

**PROFESSIONAL ENGINEERING SERVICES NON-CONTINUING SERVICES AGREEMENT
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**SECTION 1
INTENT OF AGREEMENT**

AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES FOR

**Redundant New Force Main from PS 016 to South Cross Bayou Water Reclamation Facility –
Engineering Consulting Services**

THIS AGREEMENT, entered into on the 9TH day of February, 2016, 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, Greeley and Hansen LLC 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 a redundant sanitary sewer force main from Pump Station No. 16 to South Cross Bayou Water Reclamation (SCBWRF) in Pinellas County, Florida.

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:

The primary scope of engineering services includes Project Management, Preliminary Engineering Report (PER), 60% design, 90% design, permitting and final bid documents for the engineering services related to the design and construction of a redundant sanitary sewer force main from Pump Station No. 16 to South Cross Bayou Water Reclamation Facility (SCBWRF). 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

- Construction plans in Civil 3D format using the current Pinellas County Kit. The plans shall be provided electronically in PDF format plus two (2) paper prints signed and sealed by a Florida Licensed Professional Engineer for the final bid documents.
- All technical specifications required for construction of project.

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, 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 on 3.5" diskette or 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 specifications and other documents shall be delivered electronically and on a CD ROM, Microsoft Word & Excel format, 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.

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.

3.4.3 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.

3.4.4 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.

3.4.5 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.

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

3.4.7 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.

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

3.4.9 All work prepared and/or submitted shall be reviewed and checked by a CONSULTANT (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 Office of Engineering and Technical Support 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 Director of the Office of Engineering and Technical Support, or designee.

6.3 CONTINGENCY SERVICES

When authorized in writing by the COUNTY'S Director of Engineering and Technical Support 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, and 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, Office of Engineering and Technical Support, 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, the COUNTY agrees to pay the CONSULTANT as follows:

- A Lump Sum Fee of: \$107,525.00 for Task 1 – Project Management
- A Lump Sum Fee of: \$431,120.00 for Task 2 – Preliminary Engineering Report
- A Lump Sum Fee of: \$129,870.00 for Task 3 – 60% Design Services
- A Lump Sum Fee of: \$137,975.00 for Task 4 – 90% Design Services
- A Lump Sum Fee of: \$89,890.00 for Task 5 – Final Design Services
- A Lump Sum Fee of: \$59,690.00 for Task 6 – Hydraulic Transient Analysis
- A Lump Sum Fee of: \$45,110.00 for Task 7 – Permitting Assistance
- A Lump Sum Fee of: \$145,230.00 for Task 8 – Public Outreach and information

A Lump Sum Fee of: \$49,080.00 for Task 9 – Bidding Assistance

A Lump Sum Fee of: \$306,490.00 for Task 10 – Engineering Services During Construction

The above fees shall constitute the total not to exceed amount of \$1,501,980.00 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 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 \$150,000.00 for all assignments performed.

7.3 Total agreement amount \$1,651,980.00.

7.4 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.

7.5 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 Office of Engineering and Technical Support 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 Engineering and Technical Support 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 one thousand, two hundred, twenty-five (1,225) consecutive calendar days 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**

CONSULTANT is directed to the Florida Public Entity Crime Act, Fla. Stat. 287.133, and Fla. Stat. 287.135 regarding Scrutinized Companies, and CONSULTANT agrees that its bid and, if awarded, its performance of the agreement will comply with all applicable laws including those referenced herein. CONSULTANT represents and certifies that CONSULTANT is and will at all times remain eligible to bid for and perform the services subject to the requirements of these, and other applicable, laws. CONSULTANT agrees that any contract awarded to CONSULTANT will be subject to termination by the County if CONSULTANT fails to comply or to maintain such compliance.

**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.

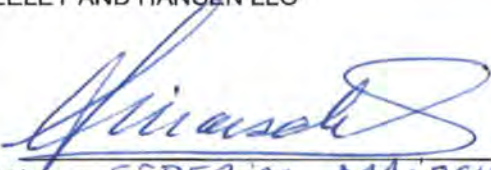
**SECTION 28
GOVERNING LAW AND AGREEMENT EXECUTION**

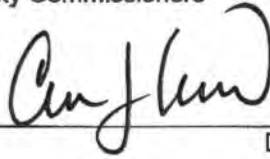
This Agreement shall be governed by the laws of the State of Florida.

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

GREELEY AND HANSEN LLC

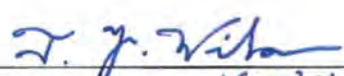
PINELLAS COUNTY, by and through its
Board of County Commissioners

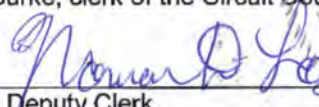
By: 
Print Name: FEDERICO MAISCH
Title: EXECUTIVE Date: 01-07-2016
VICE PRESIDENT,
EASTERN OPERATIONS

By: 
Name _____ Date: 2-9-16
Chairman

ATTEST:

ATTEST:

By: 
Print Name: Thomas Y. Wilson
Title: Associate Date: 1/7/2016

Ken Burke, clerk of the Circuit Court
By:  Date: 2-9-16
Deputy Clerk



(CORPORATE SEAL)

APPROVAL AS TO FORM:

By: 
Office of the County Attorney



SCOPE OF ENGINEERING CONSULTING SERVICES

Greeley and Hansen, September 10, 2015

Redundant New Force Main from P.S. 16 to

South Cross Bayou Water Reclamation Facility

BACKGROUND:

Pinellas County (COUNTY) owns and operates two force mains that transport wastewater from the Seminole area and surrounding unincorporated Pinellas County. The wastewater is collected at Pump Station PS-016 on Park Boulevard and pumped to the South Cross Bayou Water Reclamation Facility (SCBWRF) via an existing 36-inch diameter Ductile Iron (DI) force main and a parallel 20-inch diameter Cast Iron (CI) force main. The existing 36-inch and 20-inch force mains are over 40 and 50 years old respectively.

The total length of the 36-inch force main (FM) is approximately 18,533 lineal feet (LF) and the 20-inch FM is 17,952 LF. The 36-inch and 20-inch FMs start at PS-016 and Park Blvd and run 2.25 miles east to 79th Street N. and then turn south on 79th Street N. for 0.26 miles before turning east on 70th Avenue N. and then south again on 78th Street N. for 0.69 miles crossing and passing through Joe's Creek and Northside Christian High School respectively and between Westchester Estates and Sundown Woods, and finally turning east for 0.14 miles through Westchester Estates between Gibraltar Court North and Fareham Court to SCBWRF.

The COUNTY has determined that the FMs pose a significant risk in the event of failure and would like a new force main to be design, constructed and placed into service allowing the existing 36-inch FM to remain as a redundant back up. The 20-inch FM will be removed from service and either abandoned or reconditioned for an alternative use.

The COUNTY has selected Greeley and Hansen (CONSULTANT) to provide the professional engineering services for the design, permitting and construction management for the project.



SCOPE OF WORK:

Task 1 - Project Management

The CONSULTANT shall provide general project administration, project coordination, preparation of miscellaneous correspondence, meeting agenda and minutes, maintain project documentation and coordinate the services provided. Management shall include forecasting and tracking of budget and schedule, submitting monthly invoices with project status reports and periodic updated schedules.

The CONSULTANT shall:

- a) Maintain project documentation;
- b) Providing regular progress updates to COUNTY;
- c) Conduct an analysis of the items identified within the scope of work and prepare a detailed schedule;
- d) Conduct Quality Assurance and Quality Control reviews throughout the project.
- e) Internal coordination of in house staff assignments
- f) External coordination of subconsultants

Task 2 - Preliminary Engineering Report

The CONSULTANT shall prepare a Preliminary Engineering Report (PER) for the project to address the objective of constructing the new force main and creating redundancy in the existing system. The PER will include a hydraulic analysis to determine pipe size, a discussion of three alternate routes, and two options for installing the new force main. In addition to the proposed alignments, the PER will identify methods of connecting to the upland force main on each side of Joe's Creek, permitting requirements, real property requirements including temporary and permanent easements, constructability discussions and evaluations and Engineer's Opinions of Probable Construction Cost. The stakeholders will be included in the process through public outreach and involvement.

Specifically, the CONSULTANT shall perform the following:

- a) Collect, review and evaluate available background information; conduct field reconnaissance and photography. Review available traffic count data. Collect utility data including notification of utility owners. Submit a Sunshine One Call design ticket. COUNTY will provide available utility plans, traffic data, plans for other projects, and other information important to the success of this project.
- b) Collect and review other permitted and/or scheduled construction activities that may affect this project (including but not limited to commercial/private construction along proposed alignment, planned roadway resurfacing construction).



Redundant New Force Main from P.S. 16 to SCBWRF

- c) Identify and comment on issues or opportunities arising from the review, and obtain Pinellas County concurrence on issues related to design criteria or recommendations prior to beginning the design;
- d) Perform a desktop search to address the potential for encountering contaminated soils or ground water and document known sites along the corridors.
- e) Discuss expected geotechnical conditions along the routes and the potential for unsuitable soil removal and replacement with imported fill.
- f) Address corrosion and evaluate alternative pipe materials including a recommendation for construction. Discuss air/gas management within the force main.
- g) Public outreach and information, as described in Task 8, to ensure public input is considered in the Preliminary Engineering Report and route recommendations.
- h) Discuss strategies for maintenance of traffic.
- i) Identify and assess environmental features along each of the alternative routes. Quantify areas of potential impacts to jurisdictional wetlands and surface waters. Address minimization and avoidance techniques, and potential listed species presence as it relates to project implementation. Along the most viable potential route(s) discuss the quality of specific wetlands anticipated to be impacted, potential mitigation requirements and permitting implications.
- j) Develop Preliminary Engineering Report (PER) documents with recommendations for design including a permitting plan; conceptual Maintenance of Traffic (MOT) plans, segments recommended for trenchless construction and identify technique for each such segment, and real property requirements including cost opinions to acquire real property. Discuss constructability and equipment and material delivery access issues and/or hauling routes. Document all five requirements necessary should eminent domain be potentially required.

After COUNTY review of the draft PER and consensus on final alignment routing, the CONSULTANT shall perform surveying, geotechnical investigations (soil borings), as well as subsurface utility investigations particularly at the connection points. This information will be integrated into the PER, finalizing the report which will become the basis for final design and preparation of construction plans and specifications.

The survey will include:

- k) Title search (30-year Ownership & Encumbrance) on properties within the corridor of the proposed pipe alignment and properties affected by temporary easements. This includes upland and submerged lands.
- l) Title search will include getting a title opinion from the State for sovereign submerged lands.
- m) Surveyor will map ownership deeds, easements, agreements, etc., within the corridor of the proposed pipe alignment and properties affected by permanent and temporary easements.
- n) Surveyor will prepare 8 ½ x 11 sketch and legal description for proposed easements.
- o) Surveyor will prepare 8 ½ x 11 sketch exhibits on aerial for each proposed easement
- p) The CONSULTANT shall retain a professional land surveyor to complete a route survey along the selected force main route. The maximum length of the route is expected not to exceed 3.98 miles. Surveying will generally show the physical, visible features within and immediately adjacent to the street rights-of-way, as well as rights-of-way



Redundant New Force Main from P.S. 16 to SCBWRP

lines and the locations, rim and invert elevations and pipe sizes of accessible storm and sanitary structures. Specifically, the survey will also include:

- Edge of pavement;
 - Curbs, driveways (identify type) and sidewalks;
 - Cross sections at 100-foot intervals;
 - Establish a continuous, recoverable baseline. Traverse line is intended to be parallel to edges of pavements, property lines or the like. It is intended that the traverse line be used as a construction control line.
 - Temporary benchmarks for elevation control during construction
 - Utility poles and overhead wires/cables, fences;
 - Above ground utilities/appurtenances; utility paint or other locating devices
 - Trees 4" in diameter (dbh) and greater and their approximate driplines.
 - Wetland jurisdictional lines, edge of water bodies. Top of banks for ditches and swales.
 - Bathymetry across waterways.
- q) During design the CONSULTANT shall identify critical utility crossings where Subsurface Utility Engineering (SUE) will be performed. SUE may include ground penetrating radar, vacuum excavation, pot holing, as well as other detection techniques. This scope includes 38 locations.
- r) Geotechnical investigation will include review of available, existing geotechnical information typically from other projects like bridges, pipelines, etc. The CONSULTANT shall retain a qualified geotechnical engineering firm to drill one 40-foot deep soil boring on each side of waterway crossings close to the water, one in the center of the waterway and one 15-foot deep boring at approximate 1,000 foot intervals along the selected route. In addition, up to four 20-foot deep borings will be performed at other proposed trenchless crossing at roadway intersections. Soil classifications shall be recorded and Standard Penetration Tests shall be performed at each site. A geotechnical report shall be prepared and five copies furnished to the COUNTY. The boring in the waterway will be performed from a barge and include permit applications for FDEP (including fee) and Pinellas County Department of Environmental Management.
- s) Prepare and Submit Final Preliminary Engineering Report

Deliverables:

- PER for COUNTY review and comment, digital format and up to five hard copies.
- Final PER, digital format and up to five hard copies.



Redundant New Force Main from P.S. 16 to SCBWRF

Tasks 3, 4 and 5 - Design Services - 60%, 90%, and Final Design

Based on the approved PER, the CONSULTANT shall prepare one set of contract documents for the construction of the Project. Plan and profile drawings will include the latest and appropriate COUNTY standard details, connection details, and survey information. Design will include construction sequencing for making connections to the existing force main without taking the existing force main out of service. Flexible connections will be designed where appropriate to allow different flow regimes. Connection design shall also include the headworks connection at SCBWRF. Design will also include plans, specifications and sequencing to determine the condition of the existing 20-inch cast iron pipe force main after the newly constructed force main is in operation and the 20-inch cast iron force main has been removed from service. This condition assessment will start by hydrostatic testing and pigging the pipeline to clean out debris. This condition assessment will proceed using a geospatial mapping tool that will be run through the pipeline. This tool will give us a three dimensional alignment so we can identify high points where gas pockets may have accumulated during service possibly resulting in internal, crown corrosion. These high points will be uncovered and checked with a non-destructive, ultrasonic thickness tester at 12:00, 3:00, 6:00 and 9:00 o'clock positions. In addition, a smart ball with pipe wall assessment module will be propagated through the pipeline. This device will identify portions of the pipeline where external corrosion is suspected. Several off these locations will also be uncovered and observed for active corrosion. Pipe wall loss will be estimated by physical measurement. Where the route of the 20-inch force main is coincident with the route of the new redundant force main, record drawings shall show the 20-inch force main three dimensional alignment identified by geospatial mapping.

Contract documents will include plans and specifications complete and biddable for construction while meeting regulatory requirements. In accordance with applicable industry standard of care, each set of plans for the Project shall be accurate, legible, and suitable for bidding purposes. The completed plans will be furnished on reproducible material and in format acceptable to the COUNTY. Construction plans will be provided in electronic format using Civil 3D format per Pinellas County CADD Standard Manual for Survey & Civil Engineering, using the COUNTY standards and formatting current at the start of design. Drawings sheets are anticipated to include:

- Cover
- General Notes, Legend and Abbreviations
- Overall Project Site Plan and Key Map
- Up to twenty six Plan and Profile sheets
- Sequence of Construction and Connection Details
- Special Crossings and Details, including applicable County standard utility details
- Maintenance of Traffic (5 sheets)
- Stormwater Pollution Prevention Plan

Drawings will be developed in AutoCAD at 1"=30' scale in plan and 1" = 5' in profile.

Complete technical specifications will be prepared including a baseline geotechnical section. COUNTY standard specifications will be used to the fullest extent possible. CONSULTANT shall prepare a Special Provisions section and



Redundant New Force Main from P.S. 16 to SCBWRP

Supplemental Technical Specification sections not covered by COUNTY standard specifications. These specifications shall include appropriate pre-qualification experience requirements for bidders including experience with similar projects regarding size, diameter, length, special crossings, traffic and utility congestion/protection.

A 60% design will be submitted to the COUNTY for review and comment. This submittal will include survey and plan views as well as conceptual maintenance of Traffic (MOT) plans. Based on comments received, plans and specifications will be revised and a 90% design will be submitted for review and comment. This submittal will include profile views, connection details and detailed MOT plans. Based on comments received, the plans and specifications will be revised and Final Design documents will be submitted for bidding purposes. Approximately coincident with the 90% submittal, the CONSULTANT shall submit draft results and recommendations regarding hydraulic transient analysis described below.

Opinions of probable construction costs and construction contract durations will be included with 90% and final submittals.

Deliverables:

- 60% and 90% Design Plans and Specifications for COUNTY review and comment, digital format and up to five (5) hard copies.
- Draft and Final Report on Hydraulic Transient Analysis
- Final Design documents, digital format and up to five (5) hard copies.

Task 6 – Hydraulic Transient Analysis

Consultant shall perform a hydraulic transient analysis of the proposed force main in conjunction with the existing 36-inch parallel force main to remain. This analysis shall consider pumping details from Lift Station 16, 2 large stations (PS 11 and 106) and 9 smaller stations all directly connected via force mains. Data collection will recognize the Hydraulic study prepared by Parsons Engineering in 1998 with appropriate updated material. Simulations shall be run to consider specific events including maximum flow conditions combined with a regional power outage, maximum flow conditions combined with shut down of lift station 16, minimum flow conditions combined with simultaneous start of lift station 16 and the two largest connected pump stations. Recommendations will address lift station 16 pump control valve closure and opening durations recommended, pump restart durations, as well as any surge control devices recommended such as air/vacuum valves or surge tanks. Due to the complexity of the system and countless ways it be valved off, the analysis will not focus on numerous unusual valve arrangements or details of smaller pump curves. The analysis will utilize LIQT software for modeling due to its proven application and reliability for more than 30 years.



Redundant New Force Main from P.S. 16 to SCBWRF

Task 7 - Permitting Assistance

The CONSULTANT shall coordinate with the COUNTY and conduct pre-application meetings with the appropriate agencies to include preparation of meeting minutes, prepare and make applications (including fees), provide anticipated schedule for receiving permits, and provide necessary and reasonable responses to RAIs for the following permits:

- a) FDEP Wastewater Collection/Transmission System Construction Permits
- b) Environmental Resource Permit (ERP), Joint Application, or combination of General Permit and/ De minimis Exemption and will include submerged lands easement if required. (Assumes wetland crossings will be trenchless and mitigation will not be required)
- c) Pinellas County Department of Environmental Management.
- d) US Army Corp of Engineers Nationwide Authorization

Task 8 - Public Outreach and Information

The CONSULTANT shall coordinate with Pinellas County staff to develop a public information and community outreach program. Public Outreach and Information elements include:

- a) Developing key messages for the project; includes up to two (2) updates.
- b) Drafting, editing and finalizing a project fact sheet and up to two updates; includes designing a fact sheet template and printing.
- c) Drafting, editing and finalizing project Questions and Answers, includes up to two updates. Includes printing.
- d) Drafting, editing and finalizing project content for posting on COUNTY's Water & Sewer web pages; includes up to two updates.
- e) Drafting, revising and finalizing one PowerPoint presentation on the overall project for use with community groups, business groups and/elected officials.
- f) Drafting, revising and finalizing up to eight social media updates for distribution by COUNTY on its existing social media channels.
- g) Identifying potential stakeholders along the proposed routes; scheduling and attending up to 12 small group meetings with key stakeholder groups, such as chambers of commerce, homeowners' association leadership, schools, neighborhood groups, etc. Key points from the meeting will be summarized and shared with the project team.
- h) In coordination with COUNTY staff, plan, coordinate and implement two public meetings on the project. Meeting #1 will occur while the Preliminary Engineering Report is being developed to obtain community feedback before route selection. Meeting #2, which will occur after the route is selected, will inform residents of route selection and discuss the construction schedule. Includes set-up, staffing and clean-up for each meeting



Redundant New Force Main from P.S. 16 to SCBWRF

- This task assumes that for both meetings COUNTY will: secure/purchase the meeting space; publicize the meetings in conformance with Public Meeting requirements including through news releases and social media; provide and place variable message boards.
 - CONSULTANT will provide camera-ready newspaper ad to publicize the meeting; COUNTY will purchase ad space and place the ad.
 - CONSULTANT will provide display boards and audio-visual equipment.
 - CONSULTANT will provide meeting agenda, staffing, set-up, coordination and clean-up.
 - CONSULTANT will develop comment forms and meeting summaries.
- i) Supporting COUNTY staff with project-related media needs, including news releases writing and interview preparation.
 - j) Developing one post card for direct mailing to property owners along the selected route. Includes postcard design, printing and distribution via mailhouse.
 - k) Includes up to 20 hours of as-needed public outreach and information assistance during construction phase.

Task 9 - Bidding Assistance

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 shall bear the cost of and provide two complete sets of documents (plans and specifications) which will be signed and sealed by the CONSULTANT as original bid sets for the Project. Only the title sheet of the two specifications sets will be signed, sealed and dated. Additionally, required addenda will be signed, sealed and dated.

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 the construction contract and assist conducting pre-bid conferences. CONSULTANT shall perform the following services related to bidding of the construction contract:

- a) Prepare Bid Tab Form with appropriate line items for various categories of work.
- b) Provide summary of work in Microsoft Word format and pdf format and bid form items in Microsoft Excel for their use in preparing front end documents. COUNTY will prepare the front end documents.
- c) Provide pdf files for the COUNTY to post on the COUNTY's procurement website or selected service provider such as DemandStar.
- d) Provide input for agenda and attend the pre-bid meeting.
- e) Receive, evaluate and log written bidder inquiries.
- f) Prepare and provide addenda responses as required and agreed with the COUNTY's Project Manager including required revisions to construction plans and specifications for the Project.
- g) Evaluate Bids and recommend award.



Redundant New Force Main from P.S. 16 to SCBWRP

- h) Prepare two (2) complete sets of conformed documents (plans and specifications) for construction which will be signed and sealed by the CONSULTANT.
- i) Provide to the COUNTY digital format (electronic files in Civil 3D and pdf files) for the conformed documents.

Task 10 - Engineering Services during Construction

The CONSULTANT shall provide limited engineering services over anticipated 15 month construction contract duration. The COUNTY will provide inspection services. These services will include:

- a) Prepare for, attend and moderate a preconstruction meeting with the contractor, COUNTY and affected utility representatives. CONSULTANT shall prepare meeting minutes.
- b) Review and logging of Submittals and Shop Drawings. It is assumed that the Contractor will submit his Shop Drawings electronically.
- c) Review the Contractor's initial schedule and monthly schedule updates.
- d) Review and prepare responses to up to 20 Contractor RFIs.
- e) Review of Allowance Releases and provide recommendation to the COUNTY
- f) Review of Claims and provide recommendation to the COUNTY
- g) Review of Contractor proposed Changes.
- h) Assist the COUNTY with preparation and issuance of up to 6 Interim Design Field Change Agreements (IFCAs). Assist the COUNTY with Review of the resulting proposals and negotiations and preparations of the required Change Orders.
- i) Provide review and approval of Contractor pay applications.
- j) Conduct approximate Weekly Site Visits, address questions raised during construction and provide written summary to the COUNTY.
- k) Attend and moderate monthly construction progress meetings with the Contractor. CONSULTANT shall prepare and distribute an agenda and minutes.
- l) Maintain routine contact and discussions regarding construction progress and project developments with the County's Project Manager and inspector. Review County inspector's daily reports on a weekly basis.
- m) Review and log compaction and materials test reports prepared by the COUNTY.
- n) Attend Final Inspection and prepare punch list of incomplete work. Confirm punch list items are completed.
- o) Preparation of Record Drawings based on as-builts prepared by the Contractor. Provide record drawings in AutoCAD and pdf formats.

**PINELLAS COUNTY, FLORIDA
DEPARTMENT OF ENVIRONMENT AND INFRASTRUCTURE**

REDUNDANT NEW FORCE MAIN FROM P.S. 16 TO SOUTH CROSS BAYOU WATER RECLAMATION FACILITY

ESTIMATE OF ENGINEERING FEE

Greeley and Hansen LLC

December 14, 2015

250 205 145 105 110 180 65

No.	Description	Estimated Labor Hours								Estimated Costs (\$)			
		Principal in Charge	Project Manager	Prof Engineer I	Eng Intern	Senior CADD Technician	Const Engr Manager	Admin Asst.	Totals	Fee for Labor	Other Direct		Total Fee
											Ref.	Fee	
1.0	Project Management												
a	Maintain Project Documentation	1	14	28	14			14	71	9,560	3	30870	40,430
b	Regular Progress Updates	8	40	14	14			7	83	14,155			14,155
c	Detailed Schedule & Updates	8	60	30	15			5	118	20,550			20,550
d	QA/QC Reviews	8	30	30	30			3	101	15,845			15,845
e	Internal Coordination	4	28	14				4	50	9,030			9,030
f	External Coordination	2	28	7				4	41	7,515			7,515
		31	200	123	73	0	0	37	464	76,655		30,870	107,525
2.0	Preliminary Engineering												
a	Collect & Review available Data & Field Reconnaissance	2	24	34	32			2	94	13,840			13,840
b	Collect & Review Data on Other Projects	1	12	24	24			2	63	8,840			8,840
c	Identify & Comment on Conflicts or Potential Synergies w/ other Projects	1	8	12	8				29	4,470			4,470
d	Address Potential for Contaminated Soils	1	8	8	8			1	26	3,955		-	3,955
e	Discuss expected Geotechnical Conditions	1	6	6				1	14	2,415	2	7,880	10,295
f	Pipe Materials/ Corrosion/ Air Management	2	8	12	8				30	4,720			4,720
g	Public Outreach and information for PER & Route Selection	0	8	4	4				16	2,640	3	2,010	4,650
h	MOT Strategy	2	8	8				1	19	3,365	4	4,030	7,395
i	Environmental Features	0	2	4	2				8	1,200	4	28,520	29,720

**PINELLAS COUNTY, FLORIDA
DEPARTMENT OF ENVIRONMENT AND INFRASTRUCTURE**

REDUNDANT NEW FORCE MAIN FROM P.S. 16 TO SOUTH CROSS BAYOU WATER RECLAMATION FACILITY

ESTIMATE OF ENGINEERING FEE

Greeley and Hansen LLC

December 14, 2015

250 205 145 105 110 180 65

No.	Description	Estimated Labor Hours								Estimated Costs (\$)			
		Principal in Charge	Project Manager	Prof Engineer I	Eng Intern	Senior CADD Technician	Const Engr Manager	Admin Asst.	Totals	Fee for Labor	Other Direct		Total Fee
											Ref.	Fee	
j	Prepare/Submit DRAFT Preliminary Engineering Report	2	24	48	48			8	130	17,940			17,940
k	Title Searches on Parent Parcels	0	2	2	2			1	7	975	5	4,200	5,175
l	State Opinion on Sovereign Submerged Lands	0	2	2	2			1	7	975	6	820	1,795
m	Surveyor Mapping of Parent Parcel Encumbrances	0	4	2	2	2			10	1,540	1	530	2,070
n	Sketch & Legal Description of Proposed Easements	1	8	4		4		2	19	3,040	1	1,470	4,510
o	Aerial Exhibits for Proposed Easements	0	2	2		2		1	7	985	1	630	1,615
p	Route Surveying including Aerial Cartography & Bathymetry	2	8	16	16	16		2	60	8,030	1	164,310	172,340
q	Subsurface Utility Engineering	0	4	8	8	8		1	29	3,765	1	35,700	39,465
r	Geotechnical Investigations	2	8	12	8			1	31	4,785	2	82,700	87,485
s	Prepare/Submit FINAL Preliminary Engineering Report	2	24	24	16			4	70	10,840			10,840
		19	170	232	188	32	0	28	669	98,320		332,800	431,120
3.0	60% Design Services												
a	Preparation of 60% Complete Plans												
	Cover Sheet	0	1	1		2			4	570			570

**PINELLAS COUNTY, FLORIDA
DEPARTMENT OF ENVIRONMENT AND INFRASTRUCTURE**

REDUNDANT NEW FORCE MAIN FROM P.S. 16 TO SOUTH CROSS BAYOU WATER RECLAMATION FACILITY

ESTIMATE OF ENGINEERING FEE

Greeley and Hansen LLC

December 14, 2015

250 205 145 105 110 180 65

No.	Description	Estimated Labor Hours							Estimated Costs (\$)				
		Principal in Charge	Project Manager	Prof Engineer I	Eng Intern	Senior CADD Technician	Const Engr Manager	Admin Asst.	Totals	Fee for Labor	Other Direct		Total Fee
											Ref.	Fee	
	General Notes, Legend and Abbreviations	1	4	8	4	6			23	3,310			3,310
	Overall Project Site Plan and Key Map	0	2	4	4	8			18	2,290			2,290
	Plan Sheets (26)	26	78	104	104	182		8	502	69,030			69,030
	Standard Details	0	2	4	4	8			18	2,290			2,290
	Conceptual MOT Plans	1	4	2	2	12			21	2,890	4	19,820	22,710
b	Tech. Specs., Table of Contents, DRAFT Special Provisions, Supplemental	4	32	48	48			4	136	19,820			19,820
c	Pipeline Condition Assessment Plan & Specifications	1	4	12	12	4			33	4,510			4,510
d	60% Submittal	1	8	8	8	12		2	39	5,340			5,340
		34	135	191	186	234	0	14	794	110,050		19,820	129,870
4.0	90% Design Services												
a	Preparation of 90% Complete Plans												
	General Notes, Legend and Abbreviations	1	4	2	2	4			13	2,010			2,010
	Plan and Profile Sheets (26)	13	78	130	130	208			559	74,620			74,620
	Sequence of Construction and Connection Details	1	6	8	8	24			47	6,120			6,120
	Special Crossing Details	1	6	6	6	16			35	4,740			4,740
	Maintenance of Traffic	0	2	2	2	6			12	1,570	4	9,910	11,480

**PINELLAS COUNTY, FLORIDA
DEPARTMENT OF ENVIRONMENT AND INFRASTRUCTURE**

REDUNDANT NEW FORCE MAIN FROM P.S. 16 TO SOUTH CROSS BAYOU WATER RECLAMATION FACILITY

ESTIMATE OF ENGINEERING FEE

Greeley and Hansen LLC

December 14, 2015

250 205 145 105 110 180 65

No.	Description	Estimated Labor Hours								Estimated Costs (\$)			
		Principal in Charge	Project Manager	Prof Engineer I	Eng Intern	Senior CADD Technician	Const Engr Manager	Admin Asst.	Totals	Fee for Labor	Other Direct		Total Fee
											Ref.	Fee	
	Stormwater Pollution Prevention Plans	0	2	2	2	4			10	1,350	4	6,610	7,960
b	Tech. Specs., Complete all sections, Measurement & Payment, Proposal Form	4	40	48	48			8	148	21,720			21,720
c	Pipeline Condition Assessment Plan & Specifications	0	4	12	12	4			32	4,260			4,260
d	90% Construction Cost Estimate	1	3	6	6				16	2,365			2,365
e	90% Submittal	0	4	4	4	8			20	2,700			2,700
		21	149	220	220	274	0	8	892	121,455		16,520	137,975

**PINELLAS COUNTY, FLORIDA
DEPARTMENT OF ENVIRONMENT AND INFRASTRUCTURE**

REDUNDANT NEW FORCE MAIN FROM P.S. 16 TO SOUTH CROSS BAYOU WATER RECLAMATION FACILITY

ESTIMATE OF ENGINEERING FEE

**Greeley and Hansen LLC
December 14, 2015**

250 205 145 105 110 180 65

No.	Description	Estimated Labor Hours								Estimated Costs (\$)			
		Principal in Charge	Project Manager	Prof Engineer I	Eng Intern	Senior CADD Technician	Const Engr Manager	Admin Asst.	Totals	Fee for Labor	Other Direct		Total Fee
											Ref.	Fee	
5.0	Final Design Services												
a	Preparation of Final Plans												
	General Notes, Legend and Abbreviations	1	4	2	2	4			13	2,010		2,010	
	Plan and Profile Sheets (26)	7	52	78	78	130			345	46,210		46,210	
	Sequence of Construction and Connection Details	1	4	4	4	8			21	2,950		2,950	
	Special Crossing Details	1	4	4	4	8			21	2,950		2,950	
	Maintenance of Traffic	1	2	2	2	6			13	1,820	4	4,120	5,940
	Stormwater Pollution Prevention Plans	0	2	2	2	4			10	1,350	4	1,180	2,530
	Other Special Details	0	2	4	4	12			22	2,730			2,730
b	Preparation of 90% Complete Specifications	4	32	32	32			6	106	15,950			15,950
c	Pipeline Condition Assessment Plan & Specifications	1	4	12	12	4			33	4,510			4,510
d	Estimate of Construction Cost	0	2	2	2				6	910			910
e	Final Submittal 90% Review	2	4	4	4	8			22	3,200			3,200
		18	112	146	146	184	0	6	612	84,590		5,300	89,890
6.0	Hydraulic Transient												
a	Data collection on flows and pumping stations	0	6	6	8				20	2,940			2,940
b	Reconnaissance at Lift Station 16	0	5	5	0				10	1,750			1,750

**PINELLAS COUNTY, FLORIDA
DEPARTMENT OF ENVIRONMENT AND INFRASTRUCTURE**

REDUNDANT NEW FORCE MAIN FROM P.S. 16 TO SOUTH CROSS BAYOU WATER RECLAMATION FACILITY

ESTIMATE OF ENGINEERING FEE

Greeley and Hansen LLC

December 14, 2015

250 205 145 105 110 180 65

No.	Description	Estimated Labor Hours								Estimated Costs (\$)			
		Principal in Charge	Project Manager	Prof Engineer I	Eng Intern	Senior CADD Technician	Const Engr Manager	Admin Asst.	Totals	Fee for Labor	Other Direct		Total Fee
											Ref.	Fee	
c	Preparation of base model & calibrate	1	16	160	12	4		2	195	28,560			28,560
d	Run simulations	0	16	120	8				144	21,520			21,520
e	Prepare Draft & Final Report with recommendations	1	20	16	8	2		2	49	7,860			7,860
				301	28	6	0	4	398	59,690		-	59,690
7.0	Permitting Assistance												
	Preparation of Permit Applications												
	Pre-application Meetings		3	6					9	1,485	4	2,890	4,375
a	FDEP Wastewater Collection/Transmission System Construction	0	4	4	4	4			16	2,260	6	530	2,790
b	Environmental Resource Permit (Joint Application)	2	8	18	32	12		2	74	9,560	6	5,570	15,130
c	Pinellas County Department of Environmental Management	0	4	8	12	6		1	31	3,965	4	4,890	8,855
d	ACOE Nationwide Authorization		4	8	24	10		8	54	6,120			6,120
	Response to Comments from Permitting Agencies	0	4	8	12	12		2	38	4,690	4	3,150	7,840
		2	27	52	84	44	0	13	222	28,080		17,030	45,110
8.0	Public Outreach and												
a	Key Messages and 2 Updates	1	4	4				1	10	1,715	3	89,930	91,645

**PINELLAS COUNTY, FLORIDA
DEPARTMENT OF ENVIRONMENT AND INFRASTRUCTURE**

REDUNDANT NEW FORCE MAIN FROM P.S. 16 TO SOUTH CROSS BAYOU WATER RECLAMATION FACILITY

ESTIMATE OF ENGINEERING FEE

**Greeley and Hansen LLC
December 14, 2015**

250 205 145 105 110 180 65

No.	Description	Estimated Labor Hours								Estimated Costs (\$)			
		Principal	Project	Prof	Eng	Senior	Const Engr	Admin	Totals	Fee for	Other Direct		Total Fee
		in Charge	Manager	Engineer I	Intern	Technician	Manager	Asst.		Labor	Ref.	Fee	
b	Fact Sheet and 2 Updates	0	4	4	4			1	13	1,885			1,885
c	Questions and Answers and 2 Updates	0	4	4	4			1	13	1,885			1,885
d	Content for County's Web Page and 2 Updates	0	2	2					4	700			700
e	Preparation of Power Point Presentation	2	8	8	4			1	23	3,785			3,785
f	Preparation of 8 Social media Updates	0	2	4	4				10	1,410	4	14,110	15,520
g	Stakeholders and Small Group Meetings (12)	2	36	36	8	8		2	92	14,950	7	1,680	16,630
h	2 Public Meetings	2	12	12	8			2	36	5,670	4	2,360	8,030
i	County Staff Support	0	2	2	2				6	910			910
j	Post Cards for Adjacent Property Owners	0	2	2	2				6	910			910
k	As needed Public Outreach and Information Assistance during Construction	2	4	4	4	8		2	24	3,330			3,330
		9	80	82	40	16	0	10	237	37,150		108,080	145,230
9.0	Bidding Assistance												
a	Preparation of Bid Tabulation		2	4	4				10	1,410			1,410
b	Summary of Work		4	6	6				16	2,320			2,320
c	PDF Files of Contract Documents		2	2				4	8	960			960
d	Pre-Bid Meeting and Agenda		8	8	8			1	25	3,705			3,705
e	Log and Evaluate Bidder Inquires		4	12	8			2	26	3,530			3,530

**PINELLAS COUNTY, FLORIDA
DEPARTMENT OF ENVIRONMENT AND INFRASTRUCTURE**

REDUNDANT NEW FORCE MAIN FROM P.S.-16 TO SOUTH CROSS BAYOU WATER RECLAMATION FACILITY

ESTIMATE OF ENGINEERING FEE

Greeley and Hansen LLC

December 14, 2015

250 205 145 105 110 180 65

No.	Description	Estimated Labor Hours								Estimated Costs (\$)			
		Principal in Charge	Project Manager	Prof Engineer I	Eng Intern	Senior CADD Technician	Const Engr Manager	Admin Asst.	Totals	Fee for Labor	Other Direct		Total Fee
											Ref.	Fee	
f	Preppare Addenda		20	32	32	64		4	152	19,400			19,400
g	Evaluate Bids and Recommend Award		2	4	4				10	1,410			1,410
h	Conformed Documents and 2 Set Submittal	2	13	26	26	52		2	121	15,515			15,515
i	Electronic Files of Conformend Documents	0	2	2				2	6	830			830
		2	57	96	88	116	0	15	374	49,080		-	49,080
10.0	Engineering Services During Construction												
a	Pre-Construction Meeting, Agenda and Minutes	0	6	6				8	20	3,540	4	1,180	4,720
b	Review/log Shop Drawings/Submittals		24	48	60			32	180	24,980			24,980
c	Review Inital Schedule and Monthly Updates		2	4	4			24	34	5,730			5,730
d	Up to 20 Requests for Clarification/Information	2	40	80	24			40	190	30,280			30,280
e	Allowance Release Review and Recommendations		4	4				24	32	5,720			5,720
f	Review of Claims and Provide Recommendation to the County	1	8	8				24	43	7,500			7,500
g	Review of Contractor Proposed Changes	1	8	12				36	59	10,240			10,240
h	Up to 6 Interim Field Change Agreements, C.O's and Negotiations	0	6	6				24	38	6,550			6,550

**PINELLAS COUNTY, FLORIDA
DEPARTMENT OF ENVIRONMENT AND INFRASTRUCTURE**

REDUNDANT NEW FORCE MAIN FROM P.S. 16 TO SOUTH CROSS BAYOU WATER RECLAMATION FACILITY

ESTIMATE OF ENGINEERING FEE

Greeley and Hansen LLC

December 14, 2015

250 205 145 105 110 180 65

No.	Description	Estimated Labor Hours								Estimated Costs (\$)			
		Principal in Charge	Project Manager	Prof Engineer I	Eng Intern	Senior CADD Technician	Const Engr Manager	Admin Asst.	Totals	Fee for Labor	Other Direct		Total Fee
											Ref.	Fee	
i	Review and Approval of Contractor Pay Applications		8	8			45	4	65	11,160			11,160
j	Weekly Site Visits (65)						520	24	544	95,160			95,160
k	Monthly Progress Meetings (15)		32	105			60	8	205	33,105			33,105
l	Coordination with County PM and Inspector		24	32			130	24	210	34,520			34,520
m	Review and Log Compaction and Materials Test Reports		4	4	4		16	24	52	6,260			6,260
n	Final Inspections & Punch List Items		8	8			24		40	7,120			7,120
o	Prepare and Transmit Record Drawings	2	13	26	26	78	26	8	179	23,445			23,445
		6	187	351	118	78	1,033	118	1,891	305,310		1,180	306,490
Subtotal Basic Services		142	1,117	1,794	1,171	984	1,033	253	6,553	970,380		531,600	1,501,980
Contingency for Additional													150,000
Totals		142	1,117	1,794	1,171	984	1,033	253	6,553	970,380		531,600	\$ 1,651,980

EXHIBIT B

SCHEDULE OF RATE VALUES

**Greeley and Hansen LLC
December 9, 2015**

Pinellas County Government

LABOR CATEGORY	HOURLY DIRECT SALARY
PRINCIPAL	250.00
PROJECT MANAGER	205.00
CONSTRUCTION ENGINEERING MANAGER	180.00
PROFESSIONAL ENGINEER 1	145.00
ENGINEER INTERN	105.00
SENIOR CADD TECHNICIAN	110.00
CADD TECHNICIAN	80.00
CLERICAL	65.00

Exhibit B

King Engineering Standard Hourly Rates

Classification	Rate
Construction Manager.....	\$110.00
Consultant 1.....	\$150.00
Designer 1.....	\$70.00
Designer 2.....	\$75.00
Designer 3.....	\$80.00
Designer 4.....	\$85.00
Designer 5.....	\$90.00
Designer 6.....	\$100.00
Designer 7.....	\$110.00
Engineer 1.....	\$80.00
Engineer 10.....	\$150.00
Engineer 2.....	\$85.00
Engineer 3.....	\$90.00
Engineer 4.....	\$95.00
Engineer 5.....	\$105.00
Engineer 6.....	\$115.00
Engineer 7.....	\$120.00
Engineer 8.....	\$130.00
Engineer 9.....	\$140.00
Environ Scientist 1.....	\$68.00
Environ Scientist 2.....	\$80.00
Environ Scientist 3.....	\$90.00
Environ Scientist 4.....	\$122.00
Environ Scientist 5.....	\$130.00
Environ Scientist 6.....	\$140.00
Environ Scientist 7.....	\$150.00
Field Coordinator 1.....	\$60.00
Field Coordinator 10.....	\$120.00
Field Coordinator 2.....	\$65.00
Field Coordinator 3.....	\$70.00
Field Coordinator 4.....	\$80.00
Field Coordinator 5.....	\$90.00
Field Coordinator 6.....	\$95.00
Field Coordinator 7.....	\$100.00
Field Coordinator 8.....	\$110.00
Field Coordinator 9.....	\$115.00
Land Surveyor 1.....	\$90.00
Land Surveyor 2.....	\$100.00
Land Surveyor 3.....	\$110.00
Land Surveyor 4.....	\$125.00
Land Surveyor 5.....	\$150.00
Landscape Architect 1.....	\$90.00
Landscape Architect 2.....	\$100.00
Landscape Architect 3.....	\$110.00

Classification	Rate
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Landscape Architect 4.....	\$120.00
Landscape Architect 5.....	\$130.00
Landscape Architect 6.....	\$140.00
Landscape Architect 7.....	\$150.00
Planner 1.....	\$70.00
Planner 2.....	\$85.00
Planner 3.....	\$100.00
Planner 4.....	\$115.00
Planner 5.....	\$150.00
Principal.....	\$225.00
Project Manager 1.....	\$105.00
Project Manager 10.....	\$150.00
Project Manager 11.....	\$160.00
Project Manager 12.....	\$170.00
Project Manager 13.....	\$180.00
Project Manager 14.....	\$190.00
Project Manager 2.....	\$110.00
Project Manager 3.....	\$115.00
Project Manager 4.....	\$120.00
Project Manager 5.....	\$125.00
Project Manager 6.....	\$130.00
Project Manager 7.....	\$135.00
Project Manager 8.....	\$140.00
Project Manager 9.....	\$145.00
Survey Crew - 1 Man.....	\$70.00
Survey Crew - 2 Man.....	\$105.00
Survey Crew - 3 Man.....	\$135.00
Survey Crew - 4 Man.....	\$150.00
Survey Crew - GPS.....	\$150.00
Technician 1.....	\$55.00
Technician 2.....	\$60.00
Technician 3.....	\$65.00
Technician 4.....	\$70.00
Technician 5.....	\$75.00
Technician 6.....	\$80.00
Technician 7.....	\$85.00
Technical Support 1.....	\$53.00
Technical Support 2.....	\$60.00
Technical Support 3.....	\$75.00
Technical Support 4.....	\$90.00
Technical Support 5.....	\$110.00
Transportation Planner 1.....	\$80.00
Transportation Planner 2.....	\$90.00
Transportation Planner 3.....	\$100.00
Transportation Planner 4.....	\$115.00
Transportation Planner 5.....	\$150.00

Reimbursables: At Cost

Exhibit B



GEOTECHNICAL • ENVIRONMENTAL
MATERIALS TESTING

STANDARD FEE SCHEDULE
Redundant New Force Main from PS 16 to South Cross Bayou WRF
Proposal No. 145-0176-NC (SS)
August 10, 2015
Revised 08.27.15

Service Element	Standard	Unit	Cost Per Unit
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I. FIELD INVESTIGATION

1. Mobilization of Men and Equipment

Truck Mounted Equipment			
Pinellas County County	Each	\$	320.00
Specialized ATV/Mudbug	Each	\$	605.00
Support Vehicle	Per Trip	\$	187.00
Track Mounted Equipment	Each	\$	1,350.00
Barge Mounted Equipment	Each	\$	7,450.00
Safety Boat	Per Trip	\$	500.00

2. Truck Mounted Equipment

a. Standard Penetration Test (SPT) Borings			
0 - 50 feet	L.F.	\$	12.50
50-100 feet	L.F.	\$	16.00
100 -150 feet	L.F.	\$	29.50
b. Grout Seal Boreholes			
0 - 50 feet	L.F.	\$	5.00
50-100 feet	L.F.	\$	6.50
100-150 feet	L.F.	\$	9.50
c. Casing Allowance			
0 - 50 feet	L.F.	\$	8.10
50-100 feet	L.F.	\$	9.50
100-150 feet	L.F.	\$	11.50
d. Rock Coring			
0 - 50 feet	L.F.	\$	35.50
50-100 feet	L.F.	\$	48.25
100-150 feet	L.F.	\$	53.75

3. Barge/Track Mounted Drilling Equipment

a. Standard Penetration Test Borings			
0 - 50 feet	L.F.	\$	20.50
50-100 feet	L.F.	\$	24.70
100-150 feet	L.F.	\$	44.55
b. Grout-Seal Boreholes			
0 - 50 feet	L.F.	\$	7.00
50-100 feet	L.F.	\$	9.50
100-150 feet	L.F.	\$	14.60
c. Casing Allowance			
0 - 50 feet	L.F.	\$	12.20
50-100 feet	L.F.	\$	15.00
100-150 feet	L.F.	\$	16.80
d. Rock Coring			
0 - 50 feet	L.F.	\$	40.20
50-100 feet	L.F.	\$	53.70
100-150 feet	L.F.	\$	66.80

4. Extra Split Spoon Samples

0 - 50 feet	Each	\$	37.00
50-100 feet	Each	\$	42.10
100-150 feet	Each	\$	43.30

5. Auger Borings

0 - 50 feet LF	L.F.	\$	9.75
----------------	------	----	------

6. Flagmen & Barricades (2 man crew)				
Barricades/MOT		Per Day	\$	885.00
Flagmen		Per Day	\$	880.00
7. Hand Probes (2-man Crew)		Per Day	\$	865.00
8. 2 inch Piezometer Installation LF		L.F.	\$	40.25
9. Drilling Permits If required		Per Boring	\$	32.50
10. Site Clearing/Difficult Access		Per Day	\$	1,750.00
Cost based on equipment rental (TBN) and labor				
11. Pavement Cores (Asphalt)		Per Boring	\$	100.00
II. LABORATORY INVESTIGATION				
1. Visual Examination/Stratify				
Per Set (1 Set = 5feet)		Set	\$	3.80
2. Natural Moisture Content Tests	ASTM D 2216	Each Test	\$	8.10
	ASTM D422			
3. Grain Size Analysis (Full Gradation)		Each Test	\$	65.00
(Single Sieve)		Each Test	\$	40.00
4. Organic Content Tests	ASTM D2584	Each Test	\$	40.25
5. Atterberg Limit Tests	ASTM D4318	Each Test	\$	100.00
Liquid Limit Only		Each Test	\$	60.00
Plastic Limit Only		Each Test	\$	40.00
6. Environmental Test (pH, sulfates, chlorides, resistivity)	FM 550,551,552,553	Each Test	\$	175.00
III. ENGINEERING AND TECHNICAL SERVICES				
1. Project Manager		Hour	\$	171.00
2. Chief Engineer		Hour	\$	210.00
3. Senior Engineer		Hour	\$	170.00
4. Project Engineer		Hour	\$	119.70
5. Engineer		Hour	\$	95.00
6. Sr. Technician		Hour	\$	68.00
7. Technician		Hour	\$	45.00
8. CADD Technician		Hour	\$	75.00
9. Clerical		Hour	\$	52.00



P.O. Box 96 • Safety Harbor, FL • 34695-0096
Phone: 727 580-9013

Hourly Service Rates – Pinellas County Contract No.: 145-0176-NC (SS)

Principal/ Senior Public Relations Counselor	\$ 215
Public Relations Specialist	\$ 160
Graphic Design Subconsultant	\$ 120
Web Programming Subconsultant	\$ 120
PR Coordinator/Administrative Support	\$ 60



111 Forest Lakes Boulevard • Oldsmar, Florida 34677

Tel: 813-854-1342 • Fax: 813-855-6890

www.suncoastlandsurveying.com

SUNCOAST LAND SURVEYING HOURLY RATES:

Prof Land surveyor	\$125.00/ Hr
Field Crew 3 man	\$145/Hr
Field Crew 2 man	\$125/Hr
Cadd Tech	\$105/Hr
Secretarial	\$39/Hr

A Woman-Owned Small Business Enterprise

SECTION C – LIMITATION ON LIABILITY, INDEMNIFICATION, AND INSURANCE REQUIREMENTS

1. INSURANCE:

- a) Proposal submittals should include, the Proposers current Certificate(s) of Insurance in accordance with the insurance requirements listed below. If Proposer does not currently meet insurance requirements, proposer/bidder/quoter shall also include verification from their broker or agent that any required insurance not provided at that time of submittal will be in place within 10 days after award recommendation.
- b) Within 10 days of **contract award** and prior to commencement of work, Proposer shall email certificate that is compliant with the insurance requirements to CertsOnly-Portland@ebix.com. If certificate received with proposal was a compliant certificate no further action may be necessary. It is imperative that proposer include the unique identifier, which will be supplied by the County's Purchasing Department. 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 3.(d) for Additional Insured shall be attached to the certificate(s) referenced in this paragraph.**
- c) 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(s) 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(s) 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 endorsement(s), at any time during the RFP and/or contract period.
- d) All policies providing liability coverage(s), other than professional liability and workers compensation policies, obtained by the Proposer and any subcontractors to meet the requirements of the Agreement shall be endorsed to include Pinellas County Board of County Commissioners as an Additional Insured.
- e) If any insurance provided pursuant to the Agreement expires prior to the completion of the Work, renewal Certificate(s) of Insurance and endorsement(s) shall be furnished by the Proposer to the County at least thirty (30) days prior to the expiration date.
 - (1) Proposer 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 Proposer from its insurer. Notice shall be given by certified mail to: Pinellas County, c/o Ebix BPO, PO Box 257, Portland, MI, 48875-0257; be sure to include your organization's unique identifier, which will be provided upon notice of award. Nothing contained herein shall absolve Proposer of this requirement to provide notice.
 - (2) Should the Proposer, 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 Proposer for such purchase or offset the cost against amounts due to proposer for services completed. 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.
- f) The County reserves the right, but not the duty, to review and request a copy of the Contractor's most recent annual report or audited financial statement when a self-insured retention (SIR) or deductible exceeds \$50,000.

SECTION C – LIMITATION ON LIABILITY, INDEMNIFICATION, AND INSURANCE REQUIREMENTS

- g) If subcontracting is allowed under this RFP, the Prime Proposer shall obtain and maintain, at all times during its performance of the Agreement, insurance of the types and in the amounts set forth; and require any subcontractors to obtain and maintain, at all times during its performance of the Agreement, insurance limits as it may apply to the portion of the Work performed by the subcontractor; *but in no event will the insurance limits be less than \$500,000 for Workers' Compensation/Employers' Liability, and \$1,000,000 for General Liability and Auto Liability if required below.*
- (1) All subcontracts between Proposer and its subcontractors shall be in writing and are subject to the County's prior written approval. Further, all subcontracts shall (1) require each subcontractor to be bound to Proposer to the same extent Proposer is bound to the County by the terms of the Contract Documents, as those terms may apply to the portion of the Work to be performed by the subcontractor; (2) provide for the assignment of the subcontracts from Proposer to the County at the election of Owner upon termination of the Contract; (3) provide that County will be an additional indemnified party of the subcontract; (4) provide that the County will be an additional insured on all insurance policies required to be provided by the subcontractor except workers compensation and professional liability; (5) provide waiver of subrogation in favor of the County and other insurance terms and/or conditions as outlined below; (6) assign all warranties directly to the County; and (7) identify the County as an intended third-party beneficiary of the subcontract. Proposer shall make available to each proposed subcontractor, prior to the execution of the subcontract, copies of the Contract Documents to which the subcontractor will be bound by this Section C and identify to the subcontractor any terms and conditions of the proposed subcontract which may be at variance with the Contract Documents.
- h) Each insurance policy and/or certificate shall include the following terms and/or conditions:
- (1) The Named Insured on the Certificate of Insurance and insurance policy must match the entity's name that responded to the solicitation and/or is signing the agreement with the County. If Proposer is a Joint Venture per Section A. titled Joint Venture of this RFP, Certificate of Insurance and Named Insured must show Joint Venture Legal Entity name and the Joint Venture must comply with the requirements of Section C with regard to limits, terms and conditions, including completed operations coverage.
- (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.

SECTION C – LIMITATION ON LIABILITY, INDEMNIFICATION, AND INSURANCE REQUIREMENTS

- (6) Any Certificate(s) 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 Certificate(s) of Insurance. The County shall have the right, but not the obligation to determine that the Proposer is only using employees named on such list to perform work for the County. Should employees not named be utilized by Proposer, 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 Proposer 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 both the Proposer and subcontractor(s).
- i) The minimum insurance requirements and limits 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:

(1) Workers' Compensation Insurance

Limit	Florida Statutory
<u>Employers' Liability Limits</u>	
Per Employee	\$500,000
Per Employee Disease	\$500,000
Policy Limit Disease	\$500,000

- (2) Commercial General Liability Insurance including, but not limited to, Independent Contractor, Contractual Liability Premises/Operations, Products/Completed Operations, 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

- (3) Business Automobile or Trucker's/Garage Liability Insurance covering owned, hired, and non-owned vehicles. If the Proposer does not own any vehicles, then evidence of Hired and Non-owned coverage is sufficient. Coverage shall be on an "occurrence" basis, such insurance to include coverage for loading and unloading hazards, unless Proposer can show that this coverage exists under the Commercial General Liability policy.

Limit	
Combined Single Limit Per Accident	\$1,000,000

SECTION C – LIMITATION ON LIABILITY, INDEMNIFICATION, AND INSURANCE REQUIREMENTS

(4) Professional Liability (Errors and Omissions) Insurance 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", Proposer 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	\$3,000,000
General Aggregate	\$3,000,000

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.

(5) Property Insurance Proposer will be responsible for all damage to its own property, equipment and/or materials.