Manual, the CONSULTANT will prepare a Location Hydraulics Technical Memorandum in accordance with the PD&E Manual.

- 1.20 Structures Analysis -** The CONSULTANT will evaluate conceptual structures including economical and aesthetic structure types and vertical and horizontal alignments. The CONSULTANT will give consideration to the constructability of the proposed bridge and transport of its parts and components. Consideration will also be given to the method of demolishing the existing structure.

The CONSULTANT will perform load ratings for both existing bridges.

To evaluate the need to design the structures to meet the wave crest clearance requirement of the Drainage Manual, the CONSULTANT will determine if the bridges are Extremely Critical, Critical or Non-Critical.

The CONSULTANT will determine the Wave Crest Elevation in accordance with Section 2.5 of the FDOT Structures Manual. A two-dimensional model of the project location will be constructed. The model will include the Intracoastal Waterway, St. Joseph Sound, Hurricane Pass, and portions of the Gulf of Mexico. The two dimensional modeling developed during this task will be directly applicable to the design phase of the project which ultimately results in a cost savings. The model will simulate the 100-year hurricane landfall events to establish the surge elevation and wave climate at the bridge site. From this information, The CONSULTANT will calculate the 100-year maximum wave crest elevation. This elevation will assist in the evaluation of alternatives for the replacement bridge. Additionally, this elevation is required for the ultimate design of the structure (if the bridge is rated critical or extremely critical) as outlined in the AASHTO document Guide Specifications for Bridge Vulnerable to Coastal Storms.

The CONSULTANT will prepare a letter report documenting the modeling effort and establishment of the 100-year maximum wave crest elevation. This document will supplement the Location Hydraulics Report. This task includes submittal of a draft and final report which will include incorporation of comments from URS, Pinellas County, and the FDOT.

The CONSULTANT will consider potential future sea-level rise in the design of the proposed bridges. The County will provide the value for sea-level rise projection.

- 1.21 Prepare Alternative Concept Plans** - The CONSULTANT will overlay Concept Plans on the base maps. At a minimum, the concept plans should include the horizontal and vertical concept design, the intersection turn lane requirements and access for adjacent development.

The CONSULTANT will identify opportunities for aesthetics and amenities associated with the multi-use trail and landscaping and will develop representative landscape concepts for three alternatives. Detailed landscape concept plans will not be prepared.

- 1.22 Geotechnical Coordination** - This task is for the CONSULTANT to coordinate with the geotechnical sub consultant regarding project requirements, review of geotechnical data, and scheduling.

- 1.23 Utilities Coordination** - Based on information received as a result of coordination with the utility companies, the CONSULTANT shall identify utilities within the project limits. The information will be summarized in the Preliminary Engineering Report and the location of major utilities, based on information received from utility companies, will be shown on concept plans. Utility locates will be not be performed.

**1.24 Multi-Modal Accommodations** - The CONSULTANT will incorporate pedestrian and bicycle facilities in the development and evaluation of alternatives. All pedestrian facilities shall comply with the **Americans with Disability Act of 1990 (ADA)**.

**1.25 Access Management** - The CONSULTANT shall incorporate access management standards in coordination with the County. The CONSULTANT shall review adopted access management standards and existing access conditions (signalized intersection spacing, median opening spacing, and connection spacing). Access points needing to be closed, relocated, or substantially altered shall be shown on plan sheets. The CONSULTANT shall identify locations where there is significant turning vehicle traffic which may impede the flow of through traffic along the corridor. Evaluation of access management and safety will be limited to the bridges and roadway approaches. This evaluation will not include potential improvements to other areas of the causeway. The CONSULTANT shall review proposed turn lane geometry based upon the following methodology:

- Left turn lane queue lengths at unsignalized intersections may be determined using HCS or SYNCHRO software. A fifty (50) foot minimum queue should be utilized.
- Right turn lane geometry at unsignalized intersections will be based upon the design speed of the project and total deceleration distance identified within Standard Index #301. A queue area is not necessary for right turn lanes at unsignalized intersections.

**1.26 Maintenance of Traffic Analysis** - The CONSULTANT will analyze the design alternatives for constructability, and the ability to maintain traffic. If the analysis indicates that there will be a substantial cost to maintain traffic, this cost will be included in the final estimate for that alternative.

Temporary alignments for maintenance of traffic will be developed for each feasible alternative to evaluate and quantify temporary impacts during construction.

**1.27 Other Engineering Services**

***Vessel Log Analysis***

The CONSULTANT will review existing bridge tender logs and perform an analysis of the frequency of bridge openings and types of vessels requiring bridge openings. The results will be summarized in a memorandum.

***Vessel Height Study***

The CONSULTANT will conduct a vessel height survey to determine the type and height of the boats navigating under the bridge that require opening of the existing draw span.

## **Comparative Analysis of Alternatives**

The CONSULTANT is to study the rehabilitation or replacement of the Dunedin Causeway Bridges in Pinellas County, Florida. Alternate corridors for bridge location will not be required to be evaluated due to the extent of development in the vicinity of the existing bridge. Capacity improvements will not be considered.

Based on the Preliminary Screening Analysis of nine build alternative alignments for the Main Bridge (described in 1.18 of this Scope), evaluation of two build alternative alignments for the tide relief bridge, and evaluation of the Rehabilitation and No-Build Alternatives, the COUNTY will determine which alternatives will be considered viable alternative(s). Viable alternatives will be evaluated further through the public involvement process, and detailed engineering and environmental analyses. The possibility exists that the No-Build alternate may be selected at this point.

### **1.28 Comparative Analysis and Evaluation Matrix**

After developing the viable alternatives and costs, the CONSULTANT will prepare a matrix comparing the impacts and costs of the alternatives evaluated, with a recommendation of the most viable alternative(s). The CONSULTANT shall present their recommendations to the COUNTY for consideration.

### **1.29 Selection of Recommended Alternative(s)**

The CONSULTANT shall recommend a recommended alternative(s) based on a review and analysis of all engineering, environmental, and public involvement issues related to the project.

### **1.30 Conceptual Design Plans (Recommended)**

The CONSULTANT will finalize concept plans for the recommended alternative(s) that include refinements from the public hearing.

### **1.31 Identify Construction Segments – N/A**

### **1.32 Value Engineering – N/A**

### **1.33 Construction Cost Estimates**

The CONSULTANT shall develop construction cost estimates for each design alternative. The cost estimate is to be developed using general quantity estimates from the concept plans and unit prices as agreed to with the COUNTY. Cost estimates shall include the major work items including structures, roadway, drainage, landscaping, multi-use trail amenities, lighting, Maintenance of Traffic and demolition.

Life-cycle cost comparisons will be prepared for movable bridge alternatives and alternatives with differing service lives.

Any cost opinions or estimates provided by the Consultant will be on a basis of experience and judgment, but since the CONSULTANT has no control over market conditions or bidding procedures, the CONSULTANT cannot and does not warrant that bids, ultimate construction cost, or project economics will not vary from such opinions or estimates.

#### **1.34 Right of Way Cost Estimates**

It is anticipated that all right-of-way impacts will involve publicly owned lands. No private properties are anticipated to be impacted by any alternatives under consideration. Accordingly, the CONSULTANT will NOT prepare cost estimates for right of way acquisition. If FHWA requires cost estimates for right-of-way to be included in the evaluation matrix for comparison of alternatives, supplemental funds for this effort will be required.

No relocations are anticipated as a result of any of the alternatives considered.

#### **1.35 Design Exceptions and Variances – N/A**

#### **1.36 Preliminary Engineering Report**

The CONSULTANT will prepare a Preliminary Engineering Report in accordance with Part 1, Chapter 4 of the PD&E Manual

#### **1.37 Quality Control**

The CONSULTANT will perform Independent Technical Reviews (ITR) of the key engineering work products including the following:

- Design Traffic Memo

- Preliminary Engineering Report

- Conceptual Design Plans

ITR's shall be performed by senior professional staff, not directly involved in the preparation of the work product being reviewed.

## **TASK 2 – ENVIRONMENTAL ANALYSIS AND REPORTS**

The CONSULTANT shall coordinate and perform the appropriate level of environmental analysis for this project as outlined in the PD&E Manual and the following references.

The CONSULTANT shall utilize the Programming Screen Summary Report and graphical information from the Environmental Screening Tool (EST) available at <http://www.dot.state.fl.us/emo>, or other appropriate database. Data base information shall be compatible for use on base maps used for public presentations, corridor maps, and alternative plans.

The level of effort for the following work activities shall be commensurate with the level of impact identified in the final Programming Summary Report. If the Summary Degree of Effect from the Final Programming Summary Report is "No Involvement", or "None", for an activity, the activity will be marked N/A in the Scope of Services.

### **Sociocultural Effects**

The CONSULTANT shall collect data regarding the following Sociocultural issues. Pertinent data shall be collected, analyzed and summarized in the appropriate section of the Environmental Document. Pertinent data shall also be displayed on the base map, as applicable. These issues shall be analyzed in accordance with Part 2, Chapter 9 of the PD&E Manual and the Sociocultural Effects Evaluation Handbook (available at <http://www.dot.state.fl.us/emo>).

#### **2.1 Land Use Changes.**

The CONSULTANT will evaluate the potential impacts of the proposed improvements on the following land use issues:

- Plan Consistency: consistency with comprehensive plans, growth management plans and policies, future land use plans, proposed developments and Developments of Regional Impact (DRIs).
- Land Patterns: land uses with aesthetic, recreational, or community use values, open space, potential for sprawl, and the character of the neighborhoods.

#### **2.2 Social**

The CONSULTANT will evaluate the potential impacts of the proposed improvements on the following Social Issues:

- Community Cohesion: identification of physical barriers, traffic pattern changes, social pattern changes, and loss of connectivity to community features and facilities

- Community Facilities and Focal Points: Schools, churches, parks, emergency facilities, social services, day care facilities, retirement centers, community centers, and retail locations.
- Safety/Emergency Response: creation of isolated areas, emergency response time changes, location of police, fire, emergency medical services, healthcare facilities, and government offices.
- Title VI: Location of any Title VI involvement, minority displacement, special populations.

### **2.3 Economic**

The CONSULTANT will evaluate the potential impacts of the proposed improvement on commerce, including business and/or business district access, visibility, traffic patterns, and parking issues. Input from business interests along the corridor.

### **2.4 Mobility**

The CONSULTANT will evaluate the potential impacts of the proposed improvement on Accessibility, including transit facilities, intermodal connectivity, transportation disadvantaged access, bicycle and pedestrian issues, walkability, emergency response and evacuation routes, and safety. Potential impacts to navigation will also be addressed.

### **2.5 Aesthetics**

In accordance with Part 2, Chapter 15 of the PD&E Manual, the following issues will be addressed:

Aesthetics: noise/vibration sensitive sites, view shed, project aesthetics, community character and aesthetic values, landscaping

### **2.6 Relocation Potential**

It is not anticipated that any relocations will result from any viable alternatives. Accordingly, a Conceptual Stage Relocation Plan will not be prepared for this project.

## **Cultural Resources**

### **2.7 Archaeological and Historical Sites**

The CONSULTANT shall collect data necessary to completely analyze the impacts to all cultural and historic resources by all proposed alternatives and prepare a Cultural Resource Assessment Survey (CRAS) Report as described in Part 2, Chapter 12, of the PD&E Manual. The CRAS report will include architectural history survey. As the terrestrial portion of the project area is manmade, no terrestrial archaeological survey



will be necessary. Concurrence with the findings of the CRAS report will be obtained from FHWA and SHPO.

If required by SHPO, a maritime remote sensing survey will be conducted. This task is considered an Optional Service under this contract.

It is not anticipated that either bridge will be determined eligible for listing in the National Register of Historic Places (NRHP) by SHPO or FHWA. Accordingly, it is assumed at this time that preparation of a Determination of Eligibility (DOE), Section 106 Case Study Report, or Programmatic Section 4(f) Document will not be required and these items are not included in the Scope of Work. Should unanticipated additional work be requested by SHPO or FHWA (e.g., NRHP-eligible resources are identified requiring DOEs/Case Studies/etc., or the remote sensing survey identifies anomalies requiring diver identification, etc.) such work will be conducted under a supplemental scope and cost agreement.

## **2.8 Section 4(f) (Other than Historic)**

Applicability of Section 4(f) and potential Impacts to Section 4(f) Property will be evaluated in accordance with Part 2, Chapter 13 of the PD&E Manual.

A Section 4(f) Determination of Applicability (DOA) shall be prepared for the following resources:

- Pinellas County Aquatic Preserve
- Pinellas County Trail (Dunedin Spur)
- City of Dunedin Rotary Park
- City owned recreational areas along Dunedin Causeway
- County owned recreational areas along Dunedin Causeway

Recreational areas along the Causeway, including the Pinellas Trail spur, park areas and beach areas comprise a unique and established recreational area. It is anticipated that some alternatives that are considered for bridge replacement could impact some of these properties. Preparation of a Section 4(f) Evaluation will be required for impacts to any of these properties determined to be subject to Section 4(f) by the FHWA. Preparation of the Section 4(f) Evaluation is considered an Optional Service for this contract.

The CONSULTANT will coordinate with all property owners to complete the evaluation. In addition, the CONSULTANT will coordinate the reports with FHWA and address agency comments as required.

## **Natural Resources**

### **2.9 Wetlands and Essential Fish Habitat (EFH)**

#### ***Data Collection – Wetlands***

The CONSULTANT will collect and review available data pertaining to wetlands and other surface waters in the project area in accordance with Part 2, Chapter 18 of the PD&E Manual. The analysis and results will be documented in the Wetland Evaluation Biological Assessment Report (WEBAR). This report will be coordinated with resource and regulatory agencies for their input and concurrence.

A seagrass survey will be conducted to identify potential seagrass in the bridge vicinity.

Wetland jurisdictional boundaries (including areas of seagrass where applicable) will be located with hand held GPS units. This task does not include a formal delineation of wetland boundaries or approval of wetland boundaries by resource agencies.

#### ***Data Collection – Essential Fish Habitat***

The CONSULTANT will conduct an EFH Assessment and coordinate the assessment with the National Marine Fisheries Service in accordance with Part 2, Chapter 11 of the PD&E Manual. The analysis and results of the EFH analysis will be included in the WEBAR.

The CONSULTANT will collect and review available data pertaining to wetlands in the project area in accordance with Part 2, Chapter 18 of the PD&E Manual. The analysis and results will be documented in a combined Wetlands Evaluation/Essential Fish Habitat (EFH) Technical Memorandum. This technical memorandum will be coordinated with resource and regulatory agencies for their input and concurrence.

A seagrass survey has already been conducted to identify potential seagrass in the pier/dock vicinity and will be provided to CONSULTANT.

Wetland jurisdictional boundaries (including areas of seagrass if applicable) will be located with hand held GPS units.

#### ***Data Collection – Essential Fish Habitat***

The CONSULTANT will conduct an EFH Assessment and coordinate the assessment with the National Marine Fisheries Service in accordance with Part 2, Chapter 11 of the PD&E Manual. The analysis and results will be documented in a combined Wetlands Evaluation/ EFH Technical Memorandum.

### ***Conceptual Mitigation Plans***

The CONSULTANT will identify possible conceptual mitigation plans if required in accordance with Part 2, Chapter 18 of the PD&E Manual. Detailed mitigation plans will not be prepared as part of this contract.

### ***Analysis & Reports – Wetlands/Essential Fish Habitat***

In accordance with Part 2 Chapter 18 of the PD&E Manual, the CONSULTANT will present the findings of the Wetlands and EFH analysis in the WEBAR.

#### **2.10 Water Quality**

In accordance with Part 2, Chapter 20 of the PD&E Manual. A Water Quality Impact Evaluation will be prepared.

#### **2.11 Special Designations**

Potential for impacts to special Designations identified for this project will be evaluated in accordance with Part 2, Chapters 19, 21, and 23, of the PD&E Manual, respectively.

Special Designations within the project corridor include:

Outstanding Florida Waters, Wild and Scenic Rivers, and Aquatic Preserves

#### **2.12 Wildlife and Habitat**

The CONSULTANT will evaluate the potential for impacts to listed wildlife species in accordance with Part 2, Chapter 27 of the PD&E Manual. The analysis will include an evaluation of potential impacts to wildlife occurring on Three Rooker Island. The analysis and results will be documented in the Wetland Evaluation Biological Assessment Report (WEBAR). The WEBAR will be coordinated with resource and regulatory agencies for their input and concurrence.

#### **2.13 Identify Permit Conditions**

The CONSULTANT shall identify permit conditions, and type of permits required. This task includes the review of maps and data in order to determine permit related information for the project, or add scope to identify what tasks should be done in accordance with agreements with the permitting agencies. This task does not include preparation or submittal of any environmental permit application.

## **2.14 Farmlands (N/A)**

No Farmlands occur within the project corridor or in the vicinity of the project. A farmlands evaluation will not be required.

## **Physical Impacts**

### **2.15 Noise**

Alternatives that will result in a “substantial vertical alteration” as defined by Part 2, Chapter 17, Section 17-2 (updated May 25, 2011) of the PD&E Manual will be evaluated for this study. Accordingly, the project is considered Type 1 and a noise study is required. The CONSULTANT will conduct a Noise Study and prepare a Noise Study Report in accordance with Part 2, Chapter 17 of the PD&E Manual. **2.16 Air Quality**

In accordance with Part 2, Chapter 16 of the PD&E Manual.

### **2.17 Construction Impact Analysis**

In accordance with Part 2, Chapter 30 of the PD&E Manual.

### **2.18 Contamination**

The CONSULTANT shall perform the necessary analysis to complete the Contamination Screening Evaluation for all proposed alternatives as described in Part 2, Chapter 22, of the PD&E Manual. The analysis and results will be documented in a Contamination Screening Evaluation Technical Memorandum.

National Emissions Standards for Hazardous Air Pollutants (NESHAP) Asbestos and Protective Coatings Survey Report: The CONSULTANT shall perform an asbestos assessment on the bridge structure using the services of a licensed asbestos consultant (LAC) in accordance with FDOT Directive 625-020-020-c, dated July 21, 2009.

## **Environmental Reports**

The Environmental Documents prepared by the CONSULTANT will comply with the procedures of the PD&E Manual, Part 1, and will also follow the format and include content described in Part 2 of the PD&E Manual. The task of documentation includes the preparation of draft and interim reports prepared by the CONSULTANT for review and comment by COUNTY prior to producing final reports and documents.

### **2.19 Class of Action Determination**

This project has not been screened via the ETDM process. It is anticipated that the appropriate Class of Action will be either a Type 2 Categorical Exclusion (CE) or an Environmental Assessment. Since it is possible that FHWA could determine than an

Environmental Assessment is appropriate, the effort required to prepare and process an EA will be included as an “Optional Service”

This task consists of completing the Environmental Class of Action Determination Form (as defined in Part 1, Chapter 2 of the PD&E Manual) . If possible, this will be accomplished as part of the ETDM process.

If the Class of Action is determined to be a Type 2 Categorical Exclusion, the CONSULTANT will prepare the Summary of Environmental Impacts Checklist for Type 2 CEs and supporting documentation for inclusion in the PER in accordance with Part 1, Chapter 5 of the PD&E Manual.

If FHWA determines that the required Class of Action is an Environmental Assessment, the CONSULTANT shall prepare the Environmental Determination Form and any attachments that will be required for FHWA to make their determination as per Part 1, Chapter 2, of the PD&E Manual.

#### **2.20 Categorical Exclusion Type II**

Prepare the Categorical Exclusion Type II form and all attachments in accordance with Part 1, Chapter 5 of the PD&E Manual.

#### **2.21 State Environmental Impact Report - NA**

#### **2.22 Environmental Assessment**

In accordance with Part 1, Chapter 6 of the PD&E Manual.

Preparation of an Environmental Assessment (EA) will be an “Optional Service” to be provided only if FHWA determines that an EA, and not a Type 2 CE is the appropriate Environmental Document for this study.

#### **2.23 Finding of No Significant Impact (FONSI)**

In accordance with Part 1, Chapter 7 of the PD&E Manual.

Preparation of a FONSI will be an “Optional Service” to be provided only if FHWA determines that an EA, and not a Type 2 CE is the appropriate Environmental Document for this study.

#### **2.24 Draft Environmental Impact Statement – NA**

#### **2.25 Final Environmental Impact Statement – NA**

## **2.26 Quality Control**

The CONSULTANT will perform Independent Technical Reviews (ITR) of the following key work products:

Environmental Document

ITRs shall be performed by senior professional staff who are not directly involved in the preparation of the work product being reviewed.

## **TASK 3 – OPTIONAL SERVICES**

Optional Services indicated in the scope of services will be included in the contract and funded as contingency tasks. Commencement of these services will require authorization by the COUNTY. (A supplemental agreement/contract will not be required.)

In the event that budgeted optional services are not required, the funds allocated for these services will be available for additional services as recommended by the COUNTY (or as requested by the City of Dunedin) or CONSULTANT and approved by the COUNTY.

The following tasks are considered Optional Services for this contract:

**3.2 Preparation of a Section 4(f) Evaluation** - Recreational areas along the Causeway, including the Pinellas Trail spur, park areas and beach areas comprise a unique and established recreational area. It is anticipated that some alternatives that are considered for bridge replacement could impact some of these properties. Preparation of a Section 4(f) Evaluation will be required for impacts to any of these properties determined to be subject to Section 4(f) by the FHWA. Preparation of the Section 4(f) Evaluation is considered an Optional Service for this contract.

**3.3 A Maritime Remote Sensing Survey** will be conducted as part of the Cultural Resource Assessment Survey (CRAS) if requested by SHPO.

## **TASK 4 – PUBLIC INVOLVEMENT**

Public involvement includes communicating to and receiving information from all interested persons, groups, and government organizations information regarding the development of the project. The CONSULTANT shall coordinate and perform the appropriate level of public involvement for this project as outlined in Part 1, Chapter 11 of the PD&E Manual and the following sections.

The CONSULTANT shall provide to the COUNTY drafts of all Public Involvement collateral (i.e., newsletters, property owner letters, advertisements, etc.) associated with the following tasks for review and approval at least five (5) business days prior to printing and / or distribution

#### **4.1 Public Involvement Program**

The CONSULTANT will prepare a public involvement program early in the project and obtain concurrence from the COUNTY prior to implementing the plan.

#### **4.2 Public Involvement Data Collection**

The CONSULTANT will obtain names and addresses for property owners for the area identified to be included in the mailing list from the County Property Appraiser's Office. The Consultant will prepare and maintain a mailing list of elected and appointed officials, interested citizens, special interest groups, homeowner associations, local media etc. This list will be used for mailing of newsletters/meeting invitations to the public.

In addition the CONSULTANT shall assist the COUNTY in preparing responses to any public inquiries as a result of the public involvement process.

#### **4.3 Notice of Intent – NA**

#### **4.4 Advance Notification (AN) and Efficient Transportation Decision Making (ETDM) Process**

The CONSULTANT will conduct all tasks required to initiate and complete the ETDM Programming Screening process and prepare the AN Package via the FDOT Environmental Screening Tool (EST). Tasks will include the following:

##### ***Project Background Information/Project Data in the Environmental Screening Tool***

This task entails two parts: (1) reviewing materials relevant to developing a solid understanding of the project and its individual components and (2) Environmental Screening Tool (EST) project input. The project materials to be consulted as part of this task may include any materials preliminarily prepared by the COUNTY, not limited to presentations, cost estimates, project description information, previous studies, and other supplemental information provided by the COUNTY or others.

The information obtained from these materials will contribute to the development of the "project diary" (i.e., detailed information such as plan consistency, funding sources, lead/cooperating agencies, etc. to help prepare the project for release), as well as the Project Description, Purpose and Need Statement, Advance Notification Package, and Sociocultural Effects Evaluation. Coordination with Central Office and the Florida GeoPlan Center will also take place to facilitate accurate entry of project data into the EST, if necessary. Additionally, draft EST-generated project notifications will be prepared.

### ***Project Description & Purpose and Need Statement***

The efforts outlined under this task are necessary to prepare the Project Description and the Purpose and Need Statement. These efforts encompass reviewing any previous versions of the Project Description and the Purpose and Need Statement; developing the Project Description and the Purpose and Need Statement to include federal/state approved components (i.e., Plan Consistency, Capacity/Transportation Demand, Modal Interrelationships, System Linkage, etc.); and coordinating with the COUNTY, the Federal Highway Administration, and (as necessary) the Pinellas County Metropolitan Planning Organization (MPO) for review of the prepared information. The Final Project Description and the Purpose and Need Statement will be uploaded to the EST.

### ***Advance Notification Package***

This task encompasses the activities required to prepare the components of the project's AN Package, including the cover letter, the Federal application form, the Preliminary Environmental Discussion, and the transmittal list. Coordination with the COUNTY to obtain recipient contact information for the AN Package transmittal list will also take place. The Draft AN Package will be submitted to the COUNTY for review. The Final AN Package will be uploaded to the EST and released with the initiation of the project screening. In addition, hardcopies of the AN Package will also be produced and distributed via U.S. mail.

### ***Public Outreach***

This task includes activities pertinent to documenting the previous, current, and upcoming public outreach efforts. Coordination will take place with the COUNTY and (as necessary) the Pinellas County MPO to obtain public commentary regarding the project. A brief summary will be prepared to capture the public outreach efforts and outcomes and submitted to the COUNTY for review. This summary, including all supporting outreach materials (i.e., brochures, meeting minutes, reports, etc.) and documented comments, will be uploaded to the EST for reference.

### ***Sociocultural Effects Evaluation***

This task outlines the steps involved in conducting a Sociocultural Effects (SCE) Evaluation for the project. The steps include: reviewing EST generated GIS analysis results for each of the six SCE issues and relevant community characteristics information via the EST or supporting documents (i.e., local government comprehensive plans, vision plans, etc.); preparing the SCE Evaluation or summary of findings; coordinating with the COUNTY and (as necessary) the Pinellas County MPO for review of the SCE Evaluation; and finalizing and uploading the SCE Evaluation to the EST.



### ***Programming Screen Summary Report***

This task entails completing the project's ETDM Programming Screen by preparing the Summary Report. Activities to be performed to prepare the Preliminary Programming Screen Summary Report include: reviewing and summarizing all comments received from the Environmental Technical Advisory Team (ETAT), identifying fatal flaws or controversies and opportunities for outreach or mitigation during Project Development (including COUNTY project commitments), assigning Summary Degrees of Effect, and identifying required technical studies and permits. The Preliminary Programming Screen Summary Report (including the prepared list of required technical studies and permits as well as the COUNTY project commitments) will be submitted to the COUNTY for review; all items will be uploaded to the EST and published. Following these activities, the CONSULTANT will assist the COUNTY to prepare the Class of Action (COA) Determination Summary for the project, coordinate with FHWA and incorporate the COA Determination into the Final Programming Screen Summary Report.

### ***Project Team Coordination***

This task includes the additional coordination efforts/activities that will take place as the project advances through the ETDM screening process, such as the scheduling of/participation in regular progress meetings with the COUNTY or project updates via conference calls, face-to-face meetings, web-based meetings, etc.

### ***Deliverables***

URS will produce and submit the following deliverables to the COUNTY for review and comment:

- Project Description & Purpose and Need Statement
- AN Package (including Preliminary Environmental Discussion)
- Summary of Public Outreach Activities
- SCE Evaluation
- Preliminary Programming Screen Summary Report
- Final Programming Screen Summary Report (with technical studies/permits and COA)

Following revisions, URS will provide an electronic copy of each deliverable to the COUNTY for their records.

#### **4.5 Scheduled Public Meetings**

The CONSULTANT shall provide all support necessary for the COUNTY to hold or participate in various public meetings, which may include but not limited to:

- Initial Public Kick off Meeting– This will be a large scale public meeting to solicit early input from the community prior to development of alternatives and to introduce the project to the community, agency representatives and elected officials. Agency representatives (including ETAT members) and elected officials will also be invited. The meeting format will include a power-point presentation. Graphics and other displays will also be available. Interactive stations designed to solicit input on specific issues will be set up.

Information about basic bridge design principles, terminology and constraints will be available. Potential areas for design refinements including piers, color, railing, tender house, roadway lighting and pedestrian amenities will be identified.

- Kick-Off Presentation to BCC – This meeting will be held at a regularly scheduled Pinellas County Board of County Commissioners Meeting. The meeting will consist of a brief presentation to introduce the project, discuss the project need, alternatives to be considered and opportunities for public and local government input.
- Kick-Off Presentation to City of Dunedin Commission – This meeting will be held at a regularly scheduled City of Dunedin Commissioners Meeting. The meeting will consist of a brief presentation to introduce the project, discuss the project need, alternatives to be considered and opportunities for public and local government input.
- Alternatives Public Meeting (only one anticipated and included in project fee.)

A multi-media presentation (Powerpoint) will be prepared for the Alternatives Public Meeting. This presentation will address alternative concepts under consideration. The presentation will be narrated and recorded on a DVD. Computer models for the alternatives considered will be prepared. The models will be included in the Powerpoint presentation, displayed in board format and in an interactive format. In addition, the CONSULTANT shall prepare and/or provide:

- Agenda for presentation.
- Handouts,
- Graphics for presentation,
- Script for multi-media presentation,
- Meeting equipment set-up and tear-down.

- Legal and/or display advertisements. (The COUNTY will pay the cost of publishing.)
- Letters for notification of elected and appointed officials, property owners and other interested parties. The CONSULTANT will prepare the letters, insert them in envelopes, and address the envelopes. The CONSULTANT will pay for first class postage for notification letters.
- News releases, for use three (3) to five (5) days prior to meeting.
- Summary notes of meetings to be provided to the COUNTY no later than five (5) business days after the meeting.
- Briefing and debriefing of COUNTY staff.

The CONSULTANT will investigate potential meeting sites to advise the COUNTY on their suitability. The COUNTY will pay all costs for meeting site rents and insurance.

The CONSULTANT will attend the meetings with an appropriate number of personnel to assist the COUNTY'S Project Manager.

#### **4.6 Other (Unscheduled) Public and Agency Meetings**

In addition to scheduled public meetings the CONSULTANT may be required to participate in unscheduled meetings with the public, elected officials, or public agencies. The CONSULTANT'S participation will include participation during the meeting, note taking, and summarizing the meeting in a memo to the file. It is estimated for this project there will be 39 unscheduled meetings during the study. The meetings anticipated are described below:

##### ***City of Dunedin Commission Meetings – Seven (7) total:***

It is anticipated that the Consultant will attend regularly scheduled City of Dunedin Commission Meetings to update the Commission on the project at appropriate mileposts during the Study:

- After Public Kick-Off Meeting to present results
- Prior to the Alternatives Public Workshop to present alternatives
- After the Alternatives Public Workshop to Present Results
- Prior to the Public Hearing to announce Recommended Alternative
- After the Public Hearing to Present Results

In addition, two additional presentations to the City Commission are anticipated.

***Pinellas County Board of County Commissioners Meetings – Five (5) total:***

- After Public Kick-Off Meeting to present results
- Prior to the Alternatives Public Workshop (Present Alternatives)
- After the Alternatives Public Workshop (Present Results)
- Prior to the Public Hearing to Select Recommended Alternative
- After the Public Hearing (Present Results)

**MPO Meetings:**

***MPO Board and Advisory Committees***

**MPO Board – Three (3) Total**

- Kick-Off Meeting to Introduce Project
- Prior to the Alternatives Public Workshop to Present Alternatives
- Prior to the Public Hearing to announce Recommended Alternative

**MPO Pedestrian and Bicycle Advisory Committee- Three (3) Total**

- After Public Kick-Off, prior to developing alternatives – solicit input for bicycle/ped facilities
- Prior to the Alternatives Public Workshop to Present alternatives
- Prior to the Public Hearing to present Recommended Alternative, Request Concurrence

**MPO Technical Coordinating Committee (TCC) – Three (3) Total**

- After Public Kick-Off, prior to developing alternatives – solicit input
- Prior to the Alternatives Public Workshop to Present alternatives
- Prior to the Public Hearing to present Recommended Alternative, request Concurrence

**MPO Citizens Advisory Committee (CAC) – Three (3) Total**

- After Public Kick-Off, prior to developing alternatives – solicit input
- Prior to the Alternatives Public Workshop to Present alternatives

- Prior to the Public Hearing to present Recommended Alternative, request Concurrence

**Dunedin Causeway Bridge Ad Hoc Advisory Committee Meetings – Not to Exceed Seven (7) Total**

An Advisory Committee which includes representatives of local stakeholder groups and City of Dunedin staff was established by the City of Dunedin for this project. The project team will meet with this group throughout the study. It is anticipated that meetings will be held at the following project milestones:

- Prior to Public Kick-Off Meeting (1)
- Prior to and following Alternatives Workshop (2)
- Prior to and following Public Hearing (2)

In addition, we anticipate two (2) additional meetings with this group.

**Other Stakeholder Group Meetings - Two (2)**

It is anticipated that a number of stakeholder groups will request the project team to make presentation at their meetings. We anticipate two stakeholder meeting presentations for this study.

#### **4.7 Public Hearing**

The CONSULTANT shall provide all the support services listed in Sections 1.2 and 1.5 above, and in addition shall prepare:

- All elements of the multi-media presentation which will consist of a PowerPoint presentation describing the alternatives developed and evaluated during the process as well as impacts of the Preferred Alternative and all other required information as specified in the FDOT PD&E manual. The presentation will include the 3-D renderings and video animation described in Section 1.9 Special Public Involvement Requirements below.
- Prepare script for multi-media presentation
- Prepare script for COUNTY'S Formal Public Hearing Presentation (Introduction to meeting and meeting logistics)
- Graphics depicting the proposed improvements, including access to all adjacent parcels.
- Displays of plans and report(s) for the public display.
- Brochures or handouts.

- Prepare public advertisements.
- Provide Court Reporter
- Briefing and debriefing of COUNTY staff.

The CONSULTANT will procure a verbatim transcript of the Public Hearing. The CONSULTANT will combine the transcript with any letters received by the COUNTY as part of the public hearing record, and affidavits of publication of legal ads, and will provide copies of the transcript for the COUNTY'S use.

#### **4.8 Location and Design Concept Acceptance (LDCA)**

The CONSULTANT will publish the advertisement in accordance with the PD&E Manual when LDCA is obtained. The FDOT- District Seven will obtain LDCA from the Federal Highway Administration. The CONSULTANT will assist the FDOT on behalf of the COUNTY as needed.

#### **4.9 Special Public Involvement Requirements**

Survey for Public Kick-Off Meeting

##### ***Newsletters***

The CONSULTANT will prepare two newsletters as follows:

- One newsletter will be sent as an invitation to the Kick-Off Meeting.
- One newsletter prior to the Alternatives Public Meeting. This may serve as an invitation to the Alternatives Public Meeting
- One newsletter will be prepared prior to the Public Hearing and may be included in the notification/invitation letters.

The CONSULTANT will pay postage for mailing newsletters. The newsletters will be available in printed or pdf format.

##### ***Web Site Development and Maintenance***

The COUNTY will create a project website which will be hosted and maintained on the COUNTY'S server. The CONSULTANT will provide initial content and updates for the duration of the study. Content on the website will include all information presented to the public at public meetings, including presentation slides, handouts, graphic displays, 3D computer models or animations, and meeting minutes if applicable. Newsletters, meeting notices, meeting advertisements and invitation letters to large scale public meetings will also be posted on the website. In addition, general project information will be provided including the project schedule, schedule of upcoming and past public

meetings, and final project reports. All information posted will be subject to review and approval by the County.

## **Videos and Renderings**

### ***1. Build a 3D Model of the Proposed Bridge Alternatives***

The CONSULTANT will construct a digital 3D model of bridge alternatives that will include the new bridge deck, approach piers, bascule section (if applicable), control towers (if applicable) and pedestrian improvements. Necessary details will be added, such as, retaining walls, pavement striping, signage, lighting, sidewalks, landscaping and railing if the data is available and significant to the viewshed. The final product will be created in 3D Studio Max and/or AutoDesk Revit. The following 3D models are included in the scope:

Main Bridge – One alignment alternative for each of three height alternatives

- Low Level Movable Bridge
- Mid-Level Movable Bridge
- High Level Fixed Bridge

Tide Relief Bridge – One alignment alternative

### ***2. Align 3D Model to field photographs***

Photos will be taken from both adjacent property and roadway views. The proposed designs will be aligned with the field photographs to show the future conditions for each bridge alternative. Five (5) images of each alternative modeled in 3D will be prepared.

### ***3. Render and Print Proposed Images***

Proposed images will be rendered and or printed for the purpose of verifying accuracy and for in house review by design team and client.

One thematic architectural design alternative for each of the three bridge types (high level fixed, mid-level movable and low-level movable) will be developed and presented. Architectural renderings for each option will be prepared from two vantage points – one as seen from the water and the second will depict the bridge from a closer vantage point, showing overlook and pedestrian amenities (total of 6 renderings). These will be presented at the Alternatives workshop. (Architectural concepts for the tide relief bridge or causeway will not be included.)

Architectural design alternatives for the Recommended Alternative to be presented at the Public Hearing will be refined based on input received from the public and local

governments. Two daytime images and one nighttime image of the Recommended Alternative depicting overall design intent and potential lighting concept will be provided.

The CONSULTANT will develop a narrative combined with renderings describing the selection process and Recommended Alternative. This narrative will be included in the Preliminary Engineering Report.

#### **4. Video Animation**

The CONSULTANT will create a 3D animated video that will show a flyover of the bridge corridor. This animation will be from a helicopter perspective approximately 400 ft. above the ground, it will travel the length of the project in one direction. Four separate animations will be prepared –

Main Bridge – 2 Movable Bridge Alternatives (low-level and mid-level)

Main Bridge – 2 High-Level Fixed Bridge Alternatives (precast girder superstructure, segmental box superstructure)

The Main Bridge Alternatives – one Movable Low-Level, one Movable Mid-Level, will be combined with one causeway and one Tide Relief Bridge alternative.

In addition, two High-Level alternatives, one precast girder and one segmental box, will be combined with one causeway and one Tide Relief Bridge alternative.

Each animation will be 60 to 90 seconds in length. There will be vehicle traffic shown on the future conditions. This traffic will not represent any traffic data projections or forecasts; it is for visual enhancement only.

#### **5. Comments and Coordination Report**

A Comments and Coordination Report will be prepared to document and summarize public involvement activities conducted during the study.

#### **4.10 Quality Control**

All documents distributed to the public shall receive a detailed check prior to distribution.

### **TASK 5 – MISCELLANEOUS SERVICES**

#### **5.1 Contract and Project Files**

Project Management efforts for complete setup and maintenance, developing monthly progress reports, schedule updates, work effort to develop and execute sub-consultant agreements etc. Progress reports shall be delivered to the COUNTY in a format as prescribed by the COUNTY and no less than ten (10) days prior to submission of the



corresponding invoice. Judgment on whether work of sufficient quality and quantity has been accomplished will be made by the Project Manager by comparing the reported percent complete against actual work accomplished.

Within ten (10) days after the Notice to Proceed (NTP), the CONSULTANT shall provide a schedule of calendar deadlines. Said schedule shall be prepared in a format prescribed by the COUNTY.

## **5.2 Project Management Meetings and Coordination**

The CONSULTANT shall meet with the COUNTY as needed throughout the life of the project. Monthly progress meetings will be conducted by teleconference and will include participation by the CONSULTANT'S Project Manager and key technical staff, including subconsultants. Project team workshops will be held at 14 S. Fort Harrison Ave, Clearwater, Florida, or other prescribed County offices, on an as needed basis to coordinate work and plan for public meetings and/or workshops. The CONSULTANT'S Project Manager and key technical staff, including subconsultants that are responsible for the work items to be discussed shall attend project team workshops. The following number of meetings is anticipated:

24 Monthly Progress Meetings

6 Project Team Workshops

## **5.3 Additional Services**

### **(27) Survey**

The Autodesk Civil 3d electronic deliverables to be in accordance with the Pinellas County CADD Kit for AutoDesk Civil 3D Beta v2.00 CAD standards, and will comply with "Pinellas County Public Works CADD Manual for Land Survey and Civil Engineering" and "Pinellas County Public Works CADD Project Administration Manual for Land Survey and Civil Engineering" and supplemental amendments that may be made to such guide as warranted by the COUNTY.

All survey notes and computations to document the surveys will be made available to the County upon request. All historical survey records of the project will be maintained by the CONSULTANT. All field survey work shall be recorded in approved media.. The field books shall be certified by the surveyor in responsible charge of work being performed before the final product is submitted.

The survey notes shall include documentation of decisions reached from meetings, telephone conversations or site visits. All like work (such as bench lines, reference points, etc.) shall be recorded contiguously. The COUNTY may not accept field survey radial locations of platted subdivision lot and block corners, alignment control points and

alignment control reference points. The COUNTY may instead require that these points be surveyed by true line, traverse or parallel offset.

The project extends along Causeway Boulevard in Pinellas County, from the easterly intersection of Gary Place/Gary Circle to the end of the multi-use path on Honeymoon Island (approximately 10,800 linear feet. Two bridges, one bascule and one fixed, lie within the project limits. Bridge deck elevations shall be provided and structural components are not included.

#### **27.1 Horizontal Project Control (HPC)**

- 1) Recover and/or establish horizontal survey control as required to complete the project.
- 2) Establish three (3) Primary Control Points using static GPS methods. These points will be set at 3,000 foot intervals, more or less.
- 3) Establish secondary horizontal control points at 700 foot intervals using kinematic GPS methods. These points will be set intervisibly to facilitate collection of features using conventional methods as required.
- 4) The Horizontal Datum shall be the State Plane Coordinate System, Florida West Zone, North American Datum of 1983, Adjustment of 2007 (NAD83/2007) or newer adjustment using U. S. Survey Foot.

#### **27.2 Vertical Project Control (VCP)**

- 1) Recover and/or establish vertical control as required to complete the project. .
- 2) Establish ten (10) Primary Control Points using the 3 wire differential leveling technique. These points will be set at 1,000 foot intervals, more or less.
- 3) The Vertical Datum shall be the North American Vertical Datum of 1988 (NAVD88).

#### **27.3 Alignment and/or Existing Right of Way Lines**

Establish, recover or re-establish project alignment. Also includes analysis and processing of all field collected data, existing maps, information obtained from the Title Search effort, coordination with FDEP, and/or reports for identifying existing alignment and/or existing Right of Way lines.

#### **27.4 Aerial Targets**

Place, locate, and maintain required aerial targets and/or photo identifiable points. Includes analysis and processing of all field collected data, existing maps, and/or reports. Placement of the targets will be at the discretion of the aerial firm.

**27.5 Reference Points**

Reference primary horizontal control points, vertical control points and project alignment.

**27.6 Topography/Digital Terrain Model (DTM) (3D) (N/A)**

**27.7 Planimetric (2D) (N/A)**

**27.8 Roadway Cross Sections/Profiles**

Perform ten (10) check cross sections. Include analysis and processing of all field-collected data for comparison with DTM.

**27.9 Side Street Surveys (N/A)**

**27.10 Underground Utilities (N/A)**

**27.11 Outfall Survey (N/A)**

**27.12 Drainage Survey (N/A)**

**27.13 Bridge Survey (N/A)**

**27.14 Channel Survey (N/A).27.15**

**27.15 Pond Site Survey (N/A)**

**27.16 Mitigation Survey (N/A)**

**27.17 Jurisdiction Line Survey (N/A)**

**27.18 Geotechnical Support (N/A)**

**27.14 Channel Survey (N/A)**

**27.15 Pond Site Survey (N/A)**

**27.16 Mitigation Survey (N/A)**

**27.17 Jurisdiction Line Survey (N/A)**

**27.18 Geotechnical Support (N/A)**

**27.19 Sectional/Grant Survey**

Perform field location/placement of section corners, 1/4 section corners, and fractional corners where pertinent. Includes analysis and processing of all field-collected data and/or reports.

**27.20 Subdivision Location**

Survey all existing recorded subdivision/condominium boundaries, tracts, units, phases, blocks, street R/W lines and common areas. Includes analysis and processing of all field collected data and/or reports.

**27.21 Maintained R/W (N/A)**

**27.22 Boundary Survey (N/A)**

**27.23 Water Boundary Survey (N/A)**

**27.24 Right of Way Staking / Right of Way Line (N/A)**

**27.25 Right of Way Monumentation (N/A)**

**27.26 Line Cutting (N/A)**

**27.27 Work Zone Safety**

Provide work zone as required by COUNTY standards.

**27.28 Miscellaneous Surveys (N/A)**

**27.29 Supplemental Surveys (N/A)**

**27.30 Document Research**

Perform research of documentation to support field and office efforts involving surveying and mapping.

**27.31 Field Review**

Perform verification of the field conditions as related to the collected survey data.

**27.32 Technical Meetings**

Attend meetings as required and negotiated by the Surveying and Mapping Department.

### **27.33 Quality Assurance (QA)/Quality Control (QC)**

Establish and implement a plan. Also includes subconsultant review, response to comments and any resolution meetings if required, preparation of submittals for review, etc.

### **27.33 Quality Assurance (QA)/Quality Control (QC)**

Establish and implement a plan. Also includes subconsultant review, response to comments and any resolution meetings if required, preparation of submittals for review, etc.

### **27.34 Supervision**

Perform all activities required to supervise and coordinate project. These activities must be performed by the Project Supervisor, a Florida P.S.M. or their delegate as approved by the COUNTY.

### **27.35 Coordination**

Coordinate survey activities with other disciplines. Unit is based on three percent (3%) of office support hours from Tasks 27.1 through 27.27 where applicable.) These activities must be performed by the Project Supervisor, a Florida P.S.M. or their delegate as approved by the COUNTY.

## **29 MAPPING**

The CONSULTANT will be responsible for the preparation of control survey maps and other miscellaneous survey maps as required for this project in accordance with all applicable COUNTY Manuals, Procedures, Handbooks, COUNTY specific requirements, and Florida Statutes. All maps and surveys will be prepared under the direction of a Florida Professional Surveyor and Mapper (PSM) to COUNTY size and format requirements.

### **Master CADD File**

#### **29.1 Alignment**

#### **29.2 Section and 1/4 Section Lines**

#### **29.3 Subdivisions / Property Lines**

#### **29.4 Existing Right of Way**

#### **29.5 Topography (N/A)**

**29.6 Parent Tract Properties and Existing Easements**

Analysis of documents from title searches.

**29.7 Proposed Right of Way Requirements (N/A)**

**29.8 Limits of Construction (N/A)**

**29.9 Jurisdictional/Agency Lines (N/A)**

**29.10 Control Survey Cover Sheet**

**29.11 Control Survey Key Sheet**

**29.12 Control Survey Detail Sheet**

**29.13 Right of Way Map Cover Sheet (N/A)**

**29.14 Right of Way Map Key Sheet (N/A)**

**29.15 Right of Way Map Detail Sheet (N/A)**

**29.16 Maintenance Map Cover Sheet (N/A)**

**29.17 Maintenance Map Key Sheet (N/A)**

**29.18 Maintenance Map Detail Sheet (N/A)**

**29.19 Reference Point Sheet**

This sheet(s) will be included with the Control Survey Map.

**29.20 Project Network Control Sheet (N/A)**

**29.21 Table of Ownerships Sheet (N/A)**

**29.22 Parcel Sketches (N/A)**

**29.23 TIITF Sketches (N/A)**

**29.24 Other Specific Purpose Survey(s)**

Prepare a Mean High Water Survey Map to FDEP standards.

**29.25 Boundary Survey(s) Map (N/A)**

**29.26 Right of Way Monumentation Map (N/A)**

**29.27 Title Search Map (N/A)**

**29.28 Title Search Report**

**TITLE SEARCH** - A review of the Public Records for the purpose of identifying the current owner of record and all outstanding encumbrances on a parcel of land. Such a search shall include a complete chain of title of all records beginning with the earliest Public Records (1912) of the county in which the parcel of land is located and continuing through the date of certification of the Title Search Report. Current Tax information along with complete copies of all instruments shown within the Title Search Report.

**29.29 Legal Descriptions (N/A)**

**29.30 Final Map/Plans Comparison (N/A)**

**29.31 Field Reviews**

**29.32 Technical Meetings**

**29.33 Quality Assurance/Quality Control**

**29.34 Supervision**

**V. COMPENSATION**

The CONSULTANT shall provide the above outline Basic Services for the following fixed fee or estimated amounts.

Task 1	Engineering Analysis and Reports	<u>\$ 490,679.87</u>	Lump Sum
Task 2	Environmental Analysis and Reports	<u>\$ 169,375.75</u>	Lump Sum
Task 3	Optional Services	<u>\$ 30,800.92</u>	Lump Sum
Task 4	Public Involvement	<u>\$ 416,677.64</u>	Lump Sum
Task 5	Miscellaneous Services	<u>\$ 198,899.55</u>	Lump Sum
Total Fee		<u>\$ 1,306,433.73</u>	Lump Sum

For any Contingency Service performed, the COUNTY agrees to pay the CONSULTANT a negotiated fee, based on the assignment, up to a maximum amount not to exceed Fifty Thousand Dollars (\$50,000.00) for all assignments performed.

## **VI. SCHEDULE**

The CONSULTANT shall begin work upon written notice to proceed. The project shall be completed within **24 months** of notice to proceed unless otherwise authorized by the COUNTY.

The CONSULTANT shall provide a Microsoft Project Schedule within 21 days of Notice to Proceed with updates to be included with each monthly invoice submittal. The CONSULTANT shall complete the Project Development and Environmental Study in accordance with the Microsoft Project Schedule submitted and agreed to by the COUNTY. The schedule will identify the County's review period for all submittals as agreed to by the COUNTY. The schedule can be modified during the contract period as mutually agreed by the CONSULTANT and COUNTY.

## **VII. INVOICES & PROGRESS REPORTS**

The CONSULTANT will submit an invoice monthly. With each invoice, CONSULTANT shall submit a progress report summarizing the work completed during the invoice period. The CONSULTANT shall also provide a Microsoft Project Schedule with applicable updates to be included with each monthly invoice submittal.

## **VIII. SERVICES TO BE PERFORMED BY THE COUNTY**

The COUNTY will provide those services and materials as described in previous sections of the Scope of Services and as set forth below:

- Project data currently on file.
- All available information in the possession of the COUNTY pertaining to utility companies whose facilities may be affected by the proposed construction.
- Existing COUNTY right-of-way maps showing ownership of the bridge and roadway.
- Deeds or other ownership records for recreational areas along the causeway.
- Available crash data.
- Bridge Inspection Reports
- Causeway Maintenance Agreement with the City of Dunedin





## WAGE RATES

(Fully burdened)

**Consultant Name: URS Corporation Southern**

**Project Name: Dunedin Causeway Bridge PD&E**

<u>Classification</u>	<u>Wage Rate</u>
Project Manager	\$185.67
Senior Engineer	\$169.56
Senior Designer	\$144.73
Senior Planner	\$137.36
Senior Surveyor	\$124.10
Landscape Architect	\$114.49
Engineer	\$102.52
Planner	\$92.03
Surveyor	\$86.01
Environmental Scientist	\$83.03
Technician	\$81.13
Administrative	\$64.36

# LOCHNER

H.W. Lochner, Inc.  
4350 West Cypress Street  
Suite 800  
Tampa, FL 33607

T 813.357.3750  
F 813.304.2207

[www.hwlochner.com](http://www.hwlochner.com)

To: Ann Venables, AICP, Project Manager  
URS Corporation  
7650 W. Courtney Campbell Causeway  
Suite 700  
Tampa, FL 33607

From: John Kenty, PE, PMP

Date: June 6, 2014

Subject: Dunedin Causeway PD&E, Schedule of Rate Values

---

Ann,

Below is Lochner's proposed schedule of rate values for the Dunedin Causeway PD&E Study contract. Please contact me if you have any questions.

<u>Classification</u>	<u>Loaded Hourly Rate</u>
Chief Engineer	\$224.87
Senior Engineer	\$201.75
Project Engineer	\$135.20
Engineer	\$88.26
Engineering Technician	\$69.83
Administrative/Clerical	\$73.04

These rates are inclusive of all overhead, operating margin, and expenses.

Sincerely,



John J. Kenty, PE, PMP



**Hardesty  
& Hanover**  
*engineering that moves you*

1000 Sawgrass Corp. Parkway, Suite 544, Sunrise, FL 33323  
T 954.835.9119 • F 954.835.9130  
[www.hardesty-hanover.com](http://www.hardesty-hanover.com)

August 1<sup>st</sup>, 2014

**Re: Fee Schedule for Dunedin Causeway Bridge (Fully Burdened) (PID 000423A) PD&E Study Pinellas County  
Contract 134-0092-NC(RM)**

Dear Sir:

Please find below our fee schedule for the above referenced project.

Classification	Wage Rate
Technical Director	\$235.00
Administrative/Clerical	\$65.00

Very Truly Yours,

Hardesty&Hanover, LLC

Timothy J. Noles, PE  
Principal



**INTERA Incorporated**  
100 SW 75<sup>th</sup> Street, Suite 107  
Gainesville, FL 32607  
Telephone: 352 332 2323  
[mgosselin@intera.com](mailto:mgosselin@intera.com)

June 2, 2014

Ann Venables, AICP  
Project Manager/Senior NEPA Planner  
URS Corporation  
7650 W. Courtney Campbell Causeway  
Suite 700  
Tampa, Florida 33607

*Re: Professional Consulting Engineering Services – Dunedin Causeway Bridge (PID 000423A) PD&E Study, Pinellas County Contract 134-0092-NC(RM)*

Dear Ms. Venables,

The table below contains fully burdened hourly labor rates for INTERA Incorporated personnel by standard FDOT labor rate classifications. The rates reflect labor, audited overhead and expense rate, and profit.

Classification	Fully Burdened Hourly Rate
Chief Engineer	\$ 193.86
Engineer	\$ 100.03
Engineer Intern	\$ 80.20
Project Engineer	\$ 118.16
Project Manager	\$ 173.15
Secretary/Clerical	\$ 50.78
Senior Engineer	\$ 153.28

Please let me know if you need back up documentation for the submitted rates.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Gosselin". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Mark Gosselin, P.E., Ph.D.  
Director of Hydraulics and Coastal Modeling  
INTERA Incorporated



9500 Koger Boulevard  
Suite 211  
St. Petersburg, FL 33702

T - 727.578.5152  
F - 727.578.5210

#### Billing Rates

Job Classification	Billing Rate
Chief Scientist	\$170
Senior Scientist	\$125
Scientist	\$87
Administration	\$70
Technician Aid	\$33

I certify that the above rates are current and accurate as of May 30, 2014.

A handwritten signature in cursive script, reading 'L. Carroll Fowler', is written above a horizontal line.

L. Carroll Fowler  
President



## **Identification of Loaded Billing Rates Proposed**

Pinellas County Project ID: PID 00423A/Contract 134-0092-NC

Project Name: Project Development and Environment (PD&E) Study - Dunedin Causeway Bridges

### **LOADED BILLING RATES BY NAME AND JOB CLASS**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>HOURLY RATE*</b>
Christine F Pritchard	Senior Environmental Scientist	\$120.00

\*I do hereby certify that the above fees are the current \_\_\_\_\_ Pritchard Environmental LLC fees for Environmental services whether performed for private or governmental clients.

*Christine F Pritchard, President* / 6/4/14  
(signature & position)/Date



**Southeastern Archaeological Research, Inc. (SEARCH)**  
**Fee Schedule for Dunedin Causeway Bridge (PID 000423A) PD&E Study**  
**Pinellas County Contract 134-0092-NC(RM)**

<b>Labor Classification</b>	<b>Fully Burdened Labor Rates</b>
<b>Project Manager</b>	<b>\$193.76</b>
<b>Chief Archaeologist</b>	<b>\$116.30</b>
<b>Senior Specialist</b>	<b>\$115.46</b>
<b>Specialist</b>	<b>\$69.83</b>
<b>Senior Archaeologist</b>	<b>\$79.07</b>
<b>Archaeologist</b>	<b>\$59.70</b>
<b>GIS Specialist</b>	<b>\$67.79</b>
<b>Secretary/Clerical</b>	<b>\$70.33</b>



5 June 5, 2014

To: Jim Phillips, P.E., S.E. - URS  
From: Bradley C. Touchstone, AIA  
Regarding: Dunedin Scope

Jim,

The following is a summary of rates associated with the Dunedin PD&E Study. The expenses associated with the project (including travel) are built into the rates below. All rates listed below are based on the following formula:

$(\text{direct labor}) \times (\text{FAR Audited Rate} + \text{FDOT Audited Expense Rate}) \times (\text{Profit of 12\%}) = \text{billable rate}$

Classification	Direct Labor	FAR Rate	Expense Rate	Profit	Billable Rate
Principal Bridge Architect	87.50	143.05%	23.72%	12%	\$261.43
Project Architect	65.00	143.05%	23.72%	12%	\$194.21
Intern Architect	20.00	143.05%	23.72%	12%	\$59.75
Clerical	16.50	143.05%	23.72%	12%	\$49.30
Support Personnel	20.00	143.05%	23.72%	12%	\$59.75

Best regards,

A handwritten signature in black ink that reads 'Bradley C. Touchstone'.

Bradley C. Touchstone, AIA



**WANTMAN GROUP, INC**  
**FEE SCHEDULE FOR DUNEDIN CAUSEWAY BRIDGES BD&E**  
**EFFECTIVE DATE – August 12, 2014**

**Hourly Rate**

Principal Engineer	\$236.50
Expert Witness	\$350.00
Project Manager	\$175.00
Senior Professional Engineer	\$150.00
Professional Engineer	\$130.00
Field Engineer	\$125.00
Engineer Intern	\$100.00
CADD Technician	\$ 90.00
Environmental Scientist	\$130.00
Planner – Public Hearing Representation	\$225.00
Principal Planner	\$180.00
Planner	\$130.00
Assistant Planner	\$ 90.00
GIS Technician	\$ 90.00
Principal Surveyor	\$202.50
Senior Professional Surveyor	\$150.00
Professional Surveyor	\$130.00
Survey Intern	\$100.00
2 Man Field Crew	\$120.00
3 Man Field Crew	\$150.00
4 Man Field Crew	\$180.00
5 Man Field Crew	\$210.00
Utility Coordinator	\$120.00
Designating Crew	\$120.00
Vacuum Excavation Crew	\$200.00
Laser Scan Crew	\$250.00
Hydrographic/Bathymetric Crew	\$325.00
Administrative Assistant	\$ 70.00
Blueprints (per sq. ft.)	\$ 0.60
Full Color Plot (per sq. ft.)	\$ 15.00
Photo Mylars (each)	\$120.00
Mylars (per sq. ft.)	\$ 6.00
Copies, Black & White (each)	\$ 0.30
Copies, Color (each)	\$ 1.00
Other Expenses	Cost Plus 10%

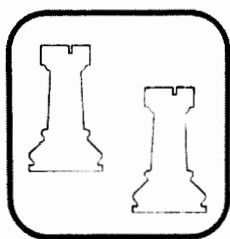
**Expenses:** In addition to labor, WANTMAN bills for the following project related costs at a contractually agreed markup: printing; conference calling charges; document review, permit or recording fees paid on behalf of CLIENT; shipping; bid advertisement; specialty materials, software or equipment rental; sub-consultant fees; costs of project related employee travel including meals, lodging, airfare and miscellaneous travel costs such as tolls, parking, etc; mileage for all company-owned vehicles (trucks) will be charged at \$0.85/mile; employee owned vehicles used for transportation related to the Project will be charged at the prevailing federal mileage rate allowed by the IRS at the time the travel occurs.

WANTMAN also bills for the cost of internal reproduction and the use of specialized equipment related to subsurface utility vacuum excavation, mobile scanning (LIDAR), and hydrographic surveying.

**Rates Are Valid Through December 31, 2014**

**Fee Schedule Accepted by:**

\_\_\_\_\_



# **I. F. ROOKS & ASSOCIATES, INC.**

## **PHOTOGRAMMETRY**

<b>I. F. Rooks &amp; Associates, Inc. -PINELLAS COUNTY Dunedin Causeway PD&amp;E Study</b>							
<b>A. Schedule of Unit Price Fees for Aerial Photography:</b>							
1.	Flying hours from take-off to landing.		(Fixed Wing)	\$600.00	per hour		
	Low Altitude Flight Time (2 hour minimum)		(Helicopter)	\$ 1,500.00	per hour		
	*including aircraft & equipment (Flying hours that are to re-work rejected aerial photography will not be charged).						
2.	Black & white, natural color, color infrared aerial film, processing, annotating, including one (1) contact print per exposure.						
			<u>Black &amp; White</u>	<u>Color</u>	<u>Color IR</u>		
	0 to 50 Exposures		\$12.00	\$17.00	\$ 17.00		
	51 to 70 Exposures		\$11.00	\$15.00	\$ 15.00		
	71 to 100 Exposures		\$10.00	\$14.00	\$ 14.00		
	101 to 125 Exposures		\$9.00	\$13.00	\$ 13.00		
	126 to 150 Exposures		\$8.00	\$12.00	\$ 12.00		
	151 to 200 Exposures		\$7.00	\$10.00	\$ 10.00		
	201 up to full roll (250' roll)		\$7.00	\$10.00	\$ 10.00		
	Additional paper contact prints, as required.						
	Contact Prints 1 (each print)		\$12.00	\$17.00	\$17.00		
	Contact Prints 2 or more (ea. print)		\$9.00	\$11.00	\$12.00		
3.	Black & White Diapositive		\$12.00 each				
4.	Color Diapositives		\$17.00 each				
5.	a. CD				\$9.00	per CD	
	b. DVD				\$12.00	per DVD	

106 N.W. DRANE STREET • PLANT CITY, FLORIDA 33563  
 PHONE: (813) 752-2113 • TOLL FREE: (800) 495-3240 • FAX: (813) 752-3102

<b>6.</b>	<b>Personal Classifications (Loaded Rates)</b>							
	Project Manager, PSM						\$180.77	Per Hour
	Sr. Surveyor & Mapper						\$87.19	Per Hour
	CADD/Editor						\$85.11	Per Hour
	Ortho Analyst						\$74.74	Per Hour
	Lab Processor						\$62.28	Per Hour
<i>The rates listed above are the customary fees charged to both government and private industry.</i>								
							06/02/2014	
	Isaac Rooks, Jr.						Date	
	President							

**Exhibit A- Pinellas County  
TIERRA, INC  
UNIT FEE  
SCHEDULE  
2013**

	Unit		Unit Price
<b>I. FIELD INVESTIGATION</b>			
Mobilization of Men and Equipment			
Truck-Mounted Equipment	Trip	\$	324.00
Specialized ATV/Mudbug	Trip	\$	649.00
Support Vehicle	Trip	\$	145.00
Cone Penetrometer Equipment	Trip	\$	340.00
Barge-Mounted Equipment	Trip	\$	7138.00
Barge Equipment with Tug	Day	\$	2575.00
Safety Boat	Day	\$	515.00
Standard Penetration Test Borings (By Truck-Mounted Equipment)			
Land: 0 - 50 ft depth	L.F.	\$	12.00
50 - 100 ft depth	L.F.	\$	16.00
100 - 150 ft depth	L.F.	\$	29.00
150 - 200 ft depth	L.F.	\$	43.00
Standard Penetration Test Borings (By ATV/Mudbug)			
Land: 0 - 50 ft depth	L.F.	\$	14.00
50 - 100 ft depth	L.F.	\$	17.00
100 - 150 ft depth	L.F.	\$	30.00
150 - 200 ft depth	L.F.	\$	43.00
Standard Penetration Test Borings (Track-Mounted)			
Land: 0 - 50 ft depth	L.F.	\$	18.00
50 - 100 ft depth	L.F.	\$	24.00
100 - 150 ft depth	L.F.	\$	28.00
150 - 200 ft depth	L.F.	\$	43.00
Standard Penetration Test Borings (By Barge-Mounted Equipment)			
0 - 50 ft depth	L.F.	\$	20.00
50 - 100 ft depth	L.F.	\$	26.00
100 - 150 ft depth	L.F.	\$	49.00
150 - 200 ft depth	L.F.	\$	73.00
Cone Penetrometer Test Borings			
0 - 100 ft depth	L.F.	\$	12.00
100 - 200 ft depth	L.F.	\$	15.00
Grout-Seal Boreholes (By Truck-Mounted Equipment)			
Land: 0 - 50 ft depth	L.F.	\$	5.00
50 - 100 ft depth	L.F.	\$	6.00
100 - 150 ft depth	L.F.	\$	9.00
150 - 200 ft depth	L.F.	\$	12.00

**Exhibit A- Pinellas County  
TIERRA, INC  
UNIT FEE  
SCHEDULE  
2013**

**Grout-Seal Boreholes**

(By ATV/Mudbug)

Land: 0 - 50 ft depth	L.F.	\$	6.00
50 - 100 ft depth	L.F.	\$	7.00
100 - 150 ft depth	L.F.	\$	9.00
150 - 200 ft depth	L.F.	\$	11.00

**Grout-Seal Boreholes**

(Track-Mounted)

Land: 0 - 50 ft depth	L.F.	\$	7.00
50 - 100 ft depth	L.F.	\$	9.00
100 - 150 ft depth	L.F.	\$	14.00
150 - 200 ft depth	L.F.	\$	18.00

**Grout-Seal Boreholes**

(By Barge-Mounted Equipment)

0 - 50 ft depth	L.F.	\$	8.00
50 - 100 ft depth	L.F.	\$	10.00
100 - 150 ft depth	L.F.	\$	16.00
150 - 200 ft depth	L.F.	\$	21.00

**Casing Allowance**

(By Truck-Mounted Equipment)

Land: 0 - 50 ft depth	L.F.	\$	8.00
50 - 100 ft depth	L.F.	\$	9.00
100 - 150 ft depth	L.F.	\$	11.00
150 - 200 ft depth	L.F.	\$	14.00

**Casing Allowance**

(By ATV/Mudbug)

Land: 0 - 50 ft depth	L.F.	\$	10.00
50 - 100 ft depth	L.F.	\$	13.00
100 - 150 ft depth	L.F.	\$	16.00
150 - 200 ft depth	L.F.	\$	20.00

**Casing Allowance**

(Track-Mounted)

Land: 0 - 50 ft depth	L.F.	\$	12.00
50 - 100 ft depth	L.F.	\$	14.00
100 - 150 ft depth	L.F.	\$	16.00
150 - 200 ft depth	L.F.	\$	21.00

**Casing Allowance**

(By Barge-Mounted Equipment)

0 - 50 ft depth	L.F.	\$	13.00
50 - 100 ft depth	L.F.	\$	16.00
100 - 150 ft depth	L.F.	\$	18.00
150 - 200 ft depth	L.F.	\$	33.00

**Rock Coring (Structures)**

(By Truck-Mounted Equipment)

0 - 50 ft deep	L.F.	\$	34.00
50 - 100 ft deep	L.F.	\$	47.00
100 - 150 ft depth	L.F.	\$	57.00

**Exhibit A- Pinellas County**  
**TIERRA, INC**  
**UNIT FEE**  
**SCHEDULE**  
**2013**

Rock Coring (Structures)			
(By ATV/Mudbug)			
0 - 50 ft deep	L.F.	\$	41.00
50 - 100 ft deep	L.F.	\$	48.00
100 - 150 ft deep	L.F.	\$	62.00
Rock Coring (Structures)			
(Track-Mounted)			
0 - 50 ft deep	L.F.	\$	40.00
50 - 100 ft deep	L.F.	\$	53.00
100 - 150 ft deep	L.F.	\$	72.00
Rock Coring (Structures)			
(By Barge-Mounted Equipment)			
0 - 50 ft deep	L.F.	\$	44.00
50 - 100 ft deep	L.F.	\$	58.00
100 - 150 ft deep	L.F.	\$	77.00
Field Permeability Tests	Test	\$	270.00
Flagmen & Barricades (2 man crew)	Day	\$	854.00
Florida Patrolmen (Traffic Control)	Hour	\$	35.00
Arrow Rental Sign	Day	\$	71.00
Permit Costs \$100 per six borings	Day	\$	103.00
Auger Borings Roadway and Ponds	L.F.	\$	10.00
Extra Split Spoon Samples	Each	\$	37.00
Hand Muck Probes (2-man crew)	Day	\$	854.00
Thin Walled Shelby Tube Samples (Land)	Each	\$	184.00
2-Inch Piezometer Installation	L.F.	\$	42.00
Standby/Decontamination (Drill Rig & Crew)	Hour	\$	195.00
Lee County Permit	Each	\$	103.00
Double Ring Infiltration Test	Test	\$	497.00
Organic Vapor Analyzer (OVA)	Day	\$	227.00
Power Auger Boring (includes steam cleaning to a depth of 25 feet)	L.F.	\$	12.00
Pavement Cores, Asphalt	Each	\$	95.00
Concrete Cores	Each	\$	206.00
Per Diem-Two Man Crew	Day	\$	155.00

**Exhibit A- Pinellas County  
TIERRA, INC  
UNIT FEE  
SCHEDULE  
2013**

**II. LABORATORY TESTING**

Visual Examination/Stratify 1 set = 5 feet	Per Set	\$	4.00
Natural Moisture Content Tests	Test	\$	8.00
Grain-Size Analysis - Full Gradation	Test	\$	61.00
Grain-Size Analysis - Single Sieve	Test	\$	39.00
Organic Content Tests	Test	\$	40.00
Atterberg Limit Tests	Test	\$	91.00
Liquid Limit Tests (Only)	Test	\$	56.00
Plastic Limit Tests (Only)	Test	\$	36.00
Environmental Tests (pH, sulfates, chlorides, resistivity)	Set	\$	162.23
Unit Weight Determination	Test	\$	41.00
a) Consolidation Tests	Test	\$	405.00
b) Each additional load increment above 4TSF	Each	\$	26.00
Specific Gravity	Test	\$	58.00
Triaxial Shear Tests (3 Points)	Test	\$	346.00
Rock Compression Test	Test	\$	108.00
Split Tension Test	Test	\$	108.00
LBR Test	Test	\$	314.00
Permeability Test	Test	\$	270.00
Grain-Size with Hydrometer	Test	\$	124.00
Proctor Test a) Modified	Test	\$	117.00
b) Standard	Test	\$	110.00
Concrete Compression	Test	\$	155.00
Chloride Testing	Test	\$	155.00
Petrographic Testing	Test	\$	1648.00
Swell Test	Test	\$	162.00

**Exhibit A- Pinellas County  
TIERRA, INC  
UNIT FEE  
SCHEDULE  
2013**

Sample Preparation	Hour	\$	74.00
Direct Shear Strength Test (1 Point)	Test	\$	270.00
Soil Cement Mix Designs	Each	\$	1051.00
pH Test	Test	\$	29.00
Fines Content	Test	\$	43.00
Extrusion of UD	Test	\$	28.00
Bitumen Extraction	Test	\$	113.00
Bitumen Gradation	Test	\$	113.00
RCRA Metals (Method 6010/7471)	Each	\$	88.00
Arsenic (Method 6010/7471)	Each	\$	13.40
SPLP/TCLP Metals	Each	\$	198.00
Asbestos Samples	Each	\$	25.00

**III. FIELD ENGINEERING AND TECHNICAL SERVICES**

Site Recon./Utility Coordination/Traffic Control Senior Specialist	Hour	\$	101.00
Sr. Engineering Technician	Hour	\$	67.00
Engineering Technician	Hour	\$	57.00

**IIIA. ENGINEERING AND TECHNICAL SERVICES**

Project Manager	Hour	\$	159.00
Senior Project Engineer	Hour	\$	129.00
Senior Specialist	Hour	\$	101.00
Project Engineer	Hour	\$	109.00
Engineering Intern	Hour	\$	90.00
Computer Technician	Hour	\$	80.00
Sr Engineering Technician	Hour	\$	67.00
Engineering Technician	Hour	\$	57.00
Secretary/Clerical	Hour	\$	52.00
Senior Scientist	Hour	\$	76.00



## PINELLAS COUNTY RANKING

RFP TITLE: Professional Consulting Engineering Services Dunedin Causeway Bridge (PID 000423A) PD&E Study  
RFP # 134-0092 -NC(RM) Oral Presentation and Final Combined Scores

Company Name	Point Total	Ranking
URS Corporation Southern	1770.50	1
Atkins	1708.50	2
Kisinger Campo & Associates, Corp	1672.75	3