



**CITY COMMISSION MEETING
CITY OF ST. PETE BEACH**

155 Corey Avenue
St. Pete Beach, FL 33706

Tuesday, November 8, 2022
6:00 PM

Call to Order
Pledge of Allegiance
Roll Call

REGULAR MEETING

1. Presentations -

a. Recognition: Fire Chief Jim Kilpatrick will recognize Firefighter Michael Servis for recent life-saving efforts.

2. Approval of the Agenda -

Action Request: Motion to approve the November 8, 2022 City Commission Agenda.

3. Audience Comments -

Public participation is encouraged. If you wish to address the City Commission, please fill out a speaker's card and provide it to the City Clerk. Once you are called, please come to the podium and state your name and address for the record. Comments shall be limited to 3 minutes and shall be limited to non- public hearing items on the agenda. Public comment on agenda items will be allowed when that item is called. If you plan to make a presentation as part of your public comment, the presentation must be provided to the City Clerk 24- hours in advance of the meeting.

4. Consent -

a. October 25, 2022 City Commission Meeting Minutes

b. Kimley-Horn Task Order for Inflow & Infiltration Engineering Support Services

5. Items for Discussion -
 - a. **Donation Policy and Guidelines**
6. City Clerk, City Manager, City Attorney and City Commission Reports -
7. Adjournment -

APPEAL: In accordance with 286.0105, Florida Statute (Notices of meetings and hearings must advise that a record is required to appeal), if a person decides to appeal any decision made by this committee, board, agency, or commission with respect to any matter considered at this meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

AMERICANS WITH DISABILITIES ACT (ADA): In accordance with the Americans with Disabilities Act and Florida Statutes, if any person with a disability defined by the ADA needs special accommodation to participate in this proceeding, then not later than two business days prior to the proceeding, he or she should contact City Hall at (727) 367-2735.

PUBLIC COMMENT INSTRUCTIONS FOR THOSE NOT PHYSICALLY PRESENT:

The City has made accommodations for those who cannot be physically present, or do not feel comfortable appearing in person, due to COVID-19. If a member of the public would like to provide comments for the meetings, they may do so in the following ways:

- Email the City Clerk by 5:00 p.m. on the day of the meeting at cityclerk@stpetebeach.org
- Leave a voicemail message by calling **727.363.9225** by 1:00 p.m. the day of the meeting
- Upload or submit a video or audio file online by 1:00 p.m. the day of the meeting at <https://www.stpetebeach.org/PublicComment>

In your three (3) minute or less comment, please be sure to include your name and address for the record.

**The public is cordially invited to attend this meeting.
All agenda material is available for review at City Hall or www.stpetebeach.org.**

DRAFT
City Commission Meeting
October 25, 2022
6:00 p.m.

ELECTED OFFICIALS PRESENT:

Alan Johnson, Mayor
Chris Graus, Vice Mayor, Commissioner, District 1
Mark Grill, Commissioner, District 2
Melinda Pletcher, Commissioner, District 4
Ward Friszolowski, Commissioner, District 3

STAFF PRESENT:

Alex Rey, City Manager
Matthew McConnell, Assistant City Attorney
Amber LaRowe, City Clerk
Jennifer McMahon, Chief Operating Officer
Mike Clarke, Public Works Director
Michelle Gonzalez, Community Development Director
Jim Kilpatrick, Fire Chief

Mayor Johnson called the meeting to order at 6:00 p.m. followed by the Pledge of Allegiance.

1. PRESENTATIONS

- a. Eryn Russell, Florida League of Cities, presented Commissioner Ward Friszolowski with the John Land Award, recognizing him for 20 years of service as an elected official for the City of St. Pete Beach.
- b. Gulf Beaches Historical Museum Check Presentation – *This item was deferred by the City Manager*
- c. Fire Chief Kilpatrick recognized Firefighter Bobby Barber for recent lifesaving efforts.
- d. Mayor Johnson presented the Domestic Violence Awareness Month proclamation to Tracy Wiecking, Vice President, Abuses Services Division, Hope Villages of America.
- e. Philip DiMaria, Kimley-Horn, presented an update to the City's Sign Ordinance to the Commission. A copy of the presentation is made a part of the record. Mr. DiMaria discussed the draft survey that he provided to the City Commission as part of the presentation. Discussion ensued regarding the presentation and the survey. The consensus of the Commission was to have as much public input as possible, including residents and business owners alike. Commissioner Grill and Commissioner Pletcher expressed their desire for workshops, or town hall-style meetings, to allow for a dialogue-style public meeting.

2. APPROVAL OF THE AGENDA

Commissioner Grill requested items 4.d and 4. e of the Consent Agenda be moved to action items for further discussion. He also requested the addition of a discussion on consulting and engineering firms contracted with the City.

Motion: **Commissioner Friszolowski moved, Commissioner Pletcher seconded, and the motion carried 5-0 to approve the October 25, 2022, City Commission Agenda.**

3. AUDIENCE COMMENTS

Edna Hicks, a resident, commented on the recent City Commission discussion of the Comprehensive Plan. She expressed concerns about traffic and development and questioned how appointees are selected for the various volunteer boards in the City.

Commissioner Pletcher encouraged Ms. Hicks to call her about her concerns and questions and explained the selection process for the volunteer residents to serve.

Charles Gauthier, a Tallahassee resident, discussed his perception of the Comprehensive Plan and development in the City from a planner's point of view.

Deborah Schechner, a resident, echoed concerns about the Comprehensive Plan, height, density, intensity, traffic, and development.

4. CONSENT

- a. **City Commission Minutes: October 4, 2022, October 10, 2022, October 11, 2022, Executive Session, Workshop, and 6:00 PM Meeting**
- b. **2023 City Commission Meeting Calendar**
- c. **Force Main 17 – Subaqueous Inspection**
- d. **Cost Proposal for 73rd Avenue Sidewalk Installation** – *Moved as an action item for discussion*
- e. **Cost Estimate for Composite Manhole Ring & Cover Installation** – *Moved as an action item for discussion*
- f. **Authorization of Expenditures to Purchase Library Materials from Baker and Taylor, Inc.**

Amber LaRowe, City Clerk, discussed February and November dates for 2023 Commission meetings. February 14th is Valentine's Day and is the first meeting of the Commission in February; November 7th is Election Day (not for the City) and is the first meeting in November. She questioned if the Commission would prefer to have different dates.

The Commission agreed to move the first meeting in February to February 13th instead of February 14th and to move the first meeting in November to November 6th instead of November 7th. Mrs. LaRowe will publish the dates to the City's online calendar and send invites to the Commission and staff.

Motion: **Commissioner Friszolowski moved, Commissioner Pletcher seconded, and the motion carried 5-0 to approve the October 25, 2022, Consent Agenda with the removal of items d and e and the changes to the 2023 City Commission meeting calendar.**

5. ACTION ITEMS

- a. **Historic Preservation Board Resource List**

Alex Rey, City Manager, stated that the Historic Preservation Board has expressed the desire to have the Commission review more of what is outlined in City Code Section 22-211, the powers, purpose, and duties of the Board. They are requesting that City staff present to the Board anything south of 32nd Avenue that pertains to:

- Jettys
- Piers
- City Parks and Signs
- Dog Beach
- Street Signs
- Concession / Patio
- Walkovers
- Hex Block Sidewalks
- Street / Alley Projects
- Landscaping Projects

- Street Light Poles and Fixtures

Mr. Rey expressed his opinions and reasoning for some of these items not necessarily falling under the Board's purview; i.e. dog beach and light fixtures. He also cautioned the Commission about adding specific duties as this could hold up staff from making repairs. He understands their concerns and stated that the staff has been very forthcoming with information as it pertains to the Board's duties.

Discussion ensued. Commissioner Pletcher discussed her understanding of the Board's duties and goals and reminded the Commission that the Board members can ask staff to discuss items, make recommendations to the Commission, ask questions of their Commissioners, and come to these meetings to express any concerns, thoughts, opinions, etc.

Commissioner Grill recommended the Commission have a joint meeting with the Board to understand what they're asking.

Commissioner Pletcher opined that the Board seems to be desiring a higher level of communication about what is going on south of 32nd Avenue.

Assistant City Attorney McConnell reiterated that staff has been constantly communicating with the Board and bringing items in front of them for their consideration and discussion. He reminded the Commission of the monthly workshops on top of regularly scheduled meetings.

Motion: Commissioner Pletcher moved, Commissioner Friszolowski seconded, and the motion carried 5-0 to table this discussion and for each Commissioner to reach out to their Historic Board appointee to discuss their requests.

b. Cost Proposal for 73rd Avenue Sidewalk Installation—Moved from Consent for Discussion

Mr. Rey stated that the City received a cost proposal for the installation of 10-foot-wide sidewalks along 73rd Avenue between Boca Ciega Bay and Mangrove Avenue. This project will provide for enhanced pedestrian connectivity in the Corey Avenue Business District.

Commissioner Grill expressed his displeasure with this project as he did during the budget meetings. He opined that there are other sidewalks and/or areas in the City that could use sidewalks where this funding would be better served.

Vice Mayor Graus and Commissioner Pletcher expressed their opinions on the need for sidewalk and pedestrian safety.

Commissioner Grill questioned if a better investment would be to extend the sidewalk from the Library to the Fire Department.

Motion: Vice Mayor Graus moved, Commissioner Friszolowski seconded, and the motion carried 4-1 to approve the cost proposal for the 73rd Avenue sidewalk installation. Commissioner Grill voted no.

c. Cost Estimate for Composite Manhole Ring & Cover Installation –Moved from Consent for Discussion

Commissioner Grill requested a discussion on this project to get more information from Mike Clarke, Public Works Director.

Mr. Clarke explained that there are several cast iron manhole ring covers in the City that need to be replaced and upgraded. These manholes are stormwater manholes and are corroded due to the marine environment; so corroded that they are inoperable. These new manholes are corrosion-resistant and will have a longer life expectancy compared to cast iron. The City intends to utilize the composite manholes in other highly corrosive locations to reduce further maintenance and replacement.

Motion: Commissioner Grill moved, Vice Mayor Graus seconded, and the motion carried 5-0 to approve the cost estimate under the existing on-call civil and large pipeline contractor services agreement in the amount of \$33,870.00 for composite manhole ring and cover installation.

6. ORDINANCES

a. **Public Hearing Ordinance 2022-15: Parking Rates and Permitting Fees (Appendix A) Updates**

AN ORDINANCE OF THE CITY OF ST. PETE BEACH, FLORIDA AMENDING THE CODE OF ORDINANCES, APPENDIX A – FEE SCHEDULE; PROVIDING FOR CODIFICATION; CONFLICTS; SEVERABILITY; CORRECTION OF SCRIVENER'S ERROR; CONSTRUCTION; PUBLICATION; AND AN EFFECTIVE DATE.

No changes to the Ordinance from the last meeting.

Mayor Johnson called for public comment; there was none.

Motion: Commissioner Friszolowski moved, Commissioner Pletcher seconded, and the motion carried 5-0 to adopt Ordinance 2022-15.

b. **Public Hearing 2022-11: Updating Section 2-219, Fixed Assets**

AN ORDINANCE OF THE CITY OF ST. PETE BEACH, FLORIDA AMENDING CODE OF ORDINANCES CHAPTER 2, ARTICLE III, DIVISION 1, SECTION 2-219 - FIXED ASSETS; PROVIDING FOR CONFLICTS; SEVERABILITY; CORRECTION OF SCRIVENER'S ERROR; CONSTRUCTION; PUBLICATION; AND AN EFFECTIVE DATE.

No changes to the Ordinance from the last meeting.

Mayor Johnson called for public comment; there was none.

Motion: Vice Mayor Graus moved, Commissioner Friszolowski seconded, and the motion carried 5-0 to adopt Ordinance 2022-11.

c. **Public Hearing Ordinance 2022-12: Updating Section 2-186, Disposal of City Assets**

AN ORDINANCE OF THE CITY OF ST. PETE BEACH, FLORIDA AMENDING CODE OF ORDINANCES CHAPTER 2, ARTICLE III, DIVISION 1, SECTION 2-186 - DISPOSAL OF SURPLUS CITY PROPERTY; PROVIDING FOR CONFLICTS; SEVERABILITY; CORRECTION OF SCRIVENER'S ERROR; CONSTRUCTION; PUBLICATION; AND AN EFFECTIVE DATE.

No changes to the Ordinance from the last meeting.

Mayor Johnson called for public comment; there was none.

Motion: Commissioner Grill moved, Commissioner Friszolowski seconded, and the motion carried 5-0 to adopt Ordinance 2022-12.

7. ITEMS FOR DISCUSSION

Commissioner Grill requested information on the process that the City undertakes in selecting and utilizing contractors, especially for engineering and architectural services. He questioned diversity among the professions, how much money has been spent on each firm versus how many projects, and what does the distribution of work look like?

Discussion ensued between the Commission on the firms selected and the value of historical knowledge to the City.

Mr. Rey mentioned that the City uses different firms for different specialties and that some firms, like Kimley-Horn, have various teams for different specialties. So, it may look like the City is always using Kimley-Horn, but it is not always the same type of specialty.

Jennifer McMahon, Chief Operating Officer, also explained that when the City has a project, staff will send the specifications to the firms and ask for a response on who from their firm will take on the project, what their resume looks like, and the cost.

8. CITY CLERK, CITY MANAGER, CITY ATTORNEY, AND CITY COMMISSION REPORTS

Amber LaRowe, City Clerk—reminded the Commission and public of qualifications that begin on November 7th at noon and end on November 18th at noon; this is for March 14, 2023, Municipal Election for Districts 2 and 4 and the Mayoral seat. If anyone is interested in picking a qualification book up, please call the Clerk's Office ahead of time so that a book may be prepared.

Alex Rey, City Manager—the City received the Federal Permit to begin work on the 1st Avenue jetty; should be completed by March 2023.

He provided an update on developments in the City; nothing has been received from Tradewinds, and there is a potential buyer for the Sirata. There is nothing else.

Mr. Rey updated the Commission on the Corey Avenue Business Association (CABA) and the Sunday market contract situation. CABA has a contractual relationship with a promoter, Tampa Bay Markets (TBM), with whom they have not received a renewal agreement due to being unable to reach an agreement on the negotiations. Mr. Rey stated that currently, the City approves a street closure request by CABA, which then holds the Sunday market, and profits from that event. He stated that this could be considered a donation by the City [discussion will be had in the future regarding donations from the City to businesses, non-profit organizations, etc., and this would be a topic of that as well]. Mr. Rey stated that he does not think that CABA cannot retain money for the Market; however, it should be done so with the City Commission's approval and knowledge.

The second thing that Mr. Rey would like to discuss regarding the CABA and TBM agreement, is that the City should get a copy of all agreements for full transparency. Legal has obtained a copy, unsigned, of the agreement that provides CABA with 35 percent of the revenue earned from the Market, this equates to approximately \$25k. Currently, since there is no agreement, CABA is operating week-to-week with TBM; Mr. Rey would like to know how long the City should wait for CABA to reach an agreement – this has been going on since May.

The Commission would like to see CABA reach an agreement and the Market not close. If they cannot reach an agreement, the City may need to step in.

Attorney McConnell stated that he and Attorney Dickman spoke to CABA's attorney on Monday and will be speaking with her again this coming Monday as well. Legal's position on this is if the City takes this over, the proper procurement process will need to be followed with no private agreement.

The Commission inquired if the money, and how much, is being invested back into Corey Avenue. They also expressed concerns over why there has been no agreement reached for the last 5 months.

Commissioner Grill—attended the Florida League of Cities Institute for Elected Municipal Officials (IEMO) level 1 and enjoyed it. He plans to attend IEMO level 2 next.

He discussed the speed bump that was installed and has been removed, along Gulf Winds Drive. There is a speeding problem, and that is why it was installed, so another temporary solution will be installed soon.

At the last meeting, he requested information on how much the City paid for the architect to assist with the Chill Parklet design; the City Manager confirmed that it was \$5,250.

Commissioner Friszolowski—talked with one of the owners of the Bon Aire who will be celebrating 70 years early next year. She plans to incorporate historical items/memorabilia and would like some assistance from the Library or the Gulf Beaches Historical Museum. He requested that the City work to help make this event special for the Bon Aire.

Commissioner Fletcher—stated that residents in Pass-A-Grille enjoyed last week's town hall meeting and the information that was provided.

Mayor Johnson—mentioned the BIG-C Meeting tomorrow at 9:00 AM at Madeira Beach. The County's Emergency Management staff and a representative from HCA Medical Center will be present.

Mayor Johnson adjourned the meeting at 8:57 p.m.

MINUTES APPROVED:

AMBER LAROWE
CITY CLERK

ALAN JOHNSON
MAYOR

CITY COMMISSION MEETING CITY OF ST. PETE BEACH

Agenda Report

Issue Considered: Kimley-Horn Task Order for Inflow & Infiltration Engineering Support Services

Date: November 8, 2022

Prepared By: Mike Clarke, Public Works Director

Through: Alex Rey, City Manager

Summary of Issue: On February 24, 2015, the City enlisted the services of Kimley-Horn and Associates, Inc. to provide engineering services during the ongoing citywide wastewater Inflow and Infiltration Study. Utilizing the data obtained during the recently completed cleaning and televising component of this study, Kimley-Horn created a report prioritizing three scopes of repairs to be performed over the next five fiscal years: pipe lining, manhole rehabilitation, and point repairs.

Similar to FY22, the City has requested that Kimley-Horn provide additional support in the form of detailed construction packages with diagrams as well as ongoing support during and after the execution of each task order, including kickoff and progress meetings and merging incoming data to be received from the contractors' with the City's GIS database.

Funding: Wastewater Inflow & Infiltration - 101-6107-535-5633

Requested Motion: I move to approve the Task Order under the Continuing Engineering Services Contract with Kimley-Horn and Associates, Inc., in the amount of \$88,483.00.00 for FY23 Sewer Rehabilitation Services.

Attachments: 1. Task Order from Kimley-Horn



Exhibit "B"

TASK ORDER FORM - CONTINUING CONTRACT FOR PROFESSIONAL DESIGN SERVICES

<i>Date of Task Order Request</i>	08/04/2022
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<i>Firm Selected for Task</i>	Kimley-Horn and Associates, Inc.
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<i>Task (Project) Name</i>	2023 Sewer Rehabilitation Services/GIS Updates and GIS Application Development
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<i>Task Description (and other relevant details)</i>	Engineer will provide construction phase services for wastewater system repairs, including manhole rehabilitation, pipe lining, and point repairs, in coordination with the City's on-call contractors. Repairs have been previously identified in the 2016 I&I Study. GIS Analyst will update ArcGIS database for the sanitary sewer assets that have been repaired will develop I&I Viewing and Utility Collector Applications.
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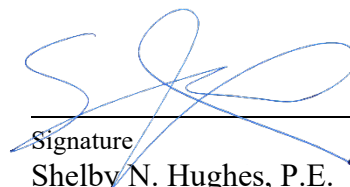
<i>Task Budget</i>	\$88,483.00
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<i>Task Proposal Due Date</i>	08/04/2022
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Thank you for your efforts on behalf of the City of St. Pete Beach. If there are any questions or additional information needed, please contact the Public Works Department at (727) 363-9243.

Acknowledgement of Task Order:

<u>Alex Rey</u> City Manager City of St. Pete Beach	<u> </u> Date
<u>Brett Warner</u> Assistant Public Works Director City of St. Pete Beach	<u>10/10/2022</u> Date

<u></u> Signature	<u>08/04/2022</u> Date
<u>Shelby N. Hughes, P.E.</u> Name	
<u>EOR</u> Title	
<u>Kimley-Horn and Associates, Inc.</u> Firm	

INDIVIDUAL PROJECT ORDER (IPO)**August 5, 2022**

Describing a specific agreement between Kimley-Horn and Associates, Inc. (the Engineer), and the City of St. Pete Beach (the City) in accordance with the terms of the Master Agreement for Continuing Professional Services dated in 2021, which is incorporated herein by reference.

IDENTIFICATION OF PROJECT**FY 2023 Sewer Rehabilitation Services****PROJECT UNDERSTANDING**

Under this IPO, the Engineer will provide general engineering services in connection with the three-wastewater collection system rehabilitation construction contracts for the City of St. Pete Beach over fiscal year 2023 for an anticipated budget of \$1,000,000.00. The contracts are as follows:

- Wastewater System Manhole Rehabilitation (Manhole Project)
- Wastewater System Pipe Lining (Lining Project)
- Wastewater System Point Repairs (Point Repair Project)

These contracts will be referred to as projects for the remainder of the proposal. Under these Projects, IPOs will be issued to the contractor to release a number of repairs, including pipe lining repairs or pipe point repairs. The sewer system will also require routine inspection and cleaning and will require the development of a solicitation package for contractor bids. The Engineer will provide general engineering services for these IPOs as described in the specific tasks below.

SCOPE OF SERVICES**Task 1 – Construction Packages for I&I Repairs**

A. The Engineer will provide a construction package for a maximum of six packages total, as shown below:

1. Lining Project: A maximum of 3 construction packages.
2. Point Repair Project: A maximum of 3 construction packages.
 - a. Construction packages for point repair will have additional information included per Subsection B.

B. Construction packages will include the following:

1. Exhibits showing the location and designation of each asset that needs to be rehabilitated (Asset being pipe lining, or pipe point repair required).
2. Tabular list of assets released for rehabilitation within the IPO, with a general description of the repair necessary and a review of the CCTV inspection video to confirm rehabilitation necessary.
3. Each of the construction packages will contain up to the approximate number of assets listed below:
 - a. Pipe Lining Project – 30 Lining Repairs per IPO
 - b. Point Repair Project – 10 Point Repairs per IPO

4. Construction packages for the Point Repair Project will also include the pipeline inspection report, a general description of the deficiencies and a recommended repair per the line items in the Wastewater System Point Repairs contract.

Task 2 – Services During Construction

- A. Engineer shall provide construction observation services, for a maximum of six IPOs as created in Task 1. Engineering services associated with Task 2 shall include the following:
 1. Engineer will conduct one project site visit per IPO and prepare punch list items to be corrected or completed at the substantial completion stage of the work.
 2. Engineer will provide recommendations of changes, if necessary, which may be required within the scope of the project during construction. Engineer will prepare discretionary items for a maximum of three work directive changes or change orders per IPO, if required, for City approval.

Task 3 – GIS Update and Progress Exhibits

- A. Engineer will update ArcGIS database for the sanitary sewer assets that have been repaired, listing the repair type, date, and issues or comments that are related to the completion of the repair.
- B. Engineer will prepare up to three progress exhibits showing I&I rehabilitation efforts completed by Fiscal Year.
- C. Engineer will attach post-repair inspection videos as an attachment to the GIS feature.
 - a. Engineer will not provide the server storage space for these post-inspection videos. Engineer will coordinate with the City's hosted service to name the post-inspections videos accordingly so they are linked with the GIS feature.

Task 4 – GIS Application and Development

- A. GIS Analyst will develop (1) I&I Viewing application and (1) Utility Collector Application for the City of St. Pete Beach utilizing ArcGIS Online. This task assumes that the subject data will be hosted on the City's ArcGIS online platform. Updates to the Sanitary Sewer Database hosted by the City's consultant, George F. Young Inc., is not included in this task.
 - a. *I&I Viewing Application*
 - i. GIS Analyst will convert provided data to GIS format and link to the City's current GIS Database
 - ii. Once linked, City staff will be able to select inspected pipe segments to view inspection videos/records in ArcGIS Online Web App and ArcGIS Pro.
 - iii. Branded City ArcGIS Online Web App will include functionalities such as
 1. Pipe conditions
 2. Defect Points
 3. Video Links
 - b. Engineer will not provide the server storage space for these post inspection videos. Engineer will coordinate with the City's hosted service to name the post-inspections videos accordingly so they are linked with the GIS feature.

c. Utility Collector

- i. Engineer will develop a utility collector application utilizing ESRI Field Maps.
- ii. Approved layers hosted from City's AGOL portal will be integrated into ESRI Field Maps collector application allowing for specified attributes to be editable by City staff.
 1. Editable attribution includes:
 - a. Lifecycle Status,
 - b. Size
 - c. Material
 - d. Etc.
 2. If determined necessary by City Staff, certain features will be enabled for geometry editing.
- iii. Engineer will provide up to 1 hour of training (per quarter) for city staff.

ADDITIONAL SERVICES (if required):

Services requested that are not specifically included will be provided under a new and separate IPO agreement.

FEE AND BILLING

Kimley-Horn will accomplish the services outlined in Task 1 - 4 for a Lump Sum fee as outlined below. Invoicing and payment will be in accordance with the terms and conditions of the Design Services Contract between the City of St. Pete Beach and Kimley-Horn and Associates, Inc. (Kimley-Horn) dated in 2021.

The following task items represent a breakdown of the lump sum amount for reference:

Task 1 – Construction Packages for I&I Repairs	\$31,000.00
Task 2 – Services During Construction	\$30,033.00
Task 3 – GIS Update and Progress Exhibits	\$12,137.00
Task 4 – GIS Application Development	\$15,314.00

TOTAL LUMP SUM FEE	\$88,483.00
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METHOD OF COMPENSATION:

Services under this IPO will be provided as a lump sum basis. Invoices will be prepared based on a percentage completion of the design of the project.

OTHER SPECIAL TERMS OF IPO:

Services provided under this will be invoiced on a monthly basis. All invoices will include a description of services provided.

ACCEPTED:
THE CITY OF ST. PETE BEACH, FLORIDA

BY: _____

TITLE: _____

DATE: _____

KIMLEY-HORN AND ASSOCIATES, INC.

BY:  _____ Jordan Walker, P.E.

TITLE: Associate _____

DATE: 08/05/2022 _____

PROJECT WORK PLAN PERSON-HOUR ESTIMATE

Project Name: 2023 I&I CPS
 Project Number:
 Date Prepared: 7/11/2022
 Estimated By: SNH

KHA Task # Subtask ID Number	KHA Task Name Subtask Name/Description	Direct Labor (Person-Hours)								Misc. Direct Expense (\$)
		Senior Prof 2	Senior Prof 1	Prof	Senior Tech Support	Tech Support	Analyst	Support Staff	KHA Labor Total	
		272.8	251.1	182.9	158.1	96.1	117.8	99.2		
1	Construction Packages for I&I Repairs									
	Lining Project									
	Create GIS Exhibits (5 hrs EI per IPO x 3 IPOs)			10			25			
	Create Tabular Lists (8 hrs EI per IPO x 3 IPOs)			10			40			
	Point Repair Project									
	Create GIS Exhibits (5 hrs EI per IPO x 3 IPOs)			15			25			
	Create Tabular Lists (8 hrs EI per IPO x 3 IPOs)			15			40			
	Create Point Repair Inspection General and Repair Recommendation			10			40			
	Subtotal (Hours)	0	0	60	0	0	170	0		
	Task Total (Dollars)	\$0	\$0	\$10,974	\$0	\$0	\$20,026	\$0	\$31,000	\$0
2	Services During Construction									
	Pre-construction Conference and prepare minutes from meetings			4			8			
	Contractor Coordination and RFIs			16			80			
	Site Visits			16			40			
	Provide recommendations of changes, if necessary, which may be required within the scope of the project during construction. Prepare discretionary item work directive changes, and change orders, if required, for City Approval			20			40			
	Subtotal (Hours)	0	0	56	0	0	168	0		
	Task Total (Dollars)	\$0	\$0	\$10,242	\$0	\$0	\$19,790	\$0	\$30,033	\$0
3	GIS Update and Progress Exhibits									
	ArcGIS Update			15	40					
	Progress Exhibits			9	9					
	Subtotal (Hours)	0	0	24	49	0	0	0		
	Task Total (Dollars)	\$0	\$0	\$4,390	\$7,747	\$0	\$0	\$0	\$12,137	\$0
4	GIS Application Development									
	Feature configuration and publishing		2	8						
	Application Development - I&I Viewer		2	20						
	Application Development - GIS Utility Collector		2	20						
	Data Maintenance		2	18						
	Training		2	4						
	QA/QC									
	Subtotal (Hours)	0	10	70	0	0	0	0		
	Task Total (Dollars)	\$0	\$2,511	\$12,803	\$0	\$0	\$0	\$0	\$15,314	\$0
	Total Project Task								\$88,483	