

TOWN OF BELLEAIR
CARL AVENUE RECONSTRUCTION DESIGN SERVICES
TASK AUTHORIZATION NO. 01
JONES EDMUNDS OPPORTUNITY NO. 95103-067-19

Revised June 14, 2019

BACKGROUND

Carl Avenue is a two-lane local road in a residential area in the Town of Belleair. The roadway is approximately 1,100 feet in length, and 20 homes abut and directly access the roadway. The road is between The Mall, a divided boulevard-type roadway, and Barbara Circle. According to Town officials, the pavement has not been substantially repaired and is showing signs of major deterioration. The road has an asphalt curb that makes major maintenance difficult. Town-owned and -maintained water and storm sewer systems are within the corridor. The water system needs upgrading. The storm sewer system serves as a primary outlet for the 32-acre "Carl Drainage Basin", and stormwater pipes convey stormwater from areas north, west, and south of Carl Avenue; along Carl Avenue; through a Town park; and to Rattlesnake Creek to the east. A Pinellas County-owned and -maintained sanitary sewer system is within the right-of-way. Street lighting is minimal, and power and communication lines are aerial/above ground.

Within the limits between The Mall and Rattlesnake Creek, the Town wishes to reconstruct the pavement, evaluate adding sidewalks, upgrade the Town-owned water distribution system, analyze and, if necessary, upgrade the stormwater conveyance system, coordinate any sanitary sewer repairs with Pinellas County, and coordinate with Duke Energy regarding site lighting upgrades and the possibility of undergrounding electric and communication lines.

SCOPE OF SERVICES

Jones Edmunds will provide design services along the Carl Avenue corridor between The Mall and Rattlesnake Creek that include:

- Design a new roadway pavement that includes a new concrete curb and gutter typical section, a new longitudinal profile, and connections to driveways and intersecting roadways.
- Design sidewalks within the Carl Avenue right-of-way.
- Analyze the "Carl Drainage Basin" and upsize storm sewer pipes if needed.
- Replace water mains and water services based on pipe network modeling being performed by others.
- Coordinate Jones Edmunds' design features with Pinellas County regarding any improvements the County may design/undertake regarding their sanitary sewer system.
- Coordinate Jones Edmunds' design features with Duke Energy regarding any improvements Duke Energy may design/undertake regarding undergrounding of their electrical system and communication lines controlled by others.

- Determine and submit if required an Environmental Resource Permit (ERP) application through the Southwest Florida Water Management District (SWFWMD) for storm sewer improvements.
- Determine and submit if required a Florida Department of Environmental Protection (FDEP) permit application for water line improvements.

TASK 1 – INITIAL INVESTIGATIONS

This task includes the following:

- Conduct a kickoff meeting with the Public Works Director and other Town staff as deemed necessary to discuss the project objectives, design, permitting, and bidding schedule; Town contract documents; design criteria; level of service; and other Town expectations.
- Obtain a right-of-way survey and topographical survey of the project limits. Jones Edmunds will use the services of Suncoast Land Survey, Inc. for these services.
- Obtain subsurface soil information and pavement cores to aid in the design of the proposed improvements. Jones Edmunds will use the services of Driggers Engineering Services, Inc. for this work.
- Conduct a preapplication meeting with SWFWMD to discuss the intended improvements and site conditions that may affect the ERP permitting process.
- Develop a hydrologic and hydraulic (H&H) model of the Carl Drainage Basin for the existing conditions and proposed alternatives (if necessary). Modeling the proposed alternatives will include modifying storm sewer pipe sizes and inlet placement within the project limits to improve conveyance for the drainage basin. This includes a broad analysis of Rattlesnake Creek to the extent necessary to determine water elevations in Rattlesnake Creek and their effects on the Carl Avenue basin discharge points.

Deliverables:

- Kickoff Meeting Minutes
- ERP Preapplication Meeting Minutes
- Technical Memorandum in PDF format outlining the H&H model results and recommendations for proposed alternatives, followed by a teleconference to discuss results.

TASK 2 – DESIGN SERVICES

This task will include developing construction-level documents for the proposed improvements. Design development will proceed in stages (30%, 60%, and 90% complete milestones). Opinion of probable construction costs and technical specifications will be provided with the 60%, 90%, and Final Documents. Jones Edmunds will submit these milestone documents to the Town for review and meet with Town staff to discuss the documents and answer any questions. Edits will be made in the subsequent submittals.

The design services will include designing an asphalt pavement suitable to meet the expected traffic loads and life expectancy for a residential roadway, an enclosed/piped stormwater drainage system, local-road-appropriate stormwater inlets and manholes, underdrains, a concrete curb and gutter system, repair details for various driveway

materials, sidewalk alignments and grades, new water mains (sized by others), new water service connections (up to the right-of-way limits), site restoration details, and designated corridors for possible undergrounding of future utilities.

Jones Edmunds expects the final design plans to consist of the following:

- Title Sheet (1 sheet)
- General Notes, Abbreviations, and Legend (1 sheet)
- Overall Site Plan (1 sheet)
- Carl Avenue Right-of-Way Plan (1 sheet)
- Roadway/Utility/Drainage Plan and Profiles (3 sheets)
- Intersection Grading Details (1 sheet)
- Roadway Cross Sections and Driveway Profiles (8 sheets)
- Construction Details (2 sheets)
- Stormwater Pollution Prevention Plans (5 sheets)

Deliverables:

- 30% Design Plans (that incorporate the results of the right-of-way and topographical surveys); two hardcopies of 11-inch by 17-inch drawings.
- 60% Design Plans (two hardcopies of 11-inch by 17-inch drawings), Technical Specifications (that incorporate the results of the geotechnical investigations) (two hardcopies), and Opinion of Probable Construction Costs (two hardcopies). Plans will be submitted to identified and affected public and private utility companies, including Pinellas County and Duke Energy.
- 90% Design Plans (two hardcopies of 11-inch by 17-inch drawings), Technical Specifications (two hardcopies), and Opinion of Probable Construction Costs (two hardcopies). Plans will be submitted to identified and affected public and private utility companies, including Pinellas County and Duke Energy.
- Final Design Plans (four hardcopies 22-inch by 34-inch), Technical Specifications (four hardcopies), and Opinion of Probable Construction Costs (four hardcopies), all signed and sealed.

TASK 3 – PERMIT APPLICATIONS

Task 3.1 ERP – The stormwater drainage improvements may or may not require an ERP with SWFWMD. The proposed improvements may be exempt from such permitting if pipe size changes do not increase by more than one standard pipe size diameter. If an ERP is required, Jones Edmunds will prepare an ERP application and submit it to SWFWMD. We will also respond to a maximum of two requests for additional information (RAI). If required, the ERP application will be made after the Town's review and approval of the 60% design plans. Since the applicability of such an exemption cannot be known until our Task 1 services are complete, this work will only be performed under a separate written authorization by the Town.

Deliverables:

- Electronic submittal to SWFWMD and one hardcopy of ERP application and copies of any RAI responses to the Town.

TASK 4 – BIDDING ASSISTANCE

Jones Edmunds will perform the following Bid-Phase Services:

- Coordinate Town-supplied Front-End documents our Technical Specifications.
- Attend a Pre-Bid Meeting.
- Respond to bidder questions.
- Attend the bid opening.
- Review bids and assist the Town in making a recommendation of award.

Deliverables: Written addendum responses and bid review comments.

SCHEDULE

Jones Edmunds proposed the following schedule:

- Kickoff meeting with the Town within 2 weeks of authorization.
- 60% deliverables to the Town within 8 weeks of the kickoff meeting.
- ERP and FDEP water main permit application within 3 weeks of Town authorization of such services.
- 90% deliverables to the Town within 4 weeks of approval of the 60% deliverables.
- Final documents to the Town within 3 weeks of Town approval of the 90% deliverables.

COMPENSATION

These services will be provided for the following lump sum amounts:

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| ▪ Task 1 – Initial Investigations | \$50,441.00 |
| ▪ Task 2 – Design Services | \$55,837.00 |
| ▪ Task 3 – Permit Applications | |
| ▪ 3.1 ERP Application and RAIs | \$8,959.00 |
| ▪ Task 4 – Bidding Assistance | \$7,432.00 |

EXCLUSIONS AND CONDITIONS

All items included in this Work Order are specifically listed in this document. The following are specific exclusions to and conditions of this Work Order:

- The water main will be designed to be replaced as part of our roadway design efforts. Since new water users are not part of this replacement, permitting through FDEP is generally not required. However, if the water main size is to be increased by more than 2 pipe sizes, or if the new pipe size is greater than the FDEP minimum size, an FDEP permit will then be necessary. Water system modeling is being performed by Cardno Engineering within the project limits and the results are not yet known. If it is determined that a water main permit is needed, Jones Edmunds will prepare an FDEP permit application and will also respond to a maximum of two RAIs. The FDEP application will be made upon the Town's review and approval of the 60% Design

Documents. An additional fee of \$1,725.00 is estimated for these services and a separate authorization will be required by the Town.

- Construction Administration Services are not included in this Scope of Services. However, Jones Edmunds can perform such services upon request. For a project such as this, Construction Administration Services typically include:
 - Attending one pre-construction meeting to answer contractors' questions and issue meeting minutes.
 - Reviewing shop drawings and testing submittals.
 - Reviewing up to five Contractor's Applications for Payment and make recommendations for payment.
 - Performing approximately five monthly site visits to observe construction progress.
 - Performing a Substantial Competition site review, reviewing and approving the final Application for Payment, Contractor's Release, Surety Release, and Lien Waivers.

Jones Edmunds can provide these services upon agreement of additional scope and fee.

- Construction Resident Observation services are not included in this Scope of Services. Such services can provide the Town with an on-site representation to address issues as they arise, provide an additional level of monitoring, streamline communications, and improve documentation. Jones Edmunds can provide these services upon agreement of additional scope and fee.
- The Town and/or County building permits are excluded from this Scope of Services.
- The permit fee, plan review fees, and other regulatory fees are excluded from this Scope of Services and are to be paid directly by the Town.
- Activities related to Zoning, Comprehensive Plan Compliance, Fire Marshal, and Building Permitting approvals through the County are excluded from this Scope of Services and are assumed to be handled by the Town.
- Public involvement meetings are excluded from this Scope of Services and are assumed to be handled by the Town.
- Wetland and endangered species impacts, permitting, or mitigation are not expected to be required and are excluded from this Scope of Services. US Army Corps permitted is not included.
- Archaeological surveying and permitting are not expected to be required and are excluded from this Scope of Services.
- Coordinating historical preservation is not expected to be required and is excluded from this Scope of Services.
- The project site is assumed to be free of soil and groundwater contamination.
- Hazardous materials (asbestos, metals, polychlorinated biphenyls [PCBs]) investigation, testing, analysis, and abatement design are excluded from this Scope of Services.
- Landscape plans are excluded from this Scope of Services.
- Design of pump systems or electrical systems is not expected and is excluded from this Scope of Services.
- Site lighting plans or electrical designs and plans are excluded from this Scope of Services.