



WSP USA, Inc.



City of Clearwater

Req. # 72500658
1.13.25

CONSULTANT WORK ORDER

Date: 12/23/2024

1. PROJECT INFORMATION:

Project Title: 25 Bridge Inspection

City Project Number: 24-0074-EN

City Plan Set Number: N/A

Consultant Project Number: US0023965

2. SCOPE OF SERVICES:

The City of Clearwater, Florida, has initiated a comprehensive bridge inspection program to ensure the safety and longevity of its bridge structures. The project encompasses several tasks, each designed to provide a thorough evaluation and actionable recommendations for maintaining the City of Clearwater's Bridge infrastructure. See below the list of structures included in this scope.

Structure Identifier (Old NBI Number)	Structure Name
155513	Island Way/Clearwater Harbor Bridge S Bridge NB
155514	Island Way/Clearwater Harbor Bridge S Bridge SB
155515	Harbor Passage/Clearwater Harbor W Bridge
155516	Harbor Passage/Clearwater Harbor E Bridge
155517	Windward Passage/Clearwater Harbor W Bridge
155518	Windward Passage/Clearwater Harbor Mid Bridge
155519	Windward Passage/Clearwater Harbor E Bridge
LQC1CC	Rainbow Drive Over Allen's Creek
NQC2CC	Hillcrest Ave over Stevenson Creek
NQC3CC	Beverly Circle over Allen's Creek
NQC6CC	Druid Rd over Stevenson Creek
NQC11CC	Glen Oaks Park Along Druid Street
NQC12CC	Glen Oaks Park Along Court Street
NQC13CC	Edgewater Park
NQC14CC	Memorial Causeway Trail
NQC15CC	Ream Wilson Trail Bridge Over McMullen Booth Rd.
LQC16CC	King's Highway over Stevenson Creek
N/A	Memorial Causeway NS Pedestrian Underpass

I. PREVIOUS REPORT REVIEW:

Conduct detailed review of existing reports for each bridge structure. Review the past inspection findings and recommendations. Identify any recurring conditions or issues that need to be addressed.

II. COORDINATION WITH CITY AND LOCAL JURISDICTION:

Meet with City Officials and relevant local jurisdictions to ensure alignment with regulatory requirements. Coordinate access equipment, maintenance of traffic, underwater inspections, and any other pertinent activities.

III. FIELD INSPECTION:

All inspection personnel will consist of FDOT Approved Team Leaders (PEs), and or Certified Bridge Inspectors (CBIs).

The following visual inspection activities will be performed:

Roadway Approaches: Visual observation of the approaches to each structure evaluating the conditions leading up to the structure within the first 50 feet.

Bridge Deck: Visually inspect the top and bottom of the deck for signs of wear, cracking and other related damage and stresses. If accessible, sounding will be performed at areas with suspected concrete delamination. Deck cracking, spalls and other defects will be noted as to monitor the progression of defects.

Superstructure: Evaluate beams, girders, and trusses for structural integrity and other signs of damage and stresses. Bolted connections (if existent) will be inspected hands-on for steel trusses.

Substructure: Evaluate substructure components such as piers, bents, piles, columns and abutments for stability and scour.

Waterway Channel: Evaluate the channel to ensure signs of scour and erosion (aggradation/degradation, scour holes, localized scour, etc.) and developments of scour/erosion are within tolerable limits.

Channel Profile Measurements: Baseline measurements are to be taken at each structure that spans over water to outline the

CONSULTANT WORK ORDER

2025 Bridge Inspection

24-0074-EN

WSP USA, Inc.

City of Clearwater

upstream and downstream sides of the channel, and to evaluate any signs of scour (aggradation/degradation, scour holes, localized scour, etc.) at abutments, bent piles, and/or pier columns/footers.

Attached Utilities: Our team will visually inspect any utilities (water, sewer, electrical, communications, etc.) that are attached to the structure. Photos and description of any visually identified defects will be provided.

Underwater Inspections: Underwater inspections will be conducted by FDOT Certified Underwater Team Leader (PE or CBI) and will include all elements of the structure that are accessible underwater. Underwater Inspection Team will develop an underwater report that will be attached to topside report.

Maintenance of Traffic: A maintenance of traffic contractor will be used to provide maintenance of traffic in for the Ream Wilson Trail Bridge Inspection as to access the superstructure and provide a closeup inspection. The contractor will be duly licensed and insured to provide such services in the state of Florida and City of Clearwater.

IV. REPORT PREPARATION:

Individual inspection reports will be compiled to record findings through visual inspection and observation of the structure. This consists of detailed reports including notes, measurements, and sketches (if needed) of structure and associated defects. Standard bridge photos will be taken, along with specific photos of significant defects.

V. RECOMMENDATIONS:

After the inspection of the structures is completed, individual recommendations for repair, maintenance, or replacement will be included in each report. In addition, at the end of this task, a master list of recommendations will be provided as a prioritized list.

3. PROJECT GOALS:

Assess and evaluate several bridge structures that are **not** part of the National Bridge Inventory (NBI) that are owned by the City of Clearwater with the intention of establishing an inspection, repair and maintenance program. Deliver detailed and critical findings to allow the City of Clearwater to determine prioritization of repairs and maintenance the structures that need them. Provide detailed reports based on visual observation and provide overall conditions of City of Clearwater structures to enhance safety and longevity of the city's structures. Bridges in the NBI inventory are inspected by FDOT separately.

4. FEES:

See "Attachment A".

This price includes all labor and expenses anticipated to be incurred by WSP USA, Inc., for the completion of these tasks in accordance with Professional Services Method "B" – Lump Sum – Percentage of Completion by Task, for a fee not to exceed **Eighty Thousand, Nine Hundred and Seven Dollars and Seventy Five Cents (\$80,907.75)**.

Any Maintenance of Traffic/Lane Closure permitting fees will be reimbursed by the City.

5. SCHEDULE:

Inspections are expected to be performed during the first quarter of Year 2025 and field inspection reports will be submitted within 45 days of inspection date.

6. STAFF ASSIGNMENT:

WSP USA, Inc. expects the following personnel to be assigned to this task; additional personnel as needed will be added to the task as approved by the project manager.

- Project Manager: Gil Rosado, PE
- Deputy Project Manager/Senior Bridge Inspector: Alex Gehring, CBI
- Assistant Inspector: Jose Marcano-Morales, PE
- Repair and Rehabilitation Senior Engineer: Todd Mitchell, PE

7. CORRESPONDENCE/REPORTING PROCEDURES:

Consultant's project correspondence shall be directed to:

WSP USA, Inc.

Attention: Gil Rosado

5411 Skycenter Drive, Suite 650

Tampa, FL 33607

All City project correspondence shall be directed to:

Kelly Peterich, PE MBA

City of Clearwater, Public Works Department

100 S Myrtle Ave

Clearwater, FL 33756

8. INVOICING/FUNDING PROCEDURES:

City Invoicing Code: ENRD180002-INSP-PROSVC

For work performed, invoices shall be submitted monthly to:

ATTENTION: JAMIE GAUBATZ, ACCOUNTANT II

CITY OF CLEARWATER, PUBLIC WORKS DEPARTMENT/ENGINEERING

PO BOX 4748

CLEARWATER, FLORIDA 33758-4748

Contingency services will be billed as incurred only after written authorization provided by the City to proceed with those services.

9. INVOICING PROCEDURES:

At a minimum, in addition to the invoice amount(s) the following information shall be provided on all invoices submitted on the Work Order:

1. Purchase Order, Project and Invoice Numbers and Contract Amount.
2. The time period (begin and end date) covered by the invoice.
3. A short narrative summary of activities completed in the time period.
4. Contract billing method – Lump Sum or Hourly Rate.
5. If Lump Sum, the percent completion, amount due, previous amount earned and total earned to date for all tasks (direct costs, if any, shall be included in lump sum amount).
6. If Hourly Rate, hours, hourly rates, names of individuals being billed, amount due, previous amount earned, the percent completion, total earned to date for each task and other direct costs (receipts will be required for any single item with a cost of \$50 or greater or cumulative monthly expenses greater than \$100).

7. If the Work Order is funded by multiple funding codes, an itemization of tasks and invoice amounts by funding code.

10. CONSIDERATIONS:

Consultant acknowledges the following:

1. The Consultant named above is required to comply with Section 119.0701, Florida Statutes, where applicable.
2. All City directives shall be provided by the City Project Manager.
3. "Alternate equals" shall not be approved until City Project Manager agrees.
4. All submittals must be accompanied by evidence each has been internally checked for QA/QC before providing to City.
5. Consultants/Contractors are not permitted to use City-owned equipment (i.e. sampling equipment, etc.).
6. Documents posted on City website must ADA accessible.

11. ADDITIONAL CONSIDERATIONS:

All work orders should include considerations for the following:

1. Sea Level Rise and Flood Resilience, as applicable. **(Not applicable for this task)**
2. Submittal of a Critical Path Method (CPM) Schedule(s).
3. Submittal of a Project Catalog with the following items, as appropriate:
 - a. Data requests, assumptions, critical correspondence, meeting agenda, sign-in sheets, meeting minutes, document comment-response log(s), technical memorandum/reports, addenda, progress reports, regulatory correspondence, and other project-related documents.
 - b. If construction project, also include design plans, conformed plans, change orders, field orders, RFIs, work change directives, addenda, progress reports, shop drawing and progress submittals, as-builts, record drawings, and other project-related documents such as O&M manuals and warranty information. **(Not applicable for this task)**
 - c. At the conclusion of the project, ENGINEER will combine this information into a Project Catalog and submit to the City for review and comment. **(Not applicable for this task)**
4. Arc Flash labeling requirements:
 - a. All electrical designs and construction shall adhere to NFPA 70 E "Standard for Electrical Safety in the Workplace". **(Not applicable for this task)**
 - b. Updated calculations of Fault and Arc Flash, and provisions for new or updated Arc Flash equipment labeling shall be included in the contract documents. **(Not applicable for this task)**

12. SPECIAL CONSIDERATIONS:

None

13. SIGNATURES:

SIGNED BY:

Clifford, Robert
(cliffordrm)

Digitally signed by Clifford, Robert
(cliffordrm)
DN: cn=Clifford, Robert
(cliffordrm), ou=Active,
email=Bob.Clifford@wsp.com
Date: 2024.12.23 12:45:56 -05'00'

Robert Clifford, SVP
Transportation Business Line Executive
Southeastern Region
WSP USA, Inc.

23 Dec 24

Date

APPROVED BY:

Tara Kivett, PE
City Engineer
City of Clearwater

Date

ATTACHMENT "A"**CONSULTANT WORK ORDER – PROJECT FEES TABLE**

2025 Bridge Inspection

24-0074-EN

WSP USA, Inc.

City of Clearwater

CONSULTANT WORK ORDER

PROJECT FEES TABLE

Task	Description	Subconsultant Services	Labor	Total
1.0	Field Inspection and Report Preparation (Above Water)			
1.1	Field Inspection and Report Preparation		\$49,061.75	\$49,061.75
1.2	Maintenance of Traffic	\$4,000.00		\$4,000.00
Task Total:				\$53,061.75
2.0	Inspection and Report Preparation (Underwater)			
2.1	Diving Inspections and Report Preparation		\$27,846.00	\$27,846.00
Task Total:				\$27,846.00
SUBTOTAL, LABOR AND SUB-CONTRACTORS:				\$80,907.75
GRAND TOTAL:				\$80,907.75

ATTACHMENT "B"

CONSULTANT WORK ORDER – CITY DELIVERABLES
2025 Bridge Inspection
24-0074-EN

WSP USA, Inc.

City of Clearwater

CONSULTANT WORK ORDER

CITY DELIVERABLES

1. FORMAT:

1. Bridge Inspection Reports will be provided in PDF format and will be submitted electronically.

2. DELIVERABLES:

1. Bridge Inspection reports will be submitted forty five (45) days after the field inspection is completed.