

EXHIBIT D

AGREEMENT FOR PROFESSIONAL UTILITIES ENGINEERING SERVICES FOR UTILITIES DEPARTMENT

Water Main Improvements, Rosery Road Phase 1 (Extended limits) Watermain Improvements County Project No. 004071A

PROJECT DESCRIPTION

Per the City of Largo's direction to extend the Rosery Road Phase I limits from the west side of Missouri Avenue to approximately 1,100 LF to the east along Rosery Road. The existing watermains owned by Pinellas County (COUNTY) will be in direct conflict with the proposed road improvements thus causing the need to relocate and realign the watermains to accommodate the proposed project improvements.

The existing County watermains are composed of 2-inch through 12-inch and 16-inch transmission main with some being old galvanized pipe / cast-iron pipes that have surpassed their useful life, are substandard and require replacement. The new replacement mains will be 2-inch to 12-inch PVC or high-density polyethylene (HDPE) in accordance with the Pinellas County Utilities Material Specification Manual latest revision. The work will also include new water service lines, fire hydrants, new meter boxes, automatic meter readers (AMR), appurtenances and miscellaneous incidental construction. Replacement water mains will be installed by horizontal directional drill (HDD) or in open cut trench.

CONSULTANT's scope of services includes engineering services for preliminary design, final design, permitting, bidding documents, bidding services, and general construction services with limited site visits, agency certifications and record drawings. Work not specifically identified in this scope of services is not included. If the COUNTY should require additional work, it can be completed as additional services with prior written approval.

Scope of Services

Task 1 – Project Administration

- A. Project Setup and Kickoff Meeting. The CONSULTANT will develop project documents and filing systems for the project that will include project set-up, project schedule, project management plan, QA/QC plan, hard and electronic file systems and sub-contract agreements. The CONSULTANT will attend a project kickoff meeting with COUNTY staff to introduce the project team members and their roles and responsibilities. During the meeting, the team will discuss the overall project, project plans, COUNTY goals, preliminary design criteria, scope, schedule and budget. After the meeting, the CONSULTANT will prepare meeting

minutes to document key meeting items and distribute a PDF to all attendees.

- B. Status Reports and Administration. The CONSULTANT will provide written monthly status reports of the progress of the project to accompany monthly invoices.

Task 2 – Preliminary Services

- A. Field Reconnaissance. The CONSULTANT will conduct a site visit with the COUNTY of the overall project location to review field conditions with an emphasis on identifying which sides of the road are targeted for pipe alignment and subsequent topographic survey.
- B. Subsurface Utility Engineering (SUE) Services. CONSULTANT will provide SUE services to verify the location, type, and size of underground utilities/pipelines at certain key locations targeted for trenchless pipe installation. Up to 4 SUE locations are included, which will be identified in the 60% design submittal.

Task 3 – Design Activities

- A. 60% Design Submittal. The CONSULTANT will contact utility agencies/owners to request all information available on their existing utilities. The CONSULTANT will coordinate the proposed water mains with the existing utility locations.

The CONSULTANT will prepare and submit a 60% design submittal including Cover Sheet, Key Sheet, General Notes and Symbols/Legends, and plan and profile sheets. Plans will be 11x17 at 40 scale. CONSULTANT will prepare technical specifications including the appropriate sections in COUNTY format. 60% design submittal will also include anticipated COUNTY standard details. A construction cost estimate will be developed based upon the design and will include a 20% contingency. The design documents will be submitted to the COUNTY in electronic PDF format for review and comment, which will be provided by the COUNTY within two weeks of submittal.

The CONSULTANT will coordinate the design with the various utility agency owners for conflict resolutions.

After receiving COUNTY comments, the CONSULTANT will meet with the COUNTY to discuss the comments. After the meeting, the CONSULTANT will prepare minutes of the meeting to document the COUNTY'S comments and the agreed-upon changes. The minutes will be distributed to all attendees.

- B. 90% Design Submittal. The CONSULTANT will prepare and submit a 90% design submittal including everything described in the 60% submittal while incorporating COUNTY comments, updated SUE and existing utility data, and other revised information. The 90% submittal will also include updated technical specifications and cost estimate (which will include a 15% contingency). The

design documents will be submitted to the COUNTY in electronic PDF format for review and comment, which will be provided by the COUNTY within two weeks of submittal.

Permit applications will be submitted with the 90% submittal.

The CONSULTANT will coordinate the design with the various utility agency owners for conflict resolutions.

After receiving COUNTY comments, the CONSULTANT will meet with the COUNTY to discuss the comments. After the meeting, the CONSULTANT will prepare minutes of the meeting to document the COUNTY'S comments and the agreed-upon changes. The minutes will be distributed to all attendees.

C. 100% Design Submittal. The CONSULTANT will prepare and submit a 100% design submittal incorporating COUNTY comments and those of permitting agencies. A construction cost estimate will be developed based upon the design and will include a 10% contingency. The CONSULTANT will meet with the COUNTY to discuss the final submittal. The documents will be suitable to obtain a bid from the City's Construction Manager at Risk Contractor for the construction of the watermain project. Final plans will include the following deliverables:

- 3 sets of 24x36 plans, signed and sealed
- 2 sets of 11x17 plans, signed and sealed
- 2 sets of signed and sealed technical specifications
- 1 set of plans in PDF format and AutoCAD Civil 3D format on flash drive
- Final cost estimate

Task 4 – Permitting

- A. Meetings/Coordination with Agencies: The CONSULTANT will coordinate via conference call and/or attend pre-application meetings with each permitting agency to discuss the permitting requirements for the project.
- B. FDEP/DOH – The CONSULTANT will prepare and submit a General Permit application for the Florida Department of Environmental Protection for potable watermain extensions. The permit application fee will be paid by the COUNTY.
- C. FDOT – The CONSULTANT will prepare and submit a Florida Department of Transportation Utility Permit application for the portions to be installed in Missouri Avenue right-of-way. There is no fee for this permit application.
- D. Permit Comment Responses: The CONSULTANT will prepare and submit permit related comment responses to the permitting agencies.

Task 5 – Bidding Services

- A. The CONSULTANT will attend and participate in the budget review meeting with the CM Contractor. CONSULTANT will provide written technical interpretation of the drawings, specifications, and contract documents in response to bidder inquiries and requests for clarifications. CONSULTANT will prepare written responses.
- B. The CONSULTANT will assist the COUNTY in reviewing the bid prepared by the CM contractor for the project.

Task 6 – Construction Support Services

- A. Preconstruction Meeting. The CONSULTANT will attend one (1) preconstruction conference with the Contractor and COUNTY staff to review project requirements, coordination, communication protocol, and scheduling.
- B. Shop Drawing Reviews. CONSULTANT will provide shop drawing review and approval for the specified materials for the project.
- C. Requests for Information (RFIs). The CONSULTANT will respond to Contractor RFIs as appropriate and coordinate with the County before any final decisions are made.
- D. Site Visits. The CONSULTANT will attend two (2) site visits during the construction period.
- E. Substantial and Final Completion. The CONSULTANT will attend two (2) walkthrough field meetings for the Substantial and Final Completion.
- F. Record Drawings. CONSULTANT will prepare Record Drawings of the improvements based upon observations and Contractor marked-up as-built drawings, reviewed by the COUNTY'S designated representative, and surveyed by a Florida Licensed Professional Surveyor. The CONSULTANT will provide one 24x36 paper set of the Record Drawings and AutoCAD files in electronic format.
- G. Project Certifications and Closeout. The CONSULTANT will prepare and submit the project certification to the permit agencies.

PERFORMANCE SCHEDULE

The design and construction documents will be submitted in accordance with the following schedule.

Milestone	Submittal Schedule
60% Design	40 calendar days after NTP
COUNTY review of 60% Submittal	54 calendar days after NTP
90% Design	84 calendar days after NTP
COUNTY review of 90% Submittal	98 calendar days after NTP
Permit Applications	105 calendar days after NTP
100% Design	130 calendar days after NTP
Bidding Services	Concurrent with City's CM Contractor
Construction Services	Concurrent with construction schedule, Active construction time for completion estimated at 100 calendar days

COMPENSATION TO THE CONSULTANT

CONSULTANT will be compensated on lump sum by task basis for a total amount of seventy-five thousand three hundred sixty-five (\$75,365).

Task	Fee for Task
Project Administration	\$4,330
Preliminary Services	\$7,990
Design Activities	\$38,465
Permitting	\$9,420
Bidding Services	\$3,060
Construction Support Services	\$12,100
Total	\$75,365.00

END OF SCOPE

Project Fee Breakdown
Pinellas County
Rosery Road Phase 1 (Extended limits) Improvements (West of Missouri Avenue and approximately 1,100 LF to the East) - Watermain
County Project No. 004071A

TASK	DESCRIPTION	Project Director	Project Manager	Senior Engineer	Project Engineer	Staff Engineer	Project Designer	Clerical	Total Hours	Sub Fee	TOTAL FEE
		\$220.00	\$185.00	\$175.00	\$165.00	\$150.00	\$120.00	\$65.00			
1	PROJECT ADMINISTRATION										
A	Project setup and Kickoff Meeting		6		6			2	14		\$2,230
B	Status reports and administration (3)	2	4		4			4	14		\$2,100
	Subtotal	2	10		10			6	28		\$4,330
2	PRELIMINARY SERVICES										
A	Field Reconnaissance		2		4			2	8		\$1,160
B	Subsurface Utility Engineering (SUE) Services		2		2			2	6	\$6,000	\$6,830
	Subtotal		4		6			4	14		\$7,990
3	DESIGN ACTIVITIES										
A	60% Design										
	> 60% plans preparation		11		36	13	12		72		\$11,365
	> Prepare Technical Specifications		2		2			2	6		\$830
	> 60% Quantity Take-offs and Probable Cost Estimate		2			4			6		\$970
	> Utility Coordination		2		2			2	6		\$830
	> Status Meeting to Discuss Comments (1)		4		4			2	10		\$1,530
	> QA/QC	2						2	4		\$570
B	90% Design										
	> Response to 60% Comments		4		4	4		2	14		\$2,130
	> 90% plans preparation		7		25	9	8		49		\$7,730
	> Prepare Technical Specifications		2		2			2	6		\$830
	> 90% Quantity Take-offs and Probable Cost Estimate		2			4			6		\$970
	> Utility Coordination		2		2			2	6		\$830
	> Status Meeting to Discuss Comments (1)		2		2			2	6		\$830
	> QA/QC	2						2	4		\$570
C	100% Design										
	> Response to 90% Comments		4		4	4		2	14		\$2,130
	> 100% plans preparation		3		11	4	4		22		\$3,450
	> Prepare Technical Specifications		2		2			2	6		\$830
	> 100% Quantity Take-offs and Probable Cost Estimate		2			2			4		\$670
	> Status Meeting for Final Plans (1)		2		2			2	6		\$830
	> QA/QC	2						2	4		\$570
	Subtotal	6	53		98	44	24	26	251		\$38,465
4	PERMITTING										
A	Meetings/Coordination with Agencies (3)		4		8			2	14		\$2,190
B	Permit preparation and submittal - FDEP/DOH		4		8			2	14		\$2,190
C	Permit preparation and submittal - FDOT		4		16			2	22		\$3,510
D	Permit Comment Responses		4		4			2	10		\$1,530
	Subtotal		16		36			8	60		\$9,420
5	BIDDING SERVICES										
A	Budget Review Meeting with CM Contractor (1)		4		4			2	10		\$1,530
B	Review Bid prepared by CM Contractor		4		4			2	10		\$1,530
	Subtotal		8		8			4	20		\$3,060
6	CONSTRUCTION SUPPORT SERVICES										
A	Pre-construction Meeting (1)		4		4			2	10		\$1,530
B	Shop Drawing Reviews		4		6			2	12		\$1,860
C	Requests for Information (RFIs)		4		6			2	12		\$1,860
D	Site Visits (2)		4		4			2	10		\$1,530
E	Substantial and Final Completion (2)		4		4			2	10		\$1,530
F	Record Drawings		4		4	4		2	14		\$2,130
G	Project Certifications and Closeout		4		4			4	12		\$1,660
	Subtotal		28		32	4		16	80		\$12,100
	Subtotal All Labor	8	119		190	48	24	64	453		\$75,365
	Estimated Expenses										
	Project Grand Total (Rounded)	8	119		190	48	24	64	453		\$75,365
	Allowance										
	Grand Total										\$75,365