

CONSULTANT WORK ORDER

Date:	28 August 2024
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1. PROJECT INFORMATION:

Project Title:	Harbor Drive Fill Area – Closure Plan Implementation	
City Project Number:	12-0016-PR	
City Plan Set Number:	NA	
Consultant Project Number:	FR2298D	

2. SCOPE OF SERVICES:

Geosyntec Consultants, Inc. (Geosyntec) is pleased to provide this scope of work and cost proposal to support the City of Clearwater (City) with implementing the Closure Design Plan for the Harbor Drive Fill Area (Site) located in Clearwater, Pinellas County, Florida. The *Harbor Drive Fill Area – Closure Design Plan* (Plan) dated 29 January 2021 was approved by the Florida Department of Environmental Protection (FDEP) on 16 December 2021 and is attached as Exhibit “A”. The objective for implementing this Plan is to obtain closure of the Harbor Drive Fill Area that is protective of human health and the environment and in accordance with applicable regulations in Chapter 62-780, Florida Administrative Code and FDEP’s “Guidance for Disturbance and Use of Old Closed Landfills or Waste Disposal Areas in Florida, Version 2.3 Final” dated April 2, 2019.

The scope of work presented herein, includes implementing the FDEP-approved Plan. In accordance with the FDEP-approved Plan, this scope of work generally includes the following:

- Excavating ash, debris, and/or soil from select areas within City parcels and rights-of-way,
- Installing a Final Cover consisting of 12 inches of protective soil underlain with a woven geotextile barrier in the excavated areas, and
- Installing chain-link fences and gates within City parcels to restrict pedestrian and employee access.

Geosyntec’s scopes of services are summarized below and detailed in the Construction Drawings and Technical Specifications.

I. CONSTRUCTION PHASE:

Task 1: Fieldwork Preparation Activities and Project Management

This task includes the fieldwork preparation activities including procuring the selected construction subcontractor (Action Environmental [Action]), coordinating with the City, reviewing Action’s submittals, and the day-to-day project management activities such as invoicing; file maintenance; interaction between project team members, communications with the City, other team members, and the FDEP; and other activities essential to ensure that the project objectives are met and project scope is completed within the allocated budget.

A summary of the items in Task 1 is provided below.

- Action will furnish the necessary labor, materials, and equipment to complete planning and administrative activities, prepare health and safety documents, attend a pre-construction meeting, and mobilize to the Site.
- Geosyntec will coordinate construction activities with City and Action personnel. Specifically, the City, Geosyntec, and Action should discuss procedures if the general public approaches the Site and requests information on the excavation activities. Geosyntec assumes that the City will provide a contact name and phone number for a City representative, at a minimum, or have a City representative on standby that can be on-Site within 30 minutes. Geosyntec understands that the City will provide a contact name and phone number for an Engineering representative and a representative from the Cultural Affairs group.
- Geosyntec will prepare for and have a planning call with Action to finalize the schedule and project approach.
- Geosyntec will prepare for and attend an in-person pre-construction meeting with Action. The City will also be invited to attend. Geosyntec anticipates walking the Site and discussing excavation, staging and laydown areas, and construction logistics. Geosyntec will also prepare and distribute meeting notes to the attendees.
- Action will confirm permit requirements and obtain the necessary permits. Action’s work shall be performed in accordance with all local, state, and federal permits. Geosyntec will support Action during the permitting process and provide any additional information required in the permit, if necessary. In addition, Geosyntec will review the final permit applications prior to submittal. For all permits, it is assumed that permit issuance will not take longer than 30 calendar days following permit submission. Anticipated permits include but are not limited to right-of-way permits, Application for Fence/Wall, Application for Land Clearing and Grubbing, Application for Tree Removal, and Building.

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- Action will prepare and Geosyntec will review and approve the following submittals (at a minimum) prior to construction activities: (i) Services Agreement and Subcontractor Work Order between Geosyntec and Action, (ii) Action's Certificates of Insurance, (iii) construction schedule, (iv) work plan for soil excavation activities, (v) Action's Health and Safety Plan (HASP), (vi) list of subcontractors, (vii) name and address of proposed landfill for soil disposal, (viii) name and address of the proposed borrow source with laboratory analytical results, (ix) sources of sod, fertilizer, trees, and/or other materials for Site restoration, (x) manufacturer's product data and specifications for proposed erosion control, geotextile, fencing, and other products used by Action, (xi) list of equipment to perform work, (xii) waste profiles, (xiii) Notice of Intent, (xiv) Maintenance of Traffic (MOT) Plan, and (xv) copy of Sunshine 811 utility locate ticket in accordance with Contract Documents.
- Geosyntec will provide support during the planning and administrative activities, including acquiring field equipment prior to construction activities and scheduling a Sunshine 811 utility locate prior to construction activities.
- Geosyntec will collect groundwater samples for analysis of aluminum at MW-20 and iron at MW-25 per the approved FDEP-Plan and waste characterization soil samples. Geosyntec assumes that the waste characterization samples will be analyzed for the 8 Resource Conservation and Recovery Act metals (including toxicity characterization leaching procedure), volatile organic compounds, semi-volatile organic compounds, and polynuclear aromatic hydrocarbons.
- Geosyntec will oversee the abandonment of groundwater monitoring wells MW-14 through MW-19 (located within the ash/debris footprint) and MW-24 by a driller licensed in the State of Florida.
- Geosyntec will prepare a Site-specific HASP in accordance with 29 Code of Federal Regulations (CFR), Part 1910.120. Additional details related to the HASP are provided below.

Geosyntec will prepare a Site-specific HASP in accordance with 29 CFR, Part 1910.120. The HASP will describe the measures that will be taken to ensure the protection of Geosyntec employees during the construction activities at the Site. The purpose of the HASP is to define the requirements and designate the protocols for personnel that will be performing the work by controlling the potential risk to health and safety during Site activities. Geosyntec employees who may come into contact with any waste material shall have completed 40-hour Hazardous Waste Operations and Emergency Response Standard (HAZWOPER) training in accordance with 29 CFR, Part 1910.120 and shall have current certificates on Site at all times.

Action shall also maintain a safe working environment and ensure its employees, and those of its lower tier subcontractors, comply with applicable health, safety and security laws and regulations, including, without limitation, federal, state

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and local laws and regulations, and any Geosyntec HASPs. At a minimum, Action employees and those of their lower tier subcontractors who may come into contact with any waste material shall have completed 40-hour HAZWOPER training in accordance with 29 CFR, Part 1910.120 and shall have current certificates on Site at all times. Compliance with such requirements shall represent the minimum standard.

Task 2: Construction and Oversight

Geosyntec will provide daily construction oversight and document construction activities to verify that the construction is completed in general accordance with the Construction Drawings and Technical Specifications and FDEP-approved Plan. The assumptions, general project approach, and project management are discussed below.

Construction Activities

Geosyntec anticipates that construction activities will be completed over a period of 44 business days (~6 calendar weeks). Action will furnish the necessary labor, materials, and equipment to complete construction activities in accordance with the Bid Documents. Geosyntec will provide daily oversight of the construction activities and document excavation-related activities (including dust monitoring) throughout the project. Geosyntec's On-Site Construction Manager will observe construction activities for 44 business days. Time has also been included to prepare for the field activities and complete a daily summary report upon completion of field activities each day.

Geosyntec and Action will complete Site setup activities. Site setup will include (i) taking pre-construction photographs of Site, (ii) implementing the MOT Plan; (iii) completing a private utility locate; (iv) installing temporary construction fencing/barricades; (v) installing project benchmarks; (vi) performing pre-construction Site survey and staking excavation boundaries; (vii) installing temporary erosion control measures; (viii) constructing decontamination areas and installing temporary construction support facilities; (ix) setting up laydown and equipment staging areas; (x) removing trees and vegetation; and (xi) protecting existing structures.

Upon completion of Site setup, Action will excavate to 1 foot below land surface (ft BLS) in the staked excavation area using a combination of soft-digging techniques and conventional excavation methods while protecting existing surface structures including parking areas, sidewalks, light poles, signs, and stormwater wing inlets. Ash/debris, soil, and/or root balls will be directly loaded into haul trucks when possible or temporarily staged in a designated lined and covered stockpile area for transportation and disposal off-Site. Geosyntec's Project Manager will make weekly visits to the Site during the excavation and regularly communicate with City personnel. Geosyntec's Project Director will make three Site visits during construction activities.

Following excavation, the excavated surface will be regraded, as necessary, and a woven geotextile fabric will be placed on the regraded ash/debris and soil surface at 1 ft BLS within the limits of disturbance. Cover soil from an off-Site borrow source that meets

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FDEP analytical standards per the Technical Specifications will be used as backfill material and compacted. Final grading will be performed for the construction of the Final Cover. Throughout implementation of the Plan, excavation areas will be backfilled and exposed soil will be stabilized to prevent erosion. Final Site restoration will include (i) planting trees; (ii) placing backfill soil and sod; and (iii) installing chain-link fencing and gates to restrict and limit pedestrian access.

Following construction activities, Action will (i) perform an as-built survey of the final excavation and backfilled area; (ii) perform dry decontamination and remove any loose debris from the Site equipment, trailers, and other appurtenances which may have been brought to the Site; (iii) remove or dispose of unused materials from the Site; (iv) perform Site cleanup and debris removal activities; and (v) maintain temporary erosion control measures until Final Cover vegetation has achieved final stabilization.

Upon substantial completion of construction activities, Geosyntec will complete a pre-final inspection with the City and an Action representative. Upon completion of the pre-final inspection, Geosyntec will submit a brief summary of construction activities including a photo documentation log to City and identify any outstanding items requiring correction. Geosyntec will also submit the weight tickets, manifests, and a disposal and backfill summary table documenting final tonnage to the City.

Project Management

Geosyntec's Project Manager will maintain contact with staff throughout construction activities. At a minimum, Geosyntec's Project Manager will complete the following activities during construction.

- Provide technical support to Geosyntec field staff daily and receive progress updates at the end of each day.
- Provide the Engineer of Record and Project Director Progress Updates at the end of each day including daily field notes, Site photographs, and contractor submittals.
- Perform weekly Site visits (1 day per week) during construction activities.
- Provide the Engineer of Record, Project Director, and City with technical updates via email (1 update per week at a minimum).
- Review and approve the following Action submittals as required in the Bid Documents.
 - Copies of weight tickets from the landfill for each truck load of soil or other material transported off-Site.
 - Backfill tickets from the borrow source for each truck load of soil transported to the Site.
 - A daily written summary (submitted via email) that includes the date, time, and total tonnage per truck at the disposal facility of soil excavated from the

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Site and yards of backfill delivered to the Site, as well as information on the total tonnage/yardage of excavated material and backfill to date.

Geosyntec’s Project Director will complete the following activities during construction activities.

- Provide technical support to the Project Manager daily and receive progress updates at the end of each day.
- Review and/or participate in technical updates with the Project Manager and Engineer of Record.
- Perform three Site visits during construction activities.

The Engineer of Record will perform the following activities throughout construction activities.

- Provide ongoing technical oversight to the Project Manager and Project Director to ensure work is being completed in accordance with the Project Documents, and discuss and approve relevant modifications to work, as necessary.
- Review and/or participate in technical updates with the Project Manager and Project Director.
- Review and approve the following Action submittals as required in the Bid Documents.
 - Pre-excavation survey.
 - Copy of the private utility locate/ground penetrating radar report including a Site map illustrating utilities observed during the private locate.
 - Final as-built survey after excavation and backfilling.

The following assumptions for the implementation of the Plan were made in developing this proposal for the construction.

- The subsurface conditions are similar to those reported in historical soil sampling logs completed on-Site. Obstructions (e.g., significant historical and/or archaeological artifacts/remains, waste, contaminated materials, underground storage tanks, etc.) will not be encountered during earthwork.
- The City, Geosyntec, and Action will discuss procedures if the general public approaches the Site and requests information on the excavation activities. Geosyntec assumes that the City will provide a contact name and phone number for a City representative, at a minimum, or have a City representative on standby that can be on-Site within 30 minutes. Geosyntec understands that the City will provide a contact name and phone number for an Engineering representative and a representative from the Cultural Affairs group.
- Field activities will commence in 2024, and Geosyntec assume that on-Site construction will take 44 business days to complete. If construction takes longer

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than 44 business days to complete, Geosyntec will request a change order on a lump-sum, unit-rate of \$3,370 per day.

- Up to \$1,000 has been included for permit fees.
- Per the FDEP-approved Plan, confirmatory samples will not be collected following excavation activities.
- No shoring or dewatering will be required during construction activities. Groundwater is assumed to be greater than 1 ft BLS. If groundwater is encountered, additional costs for transportation, disposal, management, and/or waste manifesting will apply accordingly.
- Excavated soil will be classified and manifested as non-hazardous waste. If hazardous waste is encountered, additional transportation and disposal costs may be incurred.
- Concrete rubble and other material encountered in the excavation will be disposed of at the same facility as the ash/debris, soil, and root balls. Costs assume transportation and disposal at a permitted, Subtitle D waste disposal facility.
- City personnel will sign the waste manifests. In the event the City is not able to sign waste manifests, Geosyntec will sign the waste manifests on behalf (“as an agent for”) the City. The City will need to provide Geosyntec with written authorization to sign manifests on their behalf.
- Geosyntec is not responsible for any damage to existing utilities that are not identified by Sunshine 811.
- This proposal does not include relocation, shoring, and removal/replacement of existing utilities.
- This proposal includes the construction and disposal of one gravel construction entrance for haul trucks and other equipment. This proposal includes transportation and disposal costs for up to 60 tons for stone/gravel used for the construction entrance that will be disposed of as non-hazardous waste at the same facility as the ash/debris, soil, and root balls.
- The proposal includes planting a total of 18, 30-gallon standard Muskogee Crape Myrtle trees and 5, 30-gallon *Quercus virginiana* trees as included in the City-provided tree planting plan (Exhibit “A”) and does not include any warranty on installed trees following inspection and acceptance of the trees at the tree nursery or on-Site by City personnel. The City also takes responsibility for watering and maintenance of the tree immediately following installation. Communication with the City agreeing to this arrangement prior to this proposal and the tree planting plan was conducted through email correspondence in November 2022 and December 2023.

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- Sodded areas shall be subject to a warranty period of not less than 90 days from the completion of the pre-final inspection. The proposal assumes 100% vegetative cover after 90 days following sod installation. Following 90 days after sod installation, the City takes full responsibility for maintaining and watering the installed sod.
- Air monitoring with laboratory analysis will not be implemented during construction activities. Dust monitoring will be implemented within the limits of disturbance throughout construction activities to assess fugitive dust emissions.
- The wooden bollards on the southern side of Russell Street will be protected in place or removed and replaced during excavation activities.
- Large native trees that are located outside the limits of work, but whose branches overhang the limits of work shall be trimmed by the City. All other vegetation located within the limits of work shall be removed by Action per the Technical Specifications.
- If requested, the City will provide root pruning. Action shall be responsible for coordinating with the City and preparing the area so the equipment can easily access the area. Action shall account for the City efforts in Action's Schedule.
- The estimated maximum quantity of materials are as follows:
 - Excavated ash, debris, soil, vegetative material, and/or construction entrance – 1,140 tons,
 - Transported and disposed ash, debris, soil, vegetative material, and/or construction entrance – 1,140 tons,
 - Final Cover soil – 1,080 tons,
 - Sod – 21,000 square feet, and
 - Chain-link fencing – 500 linear feet.
- If additional materials are needed beyond the maximum quantities listed above, the materials will be provided on a lump-sum, unit-rate based in a change order as follows:
 - Excavated ash, debris, soil, and/or vegetative material at \$82.23 per ton,
 - Transported and disposed ash, debris, soil, and/or vegetative material at \$51.75 per ton,
 - Final Cover soil at \$46.00 per ton,
 - Sod at \$1.44 per square feet, and
 - Chain-link fencing at \$69.00 per linear feet.
- The Final Cover soil shall be a blended material – sand with organic fill mixed on Site. The lump-sum cost is based on two sources (Razorback and FL Organics)

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passing FDEP-required laboratory testing. If the material does not meet FDEP requirements, an alternate source will be required and additional costing will be warranted for the additional material, trucking, and re-testing costs. Additional subcontractor costs will be requested via a change order for an additional lump-sum cost of \$24,219.

- If needed, changes to the proposed scope of work, budget, or schedule will be agreed upon in writing in advance of the work being performed.
- Access to the limit of work, free of equipment and materials, will be provided by the City and is unrestricted to Geosyntec and its subcontractors. Subcontractor stand-by time due to access limitations is not included in this proposal. Subcontractor standby time will be requested via a change order on a lump-sum, unit-rate of \$5,175 per day.
- Site access will be available Monday through Friday during daylight hours for construction activities. Night and weekend work will not be allowed without written approval from the City.
- All work will be performed in Level D personal protective equipment.
- If field conditions, adverse weather, etc. cause delays beyond the control of Geosyntec, requests for further budget authorization from the City may be warranted.
- If a stop work order is issued for reasons outside of Geosyntec’s control, the budgeted cost and schedule shall be subject to revision due to changed circumstances.
- Communication between the City and Geosyntec’s subcontractors will be through Geosyntec.
- On-Site inquires of activities made by the public or press will be directed to Joe DeCiccio with the City.
- It is assumed that the project will not include public meetings or the development of public educational information that is prepared by Geosyntec.

Task 3: Pre-Final and Final Inspections

This task includes the costs for Geosyntec and Action personnel to meet with the City and complete pre-final and final inspections. The goal of the pre-final inspection will be to assure that work was completed to the satisfaction of the City. If any unsatisfactory items are identified, a punch list will be prepared, and the identified issues will be corrected. The goal of the final inspection will be to assure that sod has taken and that activities associated with maintaining sod are complete. A summary of activities is provided below.

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- Action will mobilize to the Site for the pre-final and final inspections. Upon approval of final inspection, Action will remove the erosion controls and any remaining materials and/or equipment.
- Geosyntec will prepare for and be on-Site for the pre-final inspection and completion of punch list items.
- Geosyntec will submit a brief summary of construction activities including a photo documentation log to City and identify any outstanding items requiring correction from the pre-final inspection.
- After 90 calendar days following the sod installation, Geosyntec will be on-Site for the final inspection.
- Geosyntec will prepare a photo documentation log of the final Site inspection.

Task 4: Construction Completion Report

Following completion of the construction activities, Geosyntec will prepare a Construction Completion Report to document the construction activities in accordance with the FDEP-approved Plan. The Construction Completion Report will include supporting appendices, tables, figures, and photographic documentation that summarize the construction activities. The waste manifests will also be included in the report. The Construction Completion Report will be signed and sealed by the Engineer of Record in responsible charge of the project.

The following assumptions were made to prepare the cost estimate for the Construction Completion Report:

- Geosyntec will provide draft and final copies of the Construction Completion Report in an electronic format only.
- The City (i.e., all members of the City’s team, including internal and outside counsel and other parties) will provide Geosyntec with one set of consolidated comments on the draft document within 15 business days of receipt (several sets of comments often necessitate extensive communication to harmonize them and resolve conflicts, which incurs additional costs).
- The cost and schedule for the Construction Completion Report assumes one round of revision of each for the draft and final documents.

3. PROJECT GOALS:

Under Task 1, Geosyntec will provide day-to-day project management activities throughout the project to support the successful implementation of Tasks 2, 3, and 4. Geosyntec will also ensure the completion of the pre-construction activities in Task 1.

Under Task 2, Geosyntec will implement excavation and construction at the Harbor Drive Fill Area in accordance with the FDEP-approved Plan, Construction Drawings, and Technical Specifications.

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Under Task 3, Geosyntec will conduct pre-final and final inspections to determine if any unsatisfactory items need to be correct (pre-final inspection) and determine if the sod has taken (final inspection).

Under Task 4, Geosyntec will prepare a Construction Completion Report for the City and submit the final deliverable to the FDEP on behalf of the City.

4. FEES:

See Attachment “A”.

This price includes all labor and expenses anticipated to be incurred by Geosyntec Consultants 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 Nine Hundred Fifty Four Thousand One Hundred Dollars (954,100).

5. SCHEDULE:

The project is to be completed in **210 calendar days*** from issuance of notice-to-proceed (NTP). The project deliverables are to be phased as follows:

Task 1: Fieldwork Preparation Activities and PM:	~60 calendar days
Task 2: Construction and Oversight	~60 calendar days
Task 3: Pre-Final and Final Inspections	~90 calendar days
Task 4: Construction Completion Report:	~60 calendar days

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Task	Deliverable	Deliverable Due Date	Approximate Invoice Date
Task 1: Field Preparation Activities and PM	One email submittal to City with documenting completion of pre-construction activities including pre-construction meeting notes, construction schedule, and Geosyntec approval of Action’s pre-construction submittals, mobilization, and permits.	Day 60 from NTP	Day 81 from NTP
Task 2A: Construction and Oversight	One email submittal to City with construction documentation for 67% of construction activities including preliminary weight tickets and manifests and a disposal and backfill summary table documenting tonnage.	Day 100 from NTP	Day 121 from NTP
Task 2B: Construction and Oversight	One email submittal to City with construction documentation for 33% of construction activities including the final weight tickets and manifests for Task 2A and 2B and a final disposal and backfill summary table documenting final tonnage, and an as-built survey	Day 120 from NTP	Day 141 from NTP
Task 3A: Pre-Final Inspection	One email submittal to City with a photo log following the pre-final inspection.	Day 120 from NTP	Day 141 from NTP
Task 3B: Final Inspection	One email submittal to City with a photo log following the final inspection.	Day 210 from NTP	Day 231 from NTP
Task 4: Construction Completion Report	Construction Completion Report email submittal to FDEP.	Day 180 from NTP	Day 201 from NTP

The schedule above assumes a NTP from the City is issued in 2024.

* Please note, Task 4 will be completed prior to completion of Task 3. The total number of days (i.e., 210 calendar days) is the summation of Tasks 1 to 3.

6. STAFF ASSIGNMENT:

It is anticipated that the following Geosyntec Staff will be utilized in performing the scope of services: Olivia Cain, P.E. –Engineer of Record; Eric Sager, P.G. – Project Director and Senior Peer Review; James Mills, P.E. –Project Manager; Rik Mathias, Ken Starling, or Mandi Mohr – On- Site Construction Manager; Eric Davis – CADD Designer; Mandi Mohr – Senior Staff Professional; Paula Strasser - Clerical.

7. CORRESPONDENCE/REPORTING PROCEDURES:

Consultant's project correspondence shall be directed to:

Olivia Cain, P.E. (Engineer of Record) – 727-330-9961; OCain@Geosyntec.com

Eric Sager, P.G. (Project Director) – 727-330-9952; ESager@Geosyntec.com

James Mills, P.E. (Project Manager) – 813-379-4389; JMills@Geosyntec.com

All City project correspondence shall be directed to:

Joe DeCicco (Senior Environmental Specialist) – 727-562-4745;

Joseph.DeCicco@MyClearwater.com with copies to others as may be appropriate.

8. INVOICING/FUNDING PROCEDURES:

City Invoicing Code: ENGF180007-CONS-CNSTRC

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).

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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 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".

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- 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:

None.

13. SIGNATURES:

PREPARED BY:



Eric Sager
Sr. Principal
Geosyntec Consultants, Inc.

Date

APPROVED BY:

Tara Kivett, P.E.
City Engineer
City of Clearwater

Date

ATTACHMENT "A"

CONSULTANT WORK ORDER – PROJECT FEES TABLE
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PROJECT FEES TABLE

Task	Description	Subconsultant Services	Labor	Total
1.0	Fieldwork Preparation Activities and Project Management			
1.1	Fieldwork Preparation Activities & PM	\$47,200	\$34,000	\$81,200
Task 1 Subtotal:				\$81,200
2.0	Construction and Oversight			
2.1	Construction (67% complete)	\$282,900	\$109,100	\$392,000
2.2	Construction (33% complete)	\$139,400	\$53,800	\$193,200
Task 2 Subtotal:				\$585,200
3.0	Pre-Final and Final Inspections			
3.1	Pre-Final Inspection	\$38,900	\$6,800	\$45,700
3.2	Final Inspection	\$58,300	\$4,100	\$62,400
Task 3 Subtotal:				\$108,100
4.0	Construction Completion Report			
4.1	Report Preparation Activities	\$0	\$20,600	\$20,600
Task 4 Subtotal:				\$20,600
SUBTOTAL, LABOR AND SUB-CONTRACTORS:				\$795,100
CONTINGENCY/TASK ALLOWANCE (20%):				\$159,000
GRAND TOTAL:				\$954,100

ATTACHMENT "B"

CONSULTANT WORK ORDER – CITY DELIVERABLES
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CITY DELIVERABLES

1. FORMAT:

The design plans shall be compiled utilizing the following methods:

1. City of Clearwater CAD standards.
2. Datum: Horizontal and Vertical datum shall be referenced to North American Vertical Datum of 1988 (vertical) and North American Datum of 1983/90 (horizontal). The unit of measurement shall be the United States Foot. Any deviation from this datum will not be accepted unless reviewed by City of Clearwater Engineering/Geographic Technology Division.

2. DELIVERABLES:

The design plans shall be produced on bond material, 24" x 36" at a scale of 1" = 20' unless approved otherwise. Upon completion the consultant shall deliver all drawing files in digital format with all project data in Autodesk Civil 3D file format.

NOTE: If approved deviation from Clearwater CAD standards is used, the Consultant shall include all necessary information to aid in manipulating the drawings including either PCP, CTB file or pen schedule for plotting. The drawing file shall include only authorized fonts, shapes, line types or other attributes contained in the standard release of Autodesk software. All block references and other references contained within the drawing file shall be included. Please address any questions regarding format to Mr. Thomas Mahony, at (727) 562-4762 or email address Thomas.Mahony@myClearwater.com.

All electronic files (including CAD and Specification files) must be delivered upon completion of project or with 100% plan submittal to City of Clearwater.

Exhibit "A"

CONSULTANT WORK ORDER – CITY DELIVERABLES
Harbor Drive Fill Area – Closure Plan Implementation
12-0016-PR

Geosyntec Consultants

City of Clearwater

**CLOSURE DESIGN PLAN
TREE PLANTING PLAN**