

CONSULTANT WORK ORDER

Date:	3/11/2026
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1. PROJECT INFORMATION:

Project Title:	Pier 60 Rehabilitation
City Project Number:	<u>25-0007-PR</u>
City Plan Set Number:	<u>N/A</u>
Consultant Project Number:	<u>US0023965</u>

2. SCOPE OF SERVICES:

The City of Clearwater Engineering Department, has requested WSP USA Inc. to assist in developing rehabilitation plans to repair and harden the existing Pier 60. The project limits are the full limits of Pier 60, from the approach beach landing to the western fishing piers. The Pier is approximately 1080 LF in total length. The rehabilitation will be multiple phases, Phase 1 being an in-depth hands-on investigation followed with a summary report and an alternative analysis. Upon final selection of the preferred alternative by the City, Phase 2 will be to design and detail complete rehabilitation plans for the City. This scope of work is only for Phase 1. Phase 2 will be included as a supplement to this contract, upon approval of Phase 1.

I. REVIEW OF EXISTING DOCUMENTS:

WSP will review existing documents for SR 60 Pier. We will review past inspection reports and as-built plans from the original construction and all available rehabilitation plans and specifications.

II. SITE INVESTIGATION:

WSP will perform a site investigation of the City of Clearwater, Pier 60 structure to determine and recommend repairs, rehabilitations, and improvements scope to the structure. Prior to the site investigation, WSP will coordinate with the City to set up inspection activities and access to the pier, bait house, and any other necessary areas.

WSP will observe pier operations, interview pier operators to understand any ongoing concerns related to the operation of the pier and will recommend any improvements to facilitate future maintenance of the pier.

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As part of the repair and rehabilitation recommendations, any deficiencies that require action to improve the operation and reliability of the bridge will also be identified as part of the Assessment Report.

WSP will collect surface sediment grab samples in support of the numerical modeling efforts. WSP will collect two grab samples along five transects, for a total of ten grab samples. One transect will be located adjacent to the pier. Two transects will be located about 250 feet from the pier. Two transects will be located about 2500 feet from the pier. The furthest south transect will be located north of the Clearwater Passage. Each sample will be analyzed for a grain size at a laboratory.

III. SUMMARY REPORT AND ALTERNATIVE ANALYSIS:

Following the site investigation of the pier, WSP will develop and submit a summary report and an alternative analysis for City's review. As a part of the repair recommendation report, WSP will coordinate and review results of the site investigation to determine scope of repairs to prioritize systems and components needing repairs or rehabilitation. The report will include preliminary construction costs for the recommended scope of repairs and architectural concepts for updating and reimagining the pier. The report will have a QC/QA review performed prior to submittal to City.

IV. REVIEW AND RESPONSE TO COMMENTS

The Summary Report and Alternative Analysis will be submitted to CITY for review and comment. Pending comments received from the City, WSP will update and submit final report to CITY.

V. 60% DESIGN SERVICES:

WSP shall prepare engineering plans to the sixty percent (60%) design level based upon the final scope of services approved by the client from the alternatives report. The level of effort and corresponding labor hours included in the proposed design fee are estimated on Alternative 3 as identified in the RFQ. The proposed scope of work and fee also include the evaluation of wave attenuation measures as part of the development of the 60% engineering plans.

Coastal Analysis

WSP will complete the coastal analyses required to support the design and rehabilitation of the pier. WSP will utilize an industry standard numerical model to model hydrodynamic forces acting on the existing pier. In addition to assessing the hydrodynamic forces, WSP will assess the existing sediment transport conditions affecting the site. For each design deliverable, WSP will update the model to reflect the proposed conditions of the pier and any offshore wave attenuating structures. These updates will reflect new hydrodynamic

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forces acting on the pier and new sediment transport conditions at the site caused by the offshore wave attenuating structures and the proposed pier design. WSP will include a summary of the model inputs, assumptions, methodology, and outputs in the Basis of Design Report.

Design

To provide resiliency and increase the longevity of the proposed pier, WSP will design wave attenuating structures that will be placed offshore from the proposed pier. WSP assumes that these structures will be small enough to not be considered breakwaters by FDEP permitting thresholds (i.e. the top elevation of the structures will not be above MHHW).

VI. PHASE 2 DESIGN SERVICES:

Pending approval and acceptance of the Evaluation Report, WSP will prepare a scope/fee for the design and rehabilitation as per the recommended alternative approved by the City.

3. PROJECT GOALS:

Assist the City in repairing and hardening the existing pier which is owned by the City of Clearwater at the limits described within the TWO.

4. FEES:

See "Attachment A".

This price includes all labor and expenses anticipated to be incurred by WSP USA, Inc, for the completion of this scope if services in accordance with Professional Services Method "B" – Lump Sum – Percentage of Completion by Task, for a fee not to exceed Seven Hundred and Eight Thousand Two Hundred Twenty-Seven Dollars (\$708,227.00).

Permitting fees are expected for this task.

5. SCHEDULE:

The draft summary report and alternative analysis will be submitted to the City for review and comment within 21 calendar days after completion of on-site inspection.

A final summary report and alternative analysis will be submitted 14 calendar days after final resolution of City comments.

Upon final approval of scope from the City, 60% plans will be submitted 4 months for the City's Review.

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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: Todd Mitchell, PE
- Senior Structural Engineer: Chris Ray, PE
- Senior Structural Engineer: Marcelino Aguirre, PE
- Engineering Technician: Michael Ray, EIT, Prashant Shinde, EIT
- Resiliency: Nabil Bawany, PE, CFM
- Architect: Francisco Gomez, AIA, Yvonne Hidle, AIA

7. CORRESPONDENCE/REPORTING PROCEDURES:

Consultant's project correspondence shall be directed to:

[WSP USA, Inc.](#)

[Attention: Todd Mitchell, PE](#)

[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: 1817525-530100-D2402

For work performed, invoices shall be submitted monthly to:

ATTENTION: SHERRI BOGUE, CONTROLLER

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:

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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
5. For 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 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 be 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 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 to the City for review and comment.

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12. SPECIAL CONSIDERATIONS:

None

13. SIGNATURES:

PREPARED BY:

APPROVED BY:

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

Tara Kivett, PE
City Engineer
City of Clearwater

Date

Date

CONSULTANT WORK ORDER PROJECT FEES TABLE

Task	Description	Subconsultant Services	Labor	Total
1.0	Pier 60			
1.1	Inspection (Above/Below) water		\$131,556.00	\$131,556.00
1.2	Report Alternatives		\$84,192.97	\$84,193.00
1.3	60% Design		\$492,477.90	\$492,478.00
1.4				
			Total:	\$708,227.00
SUBTOTAL, LABOR AND SUB-CONTRACTORS:				\$708,227.00
GRAND TOTAL:				\$708,227.00

CONSULTANT WORK ORDER

CITY DELIVERABLES

1. FORMAT:

Reports, studies, opinions and other deliverables will be provided in PDF format or Microsoft Office Suite and will be submitted electronically.

2. DELIVERABLES:

Deliverables will be coordinated with the City before any task or assignments are requested.