

CONSULTANT WORK ORDER

Date:	April 3, 2023
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1. PROJECT INFORMATION:

Project Title:	Elks Lodge – Asbestos Abatement and Structure Demo	
City Project Number:	20-0037-CM	
City Plan Set Number:	TBD	
Consultant Project Number:	TBD	

2. SCOPE OF SERVICES:

A technical work plan was developed in 2022 by Greenfield Environmental Inc. (Greenfield) that outlined the requirements for the asbestos removal and total demolition of the former Elks Lodge structure. A walk-thru was conducted with the selected contractor to indicate the asbestos-containing materials to be removed.

Asbestos Abatement and Structure Demolition

Greenfield will revise the work plan to outline the requirements for the asbestos removal and structure demolition; showing the exact materials that will need to be properly removed.

The selected contractor will provide all notifications and associated fees to the local regulatory agency and will remove all the asbestos containing materials identified at the structure, as well as total demolition. Wet removal methods and negative pressure enclosures will be utilized for all asbestos removal. Wet dust control measures will be utilized during all demolition activities. The contractor will also be responsible for all utility disconnects. The contractor will also provide all associated asbestos and demolition waste manifests (transport and disposal) at project completion.

Project Management and Oversight

With Stantec's oversight, Greenfield will inspect the work areas in order to insure safe work practices and proper asbestos removal and demolition techniques. The on-site industrial hygienist (Greenfield personnel) will: (1) Maintain on-site records consisting of project progress, number of workmen employed, visitors to the project, problems

encountered and changes authorized by the owner; (2) Ensure proper asbestos abatement and demolition procedures and safety compliance. The industrial hygienist's schedule will be coordinated to coincide with the contractor's schedule.

Final Report

This will include the assembly and evaluation of all data obtained during the project into a final report. Included will be a daily chronology of work observations as well as a summary of all activities conducted during the project.

No CAD work is being conducted as part of this Scope of Services.

3. PROJECT GOALS:

Full structure demolition with asbestos abatement, oversight with reporting.
Deliverable will be an electronic submittal in pdf format.

4. FEES:

See Attachment A.

This price includes all labor and expenses anticipated to be incurred by Stantec 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 one hundred twenty-seven thousand, one hundred ninety dollars (\$127,190.00).

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

5. SCHEDULE:

The tasks will likely be completed within 60 days from notice-to-proceed (pending demolition contractor permitting and scheduling). Project deliverables will be delivered upon completion of the project (no phased documents/plans).

6. STAFF ASSIGNMENT:

Consultant's project correspondence shall be directed to: Shawn Lasseter – Project Manager (727) 580-5259 or Greg Schultz, PE (Director).

All City project correspondence shall be directed to: Joe DeCicco, Sr. Environmental Specialist

7. CORRESPONDENCE/REPORTING PROCEDURES:

Consultant's project correspondence shall be directed to:

Shawn Lasseter (shawn.lasseter@stantec.com) with copies to Consultant's designated Project Director Greg Schultz, PE: greg.schultz@stantec.com

All City project correspondence shall be directed to:

Joe DeCicco: Joseph.DeCicco@MyClearwater.com and/or (727) 562-4745 with copies to others as may be appropriate

8. INVOICING/FUNDING PROCEDURES:

City Invoicing Code: 1817554-582000-G2302

For work performed, invoices shall be submitted to:

**ATTENTION: JAMIE GAUBATZ, SR ACCOUNTANT
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:

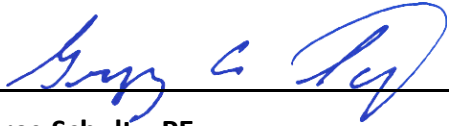
1. Sea Level Rise and Flood Resilience, as applicable.
2. Submittal of a Critical Path Method (CPM) Schedule(s).
3. Submittal of a Project Catalog with the following items, as appropriate:
 - a. Data requests, assumptions, critical correspondence, meeting agenda, sign-in sheets, meeting minutes, document 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".
 - 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:

Deliverables and/or email updates associated with this investigation will be considered the progress reports for invoicing purposes.

13. SIGNATURES:

APPROVED BY:



Greg Schultz, PE
Sr. Principal, Branch Manager
Stantec

April 3, 2023

Date

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

Date

PREPARED BY:



Shawn Lasseter
Sr. Project Manager
Stantec

April 3, 2023

Date

ATTACHMENT "A"
CONSULTANT WORK ORDER – PROJECT FEES TABLE
Elks Lodge Asbestos Abatement and Demolition

Stantec

City Project Number (TBD)

City of Clearwater

CONSULTANT WORK ORDER

PROJECT FEES TABLE

Task	Description	Subconsultant Services	Labor	Total
1.0	Asbestos Abatement/Demolition, Oversight & Demolition Cost			
1.1	Stantec Labor	\$0	\$6,000	\$6,000
1.2	Greenfield Environmental	\$2,500	\$0	\$2,500
1.3	JVS Contracting, Inc. (includes sodding)	\$100,600	\$0	\$100,600
Subtotal				\$109,100
2.0	Reporting			
2.1	Stantec Labor	\$0	\$500	\$500
2.2	Greenfield Environmental	\$1,000	\$0	\$1,000
Subtotal				\$1,500
Tasks 1 and 2 Subtotal				\$110,600
3.0	15% Contingency			\$16,590
Grand Total				\$127,190

TO: Cross Construction Services
PAW Demolition
~~JVC~~ Contracting
JVS

FROM: Nicholas Barron, Greenfield Environmental, Inc.

BID DUE DATE: March 14, 2022 at 4:00 p.m.

The following is a bid form for the asbestos removal, wastestream removal and total demolition project at the former Elks Lodge structure located at 1011 Engman Street in Clearwater, Florida. The bid should be emailed to Mr. Nicholas Barron of Greenfield Environmental, Inc. at nbarron@greenfieldenv.com

Total Bid Price to Remove
All Designated Asbestos Containing Materials,
Remove all Wastestreams and Provide Total Structure Demolition

\$ 99,100.00

Alternative additional price for sodding the entire property instead of hydroseeding \$ (\$1,500)

JVS Contracting, Inc

Company Name

John Simon III

Print Name

Signature

2/21/23