



March 22, 2024
REVISED: March 29, 2024

CLWRC24004

Craig Wilson, Parks Sr. Division Manager
City of Clearwater Parks & Recreation Division
100 South Myrtle Ave.
Clearwater, FL 33756

**RE: PROPOSAL FOR PROFESSIONAL STRUCTURAL CONSULTING SERVICES
EDGEWATER PARK
1915 EDGEWATER DRIVE
CLEARWATER, FL 33755**

Dear Craig:

Pennoni is pleased to present this proposal for structural engineering services for the above referenced project to **City of Clearwater ("Client")**.

PROJECT DESCRIPTION/BACKGROUND

This project consists of renovations and additions to the existing Edgewater Park including a new dock (80' long with a 30' T), reconfigured parking lot, new sidewalks, bike rack, trash receptacle, bench, and water fountain. The planned dock will be like the new dock at Cliff Stevens Park that was designed by Pennoni.

Pennoni's services included in this proposal are as follows:

- A. Structural engineering (dock)
- B. Civil engineering and landscape architecture (landward)
- C. Surveying (landward)
- D. Surveying (underwater and aquatic resources) – by Gahagan & Bryant Associates, Inc.
- E. Environmental (assessment and permitting)
- F. Geotechnical engineering (dock and parking lot) – by Driggers Engineering Services, Inc.

SCOPE OF SERVICES

Our scope of structural engineering services includes the following:

A. STRUCTURAL ENGINEERING

Construction Documents

1. Preliminary site visit and report dated 3/8/24 with Craig Wilson's comments dated 3/11/24.
2. Prepare structural drawings and specifications for the new dock (construction documents).
3. Prepare a schedule of values (SOV) for the new dock and civil engineering services.
4. The structural drawings will be prepared in AutoCAD or REVIT format in conformance with the documents. Pennoni shall be provided accurate, dimensioned background AutoCAD drawings or a REVIT model in a timely manner. If REVIT is used, the final structural drawings will be prepared to a Level of Development (LOD) 300.
5. Attend no more than one (1) in person meeting.

Permitting and Bidding

1. Provide signed and sealed construction documents for permitting and bidding.
2. Attend pre-bid meeting.
3. Respond to permit review comments.
4. Respond to Contractor's questions and requests for information to interpret and clarify the construction documents.
5. If required, issue revisions to the construction documents.

Construction Phase

1. Conduct pre-construction meeting.
2. Review shop drawing and submittals of only those materials and systems required in the structural drawings and specifications. Pennoni's review will be limited to determining general conformance with the design intent and are not for the purpose of determining accuracy and completeness including dimensions and quantities. This proposal is based on performing a maximum of two (2) reviews for each submittal. Pennoni's time spent to review more than two (2) submittals will be billable on an hourly basis as an additional service.
3. Perform eight (8) construction phase site visits.
4. Respond to requests for information from the contractor to clarify the structural design intent.
5. Project closeout.

ASSUMPTIONS, INFORMATION REQUIRED and ADDITIONAL SERVICES

1. Except as noted above, this proposal is based on meetings being conducted remotely by telephone, email, or virtual online meetings.
2. If additional services become necessary during the term of the project, Pennoni will submit a separate scope of services and a fee proposal to address the required services. Additional services must be authorized by the Client in writing and in advance of proceeding with the work.
3. Additional services can include, but are not necessarily limited to, the following items:
 - a. Revisions caused by unforeseen adverse foundation conditions or other field conditions.
 - b. Review and/or redesign due to fabrication or erection errors or other Contractor's errors.
 - c. Additional requested in person meetings and site visits.
 - d. Construction cost, or other similar related estimates or engineering opinion of the same.
 - e. Significant changes to the structural system when directed by the Client after substantial completion of the structural design calculations or contract documents as determined by Pennoni.
 - f. Services required for the preparation of documents for alternate bids, segregated contracts, phased permitting, or fast track construction.
 - g. Meetings with government agencies.
 - h. Preparation of as-built or record drawings.

SCHEDULE

Pennoni is prepared to begin work on this project upon receipt of written notice to proceed and will endeavor to complete the work in accordance with your scheduling needs. This schedule is based on assumptions noted throughout this proposal.

Pennoni reserves the right to adjust our fees to offset start-up costs associated with re-familiarizing ourselves with projects that have been put on hold and then restarted.

STRUCTURAL ENGINEERING FEE

Our fees for this project will be as follows and will be Lump Sum unless noted otherwise:

Construction Documents	\$13,250.
Permitting and Bidding.....	\$2,500.
<u>Construction Phase.....</u>	<u>\$12,750.</u>
TOTAL	\$28,500.

B. CIVIL ENGINEERING AND LANDSCAPE ARCHITECTURE

Construction Documents

Using the Pennoni boundary and topographic survey, we will prepare Construction Documents coordinated with the design team. The site elements such as parking lots, sidewalks, driveways, utilities, and pedestrian access will be documented.

1. We anticipate the construction documents will include the following:
 - a. Existing Conditions Plan
 - b. Demolition Plan
 - c. Site Geometry Plan
 - d. Grading & Drainage Plan
 - e. Utility Plan
 - f. Landscape Plans (Minimum Code Compliant)
 - g. Landscape Details (Minimum Code Compliant)
 - h. Construction Details
2. We will notify the surrounding utility companies of the proposed project and request locations, conflict information, comments, and details on their existing utilities and service to the Site in attempt to avoid conflicts.

NOTE: Please be advised that a state law in association with Sunshine State One Call of Florida allows utility companies to charge service fees for providing utility location information inside public rights-of-way and/or easements. These fees cover services such as meetings with engineers, site visits to flag utilities in the field, reviewing and marking up plans to depict the location of their facilities, etc., which are necessary to facilitate the design and construction of improvements within rights-of-way and/or easements. As an Associate Member of the Sunshine State One Call of Florida, and as your engineering consultant, we may incur these costs associated with your Project, and if so, we will include them on our invoices to the Client as a direct reimbursable cost.)

3. We will prepare written specifications for site work (Division Thirty-Two), prepared in CSI Masterformat, compatible with AIA Masterspec, to be coordinated with the design team.
4. We anticipate attending up to six (6) attend virtual calls/meetings to coordinate the site engineering aspects of the project with the design team and make one site visit to visualize the site layout and verify the survey information during the design phase of the project.
5. Public Roadway improvements and traffic studies are not expected, and design is not included in this proposal. If roadway improvements are required, we can provide a separate design proposal for roadway and traffic engineering.

Permitting Services

1. We will prepare schematic exhibits for and attend one permit pre-application meeting with the Southwest Florida Watershed Management District (SWFWMD) to review the Project Site and to discuss the permit requirements for this Project.

2. We will prepare the required permit applications and submissions to the SWFWMD with supporting stormwater management design calculations for the proposed improvements to satisfy the SWFWMD attenuation and treatment criteria requirements.
3. We will prepare the required Site Plan Review applications and supporting documents for submission to the City of Clearwater with a code compliant design for City approval of the proposed site improvements.
4. The project site is adjacent to a state roadway which will require FDOT Coordination. We will prepare the required FDOT Drainage Application and supporting documents for submission to the FDOT for approval of the proposed site improvements.
5. We will attend up to two (2) design review meetings with the City and/or Client to review status of site civil engineering plans and discuss any changes or revisions requested.

Construction Administration

The effort necessary during construction is dependent on the abilities and judgments of the construction manager and contractors. Thus, we are providing a fee based on assumed hours for some tasks and a construction period of up to four months.

1. We will review shop drawings, checking for conformance with the design concept of the project and compliance with the information given in the construction documents.
2. We will respond to requests for information (RFI's) from the Construction Manager to clarify the scope of work during construction and to convey design intent.
3. We will make visits to the site during construction of site work components and at such other times as requested to review construction progress, to coordinate site work with other requirements of the project, and to attend construction meetings. We are including up to four site visits in this proposal.
4. We will prepare a "punch list" when the construction is substantially complete and follow up with a second visit to review the completed punch list items.
5. Using the as-built files provided by the Contractor, we will prepare the Project Close Out Submittal.

Project Certifications

Once construction is deemed sufficiently complete Pennoni will prepare and submit a "Statement of Completion and Request to Transfer to Operation" for the stormwater management ponds. The form will be submitted with the contractor provided As-Built Drawings to the SWFWMD and the City of Clearwater if necessary. Please note that any deviations from the approved construction plans (notwithstanding the opinions of City inspectors, local approval, etc.) such as pipe slope, retention pond size, elevation differences, and contractor exclusions (geotechnical engineering and testing requirements on the plans) which call into question the capacity of the system(s) could require Additional Services by Pennoni to resolve same and/or Client's indemnification of Pennoni.

CIVIL ENGINEERING AND LANDSCAPE ARCHITECTURE FEE

We will perform the services described above for the following fees:

Construction Documents.....	\$16,250.
Permitting.....	\$ 8,750.
Construction Administration.....	\$ 4,500.
Project Certifications.....	\$ 2,500.
Total:	\$32,000.

All fees are considered "Lump Sum" unless noted otherwise.

Any services which are not specifically included in the above Scope of Services are Additional Services. Pennoni will provide a proposal for additional services at the request of the client.

ASSUMPTIONS

1. The lump sum fees of this proposal are for providing the specific services described within the Scope of Services. Any services provided by Pennoni Associates Inc. for this project which are not specifically included in the above Scope of Services are additional services and will be billed as such in addition to the above-stated lump sum fees.
2. Pennoni Associates Inc. does not guarantee approvals as these are often subject to circumstances beyond our control. Our fees are due and payable regardless of ultimate approval.
3. Application fees for permits, and reviews, are to be paid by the applicant and are, therefore, not included in our fee.
4. This proposal assumes that Zoning Variance approvals and public hearings will not be required for the site. If zoning relief become necessary, we will provide a separate proposal for those services.
5. This proposal assumes that utilities are available adjacent to the site, and design of main extensions are not expected. If utility extensions or lift station designs are required, we will provide a separate proposal for those services.
6. Public Roadway improvements and traffic studies are not expected, and design is not included in this proposal. If roadway improvements are required, we can provide a separate design proposal for roadway and traffic engineering.

C. SURVEYING (LANDWARD)

Scope Of Services

In accordance with the Florida Standards of Practice for Land Surveys, Chapter 5J-17, Florida Administrative Code, Pennoni Survey Department will provide professional surveying and mapping services necessary to provide a Topographic Survey of a portion of the Edgewater Park, Clearwater, Florida as depicted in Exhibit "A" and "B" below:

1. Locate and depict aboveground improvements on the survey. Specifics are noted in Exhibit "A".

2. Horizontally coordinate the survey to the Florida State Plane Coordinate System, North American Datum 1983, adjustment 2011 (NAD83/11)
3. Provide spot elevations and one-foot (+/-) contours based on North American Vertical Datum 1988 (NAVD88). The spot elevations will extend to the limits in Exhibit "A", to the edge of the water of the intercoastal waterway, and the west edge of the pavement of Edgewater Drive (Alt 19).
4. Established a minimum of three (3) horizontal and vertical survey control points.
5. Provide invert information on accessible stormwater and sanitary sewer structures.
6. Locate trees with diameters greater than 6 inches at DBH (DBH, Diameter at Breast Height is the tree trunk diameter as measured 4.5 feet above the ground) In areas of dense tree coverage, only the edge of the tree line will be depicted.
7. Locate markings for underground utilities if depicted on the ground surface by the utility companies prior to the field survey.
8. Conduct site/parcel research, field coordination, and quality control measures as deemed necessary by Pennoni in order to produce the survey.
9. Provide a digital CAD file of the survey from AutoCAD Civil 3D 2020, excluding title block and certifications.
10. Provide an electronic PDF copy of the survey for the above-referenced site, signed, and sealed by a Florida Licensed Professional Surveyor and Mapper in accordance with Chapter 472, F.S. Professional Survey and Mapping

Client job-specific requirements:

1. Benchmark on the bridge at the south end of the park.
2. 25' x 25' (approximately) grid for grade elevations from the bridge to 100' north of the proposed new dock location
3. From the street curbs (show both sides of the road) to the shoreline. (curb elevations on the east side of the road are not required).
4. Elevations at grade at the top of the rip rap slope
5. Elevations at the beach level.
6. Tree locations with specifications noted above.
7. Locate mangrove lines, sidewalks/asphalt pavement, signs, and drinking fountain/trash container.
8. Depict contour lines.
9. Stake the center line of the proposed dock as directed by the client.

Pennoni can provide a separate proposal for the following Additional Services that are not included in the above Scope, upon request:

1. Excavation and location of underground improvements
2. Owner and Encumbrance Report
3. Depiction of easements, encumbrances, and rights-of-ways
4. Delineation and/or location of wetlands
5. ALTA/NSPS Land Title Survey
6. Boundary Survey

7. Information related to invert(s) of utility structures that are obstructed and/or inaccessible (by the client or otherwise)
8. Location of shrubs, and/or landscaping features
9. Pavement markings and roadway signage location
10. Research and location of underground utilities
11. Any services not expressly stated in the Scope of Services herein.

SURVEYING (LANDWARD) FEE

Surveying compensation will be based on a lump sum amount of..... **\$8,100.00.**

SCHEDULE

Upon receipt of the notice to proceed, Pennoni will promptly initiate the surveys and expect to substantially complete our services within approximately four (4) weeks.

D. SURVEYING (UNDERWATER AND AQUATIC RESOURCES)

Scope

1. Perform a one-time single beam hydrographic survey covering the area shown in Exhibit "B".
2. The one-time survey includes data collection, processing, and QA/QC review.
3. The deliverables will include a bathymetry plot of the survey area and an ASCII Easting, Northing, Elevation (.XYZ) file compatible with standard AutoCAD software.
4. Perform a one-time Submerged Aquatic Vegetation (i.e. sawgrass) survey of the same area during the seagrass growing season (June 1 – September 30).

SURVEYING (UNDERWATER AND AQUATIC RESOURCES) FEES

- | | |
|--|--------------------|
| 1. Bathymetric Survey..... | \$5,000.00 |
| 2. <u>Submerged Aquatic Vegetation Survey.....</u> | <u>\$9,000.00</u> |
| Total..... | \$14,000.00 |

E. ENVIRONMENTAL (ASSESSMENT AND PERMITTING)

Environmental Site Assessment

Jurisdictional Wetlands/Waters of the U.S. (WOTUS) Determination

Pennoni Environmental Scientists will establish the boundaries of the on-site wetlands and WOTUS within the project limits in accordance with Southwest Florida Water Management District (SWFWMD) and U.S. Army Corps of Engineers (Corps) methodologies. The wetland and WOTUS limits will be identified in the field and the locations of the on-site wetlands and WOTUS will be documented as accurately as practicable on an aerial photograph. Please note that state and federal regulatory agency personnel will have to approve the

wetland and WOTUS limits through a jurisdictional wetland determination during the permitting process and are therefore subject to change.

Protected Species Survey

Pennoni Environmental Scientists will conduct an on-site protected species survey of the project area in accordance with methodologies outlined by the Florida Fish and Wildlife Conservation Commission (FWC) to identify and document the presence of listed species inhabiting the site that are regulated by the U.S. Fish and Wildlife Service (FWS) and the FWC. Please note that it is anticipated the project will require informal consultation with the National Marine Fisheries Service (NMFS) and the FWS, and therefore, protected species-specific surveys and formal consultation with the NMFS and/or FWS are not included as part of this scope of services. Should formal consultation with NMFS and/or FWS be required, an additional scope and fee will be necessary.

Environmental Site Assessment Report

Pennoni Environmental Scientists will prepare an environmental site assessment report after completion of the initial site visit to the subject property. The report will include the following for the project area: a description of the project purpose and location, a summary of the project permit history that is available to the public (if applicable), a description of the site conditions, detailed descriptions of each on-site vegetative community and their associated levels of exotic vegetation, a summary of the soils mapped within the project area, a detailed description of the protected species survey results, a location map, an aerial map, a Florida Land Use Cover and Forms Classification System (FLUCFCS) map, a soils map, and a protected species survey transect map. Additional project-specific information regarding potential wetland, other surface water, and submerged aquatic resource impacts will be addressed in the task below (Task 2 – Permitting Services).

Environmental Permitting Services

Pennoni Environmental Scientists will provide environmental support services and prepare the environmental permitting information required for obtaining an Individual environmental resource permit (ERP) from the SWFWMD, a Section 404 Dredge and Fill No Permit Required (NPR), and a General Permit under Section 10 of the Rivers and Harbors Act of 1899 from the Corps. Services include coordination and attendance at one on-site meeting with SWFWMD staff and one on-site meeting with Corps staff, and one response to requests for additional information from each of the two agencies for permit issuance. Please note that it is anticipated that a Section 404 permit will not be required as the existing/proposed boardwalks are supported by pilings that will be spaced in a manner that will not have the effect of a discharge of fill material into a federally jurisdictional wetland or Waters of the U.S. (WOTUS). Please also note that it is anticipated impacts to potential submerged aquatic resources (seagrasses) can be avoided and a mitigation plan will not be required. Finally, it is not anticipated that a permit will be required from the U.S. Coast Guard as the proposed project does not include a bridge component. An individual Section 404 permit from the Corps, Mitigation Plan and U.S. Coast Guard Permit and the associated requirements are not included in this scope of services.

ENVIRONMENTAL (ASSESSMENT AND PERMITTING) FEES

1. Environmental Site Assessment (Lump Sum) \$7,500.00
2. Environmental Permitting Services (Not to Exceed) \$18,500.00

F. GEOTECHNICAL ENGINEERING (DOCK AND PARKING LOT)

Pursuant to our discussion, we are pleased to furnish a proposal for providing geotechnical services relative to the proposed dockage. It is our understanding that the dock will extend about 80 feet from shore and will include a 10-foot wide elevated walkway and a 30-foot wide T-section at the end of the dock.

We propose to conduct two (2) Standard Penetration Test (SPT) borings estimated to a nominal depth of about 30 feet. One (1) boring will be performed on land utilizing our track-mounted drilling equipment. The second boring will be near the head of the dock, in the water, utilizing our drill unit mounted on a water carrier which we can launch at the nearby Seminole Boat Ramp. We anticipate that that test boring will also be extended to perhaps 30 feet below the mudline. The Standard Penetration Test method of sampling will be utilized for both of the test borings.

Two (2) hand augers are also planned to 6 feet in the parking area.

The results of our test boring will be included in a geotechnical report including a presentation and discussion of the following:

1. Logs of the exploratory borings
2. Discussion of subsurface soil and groundwater conditions
3. Pile Foundation recommendations for dock support
4. Recommendations for quality assurance inspection and testing during the construction stage
5. Pavement subgrade condition

GEOTECHNICAL FEE

1. Geotechnical services.....**\$7,500.00**

SUMMARY OF FEES

- A. Structural engineering (dock).....\$28,500.00
- B. Civil engineering and landscape architecture (landward)\$32,000.00
- C. Surveying (landward).....\$8,100.00
- D. Surveying (underwater and aquatic resources).....\$14,000.00
- E. Environmental (assessment and permitting).....\$26,000.00

F. Geotechnical engineering (dock and parking lot).....\$7,500.00

TOTAL ALL SERVICES.....\$116,100.00

REIMBURSABLE EXPENSES

Extraordinary expenses identifiable to this project will be billed in addition to the above stated fee. Reproduction of multiple sets of drawings and/or specifications for submissions and Client and project team use and overnight mail are considered reimbursable expenses and will be billed accordingly. We do not bill for such items as small amounts of in-house printing and normal mailing expenses. In addition, all application fees, review fees, etc., associated with this project will be provided by the client.

BILLING AND PAYMENT

An invoice for professional services completed will be submitted for payment monthly based on a percentage of services completed. Payment is due upon receipt. The Client acknowledges that the method of billing and payment has been discussed in detail, that the terms agreed upon can only be changed by a written addendum agreed to by both parties, and that work may be stopped until payment is made in accordance with the agreement.

TERMS AND CONDITIONS

Refer to City of Clearwater Engineer of Record (EOR) agreement.

STATUTORY DISCLOSURE

PURSUANT TO §558.0035, FLORIDA STATUTES, AN INDIVIDUAL EMPLOYEE OR AGENT OF PENNONI ASSOCIATES INC. CANNOT BE HELD INDIVIDUALLY LIABLE FOR DAMAGES RESULTING FROM NEGLIGENCE OCCURRING WITHIN THE COURSE AND SCOPE OF THIS PROFESSIONAL SERVICES CONTRACT OR THE PERFORMANCE OF PROFESSIONAL SERVICES HEREUNDER.

This proposal is based on the scope as described by you and the clarifications noted above. If the proposed scope as described should change, Pennoni reserves the right to renegotiate the fee for services.

We appreciate the opportunity to submit this proposal and look forward to working with you.

Sincerely,

PENNONI ASSOCIATES INC.



Jeffrey J. Salemm, PE, SI
Associate Vice President

Please indicate your acceptance of this proposal by signing and returning a copy as our authorization to proceed. In signing this proposal, the Client authorizes Pennoni to complete the professional services outlined in this proposal.

CITY OF CLEARWATER, FLORIDA

Approved as to form:

Attest:

Melissa Isabel
Senior Assistant City Attorney

By: _____
Rosemarie Call
City Clerk

Countersigned:

Bruce Rector
Mayor

Jennifer Poirrier
City Manager

Date

Date

EXHIBIT "A"



EXHIBIT "B"

