CONSULTANT WORK ORDER
SUPPLEMENTAL 2

Date:	07/06/2026

1. PROJECT INFORMATION:

Project Title:	Disaster Debris Management - Marymont Park Restoration – 1900 Gilbert St, Clearwater, FL

City Project Number:	00-0075-AD
Consultant Project Number:	TBD

2. SCOPE OF SERVICES:

Following Hurricanes Helene and Milton, the City of Clearwater utilized Marymont Park as a Disaster Debris Management Site (DDMS) for staging, sorting and processing storm related debris. Most of the debris brought to the site was removed and disposed of as part of post-storm response. This work order is to address the excavation and disposal of the remaining on-site debris as well as the asphalt millings roadway that was installed for access.

This work order supplemental 2 is to address unforeseen additional debris encountered at the site. The original disposal quantities were based upon initial testing and as work progressed, determination of the full amount to be removed was later confirmed through more detailed inspections. Actual quantities were higher, which resulted in more roll-off containers and more hauling, therefore increasing the final costs. This $27,815 Suppl 2 WO increases the current $82,390 PO to $110,205.

3. PROJECT GOALS:

This project will include mobilization to the site and the complete removal of the remaining storm debris at the site. The asphalt millings that were placed for access to the site will also be removed. The impacted materials will be loaded and transported to a licensed facility for sorting and disposal. Where possible, materials will be separated for recycling, the balance of materials will be disposed of.

A summary report with field logs and disposal documentation will be submitted following the completion of site work.

Per City of Clearwater request, the site will be restored to rough grade using onsite materials. Clearwater Parks and Recreation staff will utilize their sod contractor to complete the final grading and sod placement according to City requirements.

4. FEES:

This price includes all labor and expenses anticipated to be incurred by EnviroTrac for the completion of these tasks in accordance with Professional Services Method "A" – Hourly Rate for a fee not to exceed twenty-seven thousand, eight hundred and fifteen dollars ($27,815.00).

No permit application fees are proposed for this Scope of Services.

5. SCHEDULE:

The project is to be completed in 60 days from issuance of notice-to-proceed.

6. STAFF ASSIGNMENT:

Envirotrac: Kristi Miller – Project Manager (813) 520-1237, William Heim – Senior PM/Reviewer (813) 600-0036

City of Clearwater: Joe DeCicco - Sr. Environmental Specialist (727) 444-8234

7. CORRESPONDENCE/REPORTING PROCEDURES:

Consultant's project correspondence shall be directed to:
Kristi Miller (kmiller@envirotrac.com) with copies to Consultant's designated Project Director William Heim (willh@envirotrac.com) and John Ferrill, V.P. (johnf@envirotrac.com)

All City project correspondence shall be directed to:
Joe DeCicco: Joseph.DeCicco@MyClearwater.com with copies to others as may be appropriate

8. INVOICING/FUNDING PROCEDURES:

City Invoicing Code: 1817525-530100-D2501

For work performed, invoices shall be submitted monthly to:

PWAccounting@myclearwater.com

**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 in 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 percentage 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.
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.

c. At the conclusion of the project, ENGINEER will combine this information into a Project Catalog and submit it to the City for review and comment.

4. Arc Flash labeling requirements:
   a. All electrical designs and construction shall adhere to NFPA 70 E "Standard for Electrical Safety in the Workplace".
   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.

12. SPECIAL CONSIDERATIONS:

Invoicing will be submitted at 100% completion of the scope of work. The deliverable will be considered the progress report for invoicing purposes.

13. SIGNATURES:

PREPARED BY:	APPROVED BY:
John Ferrill, P.G. Vice President EnviroTrac, Ltd.	Tara Kivett, P.E. City Engineer City of Clearwater
07/06/2026 Date	Date

CONSULTANT WORK ORDER

PROJECT FEES TABLE

Task	Description			Total
4.0	**Materials Management and Disposal**			
4.1	Project Management and Professional Fees			**$27,815.00**
			Materials Management and Disposal Total:	**$27,815.00**
			GRAND TOTAL:	**$27,815.00**