



WSP USA, Inc.



City of Clearwater

CONSULTANT WORK ORDER

Date:	6/5/2025
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1. PROJECT INFORMATION:

Project Title:	2026 Seawall Repairs	
City Project Number:	24-0077-EN	
City Plan Set Number:	N/A	
Consultant Project Number:	US0023965	

2. SCOPE OF SERVICES:

The City of Clearwater, Florida, has requested assistance from WSP USA, Inc. to provide emergency consulting services and additional support as needed to address unforeseen and unscheduled situations that may arise. This includes offering expertise to manage emergencies, mitigate unexpected challenges, and ensure continuity in city operations. WSP USA, Inc., personnel will be available to assist with a wide range of tasks, from providing technical guidance and strategic advice to delivering hands-on support for urgent matters. The collaboration is aimed at equipping the City of Clearwater with the necessary resources and expertise to respond effectively and efficiently to dynamic and evolving situations.

I. **Emergency Response/Miscellaneous Professional Consulting Tasks**

Tasks 1.1 and 1.2 Emergency Response Consulting 2025/2026

WSP will provide personnel to the City of Clearwater as requested by the City on a task basis. Expected tasks are pre/post storm evaluation of structures, evaluation, visual inspection of structures, emergency repairs. For emergencies, personnel can be deployed within four (4) hours of the request as available. WSP's response will depend on the nature of the request, weather conditions, traffic conditions, and other factors that are beyond our control. However, we will identify the best suited personnel for the specific request.

Task 1.3 Engineering Services

The scope of services includes minor civil engineering design, construction administration, and permitting support as well as

structural visual inspection of different assets, including seawalls. These services are intended to address project-specific needs that may arise throughout the course of planning, design, or construction. Engineering tasks may include, but are not limited to, civil work, structural repairs, utility coordination, and preparation of permit application packages. Construction administration services may involve submittal reviews, coordination of Requests for Information (RFIs), site visits, and coordination with contractors and regulatory agencies to ensure compliance with approved plans and specifications.

Each individual assignment under this scope will be treated as a separate task, with a clearly defined scope of work, associated budget, and expected deliverables. Prior to the initiation of any task, WSP and the client will collaborate to develop and approve a task-specific work authorization outlining these details. This approach ensures transparency, facilitates efficient project execution, and allows for the delivery of focused, high-quality engineering support tailored to the unique requirements of each project phase

II. Seawall Inspection Tasks

Task 2.1 Seawall and Fishing Pier Inspection - Mandalay

This scope is for the inspection of the following

- **Fishing Piers (2) Inspection at Mandalay Pedestrian Bridge area:**

In-Depth Field Inspection (hands-on top side) of the fishing piers

(2) near the Mandalay Pedestrian Bridge to determine

delamination/steel deterioration and quantify such defects.

Underwater Inspection (UW) of Piles at Fishing Piers, 10% of piles cleaned.

- **Inspection of the Seawall:**

Top side inspection of the seawall between the fishing piers and

parallel to the steel underpass and underwater visual inspection

of the seawall; underwater Inspection of the seawall under the water

line. Report Preparation with a detail on repair quantities. Order of

Magnitude Repair Cost Estimate for the deficiencies noted. This does

NOT include any repair drawings.

Task 2.2 Seawall Inspection Checklist:

Develop a wall inspection checklist (form) for the City to utilize to

perform inspection of the City's existing wall inventory.

Task 2.3 Field Inspection for Repairs Seawall Near Clearwater Pass

Perform a site visit of the existing wall inventory to gather sufficient data needed to develop a complete inspection checklist.

Perform an inspection of the existing seawall at the N. end of Clearwater Pass Bridge (Br. #155522) to develop repair details which resulted washout damage from recent hurricanes.

Visually inspect (3) wall locations for type seawall defects with City personnel and train to utilize prepared seawall inspection checklist.

Underwater inspection is excluded within this scope of work.

Typical anticipated wall repair details will be developed which can be utilized for the inspection's findings. Details to include, general notes, concrete spall repair, and wall joint seepage repair.

Backfill detail and protection details will be provided for the Clearwater Pass Bridge, North Wall.

Task 2.4 Visual Inspection of Fifty (50) Seawall Sites.

Perform visual Inspection of fifty (50) sites according to attached map, provided by City of Clearwater to identify deficiencies as cracks, spalls, misalignment, erosion, and other. Wall on south side of Clearwater Pass (Sand Key Bridge) was previously inspected and is not included as part of this inspection. The inspection will be performed using the form created by WSP (Fastfield® Form) to gather information from the field. Any seawall that requires in-depth inspection, testing or emergency repairs will be conducted under a separate task, and not included in the visual inspections. The inspections will be conducted by a certified bridge inspector (who possesses the training for concrete elements, steel elements, and site erosion) and reviewed by a professional engineer.

3. PROJECT GOALS:

The primary goal of this project is to support the City of Clearwater by providing timely and professional emergency assistance and miscellaneous consulting services to address unforeseen and critical needs. WSP will ensure the safety, stability, and resilience of the City's infrastructure through tasks such as pre- and post-storm evaluations, visual inspections of structures, emergency repair recommendation and design, rehabilitation recommendation and design, and other general design work. With a commitment to rapid response, WSP personnel will be deployed expeditiously, ensuring swift action to mitigate risks and minimize disruptions. Additionally, WSP will deliver flexible and skilled resources to support a range of miscellaneous tasks as requested, utilizing the contract's established schedule of rates. This partnership aims to equip the City with dependable expertise to address urgent challenges effectively, while maintaining the integrity and longevity of its infrastructure systems.

4. FEES:

See "Attachment A".

This price includes all labor and expenses anticipated to be incurred by WSP USA, Inc., for the completion of these tasks. **For Task 1.1, 1.2, 1.3**, payment will be in accordance with Professional Services Method "A" – Hourly Rates, based on the Contract's Schedule of Rates for a fee not to exceed **Ninety Thousand Dollars (\$90,000.00)**.

For Tasks 2.1, 2.2, 2.3, and 2.4 payment will be Professional Services Method "B" Lump Sum, for an amount of **One Hundred and Seven Thousand Five Hundred Thirty One (\$107,531.00)**

The total dollars for this work order will be One Hundred Ninety Seven Thousand Five Hundred Thirty One (\$197,531.00)

There are no permitting fees expected for this task.

5. SCHEDULE:

Emergency Response activities and professional consulting activities are slated for 2025 and 2026; seawall inspection activities are slated for 2025; field inspection reports will be submitted within 45 days of inspection date.

6. STAFF ASSIGNMENT:

WSP USA, Inc. expects the following personnel to be assigned to this task; additional personnel as needed will be added to the task as approved by the project manager.

- Project Manager: Gil Rosado, PE
- Deputy Project Manager/Senior Bridge Inspector: Alex Gehring, CBI
- Assistant Inspector/Structural Engineer: Jose Marcano-Morales, PE
- Repair and Rehabilitation Senior Engineer: Todd Mitchell, PE
- Senior Structural Engineer: Chris Ray, PE
- Senior Structural Engineer: Marcelino Aguirre, PE
- Engineering Technician: Michael Ray, EIT
- Engineering Technician: Sheetal Murthy
- Underwater Inspection Lead: Adrien Marchand, CBI

7. CORRESPONDENCE/REPORTING PROCEDURES:

Consultant's project correspondence shall be directed to:

WSP USA, Inc.

Attention: Gil Rosado

5411 Skycenter Drive, Suite 650
Tampa, FL 33607

All City project correspondence shall be directed to:

Kelly Peterich, PE, MBA
City of Clearwater, Public Works Department
100 S Myrtle Ave
Clearwater, FL 33756

8. INVOICING/FUNDING PROCEDURES:

City Invoicing Code: **ENGF180006-MISC-PROSVC \$90,000.00**

ENGF180006-INSP-PROSVC \$107,531.00

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 percentage 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. **(Not applicable for this task)**
2. Submittal of a Critical Path Method (CPM) Schedule(s). **(Not applicable for this task)**
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. **(Not applicable for this task)**
 - 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. **(Not applicable for this task)**
4. Arc Flash labeling requirements:
 - a. All electrical designs and construction shall adhere to NFPA 70 E "Standard for Electrical Safety in the Workplace". **(Not applicable for this task)**
 - 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. **(Not applicable for this task)**

12. SPECIAL CONSIDERATIONS:

None

13. SIGNATURES:

SIGNED BY:

APPROVED BY:

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

**Tara Kivett, PE
City Engineer
City of Clearwater**

Date

Date

ATTACHMENT "A"**WORK ORDER – PROJECT FEES TABLE**

2026 Seawall Repairs

24-0077-EN

WSP USA, Inc.

City of Clearwater

CONSULTANT WORK ORDER**PROJECT FEES TABLE**

Task	Description	Subconsultant Services	Labor	Total
1.0	Emergency Response/Miscellaneous Professional Consulting Tasks (Hourly)			
1.1	Emergency Response Consulting 2025		\$20,000.00	\$20,000.00
1.2	Emergency Response Consulting 2026		\$20,000.00	\$20,000.00
1.3	Engineering Services		\$50,000.00	\$50,000.00
2.0	Seawall Inspection Task (Lump Sum)			
2.1	Seawall and Fishing Pier Inspection - Mandalay		\$16,911.00	\$16,911.00
2.2	Seawall Inspection Checklist, Training and General Standards Repair Plans		\$27,376.00	\$27,376.00
2.3	Inspection and Repairs for Clearwater Pass Seawall		\$8,244.00	\$8,244.00
2.4	Visual Inspection of Fifty (50) Inspection Sites of Seawalls.		\$55,000.00	\$55,000.00
SUBTOTAL, LABOR AND SUB-CONTRACTORS:				\$197,531.00
GRAND TOTAL:				\$197,531.00

ATTACHMENT "B"

WORK ORDER – CITY DELIVERABLES

2026 Seawall Repairs

24-0077-EN

WSP USA, Inc.

City of Clearwater

CONSULTANT WORK ORDER

CITY DELIVERABLES

1. FORMAT:

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

2. DELIVERABLES:

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

ATTACHMENT "C"

WORK ORDER – Schedule of Rates
2026 Seawall Repairs
24-0077-EN

WSP USA, Inc.

City of Clearwater

**CITY OF CLEARWATER ENGINEER OF RECORD 8/1/23 to
7/31/27**

ENGINEER OF RECORD: WSP-USA

Please fill out chart below with job classification and hourly rate

Job Classification	Burdened Hourly-Rate
Senior Vice President	\$303
Senior Project Manager/Group Manager	\$281
Principal Hydrogeologist	\$281
Project Manager/Associate Principal	\$267
Senior Lead Engineer/Senior Lead Scientist	\$250
Senior Lead Hydrogeologist	\$240
Lead Engineer/Lead Scientist	\$214
Landscape Architect	\$211
Chief Designer	\$205
Engineer/Scientist III-IV	\$180
Construction Engineer	\$170
Senior Hydrogeologist	\$170
Senior Designer	\$165
Construction Administrator/Manager	\$145
Engineer/Scientist I-III	\$140
Operations Specialist	\$140
Senior Inspector	\$135
Hydrogeologist	\$135
Fiscal/Accounting	\$130
Inspector	\$120
Field Technician	\$118
Drafter/CADD Operator	\$112
Engineer Intern	\$110

ATTACHMENT "D"

Clearwater Seawall Map
24-0077-EN

WSP USA, Inc.

City of Clearwater

Attachment D

Clearwater Seawall Map, dated 11-18-2024