

# Supplemental 1 WORK ORDER

<b>Date:</b>	<b>August 19, 2024</b>
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## 1. PROJECT INFORMATION:

<b>Project Title:</b>	<b>South Osceola Parking Garage</b>		
<b>City Project Number:</b>	22-0011-EN		
<b>City Plan Set Number:</b>			
<b>Consultant Project Number:</b>	22058.00		

## 2. SCOPE OF SERVICES:

This is a supplemental Work Order. The original Work Order was dated October 25, 2022. The scope and fees in the original Work Order are still applicable. This supplemental Work Order entails additional design scope and fees to modify the design to lower the construction costs and solve some unique, technical issues that arose after the project started. Those include the existing HVAC chiller that services the adjacent Peace Memorial Church, the proposed covered walkway connecting the garage and Peace Memorial Church (required by the Agreement between the City and the Church), and the accommodation of a new Duke Energy transformer.

For the original design, the City selected a 3-bay concept with flat parking floors and a central circulation ramp from several possible options proposed, due to aesthetic benefits and ease of parking on flat floors, speed of exiting the garage for large events, and the ability to provide angled parking for improved user experience. Challenges have come up throughout the design process with that option. After the architect was under contract with the City for design of the new Osceola Parking Garage, it came to their attention that there is an existing chiller serving Peace Memorial Church on the garage site and that the City and Peace Memorial Church signed an agreement giving the City responsibility for that chiller. The Agreement requires the City to accommodate the chiller on the garage property or provide for Peace Memorial’s HVAC needs another way. Throughout much of the project, it appeared promising that Peace Memorial would be able to connect to the County’s chilled water system, but ultimately this option was rejected by the City and/or County. This led to discussion about various potential locations for the Peace chiller on City or County property. Of those proposed locations, only the roof of the garage was potentially viable. Not only does this location make chiller maintenance and future replacement more complicated and costly, but more importantly, everyone became aware of existing issues with this chiller and are concerned about liability for the City with any work

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associated with the chiller. Harvard Jolly met with the City and representatives from Peace Memorial Church on site on February 7, 2023. At this meeting, Peace Memorial mentioned ongoing issues with the chiller related to compatibility issues between the chiller and their existing air handlers. Any situation where the City is required to relocate and reconnect the existing chiller to serve Peace Memorial is a potential for liability for the City, given the already known compatibility and operational issues with the chiller.

Additionally, the Agreement between the City and Peace Memorial requires the City to provide a canopy for a covered walkway connecting the garage to the church. Peace Memorial has been specific about where they would like the walkway canopy to connect to the church and that they would like that entrance to be ADA-accessible, requiring a new pedestrian ramp. The canopy and the ramp restrict vehicular access through the former alley. Harvard Jolly assisted with coordinating with various City departments and utility providers to get their approval for these elements within the right-of-way. Most bought into the concept but Duke has been reluctant due to ability to service their transformers. Due to the tightness of the site, the only location for a transformer with the 3-bay design is in the northeast corner of the site, beyond the walkway canopy and Peace's ramp.

In addition to the challenges above with the chiller and the transformer, budget considerations prompted Harvard Jolly and Creative Contractors to look at potential changes to the garage design. The original 3-bay concept had 8 floors to accommodate the minimum of 550 parking spaces that the City originally requested, and the design reflected aesthetic requirements of the City's development code and the City's Agreement with Peace Memorial as well as sustainability and functional requests of the City such as parking technology systems. A budget was not provided in the contract with the architect. Harvard Jolly provided the Schematic Design package on November 17, 2023 and the Design Development package on March 14, 2024 based on this concept. The City contracted with Creative Contractors for preconstruction services at approximately the end of December, 2023 and they provided the Schematic Design estimate on February 13, 2024. On February 23, 2024 the architect met with the City and Creative and were informed that the estimate exceeded the City's budget. Based on this meeting, Harvard Jolly and Creative were tasked with looking into options for cost reduction including eliminating a floor. On March 28, 2024 we were given direction to look at what it would take to get the project construction cost down to \$24 million or \$26 million. On March 29 the design and CMAR team presented options for reducing one or two floors of the garage to achieve these target budgets. We also noted that we might be able to meet those budgets but get more parking spaces with an alternative 2-bay, sloped floor design, but this option was not requested by the City at the time. On April 3 the City elected to move forward with a 6-floor garage with a total of just under 400 parking spaces. Together with Creative, Harvard Jolly PBK developed a conceptual design for a 6-floor garage with a simpler design to save cost, but the cost per space was still a concern for the City, along with the chiller and transformer.

On July 31, the architect met with the City to again discuss an alternative 2-bay, sloped floor, compact design option that would not only significantly reduce cost, but also solve the issues

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related to the Peace Memorial chiller and Duke transformer. The team agreed to move forward with this option, but at a reduced height and capacity of 7 floors and approximately 387 parking spaces. Although it will take time and additional fees to redesign the garage, overall there will be substantial savings to the project through reduced construction cost, and the issues with the Peace chiller and Duke transformer will be eliminated as the chiller can remain in its current location and the transformer can be placed close to Pierce Street for easy access.

To complete this redesign, Harvard Jolly PBK requests **\$452,552** to include the following services.

Schematic Design Redesign	\$186,772
Design Development Redesign	\$249,030
Civil Engineering Redesign	\$15,000
Signage and Graphics Design Redesign	\$8,750
Technology Design for Floor Occupancy Reporting	\$7,000
Park Smart Credit Review for New Design	\$4,000
<b>Total Redesign Fees</b>	<b>\$470,552</b>
Credit for Unused Portion of Solar Design Fee*	(\$18,000)
<b>Total Requested Additional Service Fee</b>	<b>\$452,552</b>

\*We understand that the City will not be moving forward with the photovoltaic/solar array.

Per the estimate by Creative Contractors dated August 2, 2024, this new design is anticipated to cost approximately \$22,541,062 compared to \$26,197,048 for the 3-bay, 6-story comparable design, for a total construction cost savings of \$3,655,986. Once the design fees are accounted for, the approximate anticipated net savings is \$3,203,434.

This Supplemental Work Order includes the following tasks:

I. SCHEMATIC DESIGN PHASE

1. Harvard Jolly Architecture (HJA) shall produce a Schematic Design (SD) package including design documents and project narratives. The SD package shall include schematic architectural site plans, schematic floor plans, exterior elevations and renderings. HJA shall submit the 100% SD package to the City for review and approval.
2. HJA shall coordinate with the Construction Manager (CM) on producing a Schematic Design cost estimate, and/or provide a cost per car space and a square foot-based cost estimate for the retail component to the City.

II. DESIGN DEVELOPMENT PHASE

1. HJA shall produce a Design Development (DD) package based upon approved SD documents. The DD package shall include:
  - a. Architectural Site

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- i. Architectural site plan
  - b. Architectural
    - i. Code analysis
    - ii. Life safety plans
    - iii. Architectural floor plans
    - iv. Building elevations
    - v. Building sections
    - vi. Typical wall sections
    - vii. Roof plans
    - viii. Reflected ceiling plans
    - ix. Door schedules
    - x. Typical exterior glazing elevations
  - c. Structural Engineering
    - i. Preliminary foundation plan and wall design
    - ii. Preliminary framing plans
  - d. Fire Protection
    - i. Preliminary fire protection performance criteria indicating area hazard classifications and fire suppression system types used
    - ii. Preliminary fire suppression plans
    - iii. Preliminary standpipe and sprinkler schematics
  - e. Fire Alarm
    - i. Preliminary fire alarm system plans
  - f. Mechanical Engineering
    - i. Preliminary HVAC duct and equipment plans
    - ii. Preliminary HVAC piping plans
    - iii. Preliminary equipment schedules
    - iv. Building load analysis
  - g. Plumbing Engineering
    - i. Preliminary domestic water, hot water, waste and vent plans
    - ii. Preliminary plumbing fixture schedules
  - h. Electrical Engineering
    - i. Preliminary power plans
    - ii. Preliminary panelboard schedules and one-line diagrams
    - iii. Preliminary lighting plans and schedules
    - iv. Preliminary site power, lighting and telecommunication plan
    - v. Preliminary generator sizing
  - i. Technology Design
    - i. Parking Garage floor reporting system
    - ii. Preliminary plans for equipment and infrastructure
  - j. Civil Engineering
    - i. Preliminary utility research

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- ii. Preliminary potable water demand and analysis of fire hydrant flow information to determine adequacy of existing water supply flow/pressure
  - iii. Preliminary stormwater calculations and system design
  - iv. Preliminary engineering design plan including potable water distribution system, site fire protection system, sanitary sewer collection system layout, stormwater treatment vault configurations, and locations of proposed sidewalks, building setbacks and general pavement dimensions. A site data chart will be included on the plan.
- k. Landscape Architecture
- i. Tree mitigation requirements
  - ii. Preliminary planting and irrigation plans
2. At the completion of the Design Development phase, HJA shall provide the DD package to the City for review and approval.

### 3. PROJECT GOALS:

We understand the project scope to be architectural and engineering services for a new Clearwater South Osceola Parking Garage. The site is located on the northeast corner of South Osceola Avenue and Pierce Street. The footprint of the parcel abuts South Osceola Avenue on the west, Pierce Street on the south, an unnamed alley on the east, and a property belonging to Pinellas County to the north. The parking is intended to replace the existing parking being lost to the development of Coachman Park.

The City bought the property from the Peace Memorial Church. The parcel will contain the new parking garage for the use by the public and Peace Memorial Church. The Contract for Purchase of Real Property by the Community Redevelopment Agency of the City of Clearwater has specific stipulations including the use of spaces by the church at certain times and the requirement that the garage design shall be in keeping with the Mediterranean style and original color palette of the historic 1921 sanctuary.

The primary goal of this project is to design a modern public parking garage with first floor commercial space that compliments the architecture of the surrounding area. Innovative and cost-effective designs for both construction and long-term operational and maintenance costs are paramount. The city would like to include aspects that capitalize on sustainability, energy efficiency, and the City's Greenprint 2.0 initiatives in the final design. The design team shall evaluate the inclusion of space for micro-mobility modes, EV charging, and floor occupancy reporting. The city wishes to consider obtaining ParkSmart certification.

The design team will meet regularly with representatives of the City of Clearwater to develop the design.

The project will be constructed via the Construction Manager at Risk (CM) process.

### 4. FEES:

See Attachment "A".

This price includes all labor, and expenses anticipated to be incurred by Harvard Jolly, Inc. for the completion of tasks in accordance with Professional Services Method – Lump Sum – Percentage of Completion by Task for a fee not to exceed Four Hundred and Fifty-Two Thousand, Five Hundred Fifty-Two Dollars (\$452,552).

Permit, Registration and Certification fees will be paid by the City.

## 5. SCHEDULE:

Upon Notice to Proceed, the design team tentatively establishes the following schedule to complete the design:

Schematic Design: 1 month.

Construction Manager cost estimate and Owner Review: 3 weeks.

Design Development: 2 months.

Construction Manager cost estimate and Owner Review: 6 weeks.

Construction Documents: 3 months.

Permitting and Bidding: 2 months.

Construction: 14 months.

HJA will provide time in between each design phase for Owner review and approval and Construction Manager pricing. HJA will not proceed into the next design phase until the City provides review comments as necessary and written authorization to proceed into the next phase.

## 6. STAFF ASSIGNMENT:

Ward J. Friszolowski, AIA, Principal in Charge

Amy Weber Bradlow, AIA, Project Manager

Jeff Coulter, Designer/Production & Construction Administrator

## 7. CORRESPONDENCE/REPORTING PROCEDURES:

Consultant's project correspondence shall be directed to:

Amy Weber Bradlow, AIA, Project Manager

[a.bradlow@harvardjolly.com](mailto:a.bradlow@harvardjolly.com)

Office Phone: 727-896-4611

Cell Phone: 727-452-8321

All City project correspondence shall be directed to:

Jeremy Alleshouse, Parking Manager

[Jeremy.Alleshouse@MyClearwater.com](mailto:Jeremy.Alleshouse@MyClearwater.com)

Office Phone: 727-562-4774

## 8. INVOICING/FUNDING PROCEDURES:

**City Invoicing Code:** ENPK230001-DSGN-PROSVC

For work performed, invoices shall be submitted monthly to:

**ATTENTION: JAMIE GAUBATZ, ACCOUNTANT II  
CITY OF CLEARWATER, ENGINEERING DEPARTMENT  
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 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 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, Consultant will combine this information into a Project Catalog and submit to the City for review and comment.

## 12. SPECIAL CONSIDERATIONS:

The consultant named above is required to comply with Section 119.0701, Florida Statutes where applicable.

1. This proposal expires 60 days from the date of this proposal. Accordingly, base bid pricing and hourly rates are subject to increase after the time period noted.
2. Detailed cost estimating is assumed to be provided by the Construction Manager and is therefore excluded.
3. The following services are excluded from the fee proposal above:
  - a. Traffic study
  - b. Survey (provided by the City of Clearwater).
  - c. Detailed cost estimating
  - d. Energy Model (Beyond FBC Requirements)
  - e. LEED/Green Globes/other Sustainability Certification other than ParkSmart.
  - f. Commissioning beyond minimum Florida Building Code requirements
  - g. Accelerated/fast track scheduling
  - h. Selection of artwork and accessories
  - i. Virtual reality renderings
  - j. Measured drawings
  - k. Development of Building Information Models for post-construction use
  - l. Life cycle cost analysis
  - m. On-site project representation
  - n. Post-occupancy evaluation

- o. Facility support services
  - p. Architect’s coordination of the City’s consultants
  - q. Changes initiated by the Owner after approvals
  - r. Any service not specifically listed
4. Additional services will only be undertaken upon written approval of the client. Additional services shall constitute work not described (or in excess of that described) in this proposal. Estimates can be provided upon request.
  5. The City agrees to render decisions in a timely manner so as not to delay the orderly and sequential progress of HJA’s services. Document review comments shall be furnished by the City, and HJA shall be entitled to rely upon the accuracy and completeness thereof.
  6. Deliverables are to be provided at the 100% completion of each design phase: Schematic Design, Design Development and Construction Documents. Owner Review periods are provided in HJA’s schedule at the completion of Schematic Design and Design Development.
  7. Any required permit agency application fees will be considered a direct expense to the Owner and are not included.
  8. Application preparation and attendance at public meetings for variances, conditional use permits, special exemptions or re-zonings are not anticipated as a requirement and are not included.

### 13. SIGNATURES:

**PREPARED BY:**

**APPROVED BY:**

**Ward J. Friszolowski, AIA**  
**President**  
**Harvard Jolly, Inc.**

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

August 19, 2024

**Date**

**Date**

**ATTACHMENT "A"**

CONSULTANT WORK ORDER – CITY DELIVERABLES

South Osceola Parking Garage

Harvard Jolly, Inc.

City Project Number 22-011-EN

City of Clearwater

# CONSULTANT WORK ORDER

## SUPPLEMENTAL PROJECT FEES TABLE

14. WORK ORDER INITIATION FORM  
PROJECT BUDGET

Task	Description	Subconsultant Services	Labor	Total
<b>1.0</b>	<b>Architectural and Engineering Services</b>			
1.6	Schematic Design	\$45,577	\$141,195	\$186,772
1.7	Design Development	\$60,770	\$188,260	\$249,030
			Subtotal	<b>\$435,802</b>
<b>2.0</b>	<b>Other Services</b>			
2.4	Solar Design (removed from project)	Credit	Credit	\$(18,000)
2.8	Civil Engineering & Landscape Design (in addition to original Work Order)	\$15,000	\$0	\$15,000
2.9	Signage and Graphics Design (in addition to original Work Order)		\$8,750	\$8,750
2.10	Technology Design for floor occupancy reporting (in addition to original Work Order)		\$7,000	\$7,000
			Subtotal	<b>\$12,750</b>
<b>Subtotal, Labor and Subcontractors</b>				<b>\$448,552</b>
<b>Permit Review Fees</b>				<b>NIC</b>
<b>4.1</b>	ParkSmart Design (in addition to original Work Order)			<b>\$4,000</b>
			<b>Grand Total</b>	<b>\$452,552</b>

## ATTACHMENT "A"

CONSULTANT WORK ORDER – CITY DELIVERABLES

South Osceola Parking Garage

Harvard Jolly, Inc.

City Project Number 22-011-EN

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# CONSULTANT WORK ORDER

## CITY DELIVERABLES

### 1. FORMAT:

The design plans shall be compiled utilizing the following methods:

1. City of Clearwater CAD standards for civil engineering design. Architectural and other engineering disciplines will be done in Autodesk Revit format.
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, 30" x 42" at a scale appropriate for each specific drawing. Upon completion the consultant shall deliver all drawing files in digital format with all project data in Autodesk file format.

NOTE: If approved deviations from Clearwater CAD standards are 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, Inc. software. All block references and references contained within the drawing file shall be included. Please address any questions regarding format to Mr. Tom Mahony, at (727) 562-4762 or email address Tom.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.