

***PINELLAS COUNTY GOVERNMENT IS COMMITTED TO PROGRESSIVE PUBLIC POLICY, SUPERIOR PUBLIC SERVICE, COURTEOUS PUBLIC CONTACT, JUDICIOUS EXERCISE OF AUTHORITY AND SOUND MANAGEMENT OF PUBLIC RESOURCES, TO MEET THE NEEDS AND CONCERNS OF OUR CITIZENS TODAY AND TOMORROW.***



**CONTINUING PROFESSIONAL SERVICES AGREEMENT**

**RFP TITLE: Environmental and Engineering - Professional Continuing Consulting Services**

**RFP CONTRACT NO. 21-0137-CN (SS)**

**CONTINUING FIRM: Jacobs Engineering Group, Inc.**

**PROFESSIONAL SERVICES CONTINUING SERVICES AGREEMENT**

TABLE OF CONTENTS

**SECTION 1 INTENT OF AGREEMENT..... 2**

**SECTION 2 GENERAL CONDITIONS AND PROFESSIONAL REQUIREMENTS..... 3**

    2.1 DESCRIPTION OF OVERALL REQUIRED SERVICES..... 3

    2.2 ASSIGNMENT OF WORK..... 3

    2.3 CONSULTING RESPONSIBILITIES..... 3

    2.4 GOVERNING SPECIFICATIONS, REGULATIONS AND PERTINENT DOCUMENTS..... 4

    2.5 KEY PERSONNEL..... 4

**SECTION 3 SERVICES TO BE FURNISHED BY THE CONSULTANT ..... 4**

    3.1 SERVICES ..... 4

    3.2 GENERAL SERVICES/SUPPORT TO COUNTY AS NEEDED ..... 6

**SECTION 4 PERFORMANCE SCHEDULES ..... 6**

**SECTION 5 INFORMATION AND SERVICES TO BE FURNISHED BY THE COUNTY ..... 6**

**SECTION 6 PAYMENT SCHEDULE/INVOICING REQUIREMENTS ..... 7**

**SECTION 7 COMPENSATION TO THE CONSULTANT ..... 7**

**SECTION 8 TASK ORDERS ..... 8**

**SECTION 9 ASSIGNMENT/SUBCONTRACTING/CORPORATE ACQUISITIONS AND/OR MERGERS ..... 8**

**SECTION 10 SATISFACTORY PERFORMANCE ..... 8**

**SECTION 11 RESOLUTION OF DISAGREEMENTS ..... 9**

**SECTION 12 CONSULTANTS ACCOUNTING RECORDS..... 9**

**SECTION 13 OWNERSHIP OF PROJECT DOCUMENTS..... 9**

**SECTION 14 INSURANCE COVERAGE..... 10**

**SECTION 15 EQUAL EMPLOYMENT OPPORTUNITY CLAUSE FOR CONTRACTS NOT  
SUBJECT TO EXECUTIVE ORDER 11246 ..... 10**

**SECTION 16 INDEPENDENT CONTRACTOR STATUS AND COMPLIANCE WITH THE  
IMMIGRATION REFORM AND CONTROL ACT OF 1986 ..... 10**

**SECTION 17 PROHIBITION AGAINST CONTINGENT FEE..... 10**

**SECTION 18 TRUTH IN NEGOTIATIONS ..... 10**

**SECTION 19 SUCCESSORS AND ASSIGNS ..... 10**

**SECTION 20 INDEMNIFICATION ..... 11**

**SECTION 21 INTEREST ON JUDGMENTS..... 11**

**SECTION 22 TERMINATION OF AGREEMENT ..... 11**

**SECTION 23 AGREEMENT TERM ..... 11**

**SECTION 24 CONFLICT OF INTEREST..... 12**

**SECTION 25 EXTENT OF AGREEMENT ..... 12**

**SECTION 26 PUBLIC ENTITY CRIMES ..... 12**

**SECTION 27 PUBLIC RECORDS ..... 12**

**SECTION 28 GOVERNING LAW AND AGREEMENT EXECUTION ..... 14**

**EXHIBIT 1 – SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT GRANT COMPLIANCE**

**AGREEMENT**

**SECTION 1  
INTENT OF AGREEMENT**

**AGREEMENT FOR ENVIRONMENTAL AND STORMWATER ENGINEERING PROFESSIONAL  
CONTINUING CONSULTING SERVICES FOR THE PUBLIC WORKS DIVISIONS OF  
ENVIRONMENTAL MANAGEMENT AND STORMWATER**

THIS AGREEMENT, entered into on the 10 day of August 2021 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 **Jacobs Engineering Group, Inc.**, with offices in Tampa, FL, hereinafter referred to as the CONSULTANT.

WITNESSETH, That:

WHEREAS, the COUNTY's Public Works Divisions of Environmental Management and Stormwater requires **ENVIRONMENTAL AND STORMWATER ENGINEERING PROFESSIONAL CONTINUING CONSULTING SERVICES** associated with design, analysis and related engineering and environmental services on an as needed basis, herein referred as PROJECT.

WHEREAS, the COUNTY desires the CONSULTANT provide **ENVIRONMENTAL AND STORMWATER ENGINEERING PROFESSIONAL CONTINUING CONSULTING SERVICES** requisite to the management needs of the COUNTY Public Works Divisions of Environmental Management and Stormwater, and

WHEREAS, the CONSULTANT has expressed the willingness and ability to provide the aforementioned services on an as needed basis.

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

## SECTION 2 GENERAL CONDITIONS AND PROFESSIONAL REQUIREMENTS

### 2.1 DESCRIPTION OF OVERALL REQUIRED SERVICES

The COUNTY desires the CONSULTANT to provide services relating to performing, on an as needed basis, various engineering and environmental professional services as part of the COUNTY'S operational needs.

Services under this contract will include, but not be limited to professional engineering, biological, environmental and planning services related to watershed management planning and environmental studies. Watershed planning duties may include developing or updating hydraulic/hydrologic modeling, water quality modeling, engineering and drainage design, related Geographic information system (GIS) tasks, boundary and topographic surveying and mapping, geotechnical services and peer review of watershed management plan deliverables. Environmental studies may include development of work plans and study designs, field data collection including biological, sediment and water quality, ecological evaluations, statistical and spatial analysis, and recommending Best Management Practices (BMPs) to improve drainage, water quality, natural habitats and recreational opportunities within the study areas.

### 2.2 ASSIGNMENT OF WORK

Work to be performed by the CONSULTANT shall be on an assignment-by-assignment basis. Work assignments shall be made by the COUNTY'S Director of Public Works or Designee. Prior to any work assignments being made, based on mutual discussions between the COUNTY and the CONSULTANT, the CONSULTANT shall prepare a detailed scope of work for the assignment which shall include a not to exceed budget amount for the assignment. All work assignment authorizations by the COUNTY shall be in writing. The CONSULTANT shall perform no work under this Agreement without written authorization. The CONSULTANT hereby agrees to waive any claim for compensation for any work performed without written authorization.

### 2.3 CONSULTING RESPONSIBILITIES

- A. It is the intention of the COUNTY that the CONSULTANT is held accountable for its work, including checking and plans review, 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 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 herein 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 licensed engineer registered in the State of Florida and qualified in the required discipline. Products of services performed or checked shall be signed and sealed by the CONSULTANT'S Florida registered engineer.

- E. The CONSULTANT shall be responsible for the preparation of a PROJECT design schedule, which shows a breakdown of all tasks to be performed, and their relationship in achieving the completion of each phase of work. A bar chart schedule showing overall PROJECT time frames should also be prepared. These schedules must be submitted for COUNTY approval within ten (10) days of the initial PROJECT Notice to Proceed. These schedules will be used to verify CONSULTANT performance in relationship to Fees claimed and to allow the COUNTY's Project Manager to monitor the CONSULTANT'S efforts. The CONSULTANT shall be responsible for any updates to these schedules and for documenting in writing to the COUNTY any major deviations in the actual versus estimated PROJECT time frames.
- F. The CONSULTANT shall respond, in writing, to all review comments made by the COUNTY, within ten (10) days of their receipt, and shall incorporate appropriate design adjustments resulting from the review exchange into the project, in the next scheduled submittal.

## 2.4 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.

## 2.5 KEY PERSONNEL

The individual(s) who are to be assigned to work under this Agreement are necessary for the successful performance of this Agreement. The CONSULTANT agrees that whenever, for any reason, one more of the aforementioned individuals are unavailable for performance under this Agreement, the CONSULTANT shall replace such individual(s) with an individual(s) of substantially equal abilities and qualifications.

The CONSULTANT shall submit to the COUNTY a resume giving the full name, title, qualifications, and experience, for all successors and/or new persons prior to assignment of such personnel to perform work under this Agreement. Should the COUNTY decide the successor personnel does not meet the qualifications of the replaced personnel, or in the case of new personnel, the COUNTY determines they are not qualified to perform the work assigned, the COUNTY will advise the CONSULTANT accordingly. The CONSULTANT shall then submit name(s) and qualifications of an individual(s) to the COUNTY until a determination is made by the COUNTY that the replacement meets equivalent or required qualifications.

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

### 3.1 SERVICES

- 3.1.1 The CONSULTANT shall furnish all services, equipment and manpower necessary for the WORK Assignment in accordance with the intent of the AGREEMENT.
- 3.1.2 Services requiring Computer assisted Design and Drafting (CADD) and/or Geographic Information Systems (GIS) shall utilize AutoCAD Civil 3D 2011 and/or ESRI ArcMap 10.6, or per Pinellas County CADD Standards Manual for Survey and Civil Engineering - latest version. <http://www.pinellascounty.org/technical/CAD/CAD-Standards.pdf>
- 3.1.3 If require, the CONSULTANT shall provide a file of the proposed design in AutoCAD or GIS latest version supported by Pinellas County, complete with all objects depicted according to software requirements.

3.1.4 The CONSULTANT shall provide the following, if requested:

- A. Support to COUNTY staff in development of a scope of services.
- B. Reviews of plan submittals, engineering calculations, schedules and other technical documents.
- C. Quality control and constructability reviews of plans
- D. Project Implementation Services for design such as: Infrastructure studies and investigations, project scope preparation, project design, conduct/assist in Public Information Meetings, Utility Coordination, Land Surveying Services, Geotechnical Services, Access Connection and Environmental Permitting Services, Cost Estimating, Railroad Coordination, Construction Engineering and Inspection.
- E. Project Management support and preparation of independent cost estimates.
- F. Status meetings at a minimum of one each month.
- G. Any other miscellaneous engineering services requirement by the COUNTY as directed by COUNTY's designated Director or Designee who is a COUNTY Employee.
- H. Preliminary design, final design and post design services such as: drainage studies and investigations, preliminary engineering studies, project scope preparation, project design, bidding assistance, conduct/assist with public information meetings, utility coordination, land surveying services (must conform to COUNTY survey standards), geotechnical services, access connection, environmental permitting services, cost estimating, construction engineering and inspection.
- I. Technical review of environmental regulations and supporting documents.
- J. Review or update hydraulic and hydrologic models including ICPR, SWIMM, or other modeling software.
- K. Review or update water quality models including pollutant loading, or other modeling software.
- L. Review new LIDAR data or updates based on topographic updates from studies.
- M. Peer review of ongoing studies.
- N. Support the COUNTY in environmental services, data management, and any other environmental work needed. Work may require water quality, sediment, and biological sampling, laboratory or data analysis, and reporting.
- O. Floodplain management support.
- P. Project Management support and preparation of independent cost estimates.
- Q. Status meetings at a minimum of one (1) each month.
- R. Any other miscellaneous engineering services requirement by the COUNTY as directed by COUNTY's designated Manager or Designee who is a COUNTY Employee.

- 3.1.5 Design Phase (Services to be defined with each specific WORK assignment)
- 3.1.6 Bidding Phase (Services to be defined with each specific WORK assignment)
- 3.1.7 Other Engineering Services. (Services to be defined with each specific WORK assignment)
  - a. Survey Work – Assist the COUNTY in conducting surveys of construction projects proposed for landfill operation and permitting. All surveys shall be certified by a Professional Land Surveyor (PLS).
  - b. Copy and Reproduction Support – Assist the COUNTY in production support of major documents such as permit applications, feasibility studies, design modifications and closure plans.
  - c. Miscellaneous Figures, As-built Drawings, Maps – Prepare figures, design drawings, maps, specifications, as-builts, etc., for the COUNTY when requested. All design support shall be performed on Auto-Cadd, latest version.

### 3.2 GENERAL SERVICES/SUPPORT TO COUNTY AS NEEDED

The CONSULTANT shall also provide miscellaneous services not otherwise described, but required by the COUNTY during the course of this Agreement. Examples could include presentations to local government, citizen groups and regulatory agencies, or any other tasks associated with the COUNTY's operations.

## **SECTION 4 PERFORMANCE SCHEDULES**

The CONSULTANT shall plan and execute the performance of all services provided for under this Agreement in such a manner as to insure their proper and timely completion in accordance with the following:

- A. The Work Assignments to be performed by the CONSULTANT shall commence upon receipt, from the COUNTY, of a written Notice to Proceed from the COUNTY's Director of Public Works or Designee who is a COUNTY employee.
- B. The CONSULTANT'S Performance Schedule for any authorized Work Assignments shall be established upon the COUNTY's acceptance and approval of a detailed schedule to be submitted, by the CONSULTANT, prior to each assignment.

## **SECTION 5 INFORMATION AND SERVICES TO BE FURNISHED BY THE COUNTY**

- 5.1 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 work assignments, which the COUNTY may have in its possession.
  - B. Sample copies of the COUNTY standard contract documents and specifications, if required.

## SECTION 6 PAYMENT SCHEDULE/INVOICING REQUIREMENTS

6.1 The COUNTY shall make payments to the CONSULTANT for work performed in accordance with the Local Government Prompt Payment Act, F.S. section 218.70 et. seq.

6.2 Should an invoiced amount for fees earned appear to exceed the work effort believed to be completed, or not to exceed amount approved, the COUNTY may, prior to processing of the invoice for payment, require the CONSULTANT to submit satisfactory evidence to support the invoice. All invoices requesting payment for reimbursable or expense items (as defined in Section 7) must have copies of actual billings, invoices, or receipts attached which support the amount invoiced.

6.3 The CONSULTANT shall provide a progress report with each invoice in a format to be provided by the COUNTY. The progress report shall include a written narrative describing the work performed that period, and the work planned to be completed the following period. All progress reports shall be mailed to the attention of the designated Project Manager.

6.4 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

## SECTION 7 COMPENSATION TO THE CONSULTANT

7.1 The COUNTY shall compensate the CONSULTANT for authorized Work Assignments using the following methods of compensation. The method of compensation shall be determined by the COUNTY based on the Work Assignment to be performed.

- A. For Work Assignments where the scope can be reasonably defined, and have a specific time frame, compensation shall be a lump sum fee negotiated and agreed upon prior to the assignment's authorization. This fee shall be the total and complete amount payable to the CONSULTANT for performance of the Work Assignment and shall include the cost of all labor, overhead, profit, and expenses of any nature.
- B. For indeterminate Work Assignments, compensation shall be on a hourly rate basis, Compensation shall be for the actual work performed in accordance with the schedule of rate value attached to this AGREEMENT and incorporated herein as Exhibit A.

7.2 The upset limit for all compensation to be paid under the maximum **five (5) year** term of this Agreement is an amount not to exceed One Million Seven Hundred Thousand dollars (\$1,700,000.00). Total payments to the CONSULTANT may not exceed this amount without Board of County Commissioners or County Administrator's approval to raise this upset limit. This AGREEMENT contains one (1) additional twenty-four (24) month term extension option, based upon performance, beyond the primary AGREEMENT period.



7.3 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 TASK ORDERS**

8.1 The COUNTY and the CONSULTANT shall mutually agree on scope of services based on individual task orders as needed throughout the AGREEMENT term; thus Task Orders authorization by an approved purchase order.

8.2 The CONSULTANT shall perform no services contemplated to merit compensation beyond that provided for in detailed task orders unless such services and compensation therefore, shall be provided for by appropriate written authorization via a change order to the task order. Such change orders will be issued by the Board of County Commissioners' Purchasing Department.

## **SECTION 9 ASSIGNMENT/SUBCONTRACTING/CORPORATE ACQUISITIONS AND/OR MERGERS**

9.1 The CONSULTANT shall perform this contract. No assignment or subcontracting shall be allowed without prior written consent of the COUNTY. If a proposer intends to subcontract a portion of this work, the proposer must disclose that intent to the COUNTY. In the event of a corporate acquisition and/or merger, the CONSULTANT shall provide written notice to the COUNTY within thirty (30) business days of CONSULTANT'S notice of such action or upon the occurrence of said action, whichever occurs first. The right to terminate this contract, which shall not be unreasonably exercised by the COUNTY, shall include, but not be limited to, instances in which a corporate acquisition and/or merger represent a conflict of interest or are contrary to any local, state, or federal laws.

9.2 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. The CONSULTANT may propose an alternate and/or additional subconsultant, other than the subconsultant(s) provided in the Agreement, however, the CONSULTANT: 1) shall provide a written explanation to the Purchasing Department and the responsible COUNTY department director or authorized designee for the alternate and/or additional subconsultant prior to the engagement; and 2) must receive written approval from the responsible COUNTY department director or authorized designee prior to the engagement.

Alternate and/or additional subconsultants shall have labor/equipment rates and labor categories consistent with those presented in the Agreement and shall not cause an increase to the original contract award amount. If the labor/equipment rates and labor categories offered by the alternate and/or additional subconsultant are not contained in the Agreement, the CONSULTANT must verify in writing to the Purchasing Department and the responsible COUNTY department director or authorized designee that the rates for the services and equipment provided are fair and reasonable and shall not cause an increase to the original contract award amount.

## **SECTION 10 SATISFACTORY PERFORMANCE**

All services to be provided by the CONSULTANT under the provisions of this Agreement, including services to be provided by subconsultants, shall be performed to the reasonable satisfaction of the COUNTY'S designated departmental Director or designed.

## **SECTION 11 RESOLUTION OF DISAGREEMENTS**

11.1 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.

11.2 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 12 CONSULTANTS ACCOUNTING RECORDS**

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

12.2 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, subconsultant 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.

12.3 The COUNTY reserves the privilege of auditing a vendor's records as such records relate to purchases between the COUNTY and said vendor. Such audit privilege is provided for within the text of the Pinellas County Code 2-176(j). Records should be maintained for five (5) years from the date of final payment.

12.4 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 13 OWNERSHIP OF PROJECT DOCUMENTS**

Upon completion or termination of this Agreement,

13.1 Drawings, specifications, designs, models, photographs, reports, surveys, calculations, and other data provided in connection with this Agreement are and shall remain the property of the COUNTY whether the project for which they are made is executed or not. Such finished or unfinished documents, data, calculations, studies, surveys, specifications, drawings, maps, models, photographs and reports prepared by the Consultant shall be delivered by the Consultant to the COUNTY at the conclusion of the project or the termination of the Consultant's services.

13.2 The CONSULTANT at its own expense may retain copies for its files and internal use.

**SECTION 14  
INSURANCE COVERAGE**

The Consultant must maintain insurance in at least the amounts required in the Request for Proposal throughout the term of this contract. The Consultant 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.

**SECTION 15  
EQUAL EMPLOYMENT OPPORTUNITY CLAUSE FOR CONTRACTS  
NOT SUBJECT TO EXECUTIVE ORDER 11246**

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

**SECTION 16  
INDEPENDENT CONTRACTOR STATUS AND COMPLIANCE WITH THE  
IMMIGRATION REFORM AND CONTROL ACT OF 1986**

Consultant acknowledges that it is functioning as an independent Consultant in performing under the terms of this contract, and it is not acting as an employee of Pinellas County. The 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 the contract shall be considered a material breach and shall be grounds for immediate termination of the contract.

**SECTION 17  
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 contract 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 contract.

**SECTION 18  
TRUTH IN NEGOTIATIONS**

The CONSULTANT certifies to truth-in-negotiation 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 19  
SUCCESSORS AND ASSIGNS**

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

## SECTION 20 INDEMNIFICATION

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 21 INTEREST ON JUDGMENTS

In the event of any disputes between the parties to this Agreement, including without limitations 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 Pinellas County reserves the right to terminate this contract without cause by giving thirty (30) days prior notice to the CONSULTANT in writing of the intention to terminate or with cause if at any time the CONSULTANT fails to fulfill or abide by any of the terms or conditions specified.

22.2 Failure of the CONSULTANT to comply with any of the provisions of this Agreement shall be considered a material breach of Agreement and shall be cause for immediate termination of the Agreement at the discretion of Pinellas County.

22.3 In the event sufficient budgeted funds are not available for a new fiscal period, the COUNTY shall notify the Bidder of such occurrence and Agreement shall terminate on the last day of current fiscal period without penalty or expense to the COUNTY.

22.4 In addition to all other legal remedies available to Pinellas County, Pinellas County reserves the right to terminate and obtain from another source, any items which have not been delivered within the period of time stated in the proposal, or if no such time is stated, within a reasonable period of time from the date of order as determined by Pinellas County.

## SECTION 23 AGREEMENT TERM

23.1 This Agreement will become effective on the date of execution first written above and shall remain in effect for **five (5) years**, unless terminated at an earlier date under other provisions of this Agreement, or unless extended for a longer term by amendment. The negotiated rates shall remain fixed for the first five (5) year term however, the COUNTY reserves the right to re-negotiate rates based on current market conditions. The hourly rates provided 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 the Tampa Bay Metropolitan Statistical Area will be reimbursed in accordance with Section 112.061 F.S. and/or the County Travel Policy, as approved by the County.

23.2 This AGREEMENT may exercise a term extension subject to written notice of agreement from the County Administrator and CONSULTANT, for one (1) additional twenty-four (24) month term extension, beyond the primary AGREEMENT period. This term extension shall be exercised only if all terms and conditions remain the same. Rates will be subject to negotiation based on current market conditions.

#### **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 CONSULTANTS 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 EXTENT OF AGREEMENT**

This Agreement represents, together with the RFP, Addenda, the proposer's response, any Exhibits, the entire written Agreement between the COUNTY and the CONSULTANT and may be amended only by written instrument signed by both the COUNTY and the CONSULTANT.

#### **SECTION 26 PUBLIC ENTITY CRIMES**

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

The CONSULTANT is directed to the Florida Public Entity Crime Act, §287.133, Florida Statutes, and the COUNTY's requirement that the successful proposer comply with it in all respects prior to and during the term of this contract.

#### **SECTION 27 PUBLIC RECORDS**

Consultant 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. Consultant 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 Consultant 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.

**CONTRACTOR'S DUTY**

**If the Contractor has questions regarding the application of Chapter 119, Florida Statutes, to the Contractor's duty to provide public records relating to this contract, contact the Pinellas County Board of County Commissioners, Purchasing Department, Operations Manager custodian of public records at 727-464-3311, [purchase@pinellascounty.org](mailto:purchase@pinellascounty.org), Pinellas County Government, Purchasing Department, Operations Manager, 400 S. Ft. Harrison Ave, 6<sup>th</sup> Floor, Clearwater, FL 33756.**

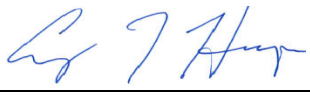
**SECTION 28  
GOVERNING LAW AND AGREEMENT EXECUTION**

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.

Firm Name: **Jacobs Engineering Group, Inc.**

PINELLAS COUNTY, by and through its Board of County Commissioners


By:   
Print Name: Cory J. Hooper, PE  
Title: Vice President Date: June 17, 2021

By:   
Chairman Date: 8/10/2021



**APPROVED AS TO FORM**  
By: *Jacina Parson*  
Office of the County Attorney

ATTEST:  
Ken Burke, Clerk of the Circuit Court

By:   
Deputy Clerk Date: 8/10/2021

## Exhibit 1

### Southwest Florida Water Management District (SWFWMD) Compliance.

Projects maybe partially funded by the Southwest Florida Water Management District. The District is committed to supplier diversity in the performance of all contracts associated with District cooperatively funded projects. The consultant is encouraged to make good faith efforts to include participation of minority and women-owned and small business enterprises, as consultants and subconsultants.

- A. **Minority/Women Owned and Small Business Utilization Report.** Upon completion of the work the County will ask the consultant to provide a report titled "MINORITY/WOMEN OWNED AND SMALL BUSINESS UTILIZATION REPORT", which is on the page following this special notice, indicating all consultants and sub consultants who performed work on the project and the amount spent with each and whether each was a minority owned or women owned or small business enterprise. If no minority owned or woman owned or small business enterprises were utilized, the report shall so indicate. There is no minimum requirement or quota for utilization of these enterprises. When requested by the County, the consultant shall provide said report to the County within two weeks after it is requested.
- B. **Public Entity Crimes.** Pursuant to Subsections 287.133(2) and (3), F.S., a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, F.S., for Category Two, for a period of 36 months following the date of being placed on the convicted vendor list.
- C. **Discrimination.** Pursuant to Subsection 287.134(2)(a), F.S., an entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity.
- D. **Scrutinized Companies.** Pursuant to Section 287.135, F.S., a company that, at the time of bidding or submitting a proposal for a new contract or renewal of an existing contract, is on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to Section 215.473, F.S., is ineligible for, and may not bid on, submit a proposal for, or enter into or renew a contract with an agency or local governmental entity for goods or services of \$1 million or more. Any contract with an agency or local governmental entity for goods or services of \$1 million or more entered into or renewed on or after July 1, 2011, must contain a provision that allows for the termination of such contract at the option of the awarding body if the company is found to have submitted a false certification as provided under Subsection 287.135(5), F.S., or has been placed on either of the aforementioned lists.



## Exhibit 1

Consultant has read and understood the foregoing paragraphs regarding Public Entity Crimes, Discrimination, and Scrutinized Companies, and consultant agrees that its bid and, if awarded, its performance of the agreement will comply with all applicable laws including those referenced in the paragraphs above. Consultant represents that the consultant is and will at all times remain eligible to perform the services subject to the requirements these and other applicable, laws.



One Tampa City Center  
201 N. Franklin Street  
Suite 1400  
Tampa, Florida 33602  
United States  
T +1.813.676.2300  
F +1.813.676.2301  
www.jacobs.com

May 10, 2021

Attention: Sue Steele, CPPB  
Lead Procurement Analyst  
Pinellas County  
400 S. Fort Harrison Ave., 6<sup>th</sup> Floor  
Clearwater, FL 33756

Project Name: 21-0137-CN (SS), Environmental and Stormwater Engineering - Professional  
Continuing Consulting Services

**Subject: Proposed Fee Schedule for Environmental and Stormwater Engineering - Professional  
Continuing Consulting Services**

Dear Ms. Steele,

On behalf of Jacobs Engineering Group, Inc., below is our revised rate schedule submitted for your  
consideration for the above reference contract.

<b>Exhibit A</b>	
<b>Title</b>	<b>Proposed Rates</b>
Administrative	\$ 95.00
CADD Drafter	\$ 100.00
CADD Technician	\$ 98.00
CEI Inspector	\$ 95.00
CEI Project Administrator/CEI Project Engineer	\$ 162.00
CEI Senior Inspector	\$ 118.00
Client Service Manager	\$ 230.00
Community Outreach Specialist	\$ 161.00
Construction Estimator	\$ 180.00
Construction Inspector	\$ 120.00
Construction Manager	\$ 148.00
Designer	\$ 106.00
Engineer 1	\$ 110.00



May 10, 2021

Proposed Fee Schedule for Environmental and Stormwater Engineering - Professional Continuing Consulting Services

<b>Exhibit A</b>	
<b>Title</b>	<b>Proposed Rates</b>
Engineer 2	\$ 114.00
Engineer 3	\$ 145.00
Engineer Intern	\$ 95.00
Engineering Intern 1	\$ 106.00
Engineering Intern 2	\$ 110.00
Environmental Scientist 1	\$ 93.00
Environmental Scientist 2	\$ 115.00
Environmental Scientist 3	\$ 137.00
Field Technician	\$ 93.00
GIS Analyst	\$ 110.00
Hydrogeologist	\$ 121.00
Landscape Architect	\$ 93.00
Principal Engineer (VP/Global Technologist)	\$ 277.00
Principal Scientist	\$ 220.00
Programmer	\$ 177.00
Project Manager 1	\$ 151.00
Project Manager 2	\$ 203.00
Project Manager 3	\$ 243.00
Regional Technologist	\$ 259.00
SCADA Programmer/Systems Analyst	\$ 174.00
Secretary/Clerical	\$ 95.00
Senior CADD Technician	\$ 130.00
Senior Cost Estimator	\$ 220.00
Senior Drone/Aerial Imagery Specialist	\$ 165.00
Senior Engineer 1	\$ 167.00
Senior Engineer 2	\$ 195.00
Senior Environmental Scientist	\$ 177.00
Senior GIS Analyst	\$ 162.00
Senior Hydrogeologist	\$ 216.00
Senior Landscape Architect	\$ 150.00

# Jacobs

May 10, 2021

Proposed Fee Schedule for Environmental and Stormwater Engineering - Professional Continuing Consulting Services

*Additional payment for equipment and/or laboratory test fees will be determined on a per work assignment basis and is at the sole discretion and approval of County staff. No cost plus or mark ups on equipment or laboratory fees will be accepted.*

Our subconsultant rate schedules are attached to this letter. We look forward to working with Pinellas County on this contract. Please let me know if you have any questions or need any additional information.

Yours sincerely,

A handwritten signature in blue ink that reads "Joelle Francois". The signature is written in a cursive style with a large initial "J".

Joelle Francois, PE

Designated Manager

+ 01. 813.765.6118 mobile

joelle.francois@jacobs.com

Copies to: File



# CUMBNEY & FAIR, INC.

2463 ENTERPRISE ROAD, CLEARWATER, FLORIDA 33762  
(727) 797-8982 Clearwater (813) 223-4333 Tampa (727) 791-8752 Fax WWW.CUMBNEYFAIR.COM

Exhibit A

## SCHEDULE OF RATE VALUES

Cumbey & Fair, Inc.  
Loaded Rates

Re: Environmental and Stormwater Engineering - Professional Continuing Services

Contract No.: 21-0137-CN (SS)

Staff Classification	Loaded Billing Rate/Hr.
Chief Engineer 2	\$225.00
Engineer 3	\$135.00
Engineering Intern 2	\$70.00
Party Chief	\$93.00
Principal Surveyor & Mapper	\$150.00
Project Manager 2	\$205.00
Rod Man/Chain Man	\$47.50
Senior CADD Technician	\$115.00
Senior Surveyor & Mapper	\$190.00
SUE Technician 2 (Junior)	\$67.00
SUE Technician 3 (Senior) (Utility Locator)	\$79.50
Survey Technician 3 (Instrument Man)	\$63.00
Survey/GIS/SUE Analyst 3	\$105.00

Survey and SUE Field Crews	Loaded Billing Rate/Hr.
3-Person Survey Crew – [Party Chief, Survey Technician 3 (Instrument Man), Rod Man/Chain Man]	\$203.50
3-Person SUE Crew – [SUE Technician 3 (Senior) (Utility Locator), SUE Technician 2 (Junior), SUE Technician 2 (Junior)]	\$213.50

CIVIL ENGINEERS

LAND SURVEYORS

PLANNERS



3912 W. Oklahoma Ave.  
Tampa, FL 33616

5/3/2021

Swamy Pati, Ph.D., P.E., CFM  
Jacobs  
201 N. Franklin Street, Suite 1400  
Tampa, FL 33602

Dear Swamy,

My classification is Community Outreach Specialist and my hourly rate is \$150/hour.

Thank you for the opportunity to work with Jacobs. Please let me know if you need additional information.

Sincerely,

*Cece McKiernan*

Cece McKiernan, President  
McKiernan Consulting Services  
[cece@mckiernanconsulting.us](mailto:cece@mckiernanconsulting.us)  
813-966-1265



GEOTECHNICAL • ENVIRONMENTAL  
MATERIALS TESTING

GEOTECHNICAL FEE SCHEDULE		
Environmental and Stormwater Engineering - Professional Continuing Consulting Services for Pinellas County		
Service Element	Unit	Cost Per Unit

**I. FIELD INVESTIGATION**

1. Mobilization of Men and Equipment		
Truck Mounted Equipment	Each	\$ 585.00
Specialized ATV/Mudbug	Each	\$ 810.00
Support Vehicle	Per Trip	\$ 250.00
Track Mounted Equipment	Each	\$ 2,200.00
Barge Mounted Equipment	Each	\$ 9,850.00
Safety Boat	Per Trip	\$ 675.00
Coring Equipment/DRIT Equipment	Each	\$ 315.00
2. Truck Mounted Equipment		
a. Standard Penetration Test (SPT) Borings		
0 - 50 feet	L.F.	\$ 18.00
50-100 feet	L.F.	\$ 22.00
100 -150 feet	L.F.	\$ 36.00
b. Grout Seal Boreholes		
0 - 50 feet	L.F.	\$ 8.50
50-100 feet	L.F.	\$ 10.00
100-150 feet	L.F.	\$ 13.00
c. Casing Allowance		
0 - 50 feet	L.F.	\$ 12.00
50-100 feet	L.F.	\$ 14.00
100-150 feet	L.F.	\$ 17.00
d. Rock Coring		
0 - 50 feet	L.F.	\$ 50.00
50-100 feet	L.F.	\$ 67.00
100-150 feet	L.F.	\$ 79.00
3. Barge/Track Mounted Drilling Equipment		
a. Standard Penetration Test Borings		
0 - 50 feet	L.F.	\$ 26.00
50-100 feet	L.F.	\$ 30.00
100-150 feet	L.F.	\$ 55.00
b. Grout-Seal Boreholes		
0 - 50 feet	L.F.	\$ 10.00
50-100 feet	L.F.	\$ 15.00
100-150 feet	L.F.	\$ 19.00
c. Casing Allowance		
0 - 50 feet	L.F.	\$ 18.00
50-100 feet	L.F.	\$ 21.00
100-150 feet	L.F.	\$ 22.00
d. Rock Coring		
0 - 50 feet	L.F.	\$ 62.00
50-100 feet	L.F.	\$ 73.00
100-150 feet	L.F.	\$ 84.00



**GEOTECHNICAL • ENVIRONMENTAL  
MATERIALS TESTING**

<b>GEOTECHNICAL FEE SCHEDULE</b>		
Environmental and Stormwater Engineering - Professional Continuing Consulting Services for Pinellas County		

Service Element	Unit	Cost Per Unit
4. Extra Split Spoon Samples		
0 - 50 feet	Each	\$ 45.00
50-100 feet	Each	\$ 50.00
100-150 feet	Each	\$ 56.00
5. Auger Borings		
0 - 50 feet	L.F.	\$ 14.00
6. Backhoe for Test Pit Excavation		
Cost based on equipment rental (TBN) and labor	Per Day	TBN
7. Shelby Tube Samples		
0 - 100 feet	Each	\$ 245.00
8. Infiltration Tests	Each	\$ 615.00
9. Permeability Tests	Each	\$ 610.00
10. Flagmen & Barricades (2 man crew)		
Barricades/MOT	Per Day	\$ 1,110.00
Flagmen	Per Day	\$ 1,110.00
11. Hand Probes (2-man Crew)	Per Day	\$ 1,325.00
12. 2 inch Piezometer Installation LF	L.F.	\$ 55.00
13. Drilling Permits if required	Per Boring	\$ 110.00
14. Site Clearing/Difficult Access		
Cost based on equipment rental (TBN) and labor	Per Day	TBN
15. Pavement Cores (Asphalt)	Per Boring	\$ 310.00
16. Pavement Cores (Asphalt with DCP testing)	Per Boring	\$ 300.00
17. Silt Fencing (protect water body from sediments)	Per Location	\$ 220.00
18. Provide Private Utility Locator Service	Per Day	TBN
19. Geophysical Survey	Per Day	TBN

**II. LABORATORY INVESTIGATION**

1. Visual Examination/Stratify		
Per Set (1 Set = 5 feet)	Set	\$ 8.00
2. Natural Moisture Content Tests	Each Test	\$ 11.00
3. Grain Size Analysis (Full Gradation)	Each Test	\$ 140.00
(Single Sieve)	Each Test	\$ 72.00
4. Organic Content Tests	Each Test	\$ 145.00
5. Atterberg Limit Tests	Each Test	\$ 85.00
Liquid Limit Only	Each Test	\$ 85.00
Plastic Limit Only	Each Test	\$ 62.00
6. Environmental Test		
(pH, sulfates, chlorides, resistivity)	Each Test	\$ 240.00
7. Limerock Bearing Ratio Test	Each Test	\$ 450.00
8. Standard Proctor	Each Test	\$ 170.00
9. Modified Proctor	Each Test	\$ 220.00
10. Additional LBR/Proctor Points	Each Test	\$ 85.00
11. Consolidation Test	Each Test	\$ 620.00
12. Triaxial Shear Test (per point)	Each Test	\$ 260.00
13. Split Tension Test	Each Test	\$ 220.00
14. Unconfined Compression Test	Each Test	\$ 280.00





GEOTECHNICAL • ENVIRONMENTAL  
MATERIALS TESTING

**GEOTECHNICAL FEE SCHEDULE**

Environmental and Stormwater Engineering - Professional Continuing Consulting Services for Pinellas  
County

Service Element	Unit	Cost Per Unit
15. Specific Gravity	Each Test	\$ 105.00
16. Extraction & Gradation of Asphalt Samples	Each Test	\$ 310.00
17. Asphalt Maximum Specific Gravity (Rice) Testing	Each Test	\$ 250.00
<b>III. ENGINEERING AND TECHNICAL SERVICES</b>		
1. CADD Drafter	Hour	\$ 85.00
2. CADD Technician	Hour	\$ 85.00
3. CEI Assistant Project Administrator/CEI Project Engineer	Hour	\$ 162.00
4. CEI Senior Inspector	Hour	\$ 108.00
5. Chief Engineer 2	Hour	\$ 235.00
6. Construction Manager	Hour	\$ 135.00
7. Engineer 1	Hour	\$ 110.00
8. Engineer 3	Hour	\$ 145.00
9. Engineer Intern	Hour	\$ 100.00
10. Field Technician	Hour	\$ 85.00
11. Geologist	Hour	\$ 115.00
12. Project Manager 3	Hour	\$ 185.00
13. Secretary/Clerical	Hour	\$ 78.00

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

1. INSURANCE:

- a) If Consultant does not currently meet insurance requirements, Consultant 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) 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.
- c) All policies providing liability coverage(s), other than professional liability and workers compensation policies, obtained by the Consultant and any subcontractors to meet the requirements of the Agreement shall be endorsed to include **Pinellas County a Political subdivision of the State of Florida** as an Additional Insured.
- d) If any insurance provided pursuant to the Agreement expires, or cancels prior to the completion of the work you will be notified by CTrax, the authorized vendor of Pinellas County. Upon notification, renewal certificate(s) of Insurance and endorsement(s) should be furnished to Pinellas County Risk Management at [InsuranceCerts@pinellascounty.org](mailto:InsuranceCerts@pinellascounty.org) and to CTrax c/o JDi Data at [PinellasSupport@jdidata.com](mailto:PinellasSupport@jdidata.com) by the Consultant or their agent prior to the expiration date
  - (1) Consultant 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 Consultant from its insurer. Notice shall be given by email to Pinellas County Risk Management at [InsuranceCerts@pinellascounty.org](mailto:InsuranceCerts@pinellascounty.org) Nothing contained herein shall absolve Consultant of this requirement to provide notice.
  - (2) Should the Consultant, 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 Consultant for such purchase or offset the cost against amounts due to Consultant 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.
- e) 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.
- f) If subcontracting is allowed under this RFP, the Prime Consultant 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.*

<b>SECTION C – LIMITATION ON LIABILITY, INDEMNIFICATION, AND INSURANCE REQUIREMENTS</b>
---

- (1) All subcontracts between Consultant and its subcontractors shall be in writing and may be subject to the County's prior written approval. Further, all subcontracts shall (1) require each subcontractor to be bound to Consultant to the same extent Consultant 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 Consultant 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. Consultant 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.
- g) 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 Consultant 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.
  - (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 Consultant is only using employees named on such list to perform work for the County. Should employees not named be utilized by Consultant, 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 Consultant 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 Consultant and subcontractor(s).

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

- h) 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	\$ 2,000,000
Personal Injury and Advertising Injury	\$ 1,000,000
General Aggregate	\$ 2,000,000

- (3) 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", Consultant may submit annually to the County, for a three (3) year period, a current certificate of insurance providing "claims made" insurance with prior acts coverage in force with a retroactive date no later than commencement date of this contract.

Limits

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

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

- (4) Pollution Legal/Environmental Legal Liability Insurance for pollution losses arising from all services performed to comply with this contract. Coverage shall apply to sudden and gradual pollution conditions including the discharge, dispersal, release or escape of smoke, vapors, soot, fumes, acids, alkalis, toxic chemicals, liquids or gases, waste materials or other irritants, contaminants or pollutants into or upon land, the atmosphere or any watercourse or body of water, which results in Bodily Injury or Property Damage. If policy is written on a Claims Made form, a retroactive date is required, and coverage must be maintained for 3 years after completion of contract or "tail coverage" must be purchased. Coverage should include and be for the at least the minimum limits listed below:

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

- 1) Bodily injury, sickness, disease, mental anguish or shock sustained by any person, including death; property damage including physical injury to or destruction of tangible property including the resulting loss of use thereof, clean up costs, and the loss of use of tangible property that has not been physically injured or destroyed;
- 2) Defense including costs, charges and expenses incurred in the investigation, adjustment or defense of claims for such compensation damages.
- 3) Cost of Cleanup/Remediation.

Limits

Per Claim or Occurrence	\$ 1,000,000
General Aggregate	\$ 1,000,000

For acceptance of Pollution Legal/Environmental Legal Liability coverage included within another policy coverage 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 Pollution Legal/Environmental Legal Liability and other coverage combined.

**For herbicide and pesticide spraying operations only**, an endorsement to the Commercial General Liability policy that provides Pollution Liability coverage for herbicide and pesticide spraying is acceptable.

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