

FOURTH AMENDMENT

This Amendment is made and entered into on the date last executed below (“Effective Date”), by and between Pinellas County, a political subdivision of the State of Florida, hereinafter referred to as “County,” and Jacobs Engineering Group Inc., Tampa, FL hereinafter referred to as “Contractor,” (individually referred to as “Party”, collectively “Parties”).

WITNESSETH:

WHEREAS, the County and the Contractor entered into an agreement on September 22, 2022, pursuant to Pinellas County Contract No. 21-0003-NC (hereinafter “Agreement”) pursuant to which the Contractor agreed to provide consulting services for Joe’s Creek Restoration and Greenway Trail Project for County; and

WHEREAS, Section twenty-five (25) of the Agreement permits modification by mutual written agreement of the parties; and

WHEREAS, the County and the Contractor now wish to modify the Agreement in order to provide for additional funds and time, at the same prices, terms, and conditions;

NOW THEREFORE, the Parties agree that the Agreement is amended as follows:

1. Section 7- (Compensation to the Consultant) Subsection 4 is revised to reflect an increase in the amount of \$7,073,919.00 dollars to the current not-to-exceed expenditure of \$967,318.86, for a new total not-to-exceed expenditure of \$8,041,237.86.
2. The Contract end date shall be extended by 1,287 consecutive calendar days, changing the end date from September 10, 2026, to November 19, 2031.
3. The document labeled Exhibit E, attached hereto, is incorporated into the Agreement as Exhibit E.
4. Attachment B (Cost Breakdown Summary) attached hereto, is hereby incorporated into and made part of the Agreement.
5. Except as changed or modified herein, all provisions and conditions of the original Agreement and any amendments thereto shall remain in full force and effect.

Each Party to this Amendment represents and warrants that: (i) it has the full right and authority and has obtained all necessary approvals to enter into this Amendment; (ii) each person executing this Amendment on behalf of the Party is authorized to do so; (iii) this Amendment constitutes a valid and legally binding obligation of the Party, enforceable in accordance with its terms.

IN WITNESS WHEREOF the Parties herein have caused this Fourth Amendment to be executed by their undersigned officials, who are duly authorized to bind the Parties to the Agreement.

Pinellas County, a political subdivision of the State of Florida:

Contractor: **Jacobs Engineering Group Inc.**

Signature



Signature

Printed Name

Ellen Patterson

Printed Name

Printed Title

Senior Vice President

Printed Title

Date

February 27, 2026

Date

APPROVED AS TO FORM
By: Miles Belknap
Office of the County Attorney

Exhibit E

**SCOPE OF SERVICES ENGINEERING
CONSULTING SERVICES**

Contract No.: _21-0003-NC (SS)

Joe's Creek Restoration and Greenway Trail

PID 004116A

Prepared for:

**Pinellas County Public Works
Capital Improvements Division
14 S. Fort Harrison Avenue
Clearwater, FL 33756**

Prepared by:

**Jacobs Engineering Group Inc
5401 W Kennedy Blvd, Ste 300
Tampa, FL 33609**

February, 2026

Table of Contents

I. SCOPE OF SERVICES FOR CONSULTING ENGINEERING SERVICES 6

II. PROJECT TITLE 6

III. OBJECTIVE..... 6

IV. PROJECT DESCRIPTION..... 7

V. PROJECT SCOPE OF WORK..... 8

Task 1: Site Meetings, Project Management and Contract Maintenance 8

Task 2: Project Kick-Off Meeting 10

Task 3: Data Collection and Data Gap Analysis..... 10

Task 4: Geotechnical Investigation (performed under a separate scope)..... 11

Task 5: Survey and Subsurface Utility Exploration (SUE) (performed under a separate scope) 11

Task 6: Project Production Team (PPT) Meetings..... 12

Task 7: Hydrologic & Hydraulic (H & H), Stormwater Modeling & Floodplain Impact Analysis 12

Task 8: Floodplain Resiliency Analysis from Sea Level Rise..... 16

Task 9: Design Phase 17

 Task 9.1: 30% Progress Plans & Basis of Design Report (BODR) 19

 Task 9.2: Specifications, Bid Quantities and Engineering Cost Estimate 21

 Task 9.3: Tree Inventory, Rating and Disposition Analysis..... 22

 Task 9.4: 60% Design Plans and Basis of Design Report..... 22

Task 10: Utility Coordination Support 24

Task 11: Public Engagement Planning & Meeting..... 25

Task 12: Permitting & Environmental Services..... 26

Task 12.1: SWFWMD Permitting28

Task 12.2: USACE Permitting29

Task 12.3: FDEP NPDES Erosion and Sediment Control Plan.....30

Task 12.4: COUNTY Permits - ROW Utilization Permit30

Task 12.5: MS4 Permit Support31

Task 12.6: FDOT Permits -31

Task 12.7: CSX Permitting32

Task 12.8: Florida Fossil Collecting Permit34

Task 13: Institute for Sustainable Infrastructure Envision Certification..... 34

Task 14: 90%, 100%, and Final Design Plans & Design Report 34

Task 15: Internal Quality Assurance/Quality Control (QA/QC) Plan and Documentation 35

Task 16: Post Design Support 36

Task 17: Optional Services..... 37

Task 17.1: Optional Service 1 – Additional Project Production Team (PPT) Meeting37

Task 17.2: Optional Service 2 - Additional Onsite Meetings with Regulatory Agencies.....37

Task 17.3: Optional Service 3 – Institute for Sustainable Infrastructure Envision Certification37

Task 17.4: Optional Service 4 – Utility relocation services for Pinellas County Utilities.....39

Task 17.5: Optional Service 5 – Additional RAI for SWFWMD39

Task 17.6: Optional Service 6 – Additional RAI for USACE.....39

Task 18: Contingency Services..... 39

VI. COMPENSATION..... 39

VII. PROJECT SCHEDULE..... 42

VIII. INVOICES and PROGRESS REPORTS..... 42

ATTACHMENTS

ATTACHMENT A – SCHEDULE OF DELIVERABLES

ATTACHMENT B – COST BREAKDOWN SUMMARY

ATTACHMENT C – DESIGN SUBMITTTAL CHECKLIST

ATTACHMENT D – TRAIL DESIGN SUBCONSULTANT PROPOSAL

ATTACHMENT E – UTILITY COORDINATION SUBCONSULTANT PROPOSAL

I. SCOPE OF SERVICES FOR CONSULTING ENGINEERING SERVICES

This Exhibit “E” is part of the agreement known as Consulting Services Contract No. 21-0003-NC (PLU) dated September 22, 2022, between Pinellas County (hereinafter referred to as the COUNTY) and Jacobs Engineering Group Inc (hereinafter referred to as the CONSULTANT).

II. PROJECT TITLE

The COUNTY project title is Joe’s Creek Restoration and Greenway Trail (Joe’s Creek Design). The project identification (PID) number is 004116A.

III. OBJECTIVE

This project involves the final design and permitting for Joe’s Creek Design. The project builds upon the recommendations of the Joe’s Creek Model Update, Alternatives Analysis, and Feasibility Study Preliminary Engineering Report (PER), specifically implementing Recommended Alternative B from 37th Street North to 66 Street North.

Figure 1-1 shows the project extents.

This project includes:

- Design of modifications to the Joe’s Creek channel and greenway infrastructure at designated locations
- Incorporating hydraulic structures, grading, armoring, and landscaping
- Conducting modeling to support design
- Completing environmental and right-of-way (ROW) permitting
- Engaging the public
- Pursuing Envision certification
- Preparation of construction documents (plans and specifications)
- Permit submittal
- Bid support

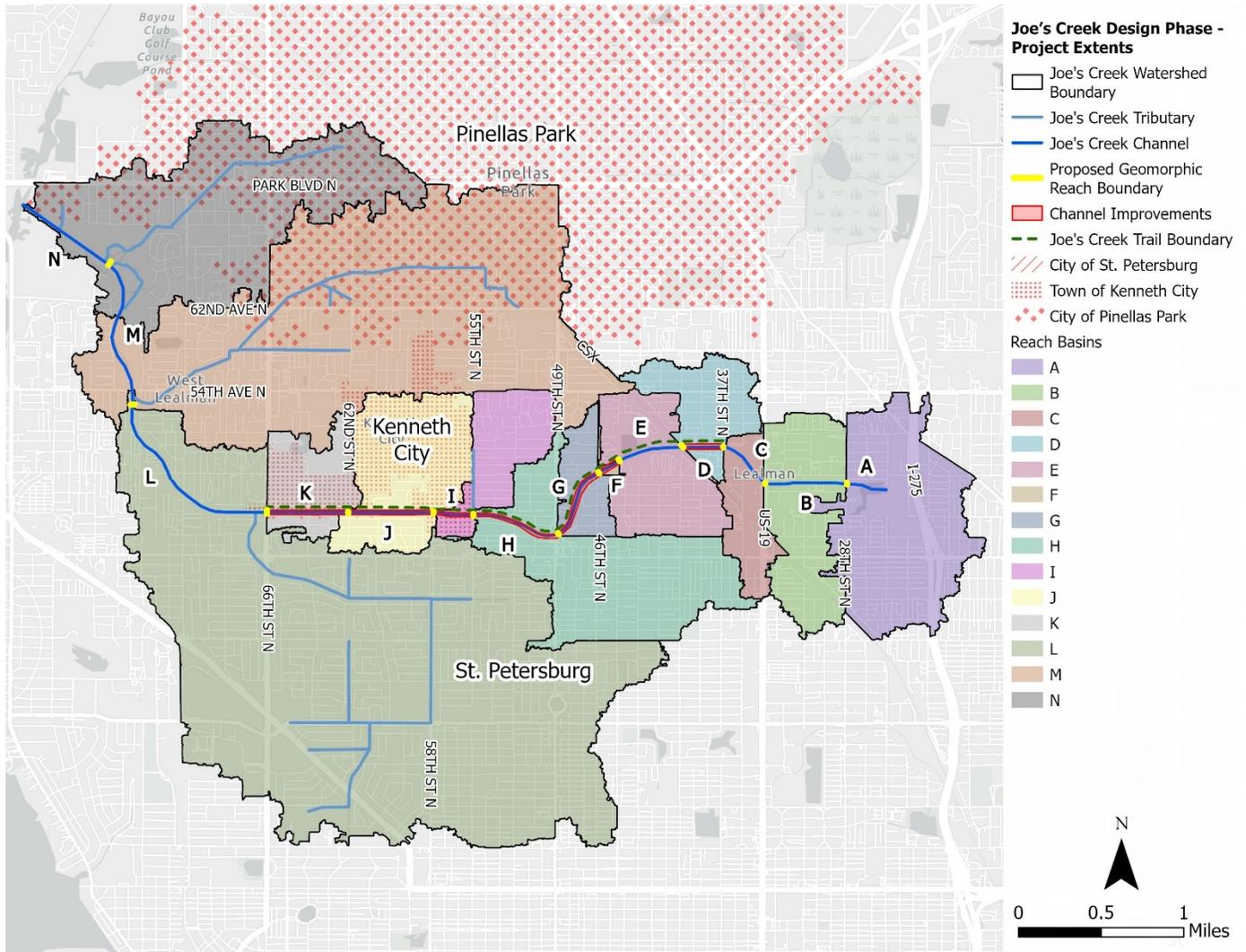
The objective of this project is to provide comprehensive design, permitting, and bid-phase engineering services to support the construction of Joe’s Creek Design.

The goals include:

- Advancing the PER’s Recommended Alternative B to final design
- Enhancing flood mitigation, water quality, and ecological function

- Improving multimodal connectivity through trail design
- Supporting sustainability through Envision certification
- Coordinating with stakeholders and the public to ensure project success

Figure 1-1. Joe’s Creek Design Phase – Project Extents

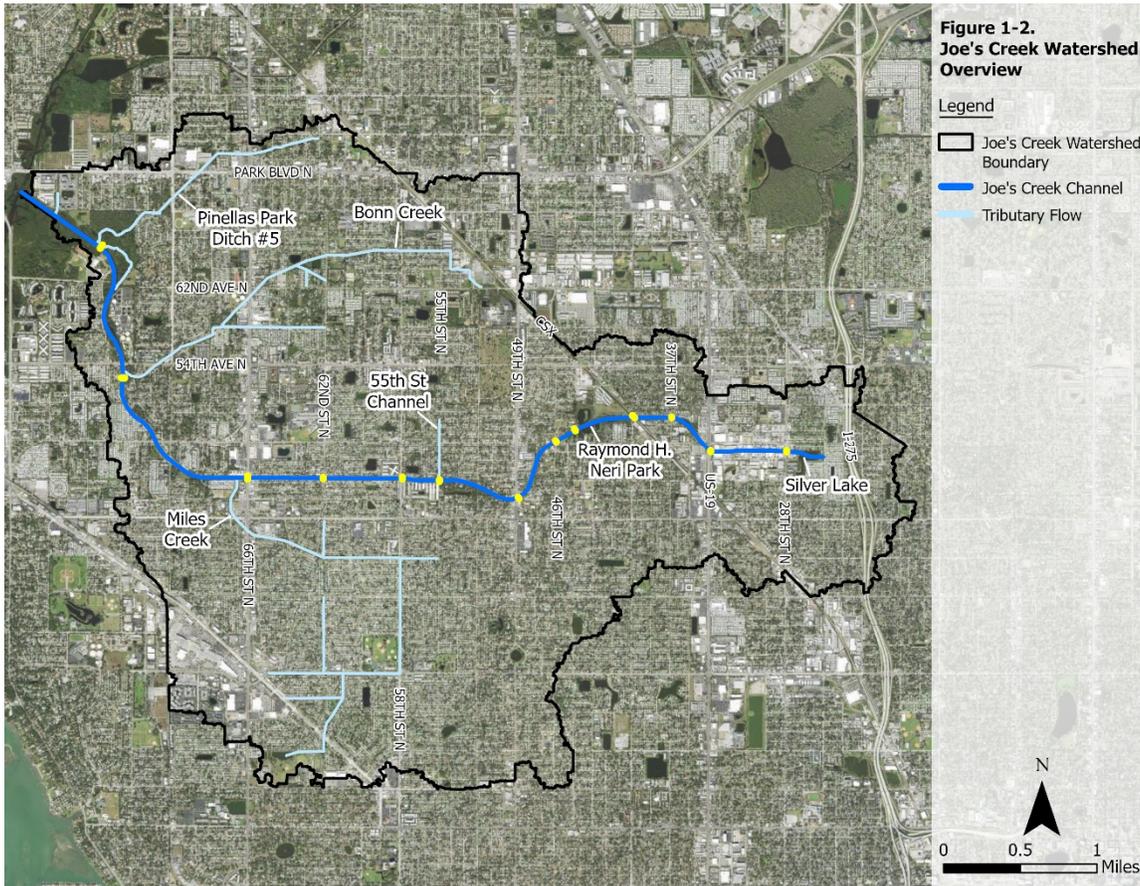


IV. PROJECT DESCRIPTION

The Joe’s Creek Watershed encompasses approximately 9,256 acres in south-central Pinellas County, including portions of Pinellas Park, St. Petersburg, Kenneth City, and unincorporated areas (See Figure 1-2). The watershed includes the main Joe’s Creek channel and three tributaries: Miles Creek, Bonn Creek, and Ditch #5. Land uses include residential, commercial, industrial, and recreational open space.

Joe’s Creek is impaired for nutrients, biology, and E. coli. The project area lies within the Lealman Community Redevelopment Area (CRA), the first CRA in unincorporated Pinellas County. The CRA Redevelopment Plan (2016) outlines strategies for long-term development and revitalization, including initiatives like Linking Lealman, Ray Neri Park improvements, and stormwater and transportation projects.

Figure 1-2. Joe’s Creek Watershed Overview



CONSULTANT shall review the PER and other project information (provided by the COUNTY) to assist with the design, permitting and post-design services.

V. PROJECT SCOPE OF WORK

All deliverables shall be in electronic format unless otherwise specified. A Schedule of Deliverables is provided as Attachment A.

Task 1: Site Meetings, Project Management and Contract Maintenance

The CONSULTANT will provide a multidisciplinary team to support the successful delivery of the Joe’s Creek Design. The team will include a Project Manager, Design Manager, technical leads, and subject matter experts as needed throughout the project lifecycle. Subconsultants will be engaged for specialized services.

The CONSULTANT shall conduct up to two (2) site reviews, which consist of one (1) site review meeting with County Public Works staff during the data collection stage and one (1) site review with the COUNTY after the 60% engineering drawings have been submitted to the COUNTY. CONSULTANT shall attend one (1) conference call with COUNTY project manager prior to a Project Production Team (PPT) meeting. COUNTY will schedule the two meetings and the conference call after coordinating with CONSULTANT.

The CONSULTANT will schedule bi-weekly progress meetings with the COUNTY throughout the duration of the project design phase. The purpose of these meetings is to keep the COUNTY informed and up to date on project progress, helping to maintain momentum and reduce review delays at major milestones.

At each meeting, the CONSULTANT will:

- Prepare and present materials demonstrating current progress.

- Attend with appropriate staff members.

- Record and distribute meeting minutes.

- Address any questions or concerns raised by COUNTY reviewers.

These meetings are intended to support timely decision-making and facilitate coordination among multiple reviewers. Regular updates will help streamline the review process and maintain alignment with the COUNTY's schedule constraints. The COUNTY will coordinate with the appropriate staff to attend each meeting, in consultation with the CONSULTANT to ensure all necessary participants are included.

The CONSULTANT shall provide monthly updates, including progress status and project schedule updates via email.

The CONSULTANT will provide project and contract management for the duration of the project. This will include, but is not limited to, the preparation of project documents and filing systems for the project such as contract documents, sub-consultant agreements, meeting action items, project schedule and deliverables list. CONSULTANT will prepare project invoices, schedules and progress reports each month, as detailed in SECTION VIII – INVOICING.

The CONSULTANT will maintain a Decision Matrix throughout the project to track key decisions, COUNTY comments, and action items. The matrix will be updated following each major milestone review and used in lieu of formal meeting minutes where appropriate.

Deliverables: Two site review summary emails, conference call meeting agendas and minutes

Eighteen bi-weekly review summary emails, agendas and minutes

Invoices, schedules, and progress reports

Contract documents, sub-consultant agreements, meeting action items, project schedule and deliverables list.

Decision Matrix (submitted at each agency milestone)

Meetings: Two meetings (two site reviews) and one conference call (pre-PPT)

Eighteen bi-weekly meetings

Task 2: Project Kick-Off Meeting

A COUNTY Kick-Off Meeting will be conducted in person and will include a review of the project scope, deliverables, schedule, discuss the flow of information, review the project objectives and other pertinent information.

The CONSULTANT will prepare an agenda for COUNTY review prior to the Kick-Off Meeting.

The CONSULTANT will provide a meeting summary and attendance sheet for COUNTY review following the Kick-Off Meeting.

Deliverables: Meeting agenda, summary, and attendance sheet

Meetings: One kick-off meeting

Task 3: Data Collection and Data Gap Analysis

Upon receipt of the Notice to Proceed, the CONSULTANT shall initiate an engineering assessment within the project limits. This task will focus on data collection necessary to support engineering analysis and conceptual design. The data collection phase will consist of the CONSULTANT conducting field investigations for observation and photographic documentation of the existing conditions within the project area. Relevant data includes information required to evaluate and design improvements to the channel, pond(s), trails, and roadway infrastructure within the study area. The data obtained from the field investigation will be used in conjunction with information obtained during the previously completed PER phase to refine the selected design. During the review phase, the CONSULTANT will research and review updated information such as permits, as-built plans, design documentation, survey data and other pertinent information regarding the project location available from typical industry resources and the COUNTY.

Any review by CONSULTANT of design prepared by a third-party shall be for general conformance with the design intent, drawings and specifications but not a complete review of all design details and calculations. The Designer and their design professionals shall remain responsible for the accuracy and completeness of their design and construction documents. CONSULTANT does not assume any liability for work product(s) prepared by third parties, including but not limited to design and related work and makes

no representation or warranty regarding same. CONSULTANT will reasonably rely upon the accuracy, and completeness of the information/data provided by the COUNTY or other third parties.

The CONSULTANT shall utilize previously provided COUNTY data as well as any updates as a foundation for developing alternative design concepts and plans. Emphasis will be placed on flood control and water quality best management practices, with particular attention to the analysis of the proposed trail, and trail crossings, including the CSX railroad underpass.

CONSULTANT will reasonably rely upon the accuracy, timeliness, and completeness of the information/data provided by the COUNTY or other third parties without independent verification. Additional effort by CONSULTANT due to invalid data or information provided by the COUNTY or others (other than CONSULTANT'S own SUBCONSULTANTS), may entitle CONSULTANT to additional Compensation.

The CONSULTANT shall conduct up to two field reviews to evaluate site conditions including the trail underpass location. The CONSULTANT shall prepare a Basis of Design Report (BODR) summarizing the findings and containing photographs and bullet points. The contents of the BODR is further defined in Task 9.

CONSULTANT shall at no time take title, risk of loss or ownership of the hazardous materials or wastes. COUNTY recognizes that CONSULTANT assumes no risk and/or liability for hazardous materials encountered while performing any services associated with such hazardous waste.

The CONSULTANT shall download the most recent version of the COUNTY's AutoCAD Civil 3D Kit. The CONSULTANT shall also identify gaps in data and provide the gap analysis to the COUNTY in an email.

Deliverables: BODR with data gap summary

Meeting: Two (2) Site Visits

Task 4: Geotechnical Investigation (performed under a separate scope)

CONSULTANT will utilize the services of SUBCONSULTANT to perform the geotechnical analysis. The CONSULTANT will coordinate the work and provide a quality review of SUBCONSULTANT'S work before submitting to the COUNTY under a separate Purchase Order (PO).

Deliverables: N/A

Task 5: Survey and Subsurface Utility Exploration (SUE) (performed under a separate scope)

The CONSULTANT will utilize the services of SUBCONSULTANT to perform the Survey and SUE services. The CONSULTANT will coordinate the work and provide a quality review of SUBCONSULTANT'S work before submitting to the COUNTY under a separate Purchase Order (PO).

Deliverables: N/A

Task 6: Project Production Team (PPT) Meetings

Four (4) Project Production Team (PPT) milestone meetings will be held in-person at the project start, 60%, 90% and 100% design phases. Each milestone will include a coordination call prior to the meeting to prepare materials, and a follow-up call to confirm action items and next steps. These meetings will occur after the responses to the comments have been reviewed by the project team. The meetings will be scheduled by the COUNTY after coordinating with the CONSULTANT. These meetings will be used to review design progress, resolve outstanding issues, and ensure alignment with COUNTY expectations.

Deliverables: Responses to the received QC review comments (COUNTY will provide spreadsheet)

Agenda

Attendance sheet

Meeting highlights and list of action items

Meetings: Four (4) PPT/QC Review Meetings

Pre PPT meeting conference call (4)

Post PPT meeting follow up call (4)

Task 7: Hydrologic & Hydraulic (H & H), Stormwater Modeling & Floodplain Impact Analysis

The CONSULTANT shall perform hydrologic and hydraulic modeling. The CONSULTANT shall review the geotechnical results for the design development of the bank stabilization, stormwater conveyance system, and greenway trail for the Joe's Creek Design.

In soils, foundation, groundwater, utilities, and other subsurface investigations, the actual characteristics may vary significantly between successive test points and sample intervals and at locations other than where observations, exploration, and investigations have been made. Because of the inherent uncertainties in subsurface evaluations, changed or unanticipated underground conditions may occur that could affect total project cost and/or execution. These conditions and cost/execution effects are not the responsibility of CONSULTANT.

The project's hydrologic and hydraulic (H&H) 1-D model was created in ICPR 4 under the Joe's Creek Model Update, Alternatives Analysis, and Feasibility Study project, also known as the Existing Conditions Model (ECM). This model will continue using the same version of ICPR 4 based on discussions with Streamline

Technologies, to maintain consistent results and avoid result discrepancies due to model versioning issues. New field data from relevant survey, geotechnical, and CONSULTANT efforts will be incorporated into the ICPR4 and HEC-RAS models as appropriate. A summary of the H&H modeling will be included in the BODR, which will be prepared in Task 9, using the updated ICPR4 modeling results. The ICPR4 PCM will provide the H&H computations required for permitting.

1-D HEC-RAS Model Development

A 1-D steady-state HEC-RAS model will also be developed as a design decision support model to evaluate hydraulic model results (i.e. flows, velocities, and shear stress along the channel), to support FEMA permitting, and estimate hydraulic parameters for use in design. Unless available from the County, the effective FEMA model for Joe’s Creek will be requested from the FEMA engineering library, as it is needed for the no-rise development and documentation process. The HEC-RAS model will include geometries representing existing conditions and proposed conditions to allow a comparison to determine impacts to water surface elevations, if any.

Appropriate watershed model inputs, such as lateral inflows to Joe’s Creek will be established based on the results of the ICPR4 Revised Existing Conditions Model (RECM) and Proposed Conditions Model (PCM), using FEMA guidance. This HEC-RAS model will be updated as needed during the design phases to simulate flows and stages based on the ICPR4 RECM and PCM models. It is assumed the 1-D HEC-RAS model will not be used to calibrate or update the project’s ICPR4 model.

Revised Existing Conditions Model (RECM)

Using geotechnical and survey data collected under Sections 3.3 and 3.5, the existing conditions model developed during the PER phase will be revised, if necessary, to develop the RECM. Updates are expected to affect channel cross-sections, pipe connections to the channel, pond bathymetry and road crossings.

Model simulations will be run for the following design storms: 2.33-, 5-, 10-, 25-, 50-, and 100-year / 24-hour events. The 25- and 100-year events will be evaluated using the Intermediate-Low, Intermediate, and High (NOAA 2022) sea level rise curves, as provided by the COUNTY. These curves should be consistent with other COUNTY efforts and consistent with the State Statutes for state funded projects, per the FDEP Resilience guidelines. Where conflicts exist, the State Statutes shall prevail.

This task does not include model verification or calibration. Flood extent maps for the revised existing conditions and node max comparisons will be produced and evaluated for comparison purposes in support of permitting. This task includes one round of accelerated third party review provided by the COUNTY and includes one round of responses by CONSULTANT.

A HEC-RAS version of the RECM will also be prepared for the open channel portion of Joe’s Creek, as it is needed to demonstrate a “no-rise” result. The inputs to the HEC-RAS RECM will match those to the ICPR4 RECM to the extent possible.

Proposed Condition Model (PCM)

The RECM will be modified to create the PCM, which will be employed to re-evaluate the proposed Joe’s Creek channel storage/conveyance BMPs. Modifications to these BMPs may be necessary due to:

New field data from survey or geotechnical investigations

ROW or property acquisition constraints

The PCM will simulate the same design storms as the RECM. A comparison between RECM and PCM results will be conducted to assess the benefits, and achieve no adverse impacts (peak stage, flood extents, flood duration, velocity, and erosion) for the proposed BMPs in accordance with the COUNTY’s level of service requirements for stormwater and flood management, which are outlined below. It is assumed that the improvements simulated in the PCM may not be able to achieve all level of service standards but they will at a minimum not create conditions resulting in a decrease in level of service, nor create adverse conditions such as an increase in the 100-year elevation.

COUNTY LEVEL OF SERVICE FOR STORMWATER AND FLOOD MANAGEMENT

COUNTY’s Level of Service (LOS)	
Design Storm	LOS Criteria
100 yr / 24 hr	No structural flooding (business or residential) Bridges and Cross Drains on Evacuation Routes
50 yr / 24 hr	Bridges and Cross Drains on Arterial and High-Use (ADT > 1,500) Roads
25 yr / 24 hr	Flooding contained within ponds and channels Outfall ditches, Major Channels and Canals Bridges and Cross Drains on all Other Roads and Facilities
10 yr / 24 hr	No street flooding on County maintained streets The allowable spread width is per the FDOT drainage manual and Greenbook The HGL shall remain below the curb inlet elevation Roadside, Median and Collector ditches or swales

	Storm Drains (also applies to parking areas) Roadside Ditch Culverts
Note: Refer to Pinellas County Stormwater Manual (2024 version) for specific information on LOS	

A HEC-RAS version of the PCM will also be prepared for the open channel portion of Joe’s Creek, as it is needed to demonstrate a “no-rise” result to comply with the National Flood Insurance Program requirements for encroachments into floodways. The inputs to the HEC-RAS PCM will match those to the ICPR4 PCM to the extent possible.

The CONSULTANT shall conduct a floodplain impact and “no-rise” analysis including proposed floodplain volume compensation (if compensation is required) and “no-rise” certification. A “no-rise” result is required for encroachments into a regulatory floodway, which could be the case for this project. Per the FEMA standards, the project can be certified as “no-rise” if it can be shown through hydraulic modeling that it will not cause an increase in the 100-year water surface elevation of more than 0.00 feet. Decreases in flood elevation are allowed for “no-rise” projects. This task includes one round of accelerated third party review provided by the COUNTY and includes one round of responses by CONSULTANT.

The BODR developed in Task 9, may include development and execution methodology, summarizing model results (tabular and exhibit summaries), discussing stability issues (if any), a clear basis of assessing proposed improvements for flood protection, and describing the floodplain impact analysis and potentially necessary floodplain compensation will be provided.

The following are some of the components to be evaluated to meet the above-outlined objectives. CONSULTANT shall evaluate components as necessary to complete a comprehensive analysis on the design:

- Creek bottom and embankment erosion and reinforcement
- Slope failure conditions based on available geotechnical report data and field soil assessment
- Effect of wildlife crawl outs on channel flow
- Proposed outfall pipes that discharge into the channel

CONSULTANT shall update the BODR summarizing the H & H modeling and analysis.

Deliverables: Draft and Final H&H assessment summary section for BODR

ICPR4 model and geodatabase

HEC-RAS model

Agenda, summary, and action items

No-rise certification and documentation

Responses to Third Party Review Comments

Meetings: One (1) virtual meeting to review PPT QC review comments on the BODR

One (1) virtual meeting prior to submitting BODR after addressing the PPT QC review comments

Two (2) virtual meetings to review TPR QC review comments on the ICPR4 model review

Two (2) virtual meetings to review TPR QC review comments on the HEC-RAS model review

Task 8: Floodplain Resiliency Analysis from Sea Level Rise

In concert with the current and future conditions H&H modeling being performed as part of Task 7, CONSULTANT shall evaluate the performance of the proposed stormwater system for changing sea levels over 20-year and 50-year planning horizons using three NOAA 2022 sea level rise curves.

Where applicable and available, the CONSULTANT will utilize the COUNTY's Flood Vulnerability Tool, or GIS data to assess flood conditions from Sea Level Rise based on the selected planning horizon(s) – using NOAA's 2022 Sea Level Rise curves and in accordance with the COUNTY's SLR Guidance Manual and Flood Vulnerability Tool (to be provided by COUNTY).

Both the 25- and 100-year events will be evaluated combined with the Intermediate-Low, Intermediate, and High sea level rise curves. COUNTY will provide access to models, GIS data, and Tools. The CONSULTANT shall provide draft & final Floodplain Resiliency Analysis assessment, showing proposed recommendations.

The CONSULTANT will consider and use the latest vulnerability assessment data as provided by the COUNTY.

The CONSULTANT shall provide data inputs for a FDEP Sea Level Impact Projection (SLIP) Study per Section 161.551 of the Florida Statutes. The COUNTY will run the report, and the CONSULTANT shall review the report and provide recommendations.

Deliverables: Draft & Final Flood Vulnerability Tool assessment and recommendations

Draft & Final SLIP Study inputs and recommendations

Meeting Agendas, summaries and action items

Meetings: Three (3) virtual coordination meetings with the COUNTY project team.

Task 9: Design Phase

Design Submittal Requirements & Basis of Design

The CONSULTANT shall provide comprehensive design services for the Joe's Creek Design, in accordance with Pinellas COUNTY's Capital Improvement Program Design Submittal Sufficiency Checklist, applicable technical standards, and the Pinellas County CADD Standards Manual for Survey and Civil Engineering.

The design will be based on the federal, state, and local codes and standards in effect on the effective date of the authorization. Any changes in these codes or standards may necessitate a change in scope, to include an equitable adjustment.

Design submittals will be provided at the 60%, 90%, and 100% phases, which will include both the creek design and the trail design. Each submittal will include updated plans, specifications, cost estimates, and supporting documentation. A single BODR will be prepared, with distinct sections for the channel and trail.

The CONSULTANT will prepare a BODR to document design criteria, assumptions, and decisions. The BODR will be developed at the 30% design phase and updated at 60% and 90% phases. A Conflict Matrix will also be developed to identify and track potential utility and infrastructure conflicts. The Final Geotechnical Report and the topographic survey will be included as an appendix to the BODR.

The channel design will begin at the east end of the project just west of 37th Street North and end west of 66th Street North with an exception for Reach E (Ray Neri Park). Design elements will include:

Channel Modifications: The CONSULTANT will develop typical cross-sections and establish horizontal and vertical geometry for the creek channel. These typical sections will be used to guide grading, armoring, and hydraulic structure design.

Hydraulic Structures Design: The CONSULTANT will design hydraulic structures necessary to support the function of the modified channel.

Grading and Armoring Design: The CONSULTANT will prepare grading plans and details for armoring treatments to promote channel stability and erosion control. Design will consider:

- Site-specific geotechnical conditions
- Longitudinal and cross-sectional profiles
- Construction access and sequencing

Construction Phasing: The CONSULTANT will develop a construction phasing plan to support efficient and safe implementation of the creek improvements. The plan will address:

- Access and staging areas
- Sequencing of channel and structure work

- Coordination with trail and utility improvements
- The channel will be designed consistently with the following standards:
 - Pinellas County Standard Technical Specifications for Roadway and General Construction
 - Pinellas County Transportation Design Manual
 - Pinellas County Stormwater Manual
 - Pinellas County Standard Details
 - Manual of Uniform Minimum Standards for Design, Construction and Maintenance for Streets
 - The Florida Department of Transportation Standard Specifications
 - The Florida Department of Transportation Design Manual
 - The Florida Department of Transportation Standard Manual
 - The Florida Department of Transportation Drainage Manual
 - The Florida Department of Transportation Drainage Design Guide
 - Natural Resource Conservation Service (NRCS) Part 654 Stream Restoration Design
 - Pinellas County Design checklists

The CONSULTANT will design a multi-use trail to enhance connectivity and recreational access along the Joe’s Creek corridor. The trail will begin at the east end of the project at 37th Street North and follow the north side of Joe’s Creek west to tie into existing facilities at 66th Street North. The trail design will be based on the recommendations of the PER and will comply with applicable standards, including:

FDOT’s Design Manual Chapter 224

Americans with Disabilities Act requirements

Pinellas County CADD and design standards

Design considerations will include:

Trail alignment and geometry

Typical sections and cross slopes. The preferred trail is 12 feet wide, but the trail may narrow to eight foot minimum at pinch points. Header curbs will be provided on both sides.

At-grade crossings at roadways and an underpass at CSX. At-grade crossings on multilane roadways will be located at the nearest signalized intersection.

Drainage and grading coordination

Safety and visibility

Retaining walls

Trail Amenities and Features: The CONSULTANT will incorporate standard trail amenities and features into the design, including:

- Pavement markings
- Trailheads and access points
- Lighting at crossings: The CONSULTANT will coordinate with utility providers and the COUNTY to determine lighting requirements at trail crossings and the CSX underpass. A safety analysis will be conducted using available crash data to identify high-risk areas and inform design decisions related to visibility, signage, and user protection.

NOTE: Detailed scope for the design of the Trail can be found in Attachment D.

Task 9.1: 30% Progress Plans & Basis of Design Report (BODR)

30% Progress Plans

The 30% progress plans shall be provided for information and use by the COUNTY. A formal 30% plans submittal will not be provided. The 30% progress plans are considered a work in progress and generally prepared in accordance with the 2024 version of the Pinellas County CADD Standard Manual for Survey and Civil Engineering, and FDOT Plans Preparation Manual.

The CONSULTANT will develop design plans for the modification of the Joe's Creek channel in accordance with the recommendations of the PER and updated modeling from Task 7.

The 30% Design Phase for the channel will include, BUT NOT BE LIMITED TO, the following tasks:

- Develop horizontal and vertical master design files
- Develop Typical Sections and revetment locations
- Prepare cross-section design files at 100-foot intervals
- Incorporate results from updated ICPR4 and HEC-RAS models (Task 7)
- Define limits of construction and layout of proposed best management practices
- Prepare preliminary erosion control plan including grading and armoring
- Identify and document utility conflicts using survey and SUE data
- Develop preliminary drainage layout and structure locations
- Prepare preliminary plan and profile sheets
- Coordinate with architectural and mechanical disciplines for code compliance
- Prepare Class 3 Engineer's Opinion of Probable Construction Cost
- Draft table of contents for technical specifications

Initiate tree disposition plan in coordination with Urban Forestry

Contribute to the channel section of the BODR

Update channel design criteria

Permit applications submitted to regulatory agencies (SWFWMD, USACE, Pinellas County and FDEP)

The Consultant will develop the design plans for the modification of the Joe's Creek trail in accordance with the PER and subsequent discussions with the COUNTY.

Bank stabilization will be designed with a combination of green and grey infrastructure. Considered bank stabilization methods will include, but methods will not be limited to, gabions baskets, sheet pile walls, and live plantings. COUNTY will coordinate two (2) virtual meetings to discuss desired design.

The 30% Design Phase for the trail will include, BUT NOT BE LIMITED TO, the following tasks:

- Conduct alternatives analysis for trail alignment and typical sections

- Develop up to three viable alternatives using FDOT's Florida Greenbook and COUNTY standards

- Evaluate ROW constraints, drainage, safety, utilities, and environmental impacts

- Analyze at-grade pedestrian crossings across 6 streets

- Evaluate underpass structure at the CSX railroad bridge

- Assess lighting needs and coordinate with utility providers

- Prepare conceptual plans and typical sections

- Evaluate and develop preliminary wayfinding signage

- Develop preliminary erosion control and drainage plans

- Prepare Class 3 Engineer's Opinion of Probable Construction Cost

- Conduct safety/crash analysis

- Prepare evaluation matrix comparing alternatives

- Contribute to the trail section of the BODR

- Permit applications submitted to regulatory agencies (SWFWMD, USACE, Pinellas County and FDEP)

Basis of Design Report (BODR)

The CONSULTANT shall prepare and submit to the COUNTY a Basis of Design Report beginning with the data collection and gap analysis (Task 3) and updated with each subsequent submittal (including the 30% progress plans). This design basis/criteria document shall describe the criteria and parameters utilized in the development of the design. The BODR will function as a repository for all technical data collected and developed in the design of the project. Any anticipated design variations and design exceptions shall be discussed with the COUNTY prior to inclusion in the report.

CONSULTANT will identify Right-of-way issues and potential acquisition needs.

The CONSULTANT shall submit a variance request for any design criteria not conforming to applicable regulatory requirements stated above. The CONSULTANT shall submit the design report with the 60% plans submittal and shall provide updates at all remaining submittals.

Deliverables: 30% progress plans and associated documentation, Right-of-way issues/potential acquisition needs, and updated Basis of Design Report (BODR)

Meetings: Two (2) virtual coordination meetings with the COUNTY project team.

Task 9.2: Specifications, Bid Quantities and Engineering Cost Estimate

CONSULTANT shall prepare or provide specifications for all pay items that are not in the Pinellas County Standard Technical Specifications For Roadway and General Construction (2025 version).

CONSULTANT shall prepare bid quantities that include all bid items, which comprise the project design. Bid items shall include reference to applicable COUNTY and FDOT Measurement and Payment items. CONSULTANT shall provide an Engineer's Opinion of Probable Construction Cost (EOPCC) at the 60%, 90% and 100% design submittals. The COUNTY shall provide a template for the EOPCC. CONSULTANT shall prepare or provide specifications for all pay items that are not in the Pinellas County Standard Technical Specifications for Roadway and General Construction (2025 version) or FDOT standard specifications.

In providing opinions of cost, financial analyses, economic feasibility projections, for the project, CONSULTANT has no control over cost or price of labor and materials; unknown or latent conditions of existing equipment or structures that may affect operation or maintenance costs; competitive bidding procedures and market conditions; time or quality of performance by operating personnel or third parties; and other economic and operational factors that may materially affect the ultimate project cost or schedule. Therefore, CONSULTANT makes no warranty that COUNTY's actual project costs, financial aspects, economic feasibility, will not vary from CONSULTANT's opinions, analyses, projections, or estimates and CONSULTANT shall have no liability for such variances.

Final bid quantities shall be submitted with the Final design review submittal. A final construction cost opinion based on the final bid quantities shall be submitted with the Final design review submittal. Construction costs are to be based on the most current costs obtained from the COUNTY'S 6-month averages (provided by the COUNTY) and FDOT Construction Contract History and as confirmed by the COUNTY.

The 60%, 90%, 100% and Final Plan submittals will be reviewed by the COUNTY PPT. Review comments will be provided to the CONSULTANT and the CONSULTANT shall provide responses for acceptance by the COUNTY prior to making revisions to the deliverable.

Deliverables: 60%, 90%, 100% plans and Final Specifications, Bid Quantities, and EOPCC

Task 9.3: Tree Inventory, Rating and Disposition Analysis

The CONSULTANT shall provide a tree disposition table in an EXCEL spreadsheet using the COUNTY-provided approved topographic survey. Data collected for tree inventory will include species identification, diameter at breast height (DBH), critical root zone (CRZ), tree rating category per Sec. 138-3654(1)(4), Pinellas County LDC., protected, and removed for all tree 4" or greater at diameter at breast height (4.5ft). Tree rating shall be conducted under the supervision of an ISA Certified Arborist.

The CONSULTANT shall perform a tree impact analysis (includes canopy coverage impact estimates based on DBH measurements from survey – i.e., 1" tree DBH = 1' canopy radius, and tree mitigation strategies) associated with the proposed slope stabilization and trail alignment alternatives. Tree mitigation will be calculated per Sec. 138-3654(a)(4). The tree impact analysis (includes canopy coverage reduction and tree mitigation) shall include a summary of trees to be removed, their associated canopy area reduction and a recommended mitigation plan to restore loss of canopy. The CONSULTANT shall include a summary of the tree impacts for each of the alternatives in the report.

A CRZ buffer of 3 times the DBH plus ½ the DBH shall be used to identify impacts and identify trees for protection, removal, and areas for alternatives to construction. The CONSULTANT shall provide the tree disposition table on plan sheets. The COUNTY project manager will provide guidance on this task. Tree disposition table, analysis, and any mitigation planting plan drawings will first be provided with the 60% submittal.

Deliverables: A tree disposition table in an EXCEL spreadsheet using the COUNTY-provided approved topographic survey draft and final

Task 9.4: 60% Design Plans and Basis of Design Report

60% Design Plans

The 60% design plans shall be in accordance with the 2024 version of the Pinellas County CADD Standard Manual for Survey & Civil Engineering, and FDOT Plans Preparation Manual. Refer to Attachment C for 60% Design Submittal Checklist for submittal elements.

The CONSULTANT will further develop the design plans for the modification of the Joe's Creek channel in accordance with the comments received from the COUNTY during the 30% design phase review workshop and any updates to the modeling.

The 60% Design Phase for the Channel will include, BUT NOT BE LIMITED TO, the following tasks and below described expected sheet descriptions (refer to Attachment C for checklist):

Refine channel grading, cross-sections, and revetment locations

Update erosion control and drainage plans

Update Stormwise and HEC-RAS models to confirm design

Develop planting and landscape plans

Prepare draft technical specifications

Conduct QC review prior to submittal

Update EOPCC

Update conflict matrix and decision matrix

Finalize channel section of the BODR

Develop visualization models to define channel characteristics

Submit 60% plans to permitting agencies.

Construction phasing plans shall explicitly address protection, temporary support, and sequencing of work around active PCU utilities, including any required temporary bypass or protection measures.

The CONSULTANT will further develop the design plans for the modification of the Joe's Creek trail in accordance with the comments received from the COUNTY during the 30% design phase review workshop.

The 60% Design Phase for the trail will include, BUT NOT BE LIMITED TO, the following tasks and below described and expected sheet descriptions (refer to attachment C for checklist):

Refine preferred trail alignment and typical sections

Update drainage and erosion control plans

Coordinate with the utility provider for lighting requirements

Evaluate and update wayfinding signage

Coordinate with structural, architectural, and mechanical disciplines

Conduct QC review prior to submittal

Update EOPCC

Update conflict matrix and decision matrix

Finalize trail section of the BODR

Construction phasing plans shall explicitly address protection, temporary support, and sequencing of work around active PCU utilities, including any required temporary bypass or protection measures.

Deliverables:

60% Design Plans and documentation

Updated BODR

CAD Files

QA/QC Documentation

Task 10: Utility Coordination Support

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

Initial contact with the UAO's shall be made at the 30% design phase by the CONSULTANT. The CONSULTANT must provide the UAO's project plans and/or Civil 3D files at the 60%, 90%, 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 10 MB), the CONSULTANT should be responsible for electronic plan and/or Civil 3D file transfer. During the 60% complete design phase, the UAO's (except for Pinellas County Utilities) will be instructed to return a set of plans to the CONSULTANT showing their utility relocations/adjustments, new facility designs, existing utility facilities to remain and utility facilities to be removed. All PCU utility location information shall be obtained by the CONSULTANT from available survey data, SUE, record drawings, and/or COUNTY-provided GIS shapefiles, and incorporated directly into the design documents. The CONSULTANT's utility coordination responsibilities will continue throughout the design process to assist with resolving potential utility conflicts.

Utility Adjustment Plans - The CONSULTANT must prepare utility adjustment sheets as part of the project plan set to show existing public and private utility facilities that will remain in place, new utility facilities to be constructed, and utility facilities to be removed. Utility adjustment plans must 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 must 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 shall be completed at the final design submittal.

Utility Coordination Meetings - The CONSULTANT must attend utility coordination meetings to be held after the 60% and 90% design submittals. The meetings will be held an average of 30 to 45 days after notification letters to utility agencies have been sent. The CONSULTANT will be responsible for organizing these meetings. The CONSULTANT will prepare formal correspondence issuing project plans and/or Civil 3D files as outlined above. The CONSULTANT 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 and distribute detailed minutes 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 must 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 a conflict exists and to what degree. A conflict matrix itemizing utility conflicts by company must be prepared by the CONSULTANT and submitted to the COUNTY. The CONSULTANT must distribute to necessary UAO's. Four weeks will be allowed for each UAO to respond with appropriate resolution. SUE work will be performed or coordinated by the COUNTY.

Final agreements with Utilities (Final Plans) - The COUNTY will provide the CONSULTANT with the necessary legal drafts and documents. CONSULTANT will transmit the necessary legal drafts and documents to each UAO as required.

Review and Acceptance – The COUNTY will be responsible for making all necessary reviews and acceptance of utility related materials including but not limited to, Utility Right of Way Permitting, Utility Work Schedules, and technical specifications.

NOTE: Detailed scope for the design of the Trail can be found in Attachment E.

Deliverables: 60% Utility Adjustment Plans, 90% Utility Adjustment Plans, and 100% Utility Adjustment Plans, Conflict Matrix

Meetings: Two (2) Utility Coordination Meetings

Task 11: Public Engagement Planning & Meeting

Public Engagement Planning & Materials

Project Information Meetings

The CONSULTANT shall conduct one (1) virtual meeting (Up to 120 minutes long) to be hosted on the COUNTY'S Zoom account. The COUNTY shall require name, address, email and phone number for each resident that registers for the meeting. The COUNTY will supply this information to the CONSULTANT for use in creating a meeting summary. The CONSULTANT shall prepare and give a presentation that will describe the project objectives and benefits, and present pictures of the design alternative to provide citizens with a visual of what they can reasonably expect to see from this project. After the presentation, the CONSULTANT and the COUNTY shall address questions. The CONSULTANT shall prepare and submit to the COUNTY a public meeting summary that documents questions, comments, and responses. The public comment/response document shall also include the name, address, email, and phone number of citizens with their respective questions/comments.

CONSULTANT's presentation shall include visuals of proposed work to be shown to the public. Presentation visuals shall also show the benefits to the public of the alternative, and renderings (or pictures of similar improvements) to give the residents a helpful visual of what the project will look like after the improvements have been constructed. The scope includes an allowance for third party services to handle graphic production. CONSULTANT will provide a presentation which will include full 10-15 slides and showcase the benefits, solutions, MOT, and 5-6 renderings of the project.

The COUNTY shall facilitate and moderate the meeting and provide notices to the public with details on the project information meeting. The CONSULTANT shall provide the COUNTY with a draft presentation for review before finalizing and participate in a mock presentation with the COUNTY as part of the preparation process.

Deliverables:

Draft and Final Presentation include three (3) rounds of comments & responses on presentation from COUNTY staff

Meeting summary capturing public comments and responses and action items

Meetings: Three (3) Coordination meetings with COUNTY

One (1) virtual project information meeting

Task 12: Permitting & Environmental Services

CONSULTANT will perform the following summary of tasks, which are detailed within the permitting subtasks:

Review for Wetlands and Surface Waters and Protected Species

Conduct pre-submittal meetings with governmental and regulatory agencies to discuss proposed improvements and determine applicable permitting, construction, and operational constraints.

Compile and submit Environmental Resource permit applications. Including supporting documentation and coordination with the Southwest Florida Water Management District.

Compile and submit U.S. Army Corps of Engineers (USACE) permit applications, including supporting documentation, and coordinate with the agency.

Provide responses to a request for additional information from regulatory bodies.

CONSULTANT anticipates the need for the following permits:

- SWFWMD ERP (Individual)
- USACE 404 Permit

- FDEP NPDES
- Pinellas COUNTY Permits –
 - ROW Utilization Permit
 - MS4 Permit Support
- FDOT Permits –
 - ROW Encroachment Permit
 - Drainage Permit
 - Utility Permit
- CSX Construction Agreement/Right of Entry Agreement
- Florida Fossil Collecting Permit

The CONSULTANT must coordinate with COUNTY Permit Coordinator until all permits are obtained. The CONSULTANT shall prepare responses to one agency request for additional information (RAI), including completion of design revisions that may be required to secure the required permits, and provide draft response packages to COUNTY Permit Coordinator. The CONSULTANT must coordinate with COUNTY Permit Coordinator to meet with the regulatory agencies as necessary to resolve permitting issues.

Permitting Assumptions:

The COUNTY will be responsible for all permit fees.

Tree removal and habitat permits from the COUNTY will be required as part of this project, and the COUNTY will be responsible for acquiring these permits.

The desktop environmental analysis work conducted during the Preliminary Engineering Report phase of the project is assumed to be suitable for permitting support documentation.

COUNTY is responsible for mitigation fees and associated cost, and cost of tree and/or vegetation replacement.

Operations and maintenance plans that the COUNTY currently uses in support of their MS4 permit will be available to the CONSULTANT in support of permitting requirements.

The project funding sources will not trigger the need for additional permitting beyond those listed in this scope.

Historical, cultural, or archaeological resource efforts are limited to a Cultural and Archaeological Desktop Review necessary to draft a brief summary of findings.

Archaeological survey and associated field work is not included.

Protected species and their critical habitat are not present or impacted by this project. Formal Section 7 Consultation, Mitigation (compensatory and species) is not included in the scope and will be considered a scope change.

Eastern indigo snake construction protection measures, plan, and training is not included in the scope.

Standard Manatee Conditions for In-Water Work - 2011 (Protection Measures) will be implemented if necessary.

Contractor is responsible for obtaining, drafting, or performing the following:

- COUNTY Right Of Way Use Permit with Tree Removal
- COUNTY Driveway connection, if applicable
- Florida Department of Environmental Protection (FDEP) NPDES Construction General Permit with Dewatering
- Stormwater Pollution Prevention Plan
- Perform the migratory bird nesting survey prior to construction (performed within 7 days of ground disturbance including vegetation clearing). Survey results are valid for 7 days. If ground disturbance and vegetation clearing is not completed within 7 days of survey, a new survey is required.
- Gopher tortoise survey, permitting and relocation.

Task 12.1: SWFWMD Permitting

CONSULTANT will prepare draft and final SWFWMD permit application required for the construction of the drainage improvements to be submitted for permitting by the CONSULTANT. The CONSULTANT will coordinate with the COUNTY for scheduling one (1) virtual pre-application meeting with SWFWMD for consultation regarding the drainage improvements, permitting feasibility, and appropriate permit type. The application will use the 60% civil drawings. Besides the drawings, similar supporting data will be used for each agency. A meeting summary will be prepared to document meeting highlights. The COUNTY and CONSULTANT shall conduct a field review to 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 also assess the potential presence of state or federally protected species and their habitat within the project area where work will be completed. Data collected in the field will be summarized for inclusion in the permit application package. The results will be discussed in relation to project impacts on wetlands, surface waters, and protected species from the proposed construction. Survey capture of wetland lines as flagged in the field will be conducted by the CONSULTANT under the separate Survey contract.

The draft permit applications will include the necessary information listed below:

Environmental Resource Permit forms

Project narrative – description of project activities, construction methods, access requirements, equipment staging areas, proposed BMPs, and previous permitting history, if available.

Project Location/Vicinity Map/ Soils Map

Permit design drawings with dredge and fill quantities

Historical design plans/as-builts, aerial photographs and/or permits

Current photographs of the project site

CONSULTANT will estimate the annual pollutant load to the outfall by applying event mean concentration (EMC) values for Total Nitrogen and Total Phosphorus based on land use, runoff characteristics, and applicable regional data. Using hydrologic modeling to quantify pre- and post-development runoff volumes, CONSULTANT will calculate pollutant loads and assess load changes resulting from the upsized stormwater infrastructure routed to the outfall.

State Historic Preservation Officer coordination

The CONSULTANT must submit the completed draft permit applications to the COUNTY for review and signature after receiving and incorporating comments from the 60% design PPT/QC review, unless agreed upon otherwise by the COUNTY. Upon obtaining signature from the COUNTY, the CONSULTANT shall submit the final permit application to the appropriate agency.

CONSULTANT will provide responses to one (1) request for additional information from the agency. The COUNTY will be responsible for mitigation cost and fees if applicable.

Deliverables: Meeting Minutes

Draft permit application package for COUNTY review

Final permit application package

Response to RAI

Meetings: One (1) Pre-application Meetings with SWFWMD staff

One (1) Field Meetings with SWFWMD staff

Task 12.2: USACE Permitting

The CONSULTANT will coordinate with the COUNTY for scheduling one (1) virtual pre-application meeting with USACE for consultation regarding the drainage improvements, permitting feasibility, and appropriate permit type. A meeting summary will be prepared to document meeting highlights. Due to work within potential waters of the U.S., it is anticipated the project activity and impacts will require a U.S. Army Corps of Engineers (USACE) Section 404 permit. CONSULTANT will prepare draft and final USACE permit application submittal using the 60% civil design documents and submit to the agency. Besides the drawings, similar supporting data will be used for each agency as detailed under the state permitting. The USACE will likely informally coordinate with USFWS to confirm the project does not negatively impact a listed species.

The CONSULTANT must submit the completed draft permit applications to the COUNTY for review and signature after receiving and incorporating comments from the 60% design PPT/QC review, unless agreed upon otherwise by the COUNTY. Upon obtaining signature from the COUNTY, the CONSULTANT shall submit the final permit application to the appropriate agency.

Deliverables: Meeting Minutes

Draft permit application package for COUNTY review

Final permit application package

Response to RAI

Meetings: One (1) Pre-application Meetings with USACE staff

One (1) Field Meetings with USACE staff

Task 12.3: FDEP NPDES Erosion and Sediment Control Plan

CONSULTANT will prepare an Erosion and Sediment Control Plan, and revise per one round of COUNTY review comments, for inclusion in the ERP application submittal and Contractor's NPDES CGP application. It is assumed the Contractor will be responsible for applying for and obtaining the CGP Permit with dewatering activities and preparing the Stormwater Pollution Prevention Plan.

Deliverables: Erosion and Sediment Control Plans Draft and Final

Response to RAI

Task 12.4: COUNTY Permits - ROW Utilization Permit

CONSULTANT will prepare the draft and final COUNTY ROW Utilization Permit submittal package and update per one round of COUNTY review comments. It is assumed one (1) RAI Response will be provided for the submitted application. Other applicable COUNTY-required permits will be obtained by the Contractor.

The Contractor will be responsible for the COUNTY Building and Development Review Services required permits. All trees 4" or greater in diameter at breast height or any vegetation within wetland and/or upland buffer areas require a permit for removal or require protection during development. A Tree Removal Permit is required when the removal occurs from private property and a Utilization Permit for tree removal in the public ROW. Undesirable plant species removal also requires a permit, but most are not assessed a fee. The COUNTY will be responsible for permitting fees and cost associated with replacement trees unless otherwise negotiated.

Deliverables: Draft permit application package for COUNTY review

Final permit application package

Response to RAI

Task 12.5: MS4 Permit Support

CONSULTANT will provide support to the COUNTY with permit requirements under the COUNTY'S NPDES MS4 Permit – Stormwater Management Program (SWMP). Structural practices and stream restoration projects implemented as part of capital improvement projects, Stormwater Management Master Plan, Basin Master Planning studies, or similar documents support the implementation of the SWMP and may be reported as activities in the permittee's MS4 Annual Report. CONSULTANT will provide a summary writeup of the project for the COUNTY'S Annual Report, submitted in December.

Permittees are also required to submit estimates of average annual pollutant loads of major outfalls or major watersheds within their MS4 for select parameters. CONSULTANT will provide estimates of load reductions potentially achieved upon implementation of the project using a simple spreadsheet model such as USEPA's Pollutant Load Estimation Tool or the Florida Stormwater Association (FSA) FSA 2019 Load Reduction Tool.

Load reductions will be provided for parameters likely to be affected by the modifications and improvements implemented by the project such as biochemical oxygen demand, total nitrogen, total phosphorus, and total suspended solids.

Deliverables: Summary writeup of the project for COUNTY's annual report

Estimates of load reductions in spreadsheet form

Task 12.6: FDOT Permits -

ROW Encroachment Permit

CONSULTANT will complete the draft FDOT ROW Encroachment Permit submittal package for the activities occurring at U.S. 19/34th Street North.

It is assumed that one (1) RAI Response will be provided for the submitted application.

Deliverables: Meeting Minutes

Draft permit application packages for COUNTY review

Final permit application package

Response to RAI

Meetings: One (1) Pre-application Meetings with FDOT staff

Drainage Permit

CONSULTANT will complete the draft Drainage Permit application required for drainage connections for properties adjacent to FDOT ROW and update per one round of COUNTY review comments. The permit regulates and prescribes conditions for transfer of stormwater to FDOT ROW resulting from manmade changes to adjacent property.

It is assumed one (1) RAI Response will be provided for the submitted application.

Deliverables: Meeting Minutes

Draft permit application package for COUNTY review

Final permit application package

Response to RAI

Meetings: One (1) Pre-application Meetings with FDOT staff

Utility Permit Submittal Review

CONSULTANT will provide one round of review comment responses for the draft FDOT Utility Permit application submittal package and one (1) RAI Response.

Deliverables: Meeting Minutes

Draft permit application package for COUNTY review

Final permit application package

Response to RAI

Meetings: One (1) Pre-application Meetings with FDOT staff

Task 12.7: CSX Permitting

CONSULTANT will review and provide one round of comments on the Contractor's Non-Environmental Right-of-Entry (ROE) submittal package, Encroachment Agreement submittal package, and one (1) RAI Response to the agency for both permits.

Preliminary Engineering Agreement

CONSULTANT will develop a Preliminary Engineering agreement to identify the project sponsor, scope and tasks, and payment required. To do this, CONSULTANT will review the CSX Public Project Manual requirements for the project and contact a CSX representative. Once the Preliminary Engineering agreement is completed, it will be negotiated with the CSX and Owner, and insurance requirements will be discussed.

Preliminary and Final Design Plans Review

CONSULTANT will hold an initial meeting with CSX to present preliminary project plans and attend subsequent meetings and field visits with CSX or designated general engineering consultant (GEC) personnel. CSX, or designated GEC, will review preliminary plans and provide comments. CONSULTANT will respond to comments and adjust design, if necessary. Up to five (5) meetings will be held with designated GEC to resolve comments.

CONSULTANT will conduct a final QA/QC of the plans and then will submit final design for CSX or designated GEC review; CSX will perform final review to ensure compliance with railroad requirements. CSX will estimate the cost of the work to be done by CSX (if any), including flagging. Once CSX takes no exceptions to the design plans (or once all CSX concerns have been addressed), CSX will prepare a standard construction agreement or ROE agreement for execution of the work.

Construction Agreement/Right of Entry Agreement

CONSULTANT will review construction agreement or ROE agreement and submit to CSX for comments. CONSULTANT will address any comments received then finalize and execute the construction agreement or right of entry agreement. CONSULTANT will request and attend Roadway Worker Protection Training, if required by CSX. CONSULTANT will request flagging from CSX for construction work. CONSULTANT will conduct a final QA/QC of the construction schedule and construction plans and submit to CSX for final review and approval.

Deliverables: Meeting Minutes

Draft and Final Right of Entry Agreement package for COUNTY review

Draft and Final Construction Agreement package for COUNTY review

Response to RAI for Right of Entry Agreement

Response to RAI for Construction Agreement

Meetings: Two (2) Meetings with CSX staff

One field visit with CSX staff

Task 12.8: Florida Fossil Collecting Permit

CONSULTANT will draft the Fossil Collecting Permit application for one round of COUNTY comments and submit the final package to the Florida Museum of Natural History. This permit allows for collection of vertebrate fossils on Seminole Field Fossil Site (land owned or leased by the state of Florida). This fossil site warrants additional investigation before any excavation and is offered protection under the Florida Statute 1004.57 and Rule 6C1-7.541, Florida Administrative Code. The scope includes responding to one RAI of basic comments from the agency. The fossil collection effort will be negotiated during permitting. Negotiated fossil collection will be considered a changed condition and require a Change Order.

Deliverables: Draft and Final Fossil Collecting Permit application package for COUNTY review

Response to RAI

Task 13: Institute for Sustainable Infrastructure Envision Certification

The CONSULTANT will support the COUNTY’S goal of achieving Envision certification for the Joe’s Creek Greenway Restoration and Trail project. The Envision framework will be used to evaluate and promote sustainability and resilience throughout the design process. The CONSULTANT will lead the certification process in collaboration with the COUNTY and the Institute for Sustainable Infrastructure (ISI).

Go/No-Go Decision on Envision Rating

The CONSULTANT will facilitate an Envision Kick-Off Meeting to review project boundary options and determine the feasibility of pursuing certification. Up to three project boundary alternatives will be evaluated using the Envision Pre-Assessment Checklist. A recommendation on the appropriate Envision award level (e.g., Silver, Gold) will be provided.

Deliverables: Envision Pre-Assessment Checklist and Recommendation

Meetings: Envision kick-off meeting

Task 14: 90%, 100%, and Final Design Plans & Design Report

The 90% plans shall incorporate all 60% phase comments by the PPT Team, all other permitting agencies and UAO’s. CONSULTANT shall complete bid package with all required documentation, including but not limited to permits, reports & specifications. Real Estate Property needs shall be shown at the 90% phase, including temporary construction easements.

The 100% final design plans shall incorporate all comments and revisions approved by COUNTY from the PPT review meetings, as well as revisions necessary to address comments from the permitting agencies. The

Final Design Plans shall include all elements necessary to advertise to qualified bidders, this includes proposed revisions to the COUNTY's standard special conditions, special provisions, and technical specifications where required for construction. The Final Design Plans shall be signed and sealed.

The CONSULTANT shall provide the following: Perform a constructability review as part of the 90% Plans review. This process shall include providing clear decisions and directions and documentation of all decisions, assumptions and recommendations. Additional site-specific security and temporary safety measure notes, provided by the COUNTY, will be incorporated into the final design during the constructability review. CONSULTANT shall provide a constructability review memorandum of all decisions, assumptions, and recommendations.

The CONSULTANT will prepare a preliminary construction schedule based on the 100% design documents. This schedule will:

- Identify major construction phases and sequencing

- Reflect anticipated permitting timelines

- Support coordination with utility relocations and public access requirements

The construction schedule will be used to inform the COUNTY'S planning and procurement efforts.

Deliverables: 90% Design Plans and documentation, BODR, Constructability Review Memorandum, & Utility Adjustment Plans

100% Design Plans and documentation, BODR, Constructability Review Memorandum, & Utility Adjustment Plans

Digitally Signed and Sealed soft copies of the final plans

Preliminary Construction Schedule

Task 15: Internal Quality Assurance/Quality Control (QA/QC) Plan and Documentation

For the duration of the project the CONSULTANT shall conduct and document internal Quality Assurance/Quality Control (QA/QC) reviews utilizing staff that are not working on the design components they are reviewing. The QA/QC documentation shall describe what methods were used to perform the QA/QC review for each task and be accompanied by statement signed by the principal-in-charge. CONSULTANT shall include the methodology of the review and the signed QA/QC statement with each respective submittal. Prior to the acceptance of a Final QA/QC Plan, a draft QA/QC Plan shall be submitted to the COUNTY for review & comment.

The QA/QC documentation for the Design shall be in the form of a transmittal form that explains the Design components that were reviewed and the methodology of the review.

Deliverables: Draft & Final QA/QC Plan

Internal QA/QC documents for each submittal phase

QA/QC Statement with respective submittals

Transmittal form for the Design QA/QC

Task 16: Post Design Support

CONSULTANT shall provide post-design services including assistance with review of the advertised bid package and responsive bids from contractors, attendance at one (1) pre-bid meeting, and preparation of conformed set of construction documents that includes responses to addendums. Post award, the CONSULTANT will attend one (1) pre-construction meeting, review shop drawings, respond to requests for information, and conduct up to 6 site visits during construction. CONSULTANT shall respond to all construction submittals within 2 business days. CONSULTANT shall coordinate all site visits with the COUNTY, and COUNTY shall be present during the site visits.

The CONSULTANT shall provide all as-built certifications and self-certifications as required by the permit(s) for this project. The CONSULTANT shall provide a list of all required as-built survey items to the COUNTY at the pre-construction meeting. The CONSULTANT shall review the COUNTY provided as-built survey and provide comments or acceptance. Consultant shall provide GIS files for all new assets and modified existing assets. This task shall be billed as time and materials.

Deliverables: Construction submittal responses

Pre-bid meeting minutes

Responses to addendums

Pre-construction meeting minutes

As-built survey items

Comments and acceptance of as-built survey Permit certifications

Meetings: Pre-Bid Meeting

Pre-Construction Meeting

Six (6) site visits

Task 17: Optional Services

Task 17.1: Optional Service 1 – Additional Project Production Team (PPT) Meeting

The CONSULTANT shall attend one additional PPT meeting with the COUNTY. The meeting will be scheduled by the COUNTY after coordinating with the CONSULTANT.

Deliverables: Agenda, meeting minutes

Meetings: One (1) PPT meeting

Task 17.2: Optional Service 2 - Additional Onsite Meetings with Regulatory Agencies

The CONSULTANT shall attend up to two (2) additional on-site meetings with environmental regulatory staff and COUNTY if requested. The CONSULTANT shall prepare agendas and detailed meeting minutes and submit to COUNTY Project Manager.

Deliverables: Agenda, meeting minutes

Meetings: Two (2) on-site meetings

Task 17.3: Optional Service 3 – Institute for Sustainable Infrastructure Envision Certification

CONSULTANT shall provide follow-up services for the Envision Award as listed below based on the results of Task 12.11 as appropriate.

Roadmap to Envision Award

The CONSULTANT will develop a Sustainability Strategy outlining the approach to achieving the selected Envision award level. This will include:

- Identification of key credits and documentation requirements
- Coordination with COUNTY staff and stakeholders
- Integration of sustainability considerations into design decisions
- Hosting of quarterly Envision progress meetings

Delivery and Implementation of Envision

The CONSULTANT will lead the delivery and implementation of the Envision framework for the Joe's Creek project, in alignment with the ISI Envision v3 guidelines. This task includes both the development of Envision documentation and coordination with project stakeholders to ensure successful certification.

Envision Deliverable Development

The CONSULTANT will be responsible for preparing all documentation required for Envision verification. This includes:

Tracking Credit Achievement: Maintaining and updating the Envision Action Tracker spreadsheet to monitor progress toward credit achievement. The tracker will be reviewed and updated regularly in coordination with the COUNTY.

Narrative Development: Drafting credit narratives and supporting documentation using standardized templates and tools. This includes coversheets, technical memoranda, and other required forms.

Documentation Annotation: Gathering and annotating relevant project documents (e.g., drawings, contracts, grant applications, environmental assessments) to demonstrate compliance with Envision credit requirements.

Submittal Preparation: Organizing and formatting all annotated documentation and credit coversheets into a complete submittal package.

Internal Quality Control: Conducting a thorough internal review of all Envision documentation, led by a senior Envision Sustainability Professional (ENV SP), to ensure accuracy and completeness.

Envision Coordination Activities

To support the successful implementation of Envision, the CONSULTANT will:

Participate in relevant project team meetings to gather information, provide updates, and guide design decisions related to Envision.

Host “office hours” for the COUNTY and design team to answer questions and ensure alignment on Envision documentation.

Facilitate **Quarterly Envision Progress Meetings** with the COUNTY to review status, address challenges, and plan next steps.

Attend and facilitate up to **three (3)** meetings with ISI to discuss the project’s Envision documentation and respond to clarifications or requests for additional information.

Submission and Verification

The CONSULTANT will manage the submission process and coordinate with ISI through the verification and authentication phases. The CONSULTANT will assist the COUNTY in responding to interim scores and finalizing the certification.

The COUNTY is responsible for all registration and verification fees. Construction phase services are not included.

Deliverables: Sustainability Strategy Presentation and Meeting Notes

Envision Action Tracker Spreadsheet

Draft and Final Envision Documentation Package

ISI Reviewer Comment Responses

Task 17.4: Optional Service 4 – Utility relocation services for Pinellas County Utilities

CONSULTANT shall identify, evaluate, and design all necessary relocations for conflicts with PCU Utilities. The CONSULTANT SHALL Prepare Utility Plans showing all existing and relocated utility installations alongside proposed conflict resolution.

Deliverables: Utility relocation design

Task 17.5: Optional Service 5 – Additional RAI for SWFWMD

CONSULTANT will provide responses to an additional request for additional information from the agency.

Deliverables: Response to RAI from SWFWMD

Task 17.6: Optional Service 6 – Additional RAI for USACE

CONSULTANT will provide responses to an additional request for additional information from the agency.

Deliverables: Response to RAI from USACE

Task 18: Contingency Services

At the request of the COUNTY or the CONSULTANT, the CONSULTANT may be required to perform contingency services as determined by the COUNTY or recommended by the CONSULTANT. All requests for contingency services under this task shall be provided by the COUNTY or the CONSULTANT in writing. The CONSULTANT shall provide a proposal describing the scope of work, a schedule, and a fee breakdown. All contingency services under this task shall be billed on a Time and Materials (T&M) basis.

VI. COMPENSATION

Compensation for the Tasks described in Section V PROJECT SCOPE OF WORK, will be on a lump sum basis except the optional services, which shall be billed on a time and materials basis, as follows:

TASK	COST	BASIS
Task 1: Site Meetings, Project Management and Contract Maintenance	\$449,580	LUMP SUM
Task 2: Project Kick-Off Meeting	\$6,288	LUMP SUM
Task 3: Data Collection and Data Gap Analysis	\$46,928	LUMP SUM
Task 4: Geotechnical Investigation	\$0	LUMP SUM
Task 5: Survey and Subsurface Utility Exploration (SUE)	\$0	LUMP SUM

Task 6: Project Production Team (PPT) Meetings	\$38,880	LUMP SUM
Task 7: Hydrologic & Hydraulic (H & H), Stormwater Modeling & Floodplain Impact Analysis	\$551,080	LUMP SUM
Task 8: Floodplain Resiliency Analysis from Sea Level Rise	\$28,240	LUMP SUM
Task 9.1: 30% Progress Plans & Basis of Design Report (BODR)	\$762,949	LUMP SUM
Task 9.2: Specifications, Bid Quantities and Engineering Cost Estimate	\$371,960	LUMP SUM
Task 9.3: Tree Disposition Analysis	\$3,248	LUMP SUM
Task 9.4: 60% Design Plans and Basis of Design Report	\$1,399,845	LUMP SUM
Task 10: Utility Coordination Support	\$42,730	LUMP SUM
Task 11: Public Engagement Planning & Meeting	\$115,107	LUMP SUM
Task 12.1: SWFWMD Permitting	\$116,302	LUMP SUM
Task 12.2: USACE Permitting	\$69,110	LUMP SUM
Task 12.3: FDEP NPDES Erosion and Sediment Control Plan	\$7,118	LUMP SUM
Task 12.4: COUNTY Permits - ROW Utilization Permit	\$13,318	LUMP SUM
Task 12.5: MS4 Permit Support	\$8,788	LUMP SUM
Task 12.6: FDOT Permits	\$23,436	LUMP SUM
Task 12.7: CSX Permitting	\$151,998	LUMP SUM
Task 12.8: Florida Fossil Collecting Permit	\$12,894	LUMP SUM
Task 13: Institute for Sustainable Infrastructure Envision Certification	\$2,392	LUMP SUM
Task 14: 90%, 100% and Final Design Plans & Design Report	\$1,773,271	LUMP SUM
Task 15: Internal Quality Assurance/Quality Control (QA/QC) Plan and Documentation	\$244,432	LUMP SUM
Task 16: Post Design Support	\$202,920	LUMP SUM
Task 17.1: Optional Service 1 – Additional PPT Meeting	\$8,284	T&M
Task 17.2: Optional Service 2 - Additional Onsite Meetings with Regulatory Agencies	\$2,382	T&M

Task 17.3: Optional Service 3 – Institute for Sustainable Infrastructure Envision Certification	\$211,926	T&M
Task 17.4: Optional Service 4 – Utility relocation services for Pinellas County Utilities	\$61,860	T&M
Task 17.5: Optional Service 5 – Additional RAI for SWFWMD	\$6,176	T&M
Task 17.4: Optional Service 6 – Additional RAI for USACE	\$3,624	T&M
Task 18: Contingency Services	\$336,853	T&M
TOTAL	\$7,073,919	

The fees for Tasks 1 through 17 are based on the classifications and rates established in the Agreement for Consulting Services Contract No. 21-0003-NC (PLU), dated September 22, 2022. A cost breakdown summary is provided in Attachment B.

VII. PROJECT SCHEDULE

CONSULTANT shall commence professional services upon receipt of written Notice to Proceed (NTP) from COUNTY. The estimated time necessary to deliver this project is approximately 1287 calendar days from the Notice to Proceed date. The schedule includes 30 days for the COUNTY to review each deliverable.

CONSULTANT shall also update the schedule as needed when there are changes and provide revised schedule to the COUNTY project manager.

CONSULTANT shall complete the project in accordance within the following timeline outlined in the project schedule under the following assumptions:

NTP:	January 30, 2026
60% Submittal:	June 19, 2026
Final Submittal:	June 8, 2027
Contract Award:	October 21, 2027
Construction Complete:	December 4, 2029

VIII. INVOICES and PROGRESS REPORTS

Invoicing shall take place monthly on a percent complete basis, by Task, and will include a progress report summarizing the work completed during the invoice period as well as a schedule update. The CONSULTANT shall submit draft invoices and the updated project schedule to the COUNTY project manager prior to an official monthly invoice submittal to the County Finance Dept (clerkconstructionap@co.pinellas.fl.us). The final invoice shall be marked "FINAL".

ATTACHMENT A – SCHEDULE OF DELIVERABLES

Task 1: Two site review summary emails, conference call meeting agendas and minutes, Invoices, schedules, and progress reports, contract documents, sub-consultant agreements, meeting action items, project schedule, and deliverables list. Decision Matrix (submitted at each agency milestone)

Task 2: Meeting agenda, summary, and attendance sheet

Task 3: BODR with data gap summary

Task 4: N/A

Task 5: N/A

Task 6: Responses to the received QC review comments (COUNTY will provide spreadsheet), Agenda, Attendance sheet, Meeting highlights and list of action items

Task 7: H&H assessment summary section for BODR, ICPR4 model and geodatabase, HEC-RAS model, Agenda, summary and action items

Task 8: Draft & Final FVT assessment and recommendations, Draft & Final SLIP Study inputs and recommendations, meeting Agendas, summaries and action items

Task 9.1: 30% progress plans and associated documentation, Right-of-way issues/potential acquisition needs, updated Basis of Design Report (BODR).

Task 9.2: 60%, 90%, 100% plans, and Specifications, Bid Quantities, and EOPCC.

Task 9.3: A tree disposition table in an EXCEL spreadsheet using the COUNTY-provided approved topographic survey draft and final

Task 9.4: 60% Design Plans and documentation, BODR, CAD Files, QA/QC Documentation

Task 10: 60% Utility Adjustment Plans, 90% Utility Adjustment Plans, and 100% Utility Adjustment Plans. Conflict matrix.

Task 11: Completed public engagement worksheets, Key messages, Plan outline, Fact sheet with map, Small group meeting summary, Public Meeting Agenda, Draft and Final Presentation include three (3) rounds of comments & responses on presentation from COUNTY staff, Online post-meeting survey to capture input on alternatives, if needed, Meeting summary capturing public comments and responses and action items

Task 12.1: Meeting Minutes, Draft permit application package for COUNTY review, Final permit application package, Response to RAI

Task 12.2: Meeting Minutes, Draft permit application package for COUNTY review, Final permit application package, Response to RAI

Task 12.3: Erosion and Sediment Control Plans Draft and Final, Response to RAI

Task 12.4: Draft permit application package for COUNTY review, Final permit application package, Response to RAI

Task 12.5: Summary writeup of the project for COUNTY's annual report, Estimates of load reductions in spreadsheet form

Task 12.6: ROW Encroachment Permit - Meeting Minutes, Draft permit application package for COUNTY review, Final permit application package, Response to RAI. Drainage Permit - Meeting Minutes, Draft permit application package for COUNTY review, Final permit application package, Response to RAI. Utility Permit Submittal Review - Meeting Minutes, Draft permit application package for COUNTY review, Final permit application package, Response to RAI

Task 12.7: Meeting Minutes, Draft and Final Right of Entry Agreement package for COUNTY review, Draft and Final Construction Agreement package for COUNTY review, Response to RAI for Right of Entry Agreement, Response to RAI for Construction Agreement

Task 12.8: Draft and Final Fossil Collecting Permit application package for COUNTY review, Response to RAI

Task 13: Envision Pre-Assessment Checklist and Recommendation

Task 14: 90% Design Plans and documentation, BODR, Constructability Review Memorandum, & Utility Adjustment Plans, 100% Design Plans and documentation, BODR, Constructability Review Memorandum, & Utility Adjustment Plans, Digitally Signed and Sealed soft copies of the final plans, Preliminary Construction Schedule

Task 15: Draft & Final QA/QC Plan, Internal QA/QC documents for each submittal phase, QA/QC Statement with respective submittals, Transmittal form for the Design QA/QC

Task 16: Construction submittal responses, Pre-bid meeting minutes, Responses to addendums, Pre-construction meeting minutes, As-built survey items, Comments and acceptance of as-built survey Permit certifications

Task 17.1: Optional Service 1 – Agenda, meeting minutes

Task 17.2: Optional Service 2 – Agenda, meeting minutes

Task 17.3: Optional Service 3 – Sustainability Strategy Presentation and Meeting Notes, Envision Action Tracker Spreadsheet, Draft and Final Envision Documentation Package, ISI Reviewer Comment Responses

Task 17.4: Optional Service 4 – Utility relocation design

Task 17.5: Optional Service 5 – Response to RAI from SWFWMD

Task 17.6: Optional Service 6 – Response to RAI from USACE

Jacobs TOTAL						Construction Estimator	Designer	Junior Engineer	Administrative Assistant	Engineering Technologist	Project Assistant 1	Associate Engineer 2	Project Assistant 3	Project Manager 1	Project Manager 2	Project Manager 3	Project Manager 4	Regional Technologist	Scientist 2	Senior Project Engineer	Global Technologist	Visualization Specialist 2	Visualization Specialist 3
Task Number	Task Description	Hours	Labor	Expense	Total	\$ 212	\$ 98	\$ 101	\$ 95	\$ 218	\$ 117	\$ 155	\$ 158	\$ 151	\$ 203	\$ 243	\$ 248	\$ 259	\$ 126	\$ 167	\$ 277	\$ 223	\$ 247
Task 17.3	Optional Service 3 – Institute for Sustainable Infrastructure Envision Certification	1150	\$ 211,926	\$ -	\$ 211,926						433				501			15			201		
Task 17.4	Optional Service 4 – Utility relocation services for Pinellas County Utilities	380	\$ 61,860	\$ -	\$ 61,860		160									80				80		60	
Task 17.5	Optional Service 5 – Additional RAI for SWFWMD	40	\$ 6,176	\$ -	\$ 6,176			16		16	4			4									
Task 17.6	Optional Service 6 – Additional RAI for USACE	24	\$ 3,624	\$ -	\$ 3,624			8		8	4			4									
Task 18	Contingency Services (5% of Total Fee for Tasks 1 through 17.6)	N/A	\$ 336,853	\$ -	\$ 336,853																		
	Total	30754	\$ 6,354,689	\$ 719,230	\$ 7,073,919	1650	4722	1219	446	1323	2340	476	324	243	1643	7437	1951	191	190	1130	3687	1342	440

ATTACHMENT C – DESIGN SUBMITTAL CHECKLIST

DESIGN SUBMITTAL CHECKLIST			
30% PLANS	60% PLANS	90% PLANS	100% PLANS
Key sheet	Key sheet	Key sheet	Key sheet
Watershed map	Watershed maps (existing and proposed)	Watershed maps (existing and proposed)	Watershed maps (existing and proposed)
General notes	General notes	General notes	General notes
Signature sheet (if multiple EORs)	Signature sheet (if multiple EORs)	Signature sheet (if multiple EORs)	Signature sheet (if multiple EORs)
Typical section	Summary of quantities	Summary of quantities	Summary of quantities
Project layout sheet	Typical sections	Typical sections	Typical sections
Plan and profile sheets	Project layout sheet	Project layout sheet	Project layout sheet
Demo sheet	Plan and profile sheets	Plan and profile sheets	Plan and profile sheets
Special profiles	Demo sheet	Demo sheet	Demo sheet
Back of sidewalk profiles	Selective clearing and grubbing sheet	Selective clearing and grubbing sheet	Selective clearing and grubbing sheet
Intersection layout/detail sheet	Special profiles	Special profiles	Special profiles
Cross sections with earthwork	Back of sidewalk profiles	Back of sidewalk profiles	Back of sidewalk profiles
Driveway half-sections	Interchange layout sheet	Interchange layout sheet	Interchange layout sheet
Conceptual Temporary Traffic Control Plan/Maintenance of Traffic (TTCP/MOT) plan, including JPA and utility relocation work	Summary of structures	Summary of structures	Summary of structures
Topographic/Hydrographic survey, including trees >4" DBH and utilities	Intersection layout/detail sheet	Intersection layout/detail sheet	Intersection layout/detail sheet
Grading plan	Ramp terminal detail	Ramp terminal detail	Ramp terminal detail
Planting plan sheet	Cross sections (roadway, lateral ditch, etc.) with earthwork	Retaining wall details	Retaining wall details
Preliminary wetland delineation/jurisdictional boundaries	Driveway half-sections	Approach slab details	Approach slab details
AutoCAD Civil 3D files per Pinellas County CAD kit	Stormwater facility layout, sections, and details	Box culvert(s) details and data	Box culvert(s) details and data
	Structure details (stormwater, miscellaneous, etc.)	Special roadway/stormwater construction detail sheets	Special roadway/stormwater construction detail sheets
	Conceptual Temporary Traffic Control Plan/Maintenance of Traffic (TTCP/MOT) plan, including JPA and utility relocation work	Cross sections (roadway, lateral ditch, etc.) with earthwork	Cross sections (roadway, lateral ditch, etc.) with earthwork
30% DESIGN DOCUMENTATION	Topographic/Hydrographic survey, including trees >4" DBH and utilities	Driveway half-sections	Driveway half-sections
Project schedule	Tree protection sheet, including table of trees to be saved/removed (location/coordinates, size, type)	Stormwater facility layout, sections, and details	Stormwater facility layout, sections, and details

Scope of services	Grading plan	Structure details (stormwater, miscellaneous, etc.)	Structure details (stormwater, miscellaneous, etc.)
List of previously approved design criteria	Bridge plan and hydraulic recommendations sheet	Conceptual Temporary Traffic Control Plan/Maintenance of Traffic (TTCP/MOT) plan, including JPA and utility relocation work	Conceptual Temporary Traffic Control Plan/Maintenance of Traffic (TTCP/MOT) plan, including JPA and utility relocation work
PER/PD&E summary of commitments	Soil survey (borrow site, roadway, stormwater, etc.)	Topographic/Hydrographic survey, including trees >4" DBH and utilities	Topographic/Hydrographic survey, including trees >4" DBH and utilities
Approved typical section	Planting plan sheet	Tree protection sheet, including table of trees to be saved/removed (location/coordinates, size, type)	Tree protection sheet, including table of trees to be saved/removed (location/coordinates, size, type)
Draft pavement design	Wetland delineation/jurisdictional boundaries	Grading plan	Grading plan
Engineer's estimate of probable construction costs	Erosion and sedimentation control sheets	Bridge hydraulic recommendations sheet	Bridge hydraulic recommendations sheet
Project design criteria	Stormwater Pollution Prevention Plan (SWPPP)	Soil survey (borrow site, roadway, stormwater, etc.)	Soil survey (borrow site, roadway, stormwater, etc.)
Draft design variations and/or exceptions	Utility adjustment sheet(s)	Planting plan sheet	Planting plan sheet
Preliminary proposed horizontal geometry computations	Geotechnical boring locations and information	Wetland delineation/jurisdictional boundaries	Wetland delineation/jurisdictional boundaries
Preliminary proposed vertical geometry computations	AutoCAD Civil 3D files per Pinellas County CAD kit	Erosion and sedimentation control sheets	Erosion and sedimentation control sheets
Preliminary proposed superelevation computations		Stormwater Pollution Prevention Plan (SWPPP)	Stormwater Pollution Prevention Plan (SWPPP)
Preliminary stormwater/pond siting report		Utility adjustment sheet(s)	Utility adjustment sheet(s)
Design high water report		Utility contract plans (UWHCAs)	Utility contract plans (UWHCAs)
Preliminary geotechnical report	60% DESIGN DOCUMENTATION	Geotechnical boring locations and information	Geotechnical boring locations and information
Existing right-of-way maps or right-of-way control survey (by County)	Project schedule	AutoCAD Civil 3D files per Pinellas County CAD kit	AutoCAD Civil 3D files per Pinellas County CAD kit
Community involvement/public information meeting plan	Scope of services		
Design variations and/or exceptions- Sidewalk location matrix	List of previously approved design criteria		
PPT comments and responses from all previous reviews and meeting minutes	PER/PD&E summary of commitments		
30% QC set of plans with all revisions, comments, and responses	Approved typical section package	90% DESIGN DOCUMENTATION	100% DESIGN DOCUMENTATION
Hydraulic analysis – memo/report for existing and proposed condition	Approved pavement design package	Project schedule	Project schedule
ICPR v4 existing and proposed conditions models (ECM and PCM), with graphics, background	Engineer's estimate of probable construction costs, using County pay-items	Scope of services	Scope of services
images, PDF of results, and all associated GIS files for each design storm	Project design directives	List of previously approved design criteria	List of previously approved design criteria
Preliminary bridge hydraulics report	Design variations and/or exceptions	PER/PD&E summary of commitments	PER/PD&E summary of commitments
Preliminary cross drain and outfall analysis	Stormwater design documentation, including all tabulations/computations	Documentation of field review and meeting minutes	Documentation of field review and meeting minutes
Water quality calculations and all associated data	Horizontal geometry computations	Approved typical section package	Approved typical section package

Water/sediment quality testing memo summary and all laboratory data, including QC documentation.	Vertical geometry computations	Approved pavement design package	Approved pavement design package
Sediment characterization and summary of recommendations for beneficial reuse/disposition of dredged materials	Superelevation computations	Engineer's estimate of construction costs, using County pay-items	Engineer's estimate of construction costs, using County pay-items
Resource/measurable benefit calculations, signed/sealed (if project has a grant)	Stormwater/pond siting and site selection report	Project design directives	Project design directives
Geographic Information Systems (GIS) files	Design high water report	Design variations and/or exceptions	Design variations and/or exceptions
Preliminary environmental report, including desktop threatened and endangered (T&E) species review	Geotechnical report	Stormwater design documentation, including all tabulations/computations	Stormwater design documentation, including all tabulations/computations
	Lane closure analysis	Horizontal geometry computations	Horizontal geometry computations
	Driveway modifications report and half-sections	Vertical geometry computations	Vertical geometry computations
	Existing right-of-way maps or right-of-way control survey (by County)	Superelevation computations	Superelevation computations
	Certification that plans match the right-of-way maps	Stormwater/pond siting and site selection report	Stormwater/pond siting and site selection report
	Sea level rise analysis	Design high water report	Design high water report
	Community involvement/public information meeting plan	Geotechnical report	Geotechnical report
	Sidewalk location matrix	Lane closure analysis	Lane closure analysis
	Utility conflict matrix	Driveway modifications report and half-sections	Driveway modifications report and half-sections
	PPT comments and responses from all previous reviews and meeting minutes	Right-of-way maps or right-of-way control survey (by County)	Right-of-way maps or right-of-way control survey (by County)
	60% QC set of plans with all revisions, comments, and responses, including constructability review	Certification that plans match the right-of-way maps	Certification that plans match the right-of-way maps
	Hydraulic analysis – memo/report for existing and proposed condition	Sea level rise analysis	Sea level rise analysis
	ICPR v4 existing and proposed conditions models (ECM and PCM), with graphics, background	Community involvement/public information meeting results	Community involvement/public information meeting results
	images, PDF of results, and all associated GIS files for each design storm	Sidewalk location matrix	Sidewalk location matrix
	Bridge hydraulics report	Utility conflict matrix	Utility conflict matrix
	Cross drain and outfall analysis	PPT comments and responses from all previous reviews and meeting minutes	PPT comments and responses from all previous reviews and meeting minutes
	Water quality calculations and all associated data	90% QC set of plans with all revisions, comments, and responses, including constructability review	100% QC set of plans with all revisions, comments, and responses, including constructability review
	Water/sediment quality testing memo summary and all laboratory data, including QC documentation.	Hydraulic analysis – memo/report for existing and proposed condition	Hydraulic analysis – memo/report for existing and proposed condition
	Sediment characterization and summary of recommendations for beneficial reuse/disposition of	ICPR v4 existing and proposed conditions models (ECM and PCM), with graphics, background images, PDF of results, and all associated GIS files for each design storm	ICPR v4 existing and proposed conditions models (ECM and PCM), with graphics, background

dredged materials.	Bridge hydraulics report	images, PDF of results, and all associated GIS files for each design storm
Application packages for environmental, stormwater and any other applicable permits	Cross drain and outfall analysis	Bridge hydraulics report
Pre-application meetings have been held with the responsible agencies for all applicable permits	Water quality calculations and all associated data	Cross drain and outfall analysis
Supplemental specifications and special provisions (section D)	Water/sediment quality testing memo summary and all laboratory data, including QC documentation.	Water quality calculations and all associated data
Resource/measurable benefit calculations, signed/sealed (if project has a grant)	Sediment characterization and summary of recommendations for beneficial reuse/disposition of dredged materials.	Water/sediment quality testing memo summary and all laboratory data, including QC documentation.
Geographic Information Systems (GIS) files	Submitted environmental, stormwater and any other applicable permit application package(s)	Sediment characterization and summary of recommendations for beneficial reuse/disposition of dredged materials.
Environmental report, including threatened and endangered (T&E) species survey	Supplemental specifications and special provisions (section D)	
	Resource/measurable benefit calculations, signed/sealed (if project has a grant)	All permits have been received (except for those to be obtained by the construction contractor)
	Geographic Information Systems (GIS) files	Supplemental specifications and special provisions (section D)
	Environmental report, including threatened and endangered (T&E) species survey	Resource/measurable benefit calculations, signed/sealed (if project has a grant)
	SBE % recommendation and justification	Geographic Information Systems (GIS) files
		Environmental report, including threatened and endangered (T&E) species survey
		SBE % recommendation and justification

ATTACHMENT D -TRAIL DESIGN SUBCONSULTANT PROPOSAL

Exhibit E
SCOPE OF SERVICES
ENGINEERING CONSULTING SERVICES
Contract No.

Basis of Design Report and Final Plans
For
Joe's Creek Trail Improvements

Prepared for:



14 S. Ft. Harrison Ave.
Clearwater, Florida 33756

Prepared by:



Stantec Consulting Services, Inc.
380 Park Place Boulevard
Suite 300
Clearwater, Florida 34677

January 27, 2026

Contents

I. PROJECT TITLE	3
II. OBJECTIVE	3
III. PROJECT DESCRIPTION.....	3
IV. SCOPE OF WORK - <i>BASIS OF DESIGN REPORT</i>	3
TASK 1 General.....	3
TASK 2 Design Analysis.....	4
TASK 3 Report Document.....	5
V. SCOPE OF WORK – <i>FINAL DESIGN</i>	6
TASK 1 Roadway Design	6
TASK 2 Roadway Plans	8
TASK 3 Structures Plans Preparation	8
VI. COMPENSATION	9
VII. SCHEDULE	9
VIII. INVOICES & PROGRESS REPORTS.....	10

SCOPE OF SERVICES FOR CONSULTING ENGINEERING SERVICES

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

I. PROJECT TITLE

Final Design for the Joe's Creek Greenway Restoration and Trail Project (Joe's Creek Design).

II. OBJECTIVE

The overall objective of this document is to describe the services and responsibilities of the CONSULTANT for developing plans, specifications, estimates, and performing all other professional engineering work for the project. The purpose of the project is to provide a multi-use trail along Joe's Creek from 66th Street North to 37th Street North in conjunction with the Joe's Creek Improvement project.

III. PROJECT DESCRIPTION

The project is based on the finding from the previously completed PER that evaluated various alternatives for the channel and trail design along Joe's Creek. This 3.3 mile corridor travels adjacent to Joe's Creek and will be designed in conjunction with the Joe's Creek Improvement project. The trail width will be 12 feet wide typical with a minimum width of 8 feet at constrained locations and will be located predominantly on the north side of the creek and behind residential homes within the Pinellas County right of way. Proposed improvements for this corridor include a recreational trail north of Joe's Creek with at-grade crossings at 66th Street, 62nd Street, 58th Street, 52nd Street, 49th Street, and 46th Street. An additional underpass will be designed for the CSX Railroad located west of 40th Street. In addition to the alignment analysis, impacts to right of way, drainage, floodplain, traffic, structures and utilities will be studied.

IV. SCOPE OF WORK - *BASIS OF DESIGN REPORT*

The CONSULTANT shall coordinate and perform engineering analysis for a Basis of Design Report depicting the proposed roadway improvements, including geometric alternatives, traffic analysis, structures, utility impacts, right-of-way impacts, safety and construction cost.

TASK 1 General

Data Collection: Upon notice to proceed, the CONSULTANT shall begin a preliminary assessment of the above-referenced limits from an engineering standpoint. This task is largely data-gathering. This activity consists of collecting various information and materials relative to the performance of engineering analysis within the study area. The information should include all data necessary to perform an adequate evaluation and design for the roadway improvements.

1. The CONSULTANT shall attend a kick-off meeting with the COUNTY to review the requirements and expectations for this analysis.
2. The CONSULTANT shall conduct anticipated field trips needed to collect engineering data.

3. The CONSULTANT shall use survey and geotechnical data provided by others as a basis for the engineering analysis alternative designs and the development of the preliminary plans of conceptual design. Survey nor geotechnical investigation are part of this scope.
4. The CONSULTANT shall obtain and review existing plans from the COUNTY.
5. The CONSULTANT shall obtain and review the existing stormwater model for the project area.
6. The CONSULTANT shall coordinate with COUNTY to receive utility information within the project limits.
7. The CONSULTANT shall obtain and review video inspection of existing storm sewer system from the COUNTY.

Meetings: The CONSULTANT shall attend technical meetings necessary to execute the Scope of Services of this contract. The CONSULTANT shall prepare, and submit to the COUNTY's Project Manager for review, the meeting minutes for all meetings attended by them. The meeting minutes are due within five (5) working days of attending the meeting.

Typical Section Meeting: The CONSULTANT shall prepare a Typical Section package for County review and comment. Within two weeks of the Typical Section package submittal, the CONSULTANT shall meet with the County staff to finalize the design of the typical section for the trail.

BODR/30% Design Workshop: The CONSULTANT shall prepare a Schematic/30% BODR and submit them to the County for review and comment. Following the submission and after allowing time for the COUNTY's review, the CONSULTANT shall conduct a 1-day workshop with County staff to review the BODR. Workshop minutes shall be prepared by the CONSULTANT and be delivered to the County for final review. Final workshop minutes shall be the work product to document any changes to the SDR. A revised SDR will not be issued.

Field Reviews: The CONSULTANT will conduct two (2) field reviews to confirm the design survey and assess site conditions and a second to evaluate the final design.

Quality Assurance/Quality Control: It is the CONSULTANT's responsibility to independently and continually QC their plans and other deliverables. The CONSULTANT should regularly communicate with the COUNTY's Design Project Manager to discuss and resolve issues or solicit opinions from those within designated areas of expertise.

TASK 2 Design Analysis

Utilizing the data collected as part of the Scope of Services, the CONSULTANT shall perform the engineering analysis necessary to complete the preliminary engineering process. The task of engineering analysis shall provide alternative designs along the study corridor with consideration of available right-of-way, drainage, safety, location of existing utilities, natural features, environmental impacts and construction costs. The CONSULTANT shall base the design on the selected alternative from the PER phase. The development of the design shall consider context sensitive solutions.

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

1. Typical Section Analysis: The CONSULTANT shall develop appropriate typical sections for the trail for COUNTY approval. This will include a Typical Section Package submittal prior to the BODR/30% submittal.
2. Horizontal Geometry Analysis: The CONSULTANT shall develop a conceptual horizontal design for the project based on avoiding encroachment to adjacent properties, ensuring positive drainage, identification of utility concerns and the minimal impacts to sensitive environmental areas.
3. Traffic: The CONSULTANT shall identify proposed at-grade pedestrian crossing treatments for the six (6) locations identified. Details of these crossings will be depicted on the concept plans.
4. Maintenance of Traffic Analysis: The CONSULTANT shall analyze the design alternatives for constructability, and the ability to maintain traffic. If the constructability analysis indicates that there will be a substantial cost to maintain traffic, the cost estimate will be included in the cost estimate for that alternative.
5. Lighting Analysis: The CONSULTANT shall coordinate with both the COUNTY and the power company to determine the lighting requirements for the project. It is anticipated that the lighting to be furnished, installed and maintained by Power Company at the at-grade crossings.
6. Safety: Based on the information obtained from the crash data; the CONSULTANT shall identify project needs associated with the safety of the existing facility.
7. Drainage Analysis – BY OTHERS
8. Structures Analysis: The CONSULTANT shall evaluate an underpass design for the CSX railroad bridge (3~32 ft span beams). The CONSULTANT will evaluate wall-supported reinforced concrete slabs under the bridges at the CSX RR. The underpass will be evaluated for the need of permanent and critical temporary sheet pile walls.

TASK 3 Report Document

The Basis of Design Report shall document the findings of the design analysis of the alternatives and include the following:

1. Purpose and Need Statement: The CONSULTANT shall update and verify the purpose and need for the project.
2. Design Criteria, Comparative Analysis and Evaluation Matrix: After developing the design criteria, viable alternative costs, the CONSULTANT shall prepare a matrix comparing the design criteria impacts and costs of the alternative evaluated, with a recommendation of the most viable alternative(s).
3. Selection of Preferred Alternative: The CONSULTANT shall recommend a preferred alternative(s) based on a review and analysis of engineering, environmental and utility impacts related to the project.
4. Conceptual Design Plans (30%): The CONSULTANT shall finalize concept plans for the preferred alternative that include refinements from the COUNTY review and feedback.

5. Construction Cost Opinions: The CONSULTANT shall develop preliminary opinion of probable construction cost and update for design alternatives.

Review and Acceptance of Basis of Design Report

The CONSULTANT shall meet and present to the COUNTY the recommendations prior to submitting the Draft and Final Basis of Design Reports for the COUNTY'S design review comments in writing and by making corresponding revisions to the report.

The CONSULTANT shall prepare a PDF electronic version and (2) paper prints of the Draft Basis of Design Report with concept plans for the COUNTY'S design review comments. The COUNTY'S written comments shall be submitted to the CONSULTANT for responses and corresponding revisions to the report. Written responses and revision shall be included with the final design submittal. The final document shall be provided electronically, plus three (3) paper prints.

V. SCOPE OF WORK – FINAL DESIGN

The CONSULTANT shall design; prepare plans; and provide engineering services for trail improvements for Joe's Creek from 66th Street North to 37th Street North based on the finding of the Basis of Design Report and as approved by the COUNTY. These improvements shall be designed in accordance with Pinellas County Standard Engineering Details, Specifications, and Manuals; FDOT Manual of Uniform Minimum Standards for Design (Florida Greenbook-Current Edition) and 2018 AASHTO Greenbook Standards; and FDOT Standard Plans and Specifications.

Plans must be prepared in accordance with AutoCAD Civil 3D Pinellas County Kit Requirements.

Required Deliverables

- Phase 60% 90%, and 100% submittals including plans, engineer's estimate, design calculations, and QC documents. Phase submittals shall be in accordance with the Design Stage Submittal Checklists provided in Appendix A.
- Final signed and sealed documents including plans, engineer's estimate, design calculations, supplemental specifications and special provisions. The final submittal must be provided electronically and include two (2) paper prints of plans signed and sealed by a Professional Engineer certified in the State of Florida.
- AutoCAD Civil 3D file with each phase submittal

TASK 1 Roadway Design

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

Pavement Design: It is the intent of this project to mill and resurface Nebraska Avenue. The CONSULTANT shall examine the roadway for needed cross slope correction and provide recommendations for correcting any such deficiencies. The CONSULTANT shall also evaluate the pavement condition both visually and through pavement cores to determine any deficiencies in the asphalt and/or roadway base. The CONSULTANT shall provide recommendations for correcting any such deficiencies.

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, right of way, and scope of work.

At a minimum, the Florida Greenbook Standards (Current Edition) must be met.

Cross Section Design Files: The CONSULTANT must establish and develop cross section design files in accordance with the COUNTY Civil 3D CADD manual and FDOT Design Manual. Cross sections shall be provided at 50-foot intervals and driveway connections.

Temporary Traffic Control Plan Analysis: The CONSULTANT must design a safe and effective Traffic Control Plan to move vehicular and pedestrian traffic during all phases of construction. The design shall include the following:

- General Notes to provide requirements for allowable lane closure times, limitations for working hours, specify requirements for work zone signs and traffic control devices by making reference to the appropriate FDOT Standard Indexes, contractor's requirements to accommodate ingress and egress to existing property owners and businesses, and maintenance of drainage requirements, use of lane shifts, temporary asphalt, etc.
- Consideration of the impact any lane closures may have on the area and alternate routes and need for any potential detours. Diligence shall be used to minimize negative impacts by use of appropriate specifications, recommendations, or plans development.
- Phasing Notes to describe the recommended phasing to accomplish the work (i.e., milling and resurfacing, sidewalk and driveway construction, and final pavement markings).
- Typical Sections for Temporary Traffic Control for each phase of work that cannot be covered by the FDOT Standard Index.

Design Report: The Design Report is to include written documentation to describe all decisions, assumptions and recommendations to develop the design for the project and include specific design criteria, all design notes, data, and calculations to document the design conclusions reached during the development of the project.

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 shall submit a request for variance for design criteria not conforming to the minimum Florida Greenbook requirements.

The CONSULTANT shall submit a photo log of the project corridor that will document existing conditions prior to the start of construction.

Engineer's Estimate & Quantities: The CONSULTANT shall prepare an estimate of probable construction costs for the design. The CONSULTANT shall utilize COUNTY unit cost data where applicable, and FDOT Historical Cost Information whenever COUNTY unit costs are not available.

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

Estimated bid quantities and opinion of probable cost will be submitted with each phase submittal. Final bid quantities and opinion of probable cost will be submitted with 100% phase submittal.

Field Reviews: The CONSULTANT will conduct field reviews to appropriately design the project.

Right of Way Consideration: The CONSULTANT shall establish right of way requirements at locations where insufficient right-of-way is available to construct the project. The COUNTY will provide direction on how to proceed with these locations.

TASK 2 Roadway Plans

The CONSULTANT must prepare all required roadway construction plans within the project limits. These plans must be in accordance with the FDOT Design Manual and COUNTY AutoCAD Civil 3D standards that include the following (Scale; 1"=100' (H) & 1"=10' (V)):

- Key Sheet
- Summary of Quantities
- General Notes
- Survey Reference Points
- Typical Sections
- Drainage Map (*by Jacobs*)
- Plan /Profile Sheets
- Back of Sidewalk Profile Sheets
- Drainage Structures Sheets (*by Jacobs*)
- Cross Section Sheets
- Driveway Section Sheets
- Misc. Details
- Intersection Detail Sheets (66th, 62nd, 58th, 52nd, 49th, 46th, 37th)
- Tree Survey and Disposition Table
- Stormwater Pollution Prevention Plan Sheets (*by Jacobs*)
- Erosion Control Plan Sheets (*by Jacobs*)
- Utility Adjustment Sheets
- Temporary Traffic Control Plan Sheets
- Signing and Pavement Marking Sheets

TASK 3 Structures Plans Preparation

Develop 60%, 90% and 100% designs in accordance with the FDOT Structures Manual and other applicable FDOT standards for the underpass at CSX railroad.

Structures Summary Tasks:

- Key Sheet
- Index of Drawings

- General Notes
- Bid Item Notes
- Incorporation of Report of Core Borings
- Incorporation of Standard Plans for Bridges
- Incorporation of Existing Bridge Plans
- Assemble Quantities
- Cost Estimate
- Field Reviews
- Technical Meetings
- Quality Assurance/Quality Control
- Supervision
- Coordination

Structures – Box Culvert Tasks:

- Concrete Box Culverts
- Concrete Box Culvert Data Tables
- Concrete Box Culvert Special Details

Structures – Retaining Walls Tasks:

- Horizontal Wall Geometry
- Design
- Vertical Wall Geometry
- General Notes
- Tables
- Miscellaneous Details
- Wall Plan and Elevations
- Details

VI. COMPENSATION

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

Task 1	BODR – Trail	\$ <u>205,890</u>	Lump Sum
Task 2	Trail Design (30% Design Phase)	\$ <u>30,550</u>	Lump Sum
Task 3	Trail Design (60% Design Phase)	\$ <u>222,380</u>	Lump Sum
Task 4	Trail Design (90% Design Phase)	\$ <u>133,428</u>	Lump Sum
Task 5	Trail Design (100% Design Phase)	\$ <u>88,952</u>	Lump Sum
<hr/>			
Total Fee		\$ <u>681,200</u>	Lump Sum

VII. SCHEDULE

Schedule to be completed by OTHERS.

VIII. INVOICES & PROGRESS REPORTS

Invoicing must take place monthly and will include a progress report summarizing the work completed during the invoice period. The final invoice will be marked ``FINAL” on the invoice.

ESTIMATE OF WORK EFFORT AND COST - SUBCONSULTANT

Name of Project: Joe's Creek
 County: Pinellas
 FPN: N/A
 FAP No.: N/A

Consultant Name: Stantec
 Consultant No.: enter consultants proj. number
 Date: 1/27/2026
 Estimator: insert name

Staff Classification	Total Staff Hours From "SH Summary Firm"	Chief Engineer 1	Project Manager 2	Senior Engineer 1	Engineer 1	Senior Designer	Engineering Intern	Staff Classification 7	Staff Classification 8	Staff Classification 9	Staff Classification 10	Staff Classification 11	Staff Classification 12	SH By Activity	Salary Cost By Activity	Average Rate Per Task
BODR - Trail (Stantec)	1,269	127	190	254	381	190	127	0	0	0	0	0	0	1,269	\$205,890	\$162.25
Trail Design (30% Design Phase)	200	20	20	30	40	50	40	0	0	0	0	0	0	200	\$30,550	\$152.75
Trail Design (60% Design Phase)	1,384	139	197	266	394	229	161	0	0	0	0	0	0	1,384	\$222,380	\$160.74
Trail Design (90% Design Phase)	830	83	118	159	236	137	96	0	0	0	0	0	0	830	\$133,428	\$160.74
Trail Design (100% Design Phase)	553	55	79	106	157	92	64	0	0	0	0	0	0	553	\$88,952	\$160.74
Total Staff Hours	4,236	424	603	815	1,208	698	488	0	0	0	0	0	0	4,236		
Total Staff Cost		\$99,640.00	\$120,600.00	\$154,850.00	\$163,080.00	\$94,230.00	\$48,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$681,200.00	\$160.81

Check = \$681,200.00

Notes:
 1. This sheet to be used by Subconsultant to calculate its fee.

SALARY RELATED COSTS:					\$681,200.00
OVERHEAD:		0%			\$0.00
OPERATING MARGIN:		0%			\$0.00
FCCM (Facilities Capital Cost Money):		0.00%			\$0.00
EXPENSES:		0.00%			\$0.00
SUBTOTAL ESTIMATED FEE:					\$681,200.00
Survey (Field)	0	4-person crew	\$ -	/ day	\$0.00
Geotechnical Field and Lab Testing					\$0.00
SUBTOTAL ESTIMATED FEE:					\$681,200.00
Optional Services					\$0.00
GRAND TOTAL ESTIMATED FEE:					\$681,200.00

ATTACHMENT E – UTILITY COORDINATION SUBCONSULTANT PROPOSAL



CUMBNEY & FAIR, INC.

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

Re: Proposal/Scope of Services for Pinellas County – Joe’s Creek Utility Coordination

Utility Coordination

- The Consultant shall identify utility facilities and secure agreements, utility work schedules, and RGB plans from the fifteen (15) Utility Agency Owners (UAO) and verify that all conflicts that exist (per EOR Conflict Matrix) between utility facilities and the County’s construction project are addressed.
- The Consultant shall certify all utility negotiations have been completed and that arrangements have been made for utility work to be undertaken.
- The consultants will certify the following: All utility negotiations (fully executed utility work schedule) have been completed with arrangements made for utility work to be undertaken and completed as required for proper coordination with the physical construction schedule.
- When relocation/adjustments are not required, a No Conflict Letter/Email shall be coordinated and provided by the applicable Utility Company/Agency.
- Utility Coordination Meetings - The CONSULTANT must attend utility coordination meetings to be held after the 60% and 90% design submittals... The meetings will be held an average of 30-45 days after notification to utility agencies. The CONSULTANT will be responsible for organizing these meetings. The CONSULTANT will prepare formal correspondence issuing project plans and/or Civil 3D files as outlined above. The CONSULTANT 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 and distribute detailed minutes 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 must 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 a conflict exists and to what degree. A conflict matrix itemizing utility conflicts by company must be prepared by the CONSULTANT and submitted to the COUNTY. The CONSULTANT must distribute to necessary UAO’s. Four weeks will be allowed for each UAO to respond with appropriate resolution. SUE work will be performed or coordinated by the COUNTY.
- Final agreements with Utilities (Final Plans) - The COUNTY provide the CONSULTANT with the necessary legal drafts and documents. CONSULTANT will transmit the necessary legal drafts and documents to each UAO as required.
- Deliverables: 60% Utility Adjustment Plans, 90% Utility Adjustment Plans, and 100% Utility Adjustment Plans, Conflict Matrix

Estimate for Utility Coordination Services

Classification	Rate	Hours	Total
OFFICE			
Senior Surveyor & Mapper	\$190.00	187	\$35,530.00
		Total	\$35,530.00

The total Fee for Utility Coordination services is **\$35,530.00**.

Jacobs TOTAL						Construction Estimator	Designer	Junior Engineer	Administrative Assistant	Engineering Technologist	Project Assistant 1	Associate Engineer 2	Project Assistant 3	Project Manager 1	Project Manager 2	Project Manager 3	Project Manager 4	Regional Technologist	Scientist 2	Senior Project Engineer	Global Technologist	Visualization Specialist 2	Visualization Specialist 3	
Task Number	Task Description	Hours	Labor	Expense	Total	\$ 212	\$ 98	\$ 101	\$ 95	\$ 218	\$ 117	\$ 155	\$ 158	\$ 151	\$ 203	\$ 243	\$ 248	\$ 259	\$ 126	\$ 167	\$ 277	\$ 223	\$ 247	
Task 17.3	Optional Service 3 – Institute for Sustainable Infrastructure Envision Certification	1150	\$ 211,926	\$ -	\$ 211,926						433				501			15			201			
Task 17.4	Optional Service 4 – Utility relocation services for Pinellas County Utilities	380	\$ 61,860	\$ -	\$ 61,860		160									80				80		60		
Task 17.5	Optional Service 5 – Additional RAI for SWFWMD	40	\$ 6,176	\$ -	\$ 6,176			16		16	4			4										
Task 17.6	Optional Service 6 – Additional RAI for USACE	24	\$ 3,624	\$ -	\$ 3,624			8		8	4			4										
Task 18	Contingency Services (5% of Total Fee for Tasks 1 through 17.6)	N/A	\$ 336,853	\$ -	\$ 336,853																			
	Total	30754	\$ 6,354,689	\$ 719,230	\$ 7,073,919	1650	4722	1219	446	1323	2340	476	324	243	1643	7437	1951	191	190	1130	3687	1342	440	