

PROFESSIONAL ENGINEERING SERVICES NON-CONTINUING SERVICES
TABLE OF CONTENTS

SECTION 1 INTENT OF AGREEMENT	2
SECTION 2 SCOPE OF PROJECT	3
2.1 PROJECT DESCRIPTION AND PROFESSIONAL REQUIREMENTS	3
2.2 PROJECT PHASES	3
2.3 CONSULTING RESPONSIBILITIES.....	3
2.4 GENERAL DESIGN CONDITIONS.....	4
2.5 GOVERNING SPECIFICATIONS REGULATIONS AND PERTINENT DOCUMENTS.....	4
SECTION 3 SERVICES TO BE FURNISHED BY THE CONSULTANT.....	4
3.1 SEE EXHIBIT B – SCOPE OF SERVICES.....	4
3.2 BIDDING PHASE	4
3.3 CONSTRUCTION PHASE	5
3.4 PROVISIONS RELATED TO ALL PHASES	6
3.5 PERMIT APPLICATIONS AND APPROVALS.....	7
3.6 COORDINATION WITH UTILITY SERVICES AND AFFECTED PUBLIC AGENCIES.....	8
SECTION 4 SERVICES TO BE FURNISHED BY THE COUNTY	8
SECTION 5 PRESENTATIONS, PUBLIC MEETINGS AND TECHNICAL LIAISON.....	8
SECTION 6 PAYMENT GUIDELINES AND CATEGORY OF SERVICES.....	9
6.1 BASIC SERVICES	9
6.2 OPTIONAL SERVICES	9
6.3 CONTINGENCY SERVICES	9
6.4 ADDITIONAL SERVICES	9
6.5 INVOICING.....	9
SECTION 7 COMPENSATION TO THE CONSULTANT	10
SECTION 8 PERFORMANCE SCHEDULE	11
SECTION 9 AUTHORIZATION FOR CONTINGENT OR ADDITIONAL SERVICES.....	12
SECTION 10 FIRMS AND INDIVIDUALS PROVIDING SUBCONSULTING SERVICES.....	12
SECTION 11 SATISFACTORY PERFORMANCE.....	12
SECTION 12 RESOLUTION OF DISAGREEMENTS	12
SECTION 13 CONSULTANT’S ACCOUNTING RECORDS	12
SECTION 14 OWNERSHIP OF PROJECT DOCUMENTS	13
SECTION 15 INSURANCE COVERAGE AND INDEMNIFICATION.....	13
SECTION 16 EQUAL EMPLOYMENT OPPORTUNITY CLAUSE FOR CONTRACTS NOT SUBJECT TO EXECUTIVE ORDER 11246.....	13
SECTION 17 INDEPENDENT CONTRACTOR STATUS AND COMPLIANCE WITH THE IMMIGRATION REFORM AND CONTROL ACT OF 1986	14
SECTION 18 PROHIBITION AGAINST CONTINGENT FEE	14
SECTION 19 TRUTH IN NEGOTIATIONS.....	14
SECTION 20 SUCCESSORS AND ASSIGNS.....	14
SECTION 21 INTEREST ON JUDGMENTS	14
SECTION 22 TERMINATION OF AGREEMENT	14
SECTION 23 AGREEMENT TERM.....	15
SECTION 24 CONFLICT OF INTEREST	15
SECTION 25 ENTIRE AGREEMENT	15
SECTION 26 PUBLIC ENTITY CRIMES.....	15
SECTION 27 PUBLIC RECORDS.....	16
SECTION 28 GOVERNING LAW AND AGREEMENT EXECUTION.....	17

**SECTION 1
INTENT OF AGREEMENT**

AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES FOR

THIS AGREEMENT, entered into on the ____ day of _____, 20____, between PINELLAS COUNTY, a political subdivision of the State of Florida, hereinafter referred to as the COUNTY, represented by its Board of County Commissioners, and, HNTB Corporation (HNTB) 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 roadway reconstruction and widening, drainage, and intersection improvements for Forest Lakes Boulevard Phase II, from west of Pine Avenue to west of Race Track Road 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 Consultant will develop plans, specifications, cost estimates, and perform all other professional engineering related services as may be required for the design and post-design construction services of Forest Lakes Boulevard from 50 feet west of Pine Avenue to the east property line of Harrod Properties, a distance of approximately 1.30 miles. These improvements shall be designed in accordance with Pinellas County Standards and the 2011 FDOT Manual of Uniform Minimum Standards for Design. The AASHTO Greenbook Standards will serve as the secondary (minimum) criteria. Plans shall be prepared in accordance with the COUNTY'S CADD Standards Manual for Survey and Civil Engineering (2014).

All required permits shall be obtained by the engineering consultant. Plans shall be prepared in accordance with Civil 3D Pinellas County requirements. Exhibit B, Scope of Services is attached and forms an integral part of this Agreement.

a) Required Deliverables

- Civil 3D file (eTransmit) of construction plans and for each transmittal phase. The plans shall be provided electronically, plus two (2) paper prints signed and sealed by a Professional Engineer certified in the State of Florida.
- 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, prepared in Microsoft Project 2013 or later, which shows a breakdown of all tasks to be performed, and their relationship in achieving the completion of each phase of work. A bar chart schedule showing overall PROJECT time frames should also be prepared. These schedules must be submitted for COUNTY approval within ten (10) days of the initial PROJECT Notice to Proceed. These schedules will be used to verify CONSULTANT performance in relationship to Fees claimed and to allow the COUNTY'S Project Manager to monitor the CONSULTANT'S efforts. The CONSULTANT shall be responsible for any updates to these schedules and for documenting in writing to the COUNTY any major deviations in the actual versus estimated PROJECT time frames.
- F. The CONSULTANT shall respond, in writing, to all review comments made by the COUNTY, and shall incorporate appropriate design adjustments into the PROJECT, in a timely manner, resulting from the review exchange.

2.4 GENERAL DESIGN CONDITIONS

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

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

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

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

2.5 GOVERNING SPECIFICATIONS REGULATIONS AND PERTINENT DOCUMENTS

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

SECTION 3 SERVICES TO BE FURNISHED BY THE CONSULTANT

3.1 SEE EXHIBIT B – SCOPE OF SERVICES.

3.2 BIDDING PHASE

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

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

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

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

3.3 CONSTRUCTION PHASE

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

A. Construction Consultation Services

1. Processing, review, approval and distribution of shop drawings, product data, samples and other submittals required by the Contract Documents.
2. Maintenance of master file of submittals with duplicate for COUNTY.
3. Construction Field Observation Services consisting of visits to the site as frequent as necessary, but not less than once every week, to become generally familiar with the progress and quality of the work and to determine in general if the work is proceeding in accordance with the Contract Documents and prepare related reports and communications. Provide written report of each visit. This field observation requirement shall include any subconsultants at appropriate construction points.
4. Review for comment or approval any and all proposal requests, supplemental drawings and information and change orders.
5. Review for correctness Contractors pay requests for the COUNTY.
6. Prepare, reproduce and distribute supplemental drawings, specifications and interpretations in response to requests for clarification by the Contractor or the COUNTY as required by construction exigencies. Response to any request must be received by the COUNTY within twenty-four (24) hours of request, or the next available working day when the request is prior to a weekend or holiday.
7. Review, upon notice by the Contractor that work is ready for final inspection and acceptance.
8. Notify the COUNTY of any deficiencies found in follow-up reviews.
9. Evaluate all testing results and make recommendations to the COUNTY.

10. Assist in the establishment by the COUNTY of programs of operation and maintenance of the physical plant and equipment.
11. Arrange for and coordinate instructions on operations and maintenance of equipment in conjunction with manufacturer's representatives.
12. Prepare an operation and maintenance manual for the COUNTY'S use.
13. The CONSULTANT shall visit the project as necessary, but at a minimum of three (3) month, six (6) month and upon construction completion in order to certify that the permit conditions have been met satisfactorily. This shall not relieve the CONSULTANT of other needed visits to the project should specific issues arise.
14. Assistance in the training of the facility operation and maintenance personnel in proper operations, schedules, procedures and maintenance inventory.
15. Prepare as-built record drawings, based on information furnished by the Contractors including significant changes in the work made during construction. The CONSULTANT will provide one (1) set of signed and sealed prints and one (1) CADD disk of the as-built record construction documents.
16. Transmit certified as-built record drawings and general data, appropriately identified, to the COUNTY within thirty (30) days following completion of construction.
17. Consult with, and recommend solutions to, the COUNTY during the duration of warranties in connection with inadequate performance of materials, systems, and equipment under warranty.
18. Review facilities or equipment prior to expiration of warranty period(s) to ascertain adequacy of performance, materials, systems and equipment.
19. Document noted defects or deficiencies and assist the COUNTY in preparing instructions to the Contractor for correction of noted defects.
20. The Contractor shall provide the CONSULTANT with all the required project close out material for CONSULTANT'S use in the warranty period services.
21. The Contractor shall have prime responsibility in the warranty period for all services herein. The CONSULTANT shall assist, consult, observe review and document as noted.

3.4 PROVISIONS RELATED TO ALL PHASES

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

3.4.2 The CONSULTANT will coordinate work designed by various disciplines.

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

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

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

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

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

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

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

3.4.8 Other CONSULTANT responsibilities shall be as listed below:

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

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

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

3.5 PERMIT APPLICATIONS AND APPROVALS

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

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

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

3.6 COORDINATION WITH UTILITY SERVICES AND AFFECTED PUBLIC AGENCIES

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

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

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

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

- A. Copies of existing maps, existing aerial photographs, as-built construction plans and data pertinent to the PROJECT design, which the COUNTY may have in its possession.
- B. Reproduces 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 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 related areas contained in Exhibit B not labeled as Optional Services shall constitute the Basic Services to be performed by the CONSULTANT under this Agreement.

6.2 OPTIONAL SERVICES

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

6.3 CONTINGENCY SERVICES

When authorized in writing by the COUNTY'S Director of 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 A).

- A. Soil Analysis/Geotechnical Investigations.
- B. Contamination Assessments/Hazardous Material Analysis (if required).
- C. Aerial Photography (if required).
- D. Payment of Permit Fees (if required).
- E. Payment of the Public Information Meeting Advertisements, if required.

- F. Payment of the Court Reporter for public meetings, if required.
- G. Printing and Binding Services.

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

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

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

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

Each invoice shall include, at a minimum, the Supplier's name, contact information and the standard purchase order number. The County may dispute any payments invoiced by SUPPLIER in accordance with the County's Dispute Resolution Process for Invoiced Payments, established in accordance with Section 218.76, Florida Statutes, and any such disputes shall be resolved in accordance with the County's Dispute Resolution Process.

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

SECTION 7 COMPENSATION TO THE CONSULTANT

7.1 For the BASIC SERVICES provided for in this Agreement, as defined in Section 2.1 and Exhibit B, the COUNTY agrees to pay the CONSULTANT as follows:

- A Lump Sum Fee of: Twenty-Six Thousand Nine Hundred Seventeen and 00/100 Dollars (\$26,917) for the Task 1 – General Task Phase of the PROJECT.
- A Lump Sum Fee of: One Hundred Eighty-Seven Thousand Seven Hundred Eighty-Seven and 00/100 Dollars (\$187,787) for the Task 2 – Roadway Analysis Phase of the PROJECT.
- A Lump Sum Fee of: Sixty-Three Thousand Nine Hundred Sixty and 00/100 Dollars (\$63,960) for the Task 3 – Drainage Analysis Phase of the PROJECT.
- A Lump Sum Fee of: Thirty-Two Thousand Four Hundred Eighty-Two and 00/100 Dollars (\$32,482) for the Task 4 – Environmental & Permitting Phase of the PROJECT.
- A Lump Sum Fee of: Nineteen Thousand Five Hundred Eighty-One and 00/100 Dollars (\$19,581) for the Task 5 – Structural Analysis Phase of the PROJECT
- A Lump Sum Fee of: Sixty-Two Thousand Nine Hundred Twenty-Seven and 00/100 Dollars (\$62,927) for the Task 6 – Traffic Analysis Phase of the PROJECT

A Lump Sum Fee of: Eighteen Thousand Eight Hundred Seventy-Five and 00/100 Dollars (\$18,875) for the Task 7 – Utility Coordination Phase of the PROJECT

A Lump Sum Fee of: One Hundred Twenty-Eight Thousand Nine Hundred Thirty-Four and 00/100 Dollars (\$128,934) for the Task 8 – Plans Preparation Phase of the PROJECT

A Lump Sum Fee of: Forty-Nine Thousand Four Hundred Ninety-Six and 00/100 Dollars (\$49,496) for the Task 9 – Geotechnical Services Phase of the PROJECT

The above fees shall constitute the total not to exceed amount of Five Hundred Ninety Thousand Nine Hundred Fifty-Nine and 00/100 Dollars (**\$590,959**) to the CONSULTANT for the performance of Basic Services. All man hours are billed per the established and agreed hourly rates. The hourly rates are fully loaded and include all labor, overhead, expenses and profit of any nature including travel within the Tampa Bay Metropolitan Statistical area. Travel outside of that area will be reimbursed in accordance with Section 112.061 F.S.

7.2 For the OPTIONAL SERVICES provided for in the Agreement, as defined in Exhibit B as Task 10, the COUNTY agrees to pay the CONSULTANT as follows:

A Not to Exceed Amount of: Sixty-Six Thousand Eight Hundred Fifty-Seven and 00/100 Dollars (**\$66,857**) for the Task 10 Optional Services of the PROJECT.

7.3 For any CONTINGENCY SERVICES performed, the COUNTY agrees to pay the CONSULTANT, a negotiated fee based on the assignment, up to a maximum amount not to exceed Sixty-Five Thousand and 00/100 Dollars (**\$65,000**) for all assignments performed.

7.4 Total agreement amount Seven Hundred Twenty-Two Thousand Eight Hundred Sixteen and 00/100 Dollars (**\$722,816**).

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

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

SECTION 8 PERFORMANCE SCHEDULE

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

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

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

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

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

9.1 The CONTINGENCY services provided for under this Agreement shall be performed only upon prior written authorization from the Director of 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 Ninety-Five (1,095) 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

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

**SECTION 27
PUBLIC RECORDS**

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


**SECTION 28
GOVERNING LAW AND AGREEMENT EXECUTION**

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

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

HNTB Corporation

PINELLAS COUNTY, by and through its
County Administrator

By: 
Print Name: Leonard C Becker
Title: Vice President Date: 7/4/2015


Name _____ Date: _____
County Administrator

(CORPORATE SEAL)

APPROVAL AS TO FORM:

By: 
Office of the County Attorney

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

1. **LIMITATIONS ON LIABILITY.** By submitting a Proposal, the Proposer acknowledges and agrees that the services will be provided without any limitation on Proposer's liability. The County objects to and shall not be bound by any term or provision that purports to limit the Proposer's liability to any specified amount in the performance of the services. Proposer shall state any exceptions to this provision in its response, including specifying the proposed limits of liability in the stated exception to be included in the Services Agreement. Proposer is deemed to have accepted and agreed to provide the services without any limitation on Proposer's liability that Proposer does not take exception to in its response. Notwithstanding any exceptions by Proposer, the County reserves the right to declare its prohibition on any limitation on Proposer's liability as non-negotiable, to disqualify any Proposal that includes exceptions to this prohibition on any limitation on Proposer's liability, and to proceed with another responsive, responsible proposal, as determined by the County in its sole discretion.
2. **INDEMNIFICATION.** By submitting a Proposal, the Proposer acknowledges and agrees to be bound by and subject to the County's indemnification provisions as set out in the Services Agreement. The County objects to and shall not be bound by any term or provision that purports to modify or amend the Proposer's indemnification obligations in the Services Agreement, or requires the County to indemnify and/or hold the Proposer harmless in any way related to the services. Proposer shall state any exceptions to this provision in the response, including specifying the proposed revisions to the Services Agreement indemnification provisions, or the proposed indemnification from the County to the Proposer to be included in the Services Agreement. Proposer is deemed to have accepted and agreed to provide the services subject to the Services Agreement indemnification provisions that Proposer does not take exception to in its response. Notwithstanding any exceptions by Proposer, the County reserves the right to declare its indemnification requirements as non-negotiable, to disqualify any Proposal that includes exceptions to this paragraph, and to proceed with another responsive, responsible proposal, as determined by the County in its sole discretion.
3. **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.

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

- (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.
- 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
Employers' Liability Limits	
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

(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	\$ 2,000,000
General Aggregate	\$ 2,000,000

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

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.

Exhibit A

**Professional Engineering Services Forest Lakes Boulevard
Reconstruction and Widening Improvements**

PID 001642A

Contract No.: 134-0310-NC (SS)

8/28/15

HNTB's Schedule of Rates*

HNTB Classification	Fully Loaded Hourly Rates
Principal	\$ 235.00
Senior Project Manager	\$ 260.00
Chief Engineer/Planner	\$ 198.00
Senior ITS Specialist	\$ 190.00
Project Manager	\$ 180.00
ITS Specialist	\$ 165.00
Senior Engineer/Planner	\$ 170.00
ITS Inspector	\$ 150.00
Senior Project Engineer	\$ 144.00
Project Engineer	\$ 116.00
Engineer/Planner	\$ 102.00
Contract Support Specialist	\$ 100.00
Senior Engineering Technician	\$ 94.00
Scientist	\$ 95.00
Engineering/Planning Intern	\$ 80.00
CADD/Computer Technician	\$ 75.00
Contract Coordinator	\$ 72.00
Technician	\$ 70.00
Secretary/Clerical	\$ 54.00
Technician Aid	\$ 45.00

(* It is understood the above rates are fixed for the initial duration of the Contract.)

Attached are rates from subconsultants included in HNTB's Proposal, including:

- OMNI Communications, LLC
- Professional Service Industries, Inc.
- Echezabal and Associates, Inc.
- Florida Jetclean

SCHEDULE OF RATES

Exhibit "A"

**Pinellas County Public Works Department Roadways, Drainage, Structural, Site,
and Traffic Engineering Consulting Services**

Classification	Fully Loaded Hourly Rates
Sr. Utility Coordinator	\$138.92
Utility Coordinator	\$125.00
Public Involvement Officer	\$125.00



OMNI Communications
President

3/5/2015
Date

SCHEDULE OF RATES
Exhibit "A"

**134-0310-NC (SS) Professional Engineering Services Forest Lakes
Boulevard Reconstruction and Widening Improvements PID 001642A**

Classification	Fully Loaded Hourly Rates
Engineering and Technical Services	
Chief Engineer	\$177.44
Project Manager	\$158.67
Senior Engineer	\$158.67
Project Engineer	\$134.25
Engineer Intern	\$72.09
Senior Engineering Technician	\$60.60
Engineering Technician	\$40.50
Secretary/Clerical	\$42.60
CADD/Technician	\$75.00
Field Investigation	
Mobilization	\$350.00
Support Vehicle	\$150.00
Standard Penetration Test Borings 0-50 Ft. Depth	\$13.67
Grout Borings 0-50 Ft. Depth	\$5.44
Pavement Coring with Mobilization	\$150.00
Auger Borings – L.F.	\$11.00
MOT (Mobile Operation Index No. 619)	\$500.00
Laboratory Investigation	
Moisture Content Tests	\$10.00
Grain Size Analysis (Full Gradation)	\$70.00
Organic Content Tests	\$35.00
Atterberg Limit Tests	\$85.00
Corrosion Series (pH, sulfates, chlorides, resistivity)	\$175.00
LBR Testing	\$375.00



Professional Service Industries, Inc.
Geotechnical Department Manager

8/27/2015

Date

Exhibit A

**Professional Engineering Services Forest Lakes Boulevard
Reconstruction and Widening Improvements**

PID 001642A

Contract No.: 134-0310-NC (SS)

3/25/15

Echezabal & Associates, Inc.'s Schedule of Rates*

Echezabal & Associates, Inc. Classification	Fully Loaded Hourly Rates
Party Chief	\$69.06
Instrument Person	\$46.30
Rod Person	\$37.98
Surveyor & Mapper	\$136.33
Senior Surveyor & Mapper	\$156.95
Survey Technician	\$99.41
Utility Coordinator	\$116.00
Utility Party Chief	\$67.49
Utility Locator	\$45.52
2 Person Survey Crew	\$115.36
3 Person Survey Crew	\$153.34
4 Person Survey Crew	\$191.33
5 Person Survey Crew	\$229.31
2 Person Utilities (SUE) Crew	\$113.01
3 Person Utilities (SUE) Crew	\$158.52
4 Person Utilities (SUE) Crew	\$204.04

(* It is understood the above rates are fixed for the initial duration of the Contract.)


Echezabal & Associates, Inc.

Stephen Tate, PSM, President

5/21/2015

Date

Exhibit A

**Professional Engineering Services Forest Lakes Boulevard
Reconstruction and Widening Improvements**

PID 001642A

Contract No.: 134-0310-NC (SS)

7/22/15

Florida Jet Clean's Schedule of Rates*

Florida Jetclean Classification	Fully Loaded Hourly Rates
Senior Pipeline CCTV Technician	\$37.50
Pipeline CCTV Technician	\$25.00
CCTV Camera Truck	\$181.25

(* It is understood the above rates are fixed for the initial duration of the Contract.)



Florida Jet Clean

7/22/2015

Date

Exhibit B

SCOPE OF SERVICES

**ENGINEERING CONSULTING SERVICES
CONTRACT NO. 134-0310-NC (SS)
(BASE CONSULTANT AGREEMENT)**

Design Services for

**Forest Lakes Boulevard
from west of Pine Avenue to west of Racetrack Road
Reconstruction and Widening**

PID 002110A

Prepared for:

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

Prepared by:

**HNTB Corporation
201 N. Franklin Street, Suite 550
Tampa, FL 33602**

July 2015

SCOPE OF SERVICES

ENGINEERING CONSULTING SERVICES Contract No. 134-0310-NC (SS)

(BASE CONSULTANT AGREEMENT)

Design Services for Forest Lakes Boulevard Pavement Rehabilitation and Widening

PID 002110A, Pinellas County

I. PROJECT TITLE1

II. OBJECTIVE.....1

III. PROJECT DESCRIPTION:.....1

IV. SCOPE OF WORK:1

Task 1: GENERAL TASKS1

 Quality Control Plan 1

 Design Criteria Memorandum2

 Specifications Package Preparation2

 Bidability and Constructability Review2

 Coordination, Meetings & Field Reviews.....2

Task 2: ROADWAY ANALYSIS2

 Alternatives Assessment with Technical Memorandum.....3

 Horizontal/Vertical Master Design Files.....3

 Traffic Control Plans3

 Engineer’s Estimate & Quantities3

 Typical Section Package.....4

 Pavement Design4

 Cross Sections4

 Design Report4

Task 3: DRAINAGE ANALYSIS4

 Underdrain Design5

Task 4: ENVIRONMENTAL & PERMITTING5

 Permit and Environmental Assessment.....5

 Meetings5

 Coordination6

Task 5: STRUCTURAL ANALYSIS6

 Miscellaneous Structures6

Task 6: TRAFFIC ANALYSIS6

 Signalization6

 Signing and Pavement Markings6

 Intelligent Transportation Systems7

Task 7: UTILITY COORDINATION	7
Task 8: PLANS PREPARATION	8
Task 9: GEOTECHNICAL SERVICES	9
Task 10: OPTIONAL SERVICES (NOT TO EXCEED)	10
Public Involvement (HNTB, OMNI).....	10
Survey (Echezabal and Associates).....	10
Video Inspection of Existing Drainage Pipes (Florida Jetclean).....	10
Acquisition of Easements and/or Right of Way (HNTB).....	10
Permit and Environmental Assessment (HNTB).....	10
Post Design Services (HNTB).....	10
V. COMPENSATION	11
VI. DELIVERABLES	11
VII. SCHEDULE	12
VIII. INVOICES AND PROGRESS REPORTS	13

SCOPE OF SERVICES FOR ENGINEERING CONSULTING SERVICES

134-0310-NC (SS)

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

I. PROJECT TITLE

Professional Engineering Services for the Forest Lakes Boulevard Phase II Reconstruction and Widening Improvements from west of Pine Avenue to west of Racetrack Road.

II. OBJECTIVE

The overall objectives of the project includes the preparation of construction documents for the widening of Forest Lakes Boulevard from west of Pine Avenue to west of Racetrack Road to a divided four lane suburban typical section with provision for a future six-lane build out. This also includes drainage, signing and pavement marking, signals, ITS and pedestrian improvements.

III. PROJECT DESCRIPTION:

The portion of Forest Lakes Boulevard from west of Pine Avenue to west of Racetrack Road for a distance of approximately 1.3 miles, located in Oldsmar FL, is currently a two-lane divided suburban roadway. It has five-foot wide paved shoulders with an open drainage system that outfall to offsite ponds. The existing ponds are permitted and designed for the ultimate six-lane typical section. Sidewalk exists along both sides of the roadway. There are two signalized intersections within the project limits, one at Pine Avenue and one at Brooker Creek Boulevard. There are three additional minor intersections at Tavernier Drive, Commerce Boulevard and Brooker Creek Boulevard.

The intersection at Pine Avenue has high visibility crosswalks and school pavement makings along the Forest Lakes Boulevard approaches.

IV. SCOPE OF WORK:

The CONSULTANT shall provide the professional services to design; prepare plans; develop construction specifications; and provide engineering services for the proposed improvements along Forest Lakes Boulevard. These improvements shall be designed in accordance with Pinellas County Standards and the 2011 FDOT Manual of Uniform Minimum Standards for Design. The AASHTO Greenbook Standards will serve as the secondary (minimum) criteria. Plans shall be prepared in accordance with the COUNTY'S CADD Standards Manual for Survey and Civil Engineering (2014).

Design services under this scope include the following:

TASK 1: GENERAL TASKS

Quality Control Plan

The CONSULTANT shall provide a project specific quality control plan detailing their quality control process and staff performing the work.

Design Criteria Memorandum

The CONSULTANT shall provide a listing of the roadway and drainage design criteria and standard values to be utilized for the design development, as well as the source reference documents from which the criteria and standard values are derived and shall be submitted to the COUNTY Project Manager prior to the CONSULTANT beginning project design tasks.

The CONSULTANT shall submit a request for variance for design criteria not conforming to the minimum Pinellas County Land Development Codes and AASHTO Greenbook requirements. No variations are anticipated.

Specifications Package Preparation

The CONSULTANT shall assist the COUNTY in the preparation of a complete specification package. The CONSULTANT shall provide all applicable Technical Special Provisions or pay item notes and identify the required COUNTY and FDOT supplemental specifications for all items and areas of work.

Bidability and Constructability Review

The CONSULTANT shall provide bidability and constructability reviews as follows:

- Perform a constructability review as part of the 60% and 100% plans review.
- Perform a bidability review as part of the 100% plans review.

Coordination, Meetings & Field Reviews

The CONSULTANT shall coordinate with all stakeholders and other local agencies. The anticipated field reviews and meetings include the following:

- Field Reviews: The CONSULTANT shall conduct three field reviews; one at NTP, one prior to the 60% plans submittal and one prior to the 100% plans submittal.
- Coordination Meetings: The CONSULTANT shall attend four meetings with local stakeholders and other agencies.
- Technical Meetings: The CONSULTANT shall attend two technical meeting reviews; one prior to the 100% plan submittal and one prior to the Final plan submittal.
- Utility Coordination Meetings: The CONSULTANT shall attend two utility coordination meetings to be held within eighteen calendar days of the 60% and 100% design review submittals along with one field meeting.

TASK 2: ROADWAY ANALYSIS

The CONSULTANT shall analyze, document and prepare Roadway plans in accordance with all applicable manuals, guidelines, standards, handbooks, procedures, and current design memorandums. The analysis includes widening the roadway to a four-lane divided roadway with design considerations for a future six-lane build out. The sidewalk will be reconstructed in the ultimate location in areas where it is in conflict with the proposed design. In addition, access to transit stops will be constructed.

Alternatives Assessment with Technical Memorandum

The CONSULTANT shall provide a report that analyzes the geotechnical information along with the pavement and high water table information in order to determine the most feasible and cost effective alternative for the project. An assessment for widening east of the railroad bridge will be included as well as an estimate of annual maintenance costs for the roadway and drainage.

This memo will include pavement reconstruction options with preliminary cost estimates, as well as typical section alternatives and will document the approach to making profile adjustments and removal of the unsuitable materials. A discussion of the traffic control phasing for each option will be included and weighed during selection of the preferred alternative. The alternatives to be evaluated are as follows:

- Full depth pavement reconstruction with a suburban typical
- Combination of full depth pavement reconstruction and widening/resurfacing with a suburban typical
- An urban six-lane alternative for both options above

Horizontal/Vertical Master Design Files

The CONSULTANT shall design the geometrics using the design standards that are most appropriate with proper consideration given to the design traffic volumes, design speed, capacity and levels of service, functional classification, adjacent land use, design consistency and driver expectancy, aesthetics, pedestrian and bicycle concerns, ADA requirements, elder road user policy, access management, PD&E documents and scope of work.

Any changes in the profile will be in accordance with the technical design memo.

Traffic Control Plans

The CONSULTANT shall provide a traffic control plan in accordance with the FDOT Standard Index 600 series. The traffic control plans shall include general/phasing notes, phase typical sections, detailed plan sheets, critical sections, temporary signalization and required special details in conformance with a Level II Traffic Control Plan per the FDOT PPM Volume 2 Chapter 19.3.3.

Engineer's Estimate & Quantities

The CONSULTANT shall prepare an estimate of probable construction costs for the design. The CONSULTANT shall use existing cost data provided by the COUNTY.

The CONSULTANT shall prepare bid quantities that include bid items which comprise the project design. Bid items shall include reference to applicable COUNTY Measurement and Payment items. Bid proposal sheets to be included in the contract documents shall be prepared by the COUNTY based on the CONSULTANT'S quantities.

The CONSULTANT shall provide a computation book which will provide quantity takeoffs and backup calculations.

Preliminary bid quantities and opinion of probable construction costs shall be submitted with the 60% design review submittal. Final quantities and Final estimate of probable construction costs shall be submitted with the Final design review submittal. Construction costs are to be based on

the most current cost available at the time of the Final deliverable and obtained from the COUNTY utilizing similar bid unit costs.

Typical Section Package

The CONSULTANT shall prepare a Typical Section Package in accordance with applicable COUNTY design standards for approval prior to the 30% plans submittal date. This will include a proposed four-lane typical and a future six-lane typical.

Pavement Design

The CONSULTANT shall provide an approved Pavement Design Package in accordance with applicable COUNTY pavement design minimums prior to the 60% plans submittal date. This will include one milling and resurfacing design and one widening design. The proposed shoulders will utilize the same pavement design as the roadway widening.

Cross Sections

The CONSULTANT shall develop cross sections at 50-foot intervals and shall be included in the plan set. The cross sections shall include earthwork quantities, unsuitable material quantities, and shall also show water table levels and soil boring information.

Design Report

The CONSULTANT shall submit to the COUNTY design notes, data, and calculations to document the design conclusions reached during the development of the contract plans.

The design notes, data, and computations shall be recorded, fully titled, numbered, dated, indexed and signed by the designer and the checker. The data shall be submitted in electronic form as a PDF document. The CONSULTANT also shall include the Design Criteria Memorandum in the design report.

TASK 3: DRAINAGE ANALYSIS

The CONSULTANT shall analyze, document and prepare Drainage plans in accordance with all applicable manuals, guidelines, standards, handbooks, procedures, and current design memorandums.

The CONSULTANT shall be responsible for designing a drainage system compatible with the ultimate six-lane typical section. This will include the use of ditch bottom inlets with swales for the interim four-lane design to be compatible with the future curb inlets for the six-lane ultimate design. All design work shall comply with the requirements of the appropriate regulatory agencies and the FDOT's Drainage Manual.

The existing ponds were designed and permitted for the ultimate six-lane design. They were designed to meet pre vs post discharge rates for the SWFWMD 25-year 24-hour storm event. It is not anticipated that the ponds will need to be redesigned or re-permitted as part of this project. However, the Consultant will confirm through a Pre-Application Meeting with SWFWMD that modifications to the ponds are not needed due to the roadway widening.

Underdrain Design

The CONSULTANT shall be responsible for the analysis and design of underdrains. Pinellas County follows the MUNICODE (municipal code) which requires underdrains be included in all roads with high water issues. Underdrains shall be evaluated for the entire project limits as a means of controlling the high water table underneath the base. The Pinellas County Standard Details and the FDOT Design Standards will be used for the design of the underdrains. The underdrain design will provide underdrain inspection and clean-out provisions that can be accessed and maintained in both the 4-lane and 6-lane design.

TASK 4: ENVIRONMENTAL & PERMITTING

Permit and Environmental Assessment

The CONSULTANT shall prepare permit applications, technical data and supporting documentation for all state and federal permits to be submitted by the COUNTY.

The CONSULTANT shall establish the landward extent of state and federal jurisdictional wetlands and surface waters pursuant to all current state and federal regulations and standards.

The CONSULTANT shall conduct an environmental analysis to identify endangered or threatened species, species of special concern, and the presence or absence of submerged aquatic vegetation, within the proposed project limits.

The CONSULTANT shall prepare assessments of the value of wetlands proposed for impact. Assessments shall be done using the current Uniform Mitigation Assessment Methodology (UMAM), or other current method required by SWFWMD and the USACE.

The CONSULTANT shall comply with Special Condition # 5 of the existing USACE permit [#199402373(IP-ES)], in which the three (3) wildlife crossings within the limits of the project will be accommodated by the design of this project.

The CONSULTANT shall prepare a Technical Memorandum for the COUNTY detailing the results of the environmental analysis.

The CONSULTANT shall submit completed permit applications to the COUNTY for review and signature after receiving and incorporating comments from the 60% design QC review, unless agreed upon otherwise by the COUNTY.

All permit fees will be paid for by the COUNTY. The following permits shall be obtained:

- Environmental Resource Permit Modification from Southwest Florida Water Management District
- A Section 404 Dredge and Fill Permit from the USACE

Additionally, prior to construction, the COUNTY will obtain a National Pollutant Discharge Elimination System Construction General Permit from the FDEP.

Meetings

Upon completion of the 30% design phase (Phase I), the CONSULTANT shall contact the COUNTY Permit Coordinator to schedule a pre-application meeting with applicable permitting agencies to identify specific permitting requirements for the project.

The CONSULTANT shall attend the pre-application meetings with COUNTY staff and provide a

meeting agenda to the COUNTY for review two business days prior to the meeting. The CONSULTANT shall provide written minutes within seven business days of the meeting for COUNTY approval prior to distribution to attendees.

If required, The CONSULTANT shall conduct a field review with COUNTY and permit agencies staff to verify the limits of the surveyed jurisdictional limits and to determine the applicability of permits.

Coordination

The CONSULTANT shall coordinate with the COUNTY Permit Coordinator until all permits are obtained, including attending meetings and teleconferences with permit agencies as necessary to resolve permitting issues.

The CONSULTANT shall prepare responses to all agency requests for additional information (RAI), including completion of design revisions that may be required to secure the required permits, and provide a response package to COUNTY Permit Coordinator.

TASK 5: STRUCTURAL ANALYSIS

Miscellaneous Structures

Structural design analysis and plan details shall be developed for up to eight mast arm structures. The mast arms shall be designed for the future loading of the ultimate six-lane configuration. The CONSULTANT shall provide Design Documentation to the COUNTY for the 100% plan submittal consisting of structural design calculations and other supporting documentation. The design calculations submitted shall adequately address the complete design of all structural elements. These calculations shall be neatly and logically presented on digital media or, at the COUNTY'S request, on 8 ½"x11" paper and all sheets shall be numbered. The final design calculations shall be signed and sealed by a Florida-registered professional engineer. A cover sheet indexing the contents of the calculations shall be included and the engineer shall sign and seal that sheet. All computer programs and parameters used in the design calculations shall include sufficient backup information to facilitate the review task.

TASK 6: TRAFFIC ANALYSIS

Signalization

The CONSULTANT shall analyze, document, and prepare Signalization plans in accordance with applicable manuals, guidelines, standards, handbooks, procedures, and current design memorandums. The signalization design shall include upgrades to mast arm structures and video traffic detection at Pine Avenue and Brooker Creek Boulevard. Internally illuminated street name signs shall be designed and pedestrian signals and detection shall be included.

The CONSULTANT shall also prepare a Signal Warrant Analysis at the intersection of Commerce Boulevard.

Signing and Pavement Markings

The CONSULTANT shall analyze, document, and prepare Signing and Pavement Marking plans in accordance with all applicable manuals, guidelines, standards, handbooks, procedures, and

current design memorandums. The signing and pavement marking design shall include the design of the striping along the corridor including the bike lanes, lane lines, and crosswalks. This also includes a designated school crossing at the Pine Avenue intersection. It also includes the design of advanced street name signs.

Intelligent Transportation Systems

The CONSULTANT shall analyze, document and prepare Intelligent Transportation System (ITS) plans in accordance with all applicable manuals, guidelines, standards, handbooks, procedures, existing ITS standard operating procedures, strategic plans, Florida's SEMP guidelines, National and regional ITS architectures, and current design memoranda. This work will be limited to installing conduit and fiber optic pull boxes for future ITS connectivity. Splice boxes will be installed at each signal with access to the proposed signal cabinets.

TASK 7: UTILITY COORDINATION

Utility Coordination - The COUNTY is responsible for coordinating its design work with public and private Utility Agency/Organization having existing and/or planned facilities within the limits of the project.

The COUNTY shall provide the UAO's project plans and/or Civil 3D files at the 60% and 100% complete design phases, as drafted by the CONSULTANT. In the event that the project files are larger than UAO's email servers allow (Generally 10MB), the CONSULTANT shall be responsible for electronic plan and/or Civil 3D file transfer as directed by the COUNTY. At the 60% complete design phase, the UAO's shall be instructed to return a set of plans to the COUNTY showing their utility relocations/adjustments, new facility designs, existing utility facilities to remain and utility facilities to be removed. The COUNTY's and CONSULTANT's utility coordination responsibilities shall continue throughout the design process to assist with resolving potential utility conflicts.

Utility Adjustment Plans - The CONSULTANT shall prepare utility adjustment sheets as part of the project plan set to show existing public and private utility facilities remain in place, new utility facilities to be constructed and utility facilities to be removed. Utility adjustment plans shall be prepared on screened reproducible copies of the plan and profile sheets, cross section sheets, drainage structure sheets and signalization plans if applicable. The CONSULTANT is to identify all potential utility conflicts or constructability issues (i.e. OSHA clearance issues with equipment relating to overhead power lines) based on the data provided within the Survey, horizontal and vertical field investigations and information provided by the UAO's. The 100% design review submittal shall include final utility adjustment plans that reflect the final disposition of all public and private utilities. Any subsequent utility conflicts are to be resolved and all final design revisions complete at the final design submittal.

Utility Coordination Meetings - The CONSULTANT shall attend utility coordination meetings to be held after the 60% design submittal and prior to the 100% final design submittal. The COUNTY shall be responsible for organizing these meetings. The COUNTY shall prepare formal correspondence issuing project plans and/or Civil 3D files as outlined above. The COUNTY shall moderate the meeting. The CONSULTANT shall discuss the project design (roadway, sidewalk, drainage, etc.) with particular emphasis on potential utility conflicts and constructability concerns. The CONSULTANT shall prepare detailed minutes and distribute to all attendees. Representation at the meeting should consist of internal County stakeholders, Consultant engineering staff and

UAO's with facilities located and/or planned within the project limits.

The CONSULTANT shall coordinate with the COUNTY and UAO's to determine areas of apparent conflict or constructability concerns and request Subsurface Utility Engineering activities (Conflict Resolution) to confirm whether or not a conflict exists and to what degree. A conflict matrix itemizing utility conflicts by company shall be prepared by the CONSULTANT and submitted to the COUNTY. The COUNTY shall distribute to necessary UAO's. Four weeks on average shall be allowed for each UAO to respond with appropriate resolution.

Final Arrangements to Utilities (Final Plans) - The COUNTY shall transmit the necessary legal drafts and documents to each UAO as required.

Review and Acceptance – The CONSULTANT shall be responsible for making all necessary reviews and acceptance of utility related materials including but not limited to, Utility Right of Way Permitting, Joint Project Agreement Plans and technical specifications.

Certification for FDOT LAP Agreement Projects - The COUNTY shall certify the following:

All utility negotiations (full exception of each agreement, technical special provisions, etc.) have been completed with arrangements made for utility work to be undertaken and completed as required for proper coordination with the physical construction schedule.

OR

An on-site inspection was made and no utility relocation work shall be involved.

OR

Plans were sent to the UAO's and no relocations/adjustments are required.

TASK 8: PLANS PREPARATION

The CONSULTANT shall prepare all required construction plans within the project limits. These plans shall be in accordance with the COUNTY'S CADD Standards Manual for Survey and Civil Engineering (2014) and supplemented with the FDOT Plans Preparation Manual and shall include the following:

- a. Key Sheet
- b. Drainage Maps (1"=200' scale)
- c. Typical Section Sheets
- d. General Notes/Pay Item Notes
- e. Summary of Quantities
- f. Roadway Plan Sheets (1"=40' scale)
- g. Roadway Profile Sheets (1"=40' scale)
- h. Intersection Details (1"=20' scale)
- i. Drainage Structure Sheets
- j. Drainage Detail Sheets

- k. Roadway Soil Survey Sheet
- l. Cross Sections (50' intervals, earthwork columns including unsuitable material)
- m. Stormwater Pollution Prevention Plan
- n. Erosion Control Sheets (include turbidity features as necessary)
- o. Traffic Control Notes/Details
- p. Traffic Control Typical Sections
- q. Traffic Control Plan Sheets (1"=40' scale)
- r. Traffic Control Critical Sections
- s. Temporary Signalization
- t. Utility Verification Sheet (SUE Data)
- u. Utility Adjustment Sheets (1"=40' scale)
- v. Tabulation of Quantities
- w. Signing and Pavement Marking Plan Sheet (1"=40' scale)
- x. Signalization Plan Sheet (1"=40' scale)
- y. Interconnect Plans (1"=100' scale)
- z. ITS Detail Sheet
- aa. Guide Sign Worksheet
- bb. Mast Arm Tabulation Sheet
- cc. Mast Arm Table of Variables

TASK 9: GEOTECHNICAL SERVICES

The CONSULTANT'S geotechnical services will support the design of proposed improvements and shall consist of the following:

- Perform a site reconnaissance.
- Perform fifteen seasonal high borings to depths of five feet at approximate 500 foot intervals to provide current seasonal high groundwater elevations.
- Perform fifty seven hand auger borings to depths of five feet at approximate 100 foot intervals within widening areas for the roadway soil survey.
- Delineate and quantify unsuitable soils.
- Perform six seasonal high borings at each pond location to verify current seasonal high groundwater elevations.
- Perform eight Standard Penetration test (SPT) borings to a depth of 30 feet below grade at the mast arm foundation locations.
- Obtain three bulk samples to perform LBR testing.

- Obtain twelve asphalt cores, with a hand auger boring to five feet below the pavement, within the existing intersection to provide information on the existing pavement section and base/subgrade soils to the design team. Perform Maintenance of Traffic (MOT) during asphalt coring operations.
- Prepare a geotechnical report that summarizes the services provided, our geotechnical engineering evaluations and recommendations to support the plan development.
- COUNTY to provide Geotechnical Reports from adjacent projects for reference.

TASK 10: OPTIONAL SERVICES (NOT TO EXCEED)

Public Involvement (HNTB, OMNI)

The CONSULTANT will provide public involvement as an optional service. This will include the CONSULTANT to support and conduct a Neighborhood Project Information Meeting. This will also include the development of roll plots and presentation boards to be used at the meeting.

Survey (Echezabal and Associates)

A topographic survey (3D) will be provided by the COUNTY. If during design, supplemental survey needs are identified, survey will be provided by the CONSULTANT as an optional service.

Video Inspection of Existing Drainage Pipes (Florida Jetclean)

The CONSULTANT will provide video inspection of existing drainage pipes and will determine the need to replace or desilt these pipes as an optional service.

Acquisition of Easements and/or Right of Way (HNTB)

The CONSULTANT shall provide any exhibits required for acquisition of easements and/or Right of Way. Exhibits shall be hard copy and/or electronic format as directed by the COUNTY. Compensation for this work shall be Time & Materials. The CONSULTANT shall provide appropriate timesheets when invoicing under this task.

Permit and Environmental Assessment (HNTB)

A gopher tortoise relocation permit will be obtained by the CONSULTANT from Florida Fish and Wildlife as an optional service.

Wetland and surface water mitigation will be performed as an optional service.

Post Design Services (HNTB)

The CONSULTANT will provide post design services as an optional service. This will include responses to RFI's and review of shop drawings.

V. COMPENSATION

Task 1:	GENERAL TASKS	\$ 26,917
Task 2:	ROADWAY ANALYSIS	\$ 187,787
Task 3:	DRAINAGE ANALYSIS	\$ 63,960
Task 4:	ENVIRONMENTAL & PERMITTING	\$ 32,482
Task 5:	STRUCTURAL ANALYSIS	\$ 19,581
Task 6:	TRAFFIC ANALYSIS	\$ 62,927
Task 7:	UTILITY COORDINATION	\$ 18,875
Task 8:	PLANS PREPARATION	\$ 128,934
Task 9:	GEOTECHNICAL SERVICES	\$ 49,496
Task 10:	OPTIONAL SERVICES	Not to Exceed: \$ 66,857
		Total Fee: \$ 657,816

Payment for the work accomplished will be in accordance with the Method of Compensation of this contract. Invoices shall be submitted to the COUNTY in a format prescribed by the COUNTY. The COUNTY Project Manager and the CONSULTANT shall monitor the cumulative invoiced billings to assure the reasonableness of the billings compared to the project schedule and the work accomplished and accepted.

VI. DELIVERABLES

The following shall be delivered to the COUNTY:

- Project Quality Control Plan
- Roadway and Drainage Design Criteria (PDF Format)
- Alternatives Assessment with Technical Memorandum (PDF Format)
- Pavement Design Package (PDF Format)
- Typical Section package (PDF Format)
- 30% Plan Set - Construction Plans (PDF Format)
- 60% Plan Set - Construction Plans (PDF Format and AutoCAD Civil 3D files), Opinion of Probable Construction Cost Estimate, Computation Book
- 100% Plan Set - Construction Plans (PDF Format), Computation Book
- Final Plan Set - Construction Plans (PDF Format and AutoCAD Civil 3D files), Final Opinion of Probable Construction Cost Estimate, Final Computation Book. The plans shall be provided electronically, plus two paper copies signed and sealed by a Professional Engineer certified in the State of Florida.
- Roadway Design Report (PDF Format)
- Structures Design Report (PDF Format and Mathcad Files)
- Drainage Design Report (PDF Format and ASAD Files)
- Geotechnical Report (PDF Format) signed and sealed by a Professional Engineer certified in the State of Florida.
- Specifications Package

VII. SCHEDULE

The CONSULTANT'S services shall commence upon receipt of written notice to proceed issued by COUNTY. The CONSULTANT shall provide a Microsoft Project Schedule with updates to be included with each monthly invoice submittal. CONSULTANT shall complete the final design in accordance with the following or better project schedule, shown in calendar days:

<u>Milestone</u>	<u>Due Date</u>
Survey provided by COUNTY	30 days after NTP
30% Submittal 30 day review by COUNTY	120 days after NTP
SUE information provided by COUNTY	180 days after NTP
60% Submittal 30 day review by COUNTY	240 days after NTP
100% Submittal 30 day review by COUNTY	330 days after NTP
Final Submittal	21 days after 100% Submittal

COUNTY design review period shall be thirty calendar days from the date of each milestone submittal. Any delays beyond the CONSULTANT'S control shall be documented in writing by CONSULTANT and submitted to COUNTY for consideration to of a schedule time extension.

Roadway Plans design reviews shall occur at the conceptual, 60% Phase, and 100% phases. CONSULTANT shall submit a draft of the special conditions with the 60% design review submittal and final versions at the 100% design review submittal. Bid quantities and opinion of probable construction cost shall be submitted. The requirements for each design review shall be as specified in the COUNTY'S, "Checklists for Design Review Submittals". CONSULTANT shall continue its design work during the review periods. CONSULTANT shall respond to the COUNTY'S design review comments in writing and by making corresponding revisions to the plans. Written responses and plans revisions are to be included with the next design review submittal. CONSULTANT shall respond to regulatory agencies review comments in the same manner. Design revisions are to be completed by CONSULTANT at no additional time and/or cost unless the revisions result from COUNTY making changes to the horizontal or vertical alignment or other changes or similar impact to the project design. In such cases, COUNTY shall evaluate the CONSULTANT'S request for additional time and/or compensation. COUNTY may require CONSULTANT to make plans revisions and resubmit the plans at the same phase of completion if it is found that the plans do not meet the requirements of the "Checklist for Review Submittals." No additional time shall be allotted to the CONSULTANT'S schedule if a resubmittal is required.

VIII. INVOICES AND PROGRESS REPORTS

Invoicing shall take place monthly and will include a progress report summarizing the work completed during the invoice period as well as a schedule update. The CONSULTANT shall pre-submit invoices to the Project Manager prior to an official monthly submittal. The final invoice will be marked "FINAL" on the invoice and be accompanied by a letter from the CONSULTANT stating that this is the Final Invoice and that compensation for tasks completed, as described in the Scope of Services Agreement, is now concluded.

Project Staff Hour Summary

Name of Consultant:

HNTB

Forest Lakes Blvd Pavement Rehabilitation and Widening

Activity No.	Activity	Project Staff Hours											Total Hours	
		HNTB	PSI	OMNI	Echezabal	Florida Jetclean								
1	General Tasks	176												176
2	Roadway Analysis	1527												1527
3	Drainage Analysis	521												521
4	Environmental and Permitting	276												276
5	Structural Analysis	167												167.2
6	Traffic Anaysls	563												563
7	Utility Coordination (OMNI)			151										151
8	Plans Preparation	1162												1162
9	Geotechnical Services (PSI)		248											248
10	Optional Services (HNTB)	344												344
10	Optional Services Survey (Echezabal)				TBD									TBD
10	Optional Services Public Involvement (OMNI)			94										94
10	Optional Services - Video Inspection of Existing Drainage Pipes (Florida Jetclean)					38								38
Project Total		4,726	248	245	TBD	38								5,265

ESTIMATE OF WORK EFFORT AND COST - PRIME CONSULTANT

Name of Project: Forest Lakes Blvd Pavement Rehabilitation and Widening
 County: Pinellas
 PID: 002110A

HNTB
 134-0310-NC
 7/30/2015

Staff Classification	Total Staff Hours From "SH Summary - Firm"	Principal	Project Manager	Chief Engineer	Senior Project Engineer	Project Engineer	Engineer	Senior Engineering Technician	CADD/Computer Technician	Contract Coordinator	Secretary/Clerical	SH By Activity	Salary Cost By Activity	Average Rate Per Task
		\$235.00	\$180.00	\$198.00	\$144.00	\$116.00	\$102.00	\$94.00	\$75.00	\$72.00	\$54.00			
General Tasks	176	0	44	35	18	35	26	0	0	0	0	176	\$26,817	\$152.04
Roadway Analysis	1,527	0	153	76	305	382	305	153	153	0	0	1,527	\$187,787	\$122.06
Drainage Analysis	521	0	52	26	104	130	104	52	52	0	0	520	\$63,680	\$123.00
Environmental and Permitting	276	0	14	14	41	83	97	0	0	14	14	277	\$32,482	\$117.28
Structural Analysis	187	0	8	8	25	50	42	17	17	0	0	187	\$18,581	\$117.25
Traffic Analysis	553	0	28	28	83	111	138	83	55	0	28	554	\$62,927	\$113.69
Utility Coordination (OMNI)														
Plans Preparation	1,162	0	68	68	116	349	116	232	174	0	58	1,161	\$128,934	\$111.05
Geotechnical Services (PSI)														
Optional Services (HNTB)	344	0	34	17	69	86	86	34	34	0	0	349	\$42,182	\$122.08
Optional Services Survey (Echezabal)														
Optional Services Public Involvement (OMNI)														
Optional Services - Video Inspection of Existing Drainage Pipes (Florida Jelclean)														
Total Staff Hours	4,726	0	391	262	761	1,226	897	571	465	23	100	4,725		
Total Staff Cost		\$2,115.00	\$70,380.00	\$51,876.00	\$109,584.00	\$142,216.00	\$91,494.00	\$53,874.00	\$36,375.00	\$1,658.00	\$5,400.00		\$554,770.00	\$119.53

Check = \$554,770.00

HNTB SUBTOTAL ESTIMATED FEE:	\$522,588.00
Geotechnical Subconsultant: PSI	\$40,496.12
Utility Coordination Subconsultant: OMNI	\$18,875.00
SUBTOTAL LUMP SUM FEE:	\$590,959.12
OPTIONAL SERVICES FEE:	
Public Involvement, Right of Way Exhibits, Environmental and Post Design Services: HNTB	\$42,182.00
Public Involvement Subconsultant: OMNI	\$11,750.00
Video Inspection of Existing Pipes Subconsultant: Florida Jelclean	\$2,925.00
Supplemental Survey Subconsultant: Echezabal	\$10,000.00
SUBTOTAL OPTIONAL SERVICES FEE:	\$66,857.00
GRAND TOTAL ESTIMATED FEE:	\$657,816.12

ESTIMATE OF WORK EFFORT FOR TECHNICAL PROPOSALS - GRAND TOTAL

PID:

002110A

Date: 7/30/2015

Project Name: Forest Lakes Blvd Pavement Rehabilitation and Widening
Name of Consultant: HNTB

WORK ACTIVITY	Hours from "Summary" sheet	EMPLOYEE CLASSIFICATION										TOTAL STAFF HOURS		ON CADD
		Grand Total Hours	Principal Hours	Project Manager Hours	Chief Engineer Hours	Senior Project Engineer Hours	Project Engineer Hours	Engineer Hours	Senior Engineering Technician Hours	CADD/Computer Technician Hours	Contract Coordinator Hours	Secretary/Clerical Hours	RANGE	
General Tasks	178	0	44	35	18	35	26	0	0	0	0	178	194	
Roadway Analysis	1527	0	153	76	305	382	305	153	153	0	0	1527	1880	
Drainage Analysis	521	0	62	28	104	130	104	52	52	0	0	520	572	
Environmental and Permitting	276	0	14	14	41	83	97	0	0	14	14	277	305	
Structural Analysis	187	0	8	8	25	50	42	17	17	0	0	187	184	
Traffic Analysis	553	0	28	28	83	111	138	83	55	0	28	554	609	
Utility Coordination (OMNI)														
Plans Preparation	1182	0	58	58	116	349	116	232	174	0	68	1181	1277	
Geotechnical Services (PSI)														
Optional Services (HNTB)	344	0	34	17	69	86	89	34	34	0	0	343	377	
Optional Services Survey (Echozabal)														
Optional Services Public Involvement (OMNI)														
Optional Services - Video Inspection of Existing Drainage Pipes (Florida Jetclean)														
TOTALS	4728	0	391	262	761	1228	897	571	485	23	100	4,725	5,188	

Notes:
1. This worksheet provides the distribution of the grand total staff hours for a project.
2. Percentages for staff hour distribution by classification are entered below in rows 56 to 64 of this sheet.
3. Total Staff Hours (column P) may not match staff hours from Summary worksheet (column C) due to rounding. Staff hours calculated for employee classifications are to be adjusted so totals in column C and P match.
4. Formulas under "Total Staff Hours Range" (columns P:SC) may be adjusted to provide desired range.
5. This spreadsheet to be provided in Technical Proposal for Districts that require a breakdown of hours by classification.

(Prime Consultant) 4,725 5,188

File Name: shms

ESTIMATE OF WORK EFFORT FOR TECHNICAL PROPOSALS - GRAND TOTAL

PID:

002110A

Forest Lakes Blvd Pavement Rehabilitation and
Widening

Date: 7/30/2015

Staff Hour Distribution Percentages - Grand Total												
	Hours from "Secretary" sheet Grand Total											
		Principal	Project Manager	Chief Engineer	Senior Project Engineer	Project Engineer	Engineer	Senior Engineering Technician	CADD/ Computer Technician	Contract Coordinator	Secretary/ Clerical	Total
General Tasks	178	5.0%	25.0%	20.0%	10.0%	20.0%	15.0%	0.0%	0.0%	5.0%	0.0%	100.00%
Roadway Analysis	1527	0.0%	10.0%	5.0%	20.0%	25.0%	20.0%	10.0%	10.0%	0.0%	0.0%	100.00%
Drainage Analysis	521	0.0%	10.0%	5.0%	20.0%	25.0%	20.0%	10.0%	10.0%	0.0%	0.0%	100.00%
Environmental and Permitting	278	0.0%	5.0%	5.0%	15.0%	30.0%	35.0%	0.0%	0.0%	5.0%	5.0%	100.00%
Structural Analysis	167.2	0.0%	5.0%	5.0%	15.0%	30.0%	25.0%	10.0%	10.0%	0.0%	0.0%	100.00%
Traffic Analysis	663	0.0%	5.0%	5.0%	15.0%	20.0%	25.0%	15.0%	10.0%	0.0%	5.0%	100.00%
Utility Coordination (OMNI)												
Plans Preparation	1182	0.0%	5.0%	5.0%	10.0%	30.0%	10.0%	20.0%	15.0%	0.0%	5.0%	100.00%
Geotechnical Services (PSI)												
Optional Services (HNTB)	344	0.0%	10.0%	5.0%	20.0%	25.0%	20.0%	10.0%	10.0%	0.0%	0.0%	100.00%
Optional Services Survey (Echezabal)												
Optional Services Public Involvement (OMNI)												
Optional Services - Video Inspection of Existing Drainage Pipes (Florida Jetclean)												

PSI
FEE PROPOSAL
CONTRACT 134-0310-NC (SS)
FOREST LAKES BOULEVARD from west of Pine Avenue to west of Racetrack Road
Reconstruction and Widening
PINELLAS COUNTY, FLORIDA
PID 002100A
PSI PROJECT NO. 07752229

Work Item No.	Service Element	Unit	No. of Units	x	Cost Per Unit	=	Total Fees
ENGINEERING AND TECHNICAL SERVICES (PSI)							
	Chief Engineer	Hour	12	\$	177.44	\$	2,129.28
	Senior Engineer	Hour	25	\$	158.67	\$	3,966.75
	Project Manager	Hour	37	\$	158.67	\$	5,870.79
	Project Engineer	Hour	50	\$	134.25	\$	6,712.50
	Engineer Intern	Hour	50	\$	72.09	\$	3,604.50
	CADD/Technician	Hour	25	\$	75.00	\$	1,875.00
	Secretary/Clerical	Hour	12	\$	42.60	\$	511.20
	Senior Engineering Technician	Hour	12	\$	60.60	\$	727.20
	Engineering Technician	Hour	25	\$	40.50	\$	1,012.50
FIELD INVESTIGATION							
	Truck Mounted Equipment						
	Mobilization	Each	1	\$	350.00	\$	350.00
	Support Vehicle	Day	2	\$	150.00	\$	300.00
	Standard Penetration Test Borings (Truck)						
	Land (Truck Mounted)						
	0 to 50 Ft. Depth	L.F.	240	\$	13.67	\$	3,280.80
	Grout Bore Holes						
	Land (Truck Mounted)						
	0 to 50 Ft. Depth	L.F.	240	\$	5.44	\$	1,305.60
	Pavement Coring with Mobilization	Each	12	\$	150.00	\$	1,800.00
	Auger Borings	L.F.	450	\$	11.00	\$	4,950.00
	Clearing and Difficult Access	Hour	0	\$	170.00	\$	0.00
	MOT (Mobile Operation Index No. 619)	Day	5	\$	500.00	\$	2,500.00
LABORATORY INVESTIGATION							
	Moisture Content Tests	Each	70	\$	10.00	\$	700.00
	Grain Size Analysis (Full Gradation)	Each	45	\$	70.00	\$	3,150.00
	Organic Content Tests	Each	5	\$	35.00	\$	175.00
	Atterberg Limit Tests	Each	20	\$	85.00	\$	1,700.00
	Corrosion Series (pH, sulfates, chlorides, resistivity)	Each	10	\$	175.00	\$	1,750.00
	LBR Testing	Each	3	\$	375.00	\$	1,125.00
	TOTAL GEOTECHNICAL COSTS FOR THE PROJECT					\$	49,496.12

ESTIMATE OF WORK EFFORT FOR TECHNICAL PROPOSALS - GRAND TOTAL

PID: 002110A

Forest Lakes Blvd Pavement Rehabilitation and Widening

Date: 7/30/2015

PSI

Staff Hour Distribution Percentages - Grand Total												
	Hours from Summary sheet Grand Total	Principal Consultant	Project Manager	Chief Engineer	Senior Project Engineer	Project Engineer	Engineer Intern	Senior Engineering Technician	Engineering Technician	CADD/Computer Technician	Secretary/Clerical	Total
General Tasks												
Roadway Analysis												
Drainage Analysis												
Environmental and Permitting												
Structural Analysis												
Traffic Analysis												
Utility Coordination (OMNI)												
Plans Preparation												
Geotechnical Services (PSI)	248	0.0%	15.0%	5.0%	10.0%	20.0%	20.0%	5.0%	10.0%	10.0%	5.0%	100.00%
Optional Services (HNTB)												
Optional Services Survey (Echezabel)												
Optional Services Public Involvement (OMNI)												
Optional Services - Video Inspection of Existing Drainage Pipes (Florida Jetclean)												

ESTIMATE OF WORK EFFORT FOR TECHNICAL PROPOSALS - GRAND TOTAL

PID: 002110A

Forest Lakes Blvd Pavement Rehabilitation and Widening
 Project Name: _____
 Date: 7/30/2015 Name of Consultant: OMNI

WORK ACTIVITY	EMPLOYEE CLASSIFICATION											TOTAL STAFF HOURS		ON CADD												
	Hours from "Summary" sheet	Public Information Officer	Utility Coordinator	Chief Engineer	Senior Project Engineer	Project Engineer	Engineer Intern	Senior Engineering Technician	Engineering Technician	CADD/Computer Technician	Secretary/Clerical	RANGE	PERCENT													
	Grand Total Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours													
General Tasks																										
Roadway Analysis																										
Drainage Analysis																										
Environmental and Permitting																										
Structural Analysis																										
Traffic Analysis																										
Utility Coordination (OMNI)	151	0	151	0	0	0	0	0	0	0	0	151	186													
Plans Preparation																										
Geotechnical Services (PSI)																										
Optional Services (HNTB)																										
Optional Services Survey (Echezabal)																										
Optional Services Public Involvement (OMNI)	94	94	0	0	0	0	0	0	0	0	0	94	103													
Optional Services - Video Inspection of Existing Drainage Pipes (Florida Jetclean)																										
TOTALS	245	94	151	0	0	0	0	0	0	0	0	245	269													
Notes: 1. This worksheet provides the distribution of the grand total staff hours for a project. 2. Percentages for staff hour distribution by classification are entered below in rows 93 to 94 of this sheet. 3. Total Staff Hours (column P) may not match staff hours from Summary worksheet (column C) due to rounding. Staff hours calculated for employee classifications are to be adjusted so total in column G and P match. 4. Formulas under "Total Staff Hours Range" (columns P-Q) may be adjusted to provide desired range. 5. This spreadsheet to be provided in Technical Proposals for Districts that require a breakdown of hours by classification.																										

ESTIMATE OF WORK EFFORT FOR TECHNICAL PROPOSALS - GRAND TOTAL

PID: 002110A

Forest Lakes Blvd Pavement Rehabilitation and Widening

Date: 7/30/2015

OMNI

Staff Hour Distribution Percentages - Grand Total												
	Hours from "Summary Sheet" Grand Total	Public Information Officer	Utility Coordinator	Chief Engineer	Senior Project Engineer	Project Engineer	Engineer Intern	Senior Engineering Technician	Engineering Technician	CADD/Computer Technician	Secretary/Clerical	Total
General Tasks												
Roadway Analysis												
Drainage Analysis												
Environmental and Permitting												
Structural Analysis												
Traffic Analysis												
Utility Coordination (OMNI)	151	0.0%	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.00%
Plans Preparation												
Geotechnical Services (P&I)												
Optional Services (HNTB)												
Optional Services Survey (Echezabal)												
Optional Services Public Involvement (OMNI)	94	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.00%
Optional Services - Video Inspection of Existing Drainage Pipes (Florida Jetclean)												

ESTIMATE OF WORK EFFORT FOR TECHNICAL PROPOSALS - GRAND TOTAL

PID:

002110A

Forest Lakes Blvd Pavement Rehabilitation and Widening

Date: 7/30/2015

Florida Jetclean

Staff Hour Distribution Percentages - Grand Total												
	Hours from "Summary" sheet Grand Total	Senior Pipeline Technician	Pipeline Technician	Camera Truck	Senior Project Engineer	Project Engineer	Engineer Intern	Senior Engineering Technician	Engineering Technician	CADD/ Computer Technician	Secretary/ Clerical	Total
General Tasks												
Roadway Analysis												
Drainage Analysis												
Environmental and Permitting												
Structural Analysis												
Traffic Analysis												
Utility Coordination (OMNI)												
Plans Preparation												
Geotechnical Services (PSI)												
Optional Services (HNTB)												
Optional Services Survey (Echezabal)												
Optional Services Public Involvement (OMNI)												
Optional Services - Video Inspection of Existing Drainage Pipes (Florida Jetclean)	38	33.0%	33.0%	34.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.00%

Project Activity 1: General Tasks

Estimator: Robin Hernandez

Forest Lakes Blvd Pavement Rehabilitation and Widening
002110A

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
1.1	QA/QC Plan	LS	1	0	0	
1.2	Design Criteria Memorandum	LS	1	8	8	
1.3	Specifications Package Preparation	LS	1	24	24	
1.4	Bidability and Constructability Review	LS	1	20	20	One constructability review at 100%
1.5a	Meetings	LS	1	48	48	See below
1.5b	Field Reviews	LS	1	36	36	See below
1.6	Contract Maintenance	LS	1	40	40	Includes project management efforts for complete setup and maintenance of files, developing monthly progress reports, schedule updates, work effort to develop and execute sub-consultant agreements etc. 12 months at 2 hours per month plus 16 hours for initial set up
1. General Tasks Total					176	

List of Meetings

Field Reviews	EA	3	12	36	Three reviews (NTP, 60%, 100%) (3 people at 4 hrs each includes travel time)
Coordination Meetings	EA	2	8	16	Four meetings (prior to 100% and final) (2 people at 4 hrs each includes travel time)
Technical Meetings	EA	2	8	16	Two meetings (prior to 100% and final) (2 people at 4 hrs each includes travel time)
Utility Coordination Meetings	EA	2	8	16	Two meetings (60% and 100%) (2 people at 4 hrs each includes travel time)

Project Activity 2: Roadway Analysis

Estimator: Robin Hernandez

Forest Lakes Blvd Pavement Rehabilitation and Widening
002110A

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
2.1	Alternatives Assesment with Technical Memorandum	LS	1	216	216	Assess three alternatives. Includes soil and pavement analysis (12 hours), typcial section development (6 hours), horizontal and vertical design Impacts (28 hours), cost estimate development (6 hours), and traffic control discussion (4 hours) for each alternative. Also Includes 24 hours for determining the annual maintenance costs and 24 hours for development of a memorandum.
2.2	Horizontal/Vertical Master Design Files	LS	1	314	314	260 for first mile, 180 hrs/mile for additional miles, 1.3 miles total.
2.3	Traffic Control Plans	LS	1	220.8	221	80 hours for middle range Level II TCP. 16 hours for development of critical sections. 48 hours/mile/phase, 2 phases, 1.3 miles total.
2.4a	Engineer's Estimate & Quantities	LS	1	228	228	24 hours each for two phase submittals. 180 hours for development of mid-range compbook.
2.4b	Annual Maintenance Costs	LS	1	0	0	
2.5	Typical Section Package	LS	1	32	32	3 Typical Sections total: widening, reconstruction, and widening between the bridge and Race Track Road (20 hours for initial typical and set up, 6 hours for each additional typical)
2.6	Pavement Design Package	LS	1	40	40	2 Pavement Design: widening and reconstruction (32 hours for initial set-up and first pavement design, 8 hours for additional pavement design)
2.7	Cross Sections	LS	1	286	286	110 hours/mile, 1.3 miles total, x2 for 50' cross sections
2.8	Design Report	LS	1	52	52	Mid Range per guidellnes
Roadway Analysis Technical Subtotal					1389	
2.16	Quality Assurance/Quality Control	LS	%	5%	69	
2.18	Supervision	LS	%	5%	69	
2. Roadway Analysis Total					1527	

Project Activity 3: Drainage Analysis

Estimator: Cristina Jackson

Forest Lakes Blvd Pavement Rehabilitation and Widening
002110A

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
3.1	Drainage System	LS	1	261	261	Design of Ditches (LT, RT, Center; 16 hours per location = 48 hours). Stormdrain design for interim ditch bottom inlets with swales and ultimate curb inlets (71 inlets x 3 hrs/inlet = 213 hours).
3.2	Underdrains	LS	1	140	140	Establish base clearance from soil borings for 1.3 miles (LT, RT, Center) (3 hours per location = 9 hours), from DHW from 7 ponds (4 hours per pond = 28 hours) and from 4 cross drains (8 hours per cross drain = 32 hours). Design underdrains to tie into interim stormdrain design (71 inlets at 1 hr/inlet = 71 hours).
3.3	Drainage Design Documentation	LS	1	72	72	Design Documentation for existing stormwater management, base clearance and underdrain analysis, proposed ditch calculations and storm drain calculations for interim and ultimate condition and drainage design criteria report. Assume 3 submittals at 24 hours per submittal = 72 hours.
Roadway Analysis Technical Subtotal					473	
3.4	Quality Assurance/Quality Control	LS	%	5%	24	
3.5	Supervision	LS	%	5%	24	
3. Drainage Analysis Total					521	

Project Activity 4: Environmental and Permitting

Estimator: Michelle Rutishauser

Forest Lakes Blvd Pavement Rehabilitation and Widening
002110A

Task No.	Task	Units	No. of Units	Hours/ Units	Total Hours	Comments
4.1	Preliminary Project Research	LS	1	32	32	Assume 16 hours for data gathering including desktop analysis of existing permit and pond DHWs. Includes 2 people at 8 hours each for a field review of the existing 7 ponds. (16+16 = 32 hours)
4.2	Complete Permit Involvement Form	LS	1	0	0	
4.3	Establish Wetland Jurisdictional Lines	LS	1	48	48	Eight wetlands (approximate 3,000 LF) encroach into ROW: Establish the jurisdictional boundaries of surface waters and landward extent of wetlands. Set SHW elevations in wetlands; Conduct a field meeting with County staff to verify the limits of the wetland boundaries; coordination of any revised JD points following agency verification; coordination with survey to pick-up wetland and SW JD points; review draft survey. 12 hrs for maps (land use/soils/NWI) + (2 ppl x 2 hrs per wetland x 8 wetlands) + 4 hrs for survey review and coordination = 48 hrs
4.4	Agency Verification of Wetland Data	LS	1	8	8	Field meeting with County and Agencies to verify wetland lines.
4.5	Species Survey	LS	1	8	8	Conduct a preliminary field review of the project corridor for protected species. 2ppl x 4hrs = 8 hrs
4.6	Complete And Submit SWFWMD Permit Applications	LS	1	100	100	Includes completion of application (ERP), relevant attachments (Plans/Design Documentation/Calculations/Prepare Wetland Aerial Maps; UMAM forms, Address Secondary Impacts; Complete USACE forms (e.g. EGN 4345) with list of adjacent property owners to wetlands/surface waters.) Includes Responses to Requests for Additional Information (RAIs) including necessary revisions to applicable attachments. All responses and completed application will be approved by the Pinellas County Permit Coordinator.
4.7	Complete And Submit USACE Permit Application	LS	1	24	24	Prepare ERP package for USACE. Complete dredge and fill sketches.
	Environmental Clearances	LS	1	0	0	
4.8	Other Environmental	LS	1	16	16	Environmental Technical Memo: draft and final.
Environmental Permits Technical Subtotal					236	
4.9	Technical Meetings	LS	1	16	16	See below.
4.10	Quality Assurance/Quality Control	LS	%	5%	12	
4.11	Supervision	LS	%	5%	12	
Environmental Permits Nontechnical SubTotal					40	
4. Environmental and Permitting Total					276	

Project Activity 4: Environmental and Permitting

Task No.	Task	Units	No. of Units	Hours/ Units	Total Hours	Comments
Technical Meetings						
	WMD	EA	1	4	4	Preapplication meeting: 1 mtg, 2 ppl x 2 hrs = 4. Estimate includes preparing an agenda and meeting minutes Preapplication meeting (if needed to discuss wildlife crossings): 1 mtg, 2ppl x 2 hrs = 4. Estimate includes preparing an agenda and meeting minutes Assuming 2 meetings with County to discuss permitting approach and progress: 2 ppl x 2 hrs = 8hrs. Estimate includes preparing an agenda and meeting minutes
	ACOE	EA	1	4	4	
	Pinellas County	EA	2	4	8	
	Subtotal technical meetings				16	
	Progress Meetings	EA	0	0	0	
	Phase Review Meetings	EA	0	0	0	
Total Meetings					16	

Project Activity 5: Structural Analysis

Estimator: Sadie Dalton

Forest Lakes Blvd Pavement Rehabilitation and Widening
002110A

Task No.	Task	Unit	No. of Units	Hours/ Unit	No. of Sheets	Total Hours	Comments
Mast Arms							
5.1	Mast Arms	EA Pole	8	14	0	112	8 mast arms @ 14 hrs each
5.2	Special Structures	LS	1	40	0	40	special details for underdrain through existing culvert endwall
Structures Subtotal					0	152	
5.3	Quality Assurance/Quality Control	LS	%	5%	0	8	
5.4	Supervision	LS	%	5%	0	8	
5. Structural Analysis - Total					0	167	

Project Activity 6a: Traffic (Signalization) Analysis

Estimator: Sergio Quevedo

Forest Lakes Blvd Pavement Rehabilitation and Widening
002110A

Task No.	Task	Units	No. of Units	Hours/ Units	Total Hours	Comments
6a.1	Traffic Data Collection	LS	1	40	40	3 hrs for crash data, 7 hrs for approach counts, 14 hrs for TMC, and 16 hrs for delay studies
6a.2	Traffic Data Analysis	PI	2	5	10	2 intersections @ 5 hrs each
6a.3	Signal Warrant Study	LS	1	40	40	Signal warrant at Commerce Blvd
6a.4	Signal Timings	LS	1	0	0	N/A
6a.5	Reference and Master Signalization Design File	PI	2	40	80	2 intersections @ 40 hrs each
6a.6	Reference and Master Interconnect Communication Design File	LS	1	39	39	8 hrs for set up + (1.3 miles @ 24 hrs each)
6a.7	Overhead Street Name Sign Design	EA	8	3	24	8 street name signs @ 3 hrs each
6a.8	Pole Elevation Analysis	LS	1	4	4	2 intersections @ 2 hrs each
6a.9	Traffic Signal Operation Report	LS	1	0	0	N/A
6a.10	Quantities	LS	1	12	12	2 intersections @ 6 hrs each
6a.11	Cost Estimate	LS	1	12	12	3 submittals @ 4 hrs each
6a.12	Technical Special Provisions	LS	1	0	0	N/A
6a.13	Other Signalization Analysis	LS	1	0	0	N/A
Signalization Analysis Technical Subtotal					261	
6a.14	Quality Assurance/Quality Control	LS	%	5%	13	
6a.15	Supervision	LS	%	5%	13	
6a. Traffic (Signalization) Analysis Total					287	

Project Activity 6b: Traffic (Signing and Pavement Marking) Analysis

Estimator: Sergio Quevedo

Forest Lakes Blvd Pavement Rehabilitation and Widening
002110A

Task No.	Task	Units	No. of Units	Hours/ Units	Total Hours	Comments
6b.1	Traffic Data Analysis	LS	1	4	4	Perform queue analysis and review typical section package
6b.2	No Passing Zone Study	LS	0	0	0	N/A
6b.3	Reference and Master Design File	LS	1	162	162	45 hrs for set up + (1.3 miles @ 90 hrs each)
6b.4	Multi-Post Sign Support Calculations	EA	1	16	16	4 multipost signs @ 4 hrs each
6b.5	Sign Panel Design Analysis	EA	1	12	12	3 panel designs @ 4 hrs each
6b.6	Sign Lighting/Electrical Calculations	EA	0	0	0	N/A
6b.7	Quantities	LS	1	36	36	12 plan sheets @ 3 hrs each
6b.8	Bid Documents	LS	1	0	0	N/A
6b.9	Cost Estimate	LS	1	12	12	3 submittals @ 4 hrs each
6b.1	Technical Special Provisions	LS	0	0	0	N/A
6b.11	Other Signing and Pavement Marking	LS	0	0	0	N/A
Signing and Pavement Marking Analysis Technical Subtotal					242	
6b.12	Quality Assurance/Quality Control	LS	%	5%	12	
6b.13	Supervision	LS	%	5%	12	
6b. Traffic (Signing and Pavement Marking) Analysis Total					266	

Project Activity 7: Utility Coordination

Estimate

Brent Postma

Forest Lakes Blvd Pavement Rehabilitation and Widening

002110A

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
7.1	Kickoff Meeting	LS	1	3	3	Meeting with Scott Baird
7.2	Identify Existing UAO(s)	LS	1	12	12	12 UAO's
7.3	Make Utility Contacts	LS	2	8	16	60% - 100% submittals
7.4	Exception Coordination	LS	1	0	0	N/A
7.5	Preliminary Utility Meeting	LS	1	0	0	N/A
7.6	Field Meeting	LS	3	4	12	on site with UAO's Duke, FGT, Tampa Electric
7.7	Collect and Review Plans and Data from UAO(s)	LS	1	12	12	60%
7.8	Subordination of Easements Coordination	LS	1	0	0	N/A
7.9	Utility Design Meeting	LS	2	8	16	60% - 100% submittals
7.10	Review Utility Markups and Work Schedules, and Processing of Schedules and Agreements	LS	2	12	24	RGB and Utility agreement review and completion
7.11	Utility Coordination/Followup	LS	3	12	36	UAO motivation, follow up for phase submittals, reviewing conflicts, additional coordination with FGT
7.12	Utility Constructability Review	LS	1	8	8	conflict matrix development and review with UAO's
7.13	Additional Utility Services	LS	1	0	0	N/A
7.14	Processing Utility Work by Highway Contractor (UWHC)	LS	1	0	0	N/A
7.15	Contract Plans to UAO(s)	LS	1	0	0	N/A, County to submit final plans for construction to UAO's
7.16	Certification/Close-Out	LS	1	6	6	certification to EOR and County
7.17	Other Utilities	LS	1	6	6	permit review during life of design process
6. Utility Coordination Total					151	

Project Activity 8: Plans Preparation

Estimator:RH/CJ/SQ/SD

Forest Lakes Blvd Pavement Rehabilitation and Widening
002110A

Task No.	Task	Scale	Units	No. of Units	Hours/ Unit	No. of Sheets	Total Hours	Comments
a	Key Sheet		Sheet	1	10	1	10	Mid range per guidelines
b	Drainage maps	1"=200'	Sheet	4	32	1	128	
c	Typical Section Sheets		Sheet	4	4	1	20	3 sheets @ 4 hrs (includes cross slope correction detail), 1 sheet @ 8 hrs (special cross drain endwall details)
d	General Notes/Pay Item Notes		Sheet	1	16	1	16	Mid range per guidelines
e	Summary of Quantities		Sheet	2	6	2	12	
f	Roadway Plan Sheet	1"=40'	Sheet	13	3	13	39	
g	Roadway Profile Sheet		Sheet	13	3	13	39	
h	Intersection Details		Sheet	4	12	4	48	4 sheets at 12 hours each
i	Drainage Structure Sheets		Sheet	71	3	71	213	
j	Drainage Detail Sheets		Sheet	1	16	1	16	Underdrain Details
k	Roadway Soil Survey Sheet		Sheet	1	8	1	8	
l	Cross Sections		Sheet	68	1	68	68	6862' project length, 50' cross sections, 2 cross sections per sheet = 68 sheets, 1 hour per sheet
m	Stormwater Pollution Prevention Plan		Sheet	3	4	3	12	
n	Erosion Control Sheets		Sheet	12	4	12	48	
o	Traffic Control Notes/Details Sheet		Sheet	6	8	6	48	1 general notes, 1 sequencing notes, 4 detours
p	Traffic Control Typical Sections		Sheet	4	6	4	24	4 typical sections

Project Activity 8: Plans Preparation

Task No.	Task	Scale	Units	No. of Units	Hours/ Unit	No. of Sheets	Total Hours	Comments
q	Traffic Control Plan Sheets	1"=40'	Sheet	26	4	26	104	13 sheets per phase, 2 phases, 4 hours per sheet
r	Traffic Control Critical Sections		Sheet	7	0.5	7	4	6862' project length, 500' cross sections, 2 cross sections per sheet = 7 sheets, .5 hours per sheet
s	Temporary Signalization		Sheet	1	16	1	16	
t	Utility Verification Sheet (SUE Data)		Sheet	2	8	2	16	
u	Utility Adjustment Sheet	1"=40'	Sheet	13	4	13	52	
v	Tabulation of Quantities		Sheet	2	6	2	12	
w	Signing and Pavement Marking Plan Sheet	1"=40'	Sheet	13	3	13	39	
x	Signalization Plan Sheet	1"=40'	Sheet	2	6	2	12	
y	Interconnect Plan Sheets	1"=100'	Sheet	5	4	5	20	
z	ITS Detail Sheet		Sheet	1	8	1	8	
aa	Guide Sign Worksheet		Sheet	2	4	2	8	
bb	Mast Arm Tabulation Sheet		Sheet	2	4	2	8	8 mast arms
cc	Mast Arm Table of Variables		Sheet	2	4	2	8	
Roadway Plans Technical Subtotal						280	1056	
7.18	Quality Assurance/Quality Control		LS	%	5%		53	
7.19	Supervision		LS	%	5%		53	
7. Plans Preparation Total						280	1162	

Project Activity 9: Geotechnical Services

Estimator: Amy Guisinger

#REF!
#REF!

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
Roadway						
9.1	Document Collection and Review	LS	1	20	20	
9.2	Develop Detailed Boring Location Plan	LS	1	3	3	30 borings per 1 hour = 90 borings/30
9.3	Stake Borings/Utility Clearance	Boring	90	0.2	18	
9.4	Coordinate and Develop MOT Plans for Field Investigation	EA	1	8	8	
9.5	Drilling Access Permits	Location	0	0	0	None required
9.6	Property Clearances	EA	0	0	0	None required
9.7	Groundwater Monitoring	EA	0	0	0	
9.8	LBR/Resilient Modulus Sampling	EA	1	4	4	
9.9	Coordination of Field Work	100 lf of boring	4.5	1.5	7	12 pavement cores with hand augers (5'), 15 roadway seasonal high borings (5'), 57 roadway borings (5'), 6 pond seasonal high borings (5')
9.10	Soil and Rock Classification - Roadway	100 lf of boring	4.5	2.5	11	
9.11	Design LBR	LS	1	4	4	
9.12	Laboratory Data	100 lf of boring	4.5	1	5	
9.13	Seasonal High Water Table	Boring	21	1	21	15 roadway seasonal high, 6 pond seasonal high
9.14	Parameters for Water Retention Areas	EA	0	0	0	none anticipated.
9.15	Delineate Limits of Unsuitable Material	Cross-section	30	1	30	
9.16	Electronic Files for Cross-Sections	100 lf of boring	4.5	1	5	
9.17	Embankment Settlement and Stability	Embankment Boring	0	0	0	not required for this project.
9.18	Stormwater Volume Recovery and/or Background Seepage Analysis	EA	0	0	0	none anticipated.
9.19	Geotechnical Recommendations	LS	1	20	20	
9.20	Pavement Condition Survey and Pavement Evaluation Report	LS	1	6	6	
9.21	Preliminary Roadway Report	LS	1	12	12	
9.22	Final Report	EA	1	12	12	

Project Activity 9: Geotechnical Services

9.23	Auger Boring Drafting	100 lf boring	4.5	2	9	
9.24	SPT Boring Drafting	100 lf boring	0	0	0	
Roadway Geotechnical Subtotal					195	
Structures						
9.25	Develop Detailed Boring Location Plan	LS	1	2	2	
9.26	Stake Borings/Utility Clearance	Boring	8	0.4	3	
9.27	Coordinate and Develop MOT Plans for Field Investigation	EA	1	0	0	
9.28	Drilling Access Permits	Location	0	0	0	none anticipated.
9.29	Property Clearances	EA	0	0	0	none anticipated.
9.30	Collection of Corrosion Samples	EA	0	0	0	Miscellaneous Structures - Assumed Extremely Aggressive
9.31	Coordination of Field Work	100 lf of boring	2.4	2	5	8 SPT to 30' for Mast Arms
9.32	Soil and Rock Classification - Structures	100 lf of boring	2.4	2	5	
9.33	Tabulation of Laboratory Data	100 lf of boring	2.4	0.5	1	
9.34	Estimate Design Groundwater Level for Structures	EA	8	0.25	2	
9.35	Selection of Foundation Alternatives (BDR)	Bridge boring	0	0	0	N/A
9.36	Detailed Analysis of Selected Foundation Alternate(s)	Bridge boring	0	0	0	N/A
9.37	Bridge Construction and Testing Recommendations	Bridge boring	0	0	0	N/A
9.38	Lateral Load Analysis (Optional)	Bridge boring	0	0	0	
9.39	Walls	Wall Boring	0	0	0	N/A
9.40	Sheet Pile Wall Analysis (Optional)	Wall Boring	0	0	0	
9.41	Design Soil Parameters for Signs, Signals, High Mast Lights, and Strain Poles and Geotechnical Recommendations	Boring	8	1	8	
9.42	Box Culvert Analysis	EA	0	0	0	N/A
9.43	Preliminary Report - BDR	EA	0	0	0	N/A

Project Activity 9: Geotechnical Services

9.44	Final Report - Bridge and Associated Walls	EA	0	0	0	N/A
9.45	Final Reports - Signs, Signals, Box Culvert, Walls and High Mast Lights	EA	1	4	4	
9.46	SPT Boring Drafting	100 lf of boring	2.4	3	7	
9.47	Other Geotechnical	LS	1	4	4	Foundation Certification (if required)
Structural Geotechnical Subtotal					41	
Geotechnical Technical Subtotal					236	
9.48	Technical Special Provisions	EA	0	0	0	
9.49	Field Reviews	LS	1	2	2	
9.50	Technical Meetings	LS	1	0	0	Meetings listed below
9.51	Quality Assurance/Quality Control	LS	%	2%	5	
9.52	Supervision	LS	%	2%	5	
Geotechnical Nontechnical Subtotal					12	
9.54	Optional Preliminary Contamination Assessment	LS	1	0	0	
35. Geotechnical Total					248	

Project Activity 10: Optional Services (HNTB)

Estimator: Robin Hernandez

Forest Lakes Blvd Pavement Rehabilitation and Widening
002110A

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
10.1	Public Involvement	LS	1	30	30	One Roll Plot, Six boards, and three staff at 6 hours each for attendance/followup (includes travel time)
10.2	Acquisition of Easements and/or Right of Way	LS	1	60	60	Four corner clips, 15 hours per exhibit
10.3	Permit and Environmental Assesment	LS	1	54	54	8 hours for wetland mitigation permit applications. County would be responsible for buying mitigation credits. Gopher Tortoise Permitting: Survey: 12 hours for 100% survey (1 person); Permit Application: Assume obtaining a 10 or fewer permit 90 days prior to relocation; 24 hours (permit application maps; relocation site research; complete permit application, including draft submittal to County and FFWCC RAI). Pinellas County will provide application fee and fee for recipient site relocation.
10.4	Post Design Services	LS	1	200	200	Includes hours for attending pre construction meeting (2 people), up to 15 shop drawing reviews, up to 10 RFI responses, up to five plan revisions, six meetings (two staff) including the substantial and final completion meetings.
10. Optional Services					344	

Project Activity 10: Optional Services - Public Involvement (OMNI)

Estimator: Brent Postma

Forest Lakes Blvd Pavement Rehabilitation and Widening
002110A

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
10.1	Public Involvement	LS	1	94	94	notification of appointed and elected officials, prepare mailing list for meeting notification, prepare legal ad and press release, secure meeting location, coordinate development of meeting materials(roll plot, minority and Disabled act boards, roadway typical = 6 boards plus roll plot to be printed by HNTB). prepare mail brochure for meeting notification, mail meeting invite, prepare frequent Q/A, prepare meeting materials, (sign in sheet, Q/A information, comment cards) meeting attendance for two Omni employees, follow up from meeting inquiries. submit photos from meeting. Cost included for postage, outside printing, meeting location rental, and any additional cost associated with public outreach under figure 1 and figure 2. see outreach maps for depiction of outreach boundaries. This option would include contacting 339 property owners.
10. Optional Services					94	

Project Activity 10: Optional Services - Video Inspection of Existing Drainage Pipes (Florida Jetclean)

Estimator: Brent Postma

Forest Lakes Blvd Pavement Rehabilitation and Widening
002110A

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
10.1	Public Involvement	LS	3	12	36	Color video inspection of up to 1,150 linear feet of 15" to 24" storm pipes, three staff, minimum four hours
10. Optional Services					36	

Project Activity 10: Optional Services - Supplemental Survey (Echezabal and Associates)

Estimator: N/A

Forest Lakes Blvd Pavement Rehabilitation and Widening
002110A

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
10.1	Supplemental Survey	LS	1	TBD		To be determined on an as needed basis. Dollar amount shown in Prime Fee Sheet and will be not to exceed per Scope of Services.
10. Optional Services						