

## JOINT PARTICIPATION AGREEMENT

This Agreement made by and entered into on this 30<sup>th</sup> day of September, 2019, between the State of Florida, Department of Transportation ("DEPARTMENT"), and Pinellas County (COUNTY); and

### WITNESSETH:

WHEREAS, the DEPARTMENT is authorized to enter into Agreements with governmental entities in accordance with Section 334.044(7) and 339.12(5), Florida Statutes; and

WHEREAS, the DEPARTMENT is reconstructing US 19 from Northside Drive to north of CR 95 to provide 6-mainline lanes and an interchange at Curlew Rd. Two 2-lane, one-way frontage roads will also be provided for local and business access, which is in the DEPARTMENT's Five Year Work Program as Financial Project Number (FPN) 256774 3 52 01 for FY 2021/2022; and

WHEREAS, the COUNTY agrees to construct and install drainage outfall pipes on US 19/SR 55 from Pinellas Co. Govt Ent to N of Pinellas Co. Govt Ent (PROJECT) in FY 2019/2020; and

WHEREAS, The DEPARTMENT agrees to reimburse the COUNTY for the above referenced construction activities in an amount not to exceed \$1,255,220.00 (One Million Two Hundred Fifty-Five Thousand Two Hundred Dollars) in Fiscal Year 2021/2022; and

WHEREAS, the DEPARTMENT and the COUNTY have determined that it would be in the best interest of the general public and to the economic advantage of both parties to coordinate and cooperate in their efforts to facilitate development of the PROJECT providing for the Project work and reimbursement for such;

NOW, THEREFORE, for and in consideration of the premises herein and other mutual benefits to accrue to each of the parties hereto, it is mutually agreed as follows:

### SECTION 1 OBLIGATIONS OF THE COUNTY

1.1 The COUNTY agrees to issue a task work order to their existing construction contract. The COUNTY shall ensure that the work is performed in accordance with the DEPARTMENT's Standard Specifications for Road and Bridge Construction (2019) and the terms and conditions of this Agreement. The COUNTY shall not allow work to commence on the PROJECT until receipt from the DEPARTMENT of a written notice to proceed.

1.2 All tracings, plans, specifications, maps and/or reports prepared or obtained under this Agreement shall be considered work made for hire and shall become the property of the DEPARTMENT without restriction or limitation on their use. The DEPARTMENT will have the right to visit the PROJECT site for inspection of the work at any time.

1.3 The COUNTY shall keep complete records and accounts in order to record complete and correct entries as to all costs, expenditures, and other items incidental to the cost of the PROJECT.

1.4 The COUNTY shall provide a Construction Coordinator as point of contact to coordinate construction activities with Stephanie Galvan, Construction Office at 813-975-6016 for inspection services.

1.5 The COUNTY shall notify the DEPARTMENT prior to entering into any supplemental agreements or change orders that would increase cost of construction over and above the PROJECT budget amount of \$1,255,220.00. No supplemental agreement or change orders shall be executed by the COUNTY and its contractor until the DEPARTMENT grants approval.

## **SECTION 2 OBLIGATIONS OF THE DEPARTMENT**

2.1 The DEPARTMENT agrees to reimburse the COUNTY up to the maximum amount of One Million Two Hundred Fifty-Five Thousand Two Hundred Twenty Dollars (\$1,255,220.00) for completion of the PROJECT as provided in Exhibit "B".

## **SECTION 3 COMPENSATION AND PAYMENT**

3.1 The DEPARTMENT agrees to reimburse the COUNTY for the services described in Exhibit "A".

3.2 The COUNTY shall provide quantifiable, measurable and verifiable units of deliverables. Each deliverable must specify the required minimum level of services to be performed and the criteria for evaluating successful completion. The project, identified as FPN 256774 4 A8/58 01, and quantifiable, measurable, and verifiable units of deliverables are described more fully in Exhibit "A".

3.3 Invoices shall be submitted by the COUNTY in detail sufficient for a proper pre-audit and post audit based on the quantifiable, measurable and verifiable units of deliverables as established in Exhibit "A". Deliverables must be received and accepted in writing by the DEPARTMENT'S Project Manager prior to payments.

3.4 Supporting documentation must establish that the deliverables were received and accepted in writing by the COUNTY and must also establish that the required minimum level of service to be performed based on the criteria for evaluating successful completion as specified in Exhibit "A" was met.

3.5 There shall be no reimbursement for travel expenses under this Agreement.

3.6 Payment shall be made only after receipt and approval of good and services unless advance payments are authorized by the Chief Financial Officer of the State of Florida under Chapter 215 and 216, F.S. If the DEPARTMENT determines that performance of the COUNTY is unsatisfactory, the DEPARTMENT shall notify the COUNTY of the deficiency to be corrected, which correction shall be made within a time-frame to be specified by the DEPARTMENT. The COUNTY shall, within five days after notice from the DEPARTMENT, provide the DEPARTMENT with a corrective action plan describing how the COUNTY will address all issues of contract non-performance, unacceptable performance, failure to meet the minimum performance levels, deliverables deficiencies, or contract non-compliance. If the corrective action plan is unacceptable to the DEPARTMENT, the COUNTY shall be assessed a non-performance retainage equivalent to 10% of the total invoice amount. The retainage shall be applied to the invoice for then-current billing period. The retainage shall be withheld until the COUNTY resolves the deficiency. If the deficiency is subsequently resolved, the COUNTY may bill the DEPARTMENT for the retained amount during the next billing period. If the COUNTY is unable to resolve the deficiency, the funds retained may be forfeited at the end of the Agreement's term.

A party providing goods and services to the Department should be aware of the following time frames. Inspection and approval of goods or services shall take no longer than 5 working days unless the bid specification, purchase order, or contract specifies otherwise. The Department has 20 days to deliver a request for payment (voucher) to the Department of Financial Services. The 20 days are measured from the latter of the date the invoice is received or the goods or services are received, inspected, and approved.

If a payment is not available within 40 days, a separate interest penalty at a rate as established pursuant to **Section 55.03(1), F.S.**, will be due and payable, in addition to the invoice amount, to the COUNTY. Interest penalties of less than one (1) dollar will not be enforced unless the COUNTY requests payment. Invoices that have to be returned to a COUNTY because of COUNTY preparation errors will result in a delay in the payment. The invoice payment requirements do not start until a properly completed invoice is provided to the DEPARTMENT.

A Vendor Ombudsman has been established within the Department of Financial Services. The duties of this individual include acting as an advocate for COUNTY who may be experiencing problems in obtaining timely payment(s) from a state agency. The Vendor Ombudsman may be contacted at (850) 413-5516.

3.7 The Other Party shall maintain an accounting system or separate accounts to ensure funds and projects are tracked separately. Records of costs incurred under the terms of this Agreement shall be maintained and made available upon request to the DEPARTMENT at all times during the period of this Agreement and for five years after final payment is made. Copies of these documents and records shall be furnished to the DEPARTMENT upon request. Records of costs incurred include the COUNTY's general accounting records and the project records, together with supporting documents and records, of the contractor and all subcontractors performing work on the project, and all other records of the Contractor and subcontractors considered necessary by the DEPARTMENT for a proper audit of costs.

3.8 In the event this contract is for services in excess of \$25,000.00 and a term for a period of more than 1 year, the provisions of Section 339.135(6)(a), F.S., are hereby incorporated:

“The Department, during any fiscal year, shall not expend money, incur any liability, or enter into any contract which, by its terms, involves the expenditure of money in excess of the amounts budgeted as available for expenditure during such fiscal year. Any contract, verbal or written, made in violation of this subsection is null and void, and no money may be paid on such contract. The Department shall require a statement from the comptroller of the Department that funds are available prior to entering into any such contract or other binding commitment of funds. Nothing herein contained shall prevent the making of contracts for periods exceeding one 1 year, but any contract so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years; and this paragraph shall be incorporated verbatim in all contracts of the Department which are for an amount in excess of \$25,000 and which have a term for a period of more than 1 year”.

3.9 The DEPARTMENT's obligation to pay is contingent upon an annual appropriation by the Florida Legislature.

3.10 This contract does not involve the purchase of Tangible Personal Property, as defined in Chapter 273, F.S.

#### **SECTION 4 INDEMNITY AND INSURANCE**

4.1 When either party receives notice of claim for damages that may have been caused by the other party in the performance of services required under this AGREEMENT, that party will immediately forward the claim to the other party. Each party will evaluate the claim, and report its findings to each other within fourteen (14) working days and jointly discuss options in defending the

claim. A party's failure to promptly notify the other of a claim will not act as a waiver or any right herein.

4.2 The COUNTY agrees to include the following indemnification in all contracts with its contractors/subcontractors, consultants/sub consultants who perform work in connection with this Agreement:

"Each contractor/consultant shall indemnify, defend, save and hold harmless the DEPARTMENT and all of its officers, agents or employees from all suits, actions, claims, demands, liability of any nature whatsoever arising out of, because of, or due to, any intentional act and/or negligent act or occurrence or omission or commission of the contractor, its officers, agents or employees. Neither the contractor/subcontractor, consultant/sub consultant, nor any of its officers, agents or employees will be liable under this section for damages arising out of injury or damage to persons or property directly caused or resulting from the sole negligence of the DEPARTMENT or any of its officers, agents or employees."

4.3 The COUNTY shall require any and all contractors, subcontractors, consultants and subconsultants it may enter agreements with in connection with the PROJECT to cause the DEPARTMENT to be made an additional insured on any and all liability policies providing coverage to said contractors, subcontractors, consultants and subconsultants for their operations relating to the PROJECT.

4.4 WORKERS COMPENSATION. The COUNTY shall cause any contractors, subcontractors consultants and subconsultants it may enter agreement with in connection with the PROJECT, to carry Worker's Compensation insurance in accordance with the requirements under Florida's Worker's Compensation law.

4.5 The COUNTY shall require its contractors, subcontractors consultants and subconsultants to forward, within 5 (five) days of its receipt, copies of any notices of cancellation or any other communications it receives that are related to any and all policies of insurance referenced in paragraphs 4.3 through 4.4 above and which affect or potentially affect such coverage available to the DEPARTMENT.

## **SECTION 5 COMMENCEMENT AND TERMINATION OF AGREEMENT**

5.1 This Agreement shall take effect upon execution by the DEPARTMENT and shall be terminated upon final acceptance in accordance with Exhibit "A".

## **SECTION 6 MISCELLANEOUS PROVISIONS**

6.1 E-Verify- The COUNTY shall:

1. Utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the COUNTY during the term of the contract; and
2. Expressly required any contractors and subcontractors performing work or providing services pursuant to the state contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term.

6.2 Any amendment to or modification of this Agreement or any alteration, extension, supplement, or change of time or scope of work shall be in writing and signed by both parties.

6.3 Any notice or other document which either party is required to give or deliver to the other shall be given in writing and served either personally or mailed to:

**TO DEPARTMENT:**

Tamara Perez  
Local Programs Coordinator  
11201 N. McKinley Drive  
Tampa, FL 33612-6465

**TO COUNTY:**

David Fechter  
Technical Services Contracts  
14 S. Ft. Harrison Ave., 4<sup>th</sup> Floor  
Clearwater, FL 33756

6.4 If any word, clause, sentence, or paragraph of the Agreement is held invalid, the remaining of the Agreement would continue to conform to the intent of this Agreement.

6.5 This Agreement shall be governed and constructed in accordance with the laws of the State of Florida.

6.6 Nothing herein shall be construed to create any third-party beneficiary rights in any person not a party to this Agreement.

**SECTION 7  
ENTIRE AGREEMENT**

This document embodies the whole Agreement of the parties. There are no promises, terms, conditions, or allegations other than those contained herein and this document shall supersede all previous communications, representations and/or Agreement, whether written or verbal between the parties hereto. This Agreement may be modified only in writing executed by all parties. This Agreement shall be binding upon the parties, their successors, assigns and legal representatives.

Pinellas County  
FPN:256774 4 A8/58 01

IN WITNESS WHEREOF, the parties hereto, have caused these presents be executed by their duly authorized representatives.

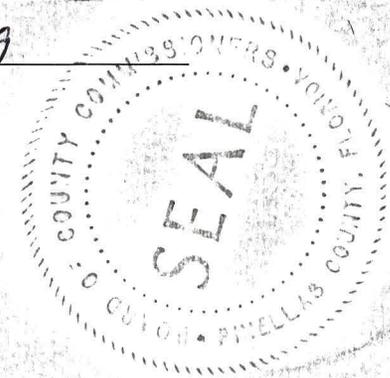
**PINELLAS COUNTY**

ATTEST *Norah D. Jay* (SEAL)  
KEN BURKE, CLERK OF THE  
CIRCUIT COURT

9/24/2019  
DATE

BY: *Karen Seel*  
KAREN WILLIAMS SEEL, CHAIRMAN  
BOARD OF COUNTY COMMISSIONERS

9/24/19  
DATE



*Joseph A. Manning*  
COUNTY ATTORNEY  
APPROVE AS TO FORM

**STATE OF FLORIDA  
DEPARTMENT OF TRANSPORTATION**

DocuSigned by:  
*Marcia Haines* (SEAL)  
C8DEC56A9E444BB...  
EXECUTIVE SECRETARY

DocuSigned by:  
*Richard Moss*  
6ADF49B55536492  
RICHARD MOSS, PE  
DIRECTOR OF TRANSPORTATION  
DEVELOPMENT, DISTRICT SEVEN

9/30/2019 | 4:24 PM EDT  
DATE

DocuSigned by:  
*Martin Hernandez*  
873937EFFF0C541A  
FDOT LEGAL REVIEW

**EXHIBIT "A"**  
**PROJECT DESCRIPTION AND RESPONSIBILITIES**

This exhibit forms an integral part of the Joint Participation Agreement between the State of Florida, Department of Transportation and Pinellas County.

***PROJECT DESCRIPTION:***

The Project consists of the construction and installation of outfall pipes on US 19/SR 55 from Pinellas Co. Govt Ent to N of Pinellas Co. Govt Ent. Pinellas County will furnish and install the outfall pipes that are proposed on the County property (from S-238 to S-243) per the FDOT plans and specifications. Construction includes installation of approximately 770 linear feet of 66 inch concrete pipe, 8 linear feet of 54 inch concrete pipe, and 205 linear feet of dual 48 inch concrete pipes 10 to 24 feet deep, as well as the installation of four (4) J-8 10 foot manholes 19 to 24 feet deep, and the installation of approximately 40 linear feet of 48 inch steel pipe.

***SPECIAL CONSIDERATIONS BY COUNTY:***

The Project shall be constructed in accordance with the latest edition of the Department's Standard Specifications for Road and Bridge Construction, with the exception of compaction of backfill that will follow Pinellas County Standard Specification for Road and Bridge Construction.

All materials used for construction of the project will be in compliance with the FDOT Sampling Testing and Reporting Guide by Material Description and the FDOT Materials Manual (Topic No. 675-000-000).

The COUNTY will be responsible for all project level inspection, verification testing, and assuring all data are entered into Material Acceptance and Certification system (MAC). The DEPARTMENT will be responsible for issuing the Project Material Certification for the structural portion of the project.

The COUNTY will be responsible for obtaining all permits that may be required by other agencies or local government entities.

The COUNTY will be responsible for Construction Engineering Inspection (CEI) services.

The COUNTY shall submit the FDOT Vendor Eligibility Check Prior to Contract Award form (Form No. 375-030-91) with screenshots from [www.sam.gov](http://www.sam.gov) for consultants/contractors and their subs.

The COUNTY is responsible for providing the DEPARTMENT a copy of the executed construction task work order prior to work commencing.

The COUNTY shall be responsible for identification and remediation of any hazardous materials and contamination encountered while implementing the project.

If at any moment during project implementation it is determined that the approved project schedule cannot be met, the COUNTY will within one business day of determination notify the DEPARTMENT in writing, accompanied by a revised project schedule. Failure to comply with these requirements may be cause for termination of this project agreement and withdrawal of DEPARTMENT funding.

The COUNTY will provide progress billing invoices with appropriate back-up documentation to the DEPARTMENT on a quarterly basis or sooner. Construction related activities, including project advertisement, conducted prior to Notice to Proceed will not be reimbursed.

The COUNTY shall be required to notify the DEPARTMENT of any construction changes (change orders) and receive approval from the DEPARTMENT prior to the changes being constructed in order to be reimbursed for the changes.

The COUNTY shall provide the DEPARTMENT with as-built plans of any portions of the Project funded through the Agreement prior to final Inspection.

After the completion of the project, the COUNTY must submit the final invoice and Exhibit "C," Engineers Certification of Completion" of the project to the DEPARTMENT within 120 days after the completion. Invoices after the 120-day time period may not be paid.

The COUNTY shall commence the project's activities subsequent to the execution of this Agreement and shall perform in accordance with the following schedule:

- a) Construction to be completed by: April 30, 2020
- b) Final invoice and Exhibit "C", Engineers Certification of Completion by: August 30, 2020

***SPECIAL CONSIDERATIONS BY DEPARTMENT:***

The DEPARTMENT will provide the plans, Specifications, updated construction estimate, and Certification Clear Package. The Certification Clear Package must include the following items completed and signed by the authorized COUNTY representative:

- 1.Right of Way Certification Form
- 2.Rail Clear Letter
- 3.Permits Clear Letter
- 4.Utilities Clear/Coordinated Letter

DEPARTMENT will issue a Notice to Proceed to the COUNTY after final execution of this agreement.

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The DEPARTMENT will provide a Construction Project Administrator.

Upon receipt of an invoice, the DEPARTMENT will have twenty (20) working days to review and approve the goods and services submitted for payment.

**EXHIBIT "B"**  
**METHOD OF COMPENSATION**

This exhibit forms an integral part of that certain Joint Participation Agreement between the State of Florida, Department of Transportation and Pinellas County, dated 2019.

The DEPARTMENT will reimburse the COUNTY in accordance with Section 339.12, F.S., or other appropriate statute, beginning in the DEPARTMENT's fiscal year the project was programmed as of the date of the execution of the Agreement.

If the total project estimate is less than Two Million Dollars (\$2,000,000) using state funds, the reimbursement payment of costs incurred will be available lump sum up to the amounts incurred beginning in the year the project is scheduled in the DEPARTMENT's Work Program as of the date of the executed agreement.

I. TOTAL ESTIMATED COST FOR CONSTRUCTION.....\$ 1,255,220.00

II. PROJECT PARTICIPATION

FY 2019/2020 COUNTY Participation.....\$ 1,255,220.00  
FY 2021/2022 State payback .....\$ 1,255,220.00

III. PROJECT funds are subject to legislative appropriation of available funds.

**EXHIBIT "C"**  
**ENGINEER'S CERTIFICATION OF COMPLIANCE**

Engineer's Certification of Compliance. The COUNTY shall complete and submit the following Notice of Completion and, if applicable, Engineer's Certification of Compliance to the Department upon completion of the construction phase of the Project.

**Notice of Completion**

Joint Participation Agreement  
Between  
The State of Florida, Department of Transportation  
and Pinellas County

Project Description: The Project consists of the construction and installation of outfall pipes on US 19/SR 55 from Pinellas Co. Govt Ent to N of Pinellas Co. Govt Ent. Pinellas County will furnish and install the outfall pipes that are proposed on the County property (from S-238 to S-243) per the FDOT plans and specifications. Construction includes installation of approximately 770 linear feet of 66 inch concrete pipe, 8 linear feet of 54 inch concrete pipe, and 205 linear feet of dual 48 inch concrete pipes 10 to 24 feet deep, as well as the installation of four (4) J-8 10 foot manholes 19 to 24 feet deep, and the installation of approximately 40 linear feet of 48 inch steel pipe.

FPID# 256774 4 A8/58 01

In accordance with the Terms and Conditions of the Joint Participation Agreement, the undersigned provides notification that the work authorized by this Agreement is complete as of \_\_\_\_\_, 20\_\_\_\_.

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**Engineer's Certification of Compliance**

In accordance with the Terms and Conditions of the Joint Participation Agreement, the undersigned certifies that all work which originally required certification by a Professional Engineer has been completed in accordance with the Project construction plans and specifications. If any deviations have been made from the approved plans, a list of all deviations, along with an explanation that justifies the reason to accept each deviation, will be attached to this Certification. Also, with submittal of this Certification the Recipient shall furnish the Department a set of "as-built" plans certified by the Engineer of Record/CEI.

SEAL:

By: \_\_\_\_\_ P.E.

Name: \_\_\_\_\_

Date: \_\_\_\_\_