



# BOARD OF COMMISSIONERS REGULAR WORKSHOP MEETING AGENDA

Wednesday, February 11, 2026 at 4:00 PM  
Commission Chambers, 300 Municipal Drive,  
Madeira Beach, FL 33708

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This Meeting will be televised on Spectrum Channel 640 and YouTube Streamed on the City's Website.

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1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PUBLIC COMMENT**

*Public participation is encouraged. If you are addressing the Commission, step to the podium and state your name and address for the record, and the organization or group you represent. Please limit your comments to five (5) minutes and do not include any topic on the agenda. Public comment on agenda items will be allowed when they come up.*

*If you would like someone at the City to follow up on a comment or question made at the meeting, you may fill out a comment card with the contact information and give it to the City Manager. Comment cards are available at the back table in the Commission Chambers. Completing a comment card is not mandatory.*

4. **PROCLAMATIONS - MAYOR**

A. Proclamation: National 211 Day; February 11, 2026

5. **PRESENTATIONS (limited to 10 minutes each)**

A. Duke Energy - Theresa Crane with Duke Energy to give a presentation on Undergrounding

6. **BOARD OF COMMISSIONERS**

A. Key to the City (Nomination request by Commissioner Ghovae)

B. Office for Board of Commissioners at City Hall

C. Sanitation Services Discussion

D. Purple Heart Recipient - Progress Update with American Legion

E. Meeting Schedule Setting to Streamline Items on Agenda

**7. CITY ATTORNEY**

A. Special Magistrate Lien at 703 Sunset Cove, Madeira Beach - Case No. 24-233 (Baker-Cianciulli)

**8. PUBLIC WORKS**

A. Area 9 Roadway and Drainage Improvement Project Discussion

**9. RESPOND TO PUBLIC COMMENTS/QUESTIONS**

**10. ADJOURNMENT**

**One or more Elected or Appointed Officials may be in attendance.**

*Any person who decides to appeal any decision of the Board of Commissioners with respect to any matter considered at this meeting will need a record of the proceedings and for such purposes 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. The law does not require the minutes to be transcribed verbatim; therefore, the applicant must make the necessary arrangements with a private reporter or private reporting firm and bear the resulting expense. In accordance with the Americans with Disability Act and F.S. 286.26; any person with a disability requiring reasonable accommodation to participate in this meeting should call the City Clerk at 727-391-9951, ext. 231 or 232 or email a written request to [cvanblargan@madeirabeachfl.gov](mailto:cvanblargan@madeirabeachfl.gov).*

## PROCLAMATION

**WHEREAS**, 211 is a free, confidential, three-digit helpline that connects residents and visitors to essential health and human services, including crisis and emergency counseling, disaster assistance, food, healthcare and insurance assistance, stable housing and utility payment assistance, employment services, veteran services, and childcare and family supports; and

**WHEREAS**, in the City of Madeira Beach, 211 services are provided by First Contact, ensuring individuals and families have access to compassionate, accurate, and timely information and referrals when they need help most; and

**WHEREAS**, 211 provides expert caring assistance by listening to callers, identifying underlying needs, and connecting people with appropriate community resources that help stabilize households and improve quality of life; and

**WHEREAS**, in 2025, 211 responded to more than 62,000 calls, texts, emails, and online requests from Pinellas County residents seeking assistance with critical needs; and

**WHEREAS**, 211 addresses the root causes of challenges facing individuals and families by identifying presenting issues and connecting them to a wide range of available resources, not solely the service that prompted the initial contact; and

**WHEREAS**, 211 maintains a "finger on the pulse" of community needs by collecting and analyzing health and human services data, which is used by local governments, emergency managers, and community planners to inform decision-making and improve services; and

**WHEREAS**, 211 strengthens the efficiency and effectiveness of the local social services ecosystem by ensuring individuals are connected to the right services at the right time, reducing duplication and barriers to care;

**NOW, THEREFORE**, I, Anne-Marie Brooks, Mayor of the City of Madeira Beach, Florida, do hereby proclaim February 11, 2026, as **NATIONAL 211 DAY in the City of Madeira Beach**, and encourage all residents to recognize the vital role 211 plays in supporting the health, safety, and well-being of our community.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Seal of the City of Madeira Beach to be affixed this 11<sup>th</sup> day of February 2026.



\_\_\_\_\_  
Anne-Marie Brooks, Mayor

**From:** [Housh Ghovae, CEO](#)  
**To:** [VanBargan, Clara](#)  
**Cc:** [Kandi Maiden](#); [Housh Ghovae](#)  
**Subject:** Nominating Kandi Maiden to receive a Key to the City of Madeira Beach  
**Date:** Monday, February 9, 2026 12:49:08 PM

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**CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.**

Good Afternoon Clara,

Below, please see a narrative about Kandi Maiden and her contribution to the city of Madeira Beach; I am nominating Kandi to receive a Key to the City.

I had requested Kandi to share her insight regarding the Trash Pirate organization she has created. Trash Pirates organization brings caring residents together every first Saturday of every month to remove trash from the streets and clean up Madeira Beach. I would like to nominate Kandi to our Board of Commissioners for her unwavering work to clean up our streets and be a recipient of a Key to the city.

Respectfully,

*Housh*

 **Northside**  
*Engineering, Inc.*  
**Housh Ghovae**  
**President & CEO**  
**300 S. Belcher Rd**  
**Clearwater, FL 33765**  
[housh@northsideengineering.net](mailto:housh@northsideengineering.net)  
**(p) 727-443-2869 (c) 727-709-0943**  
Please cc Sandy on emails at [sandy@northsideengineering.net](mailto:sandy@northsideengineering.net)

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**From:** Kandi Maiden <sweetontwins@yahoo.com>  
**Sent:** Sunday, February 8, 2026 9:24 AM  
**To:** Housh Ghovae, CEO <housh@northsideengineering.net>  
**Subject:** Trash Pirates

My husband Daryl & I (& the pups) have been residents of East Madeira Ave since 2016 after visiting the Madeira Beach area [from Orlando] for 20+ years.  
 We fell in love with not only this beautiful beach town but the people as well.  
 And as big fans of the Tampa Bay sports teams... BUCS, RAYS & Lightning the Gulf Coast became our number ONE retirement destination.

Madeira Beach felt like HOME very quickly.

However despite our wonderful neighborhood, I was saddened by the amount of litter/cigarette butts along 150th & Gulf Blvd.

Following a morning rain my neighbor Audrey & I scooped trash out of our cove to protect a manatee & her baby calf.

Audrey & I began picking up trash/butts around our neighborhood most every day to prevent the litter from reaching our waterway.

Soon our neighbors & local businesses [Jeri Davis] noticed our efforts and suggested we start a community cleanup.

In January of 2019 our first monthly event, supported by Keep Pinellas Beautiful, the City of Madeira Beach, Saltwater Hippie & with the guidance of Deb Laramée... the Trash Pirates of Mad Beach was launched.

In that same year the Trash Pirates were recognized by Mayor Maggi Black and the City of Madeira Beach as Citizens of the Year & a certificate of appreciation from Keep Pinellas Beautiful.

However it takes a village... & our efforts had a ripple effect as friends, neighbors, the City of Madeira Beach, local businesses, residents & visitors pulled together to help bring awareness & create a culture of clean in Madeira Beach.

We are most proud of the Trash Turtles & Coastal Crusaders who spun off environmental groups of their own and continue to reach the next generation.

In 2022 the Pinellas County Sheriff Department recognized our efforts with a Community Service Award from Sheriff Bob Gualtieri.

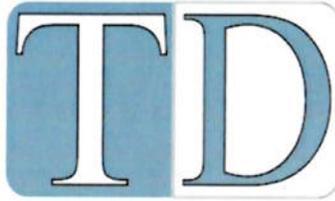
The Trash Pirates enjoy supporting community events with a Facebook page of nearly 4,000 followers while also promoting our goal to make Madeira Beach the cleanest beach town in Florida.

More importantly our ultimate goal is to protect our vulnerable waterways, marine life & seabirds.

We won't give up the good fight.



Sent from my iPhone



TRASK  
DAIGNEAULT  
LLP  
ATTORNEYS

THOMAS J. TRASK, B.C.S.\*  
JAY DAIGNEAULT, B.C.S.\*  
ERICA F. AUGELLO, B.C.S.\*  
RANDY D. MORA, B.C.S.\*  
ROBERT M. ESCHENFELDER, B.C.S.\*  
NANCY S. MEYER, B.C.S.\*  
ZOE S. RAWLS  
TAMMI E. BACH, B.C.S.\*

*\* Board Certified by the Florida Bar in  
City, County and Local Government Law*

**MEMORANDUM**

DATE: December 9, 2025

TO: Mayor Anne-Marie Brooks  
Vice Mayor Ray Kerr  
Commissioner David Tagliarini  
Commissioner Eddie McGeehen  
Commissioner Housh Ghovae

CC: Clint Belk, Acting City Manager

FROM: Thomas J. Trask, City Attorney 

RE: Special Magistrate Lien at 703 Sunset Cove, Madeira Beach  
Case No. 24-233 (Baker-Cianciulli)

The purpose of this memorandum is to provide you with some background and a recommendation regarding a request the City received from Attorney Clay Gilmon on behalf of his client, Kent Baker.

**BACKGROUND**

On April 16, 2025, the Special Magistrate found the subject property in violation of Section 86-52 of Division 2 (Building Permits) of the city code for the installation of an HVAC system without a building permit. An Order Imposing Fine was executed by the Special Magistrate which imposed a fine in the amount of \$100.00 per day (plus interest) for this lien against the owners. The property was not brought into compliance for 88 days. The violation resulted in fines of \$8,800.00 plus interest and recording costs for a total amount due the City, as of October 28, 2025, in the amount of \$8,854.22.

Recently Attorney Clay Gilman contacted Holden Pinkard to advise of Mr. Baker's interest in resolving this outstanding lien. After an exchange of communication with the City, Mr. Gilman sent the City the attached letter requesting that the entire fine be waived.

**December 9, 2025**  
**Page 2**

### **RECOMMENDATION**

Although City staff is supportive of a partial fine reduction, staff believes that the City should be reimbursed for staff time incurred in the prosecution of this case. The Acting City Manager and City staff are recommending that the fine be reduced to \$2,000.00 if the fine is paid within thirty (30) days. If not paid within thirty (30) days, the fine should revert back to the original amount due.

Respectfully submitted.

TJT/kt

Attachments: Special Magistrate Lien  
Payoff  
Settlement Offer

cc: Clara VanBlargan, City Clerk  
Holden Pinkard, Building Compliance Supervisor  
Clint Belk, Acting City Manager

CODE ENFORCEMENT SPECIAL MAGISTRATE  
CITY OF MADEIRA BEACH

CITY OF MADEIRA BEACH,

CASE NUMBER: CE-24-233

Petitioner,

vs.

BAKER, KENT RICHARD  
CIANCIULLI, DEBORAH ANN,  
703 Sunset Cove  
Madeira Beach, FL 33708,

Respondents.

**FINDINGS OF FACT, CONCLUSIONS OF LAW  
AND ORDER IMPOSING FINE AND CERTIFYING LIEN**

THIS CAUSE came on to be heard at the public hearing before the undersigned Special Magistrate on March 31, 2025, after due notice to the Respondents, and the Special Magistrate having heard testimony under oath, received evidence, and otherwise being fully advised in the premises, hereby finds as follows:

**Findings of Fact:**

1. The City was represented by the City Attorney, and Grace Mills provided testimony on behalf of the City.
2. Kent Baker appeared on behalf of the Respondents and admitted to the violation.
3. No one provided public comment.
4. The property in question is located at 703 Sunset Cove, Madeira Beach, Florida 33708 ("Property"). The legal description for the Property is as follows:

BAY POINT ESTATES BLK 2, LOT 3

5. Proper notice was served upon the Respondents via certified mail, regular mail, posting or hand delivery in accordance with Chapters 162 and 166, *Florida Statutes*.
6. The Respondents were notified that Respondents were in violation of the following sections of the Code of Ordinances of the City of Madeira Beach to wit:

**Sec. 86-52.- When required.**

A person, firm or corporation shall not construct, enlarge, alter, repair, move, demolish,

or change the occupancy of a building or structure, or erect, or construct a sign, or install or alter fire extinguishing apparatus, elevators, engines, steam boiler, furnace, incinerator, or other heat producing apparatus, plumbing, mechanical or electrical equipment or any appurtenances, the installation of which is regulated by the land development regulations or other sections of the Code until a permit has been issued by the building official. When the cost of repair or modification does not exceed \$500.00, does not result in a structural change, and does not require an inspection, a permit need not be issued by the building official. No permit is required for uncovered flat slabs of no greater than 50 square feet, for work of a strictly cosmetic nature (painting, wallpapering, carpeting, kitchen cabinets, etc.) or roof work less than \$100.00 in value.

7. The violation set forth above existed as of the date of the Notice of Violation herein and at all times subsequent thereto up to the date of the Hearing.

8. A reasonable period of time for correcting the above violation and bringing the Property into compliance is on or before April 30, 2025.

**BASED UPON THE FOREGOING FINDINGS OF FACT, IT IS HEREBY ORDERED AND ADJUDGED AS FOLLOWS:**

9. The Respondents, and the Property at the above mentioned location, are found to be in violation of Section 86-52 of the Code of Ordinances of the City of Madeira Beach.

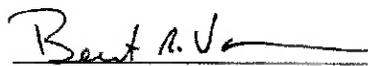
10. The Respondents shall correct the above stated violation on or before April 30, 2025, by taking the remedial action as set forth in the Notice of Violation, and as stated on the record at the Hearing which is to apply for and obtain an "after-the-fact" building permit for the HVAC unit(s) that were replaced.

11. Upon complying, the Respondents shall notify the Code Compliance Officer at the City of Madeira Beach, who shall then inspect the Property to confirm compliance has been accomplished.

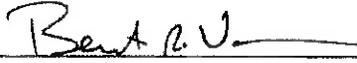
12. If the Respondents fails to timely comply with the remedial actions as set forth above, a fine shall be imposed, in the amount of \$100.00 per day for the violation set forth in Paragraph 6 above for each day the Respondents have failed to correct the violation after April 30, 2025, and the fine shall continue to accrue until such time as the Property is brought into compliance.

13. The Special Magistrate does hereby retain jurisdiction over this matter to enter such other and further orders as may be just and proper.

DONE AND ORDERED this 16<sup>th</sup> day of April, 2025.

  
Bart R. Valdes  
Special Magistrate

A true and correct copy of this Findings of Fact was delivered by certified mail and regular mail to: **Kent Baker and Deborah Cianciulli, 703 Sunset Cove, Madeira Beach, Florida 33708**; by electronic mail to **Thomas Trask, Esq. (tom@cityattorneys.legal)**; and by U.S. Mail and e-mail transmission to the **City of Madeira Beach, Clara VanBlargan, 300 Municipal Dr., Madeira Beach, Florida 33708**, on this 16<sup>th</sup> day of April, 2025.

  
Bart R. Valdes

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APPEALS

An aggrieved party, including the local governing body, may appeal a final administrative order of a Special Magistrate to the circuit court. Such an appeal shall not be a hearing de nova but shall be limited to appellate review of the record created before the Special Magistrate. An appeal shall be filed within 30 days of the execution of the order to be appealed. §162.11, *Florida Statutes* (2024).

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**MADEIRA BEACH**

Kent Richard Baker and Deborah Ann Cianciulli

703 Sunset Cove

**Case No. 24-233**

**as of: October 28, 2025**

**IN COMPLIANCE**

Fine Start	7/7/2025	
Fine Stop	10/2/2025	88 days
Rate	\$100.00 /day	
<b>Principal</b>	<b>\$8,800.00</b>	
<b>Recording</b>	<b>\$0.00</b>	
<b>SUB TOTAL</b>	<b>\$8,800.00</b>	

Interest Rate	0.000236986 (8.65% per annum)	
<b>Interest on Principal</b>	<b>\$2.09 /day</b>	
Interest Start	10/3/2025	
Today's Date	10/28/2025	26 days
<b>Interest</b>	<b>\$54.22</b>	
<b>TOTAL</b>	<b>\$8,854.22</b>	



Macfarlane Ferguson  
& McMullen

One Tampa City Center, Suite 2000  
201 N. Franklin Street  
P.O. Box 1531 (33601)  
Tampa, FL 33602  
813.273.4200

[WWW.MFMLEGAL.COM](http://WWW.MFMLEGAL.COM)  
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P.O. Box 1669 (33757)  
Clearwater, FL 33756  
727.441.8966

November 12, 2025

Mayor Anne-Marie Brooks  
& Madeira Beach Board of Commissioners  
300 Municipal Drive  
Madeira Beach, FL 33708

Re: Kent Baker – 703 Sunset Cove, Madeira Beach, FL 33708  
Release of Code Enforcement Lien in the Amount Of \$8,854.22

Dear Mayor Brooks and Madeira Beach Board of Commissioners,

Our firm has the pleasure of representing a long-time Madeira Beach resident, Kent Baker, the owner of several properties in Madeira Beach including the subject property located at 703 Sunset Cove, Madeira Beach, Florida 33708 (the “Property”). Unfortunately, like so many other properties in Madeira Beach and throughout the beach communities, the Property sustained damage during the 2024 hurricane season including the failure of the Property’s air conditioning unit. In the aftermath of this devastation, Mr. Baker was desperate to restore the Property and make it a livable space free from mold. Mr. Baker purchased an HVAC unit and installed it without a building permit in order to keep the Property from beginning to gather mold due to the moisture and humidity.

Unbeknownst to Mr. Baker, the installation of the HVAC unit done without a permit was a violation of Section 86-52 of the City of Madeira Beach Code of Ordinances. The City cited Mr. Baker due to the Property’s noncompliance with the Code and a Special Magistrate Order was issued enforcing a \$100.00 fine for every day that the violation was not remedied. Upon learning of the violation, Mr. Baker retained our services and we attempted to resolve the issue without removal of the HVAC unit. However, we advised Mr. Baker that the most expedient remedy to come into compliance was to remove the

HVAC unit which he did as soon as possible upon receiving our advice. The fines began accruing on July 7, 2025, and ended on October 2, 2025, when an inspection deemed the Property to be in compliance after the removal of the HVAC unit. The total fines which accumulated on the Property amount to \$8,854.22, which sum includes interest owed.

It is Mr. Baker's request that you waive and release the \$8,854.22 lien owed to the City of Madeira Beach due to the extenuating circumstances related to the hurricanes. Mr. Baker was unaware when he purchased the HVAC unit, in a time of crisis, that it would result in a Code violation and subsequent lien on the Property for thousands of dollars. Mr. Baker is still attempting to restore the Property after the devastation inflicted by the hurricanes to the community. Your approval of this waiver and release of the lien will circumvent further financial loss for Mr. Baker, who has already endured significant hardship.

Yours Truly,



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Brian J. Aungst, Jr., Esq.



# Memorandum

**Meeting Details:** February 11, 2026

**Prepared For:** Mayor & Board of Commissioners

**From:** Megan Wepfer, Public Works Director

**Subject:** Area 9 Roadway and Drainage Improvement project discussion

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## Background

The Area 9 Roadway and Drainage Improvement Project includes Bay Point Drive, Bay Point Causeway, and a portion of Pruitt Drive connecting to Sunset Cove. This project is a priority flood mitigation and resiliency initiative identified through the City's Watershed Management Plan.

This project will differ from previous roadway projects in that it will be the first City roadway project to include planned roadway elevation as part of the design.

As identified in the Watershed Management Plan, the consultant determined that the Area 9 roadway corridor can be elevated a minimum of six (6) inches without negatively impacting adjacent private properties. Upon completion of detailed surveying and engineering analysis, there is potential that additional elevation beyond six inches may be feasible.

Advanced Engineering, the proposed consultant for this project, is the same firm that completed the City's Watershed Management Plan. As a result, they have direct familiarity with the tidal influences, drainage limitations, and flood pathways affecting Area 9 and are well-positioned to advance the design efficiently while maintaining consistency with the adopted plan

## **PROJECT PURPOSE**

- Reduce roadway flooding caused by tidal influence and storm events
- Improve stormwater level of service through upgraded infrastructure
- Increase roadway resilience through strategic elevation
- Protect adjacent private properties and environmental resources

## **PROJECT SCOPE OVERVIEW**

The proposed scope includes full design, permitting, bidding, and construction administration services. Key elements include:

- Detailed Surveying with expanded limits beyond the right-of-way
- Refinement of the Watershed Model and stormwater level of service analysis

- Preliminary Engineering Report (PER) evaluating roadway elevation, stormwater piping options, and rehabilitation alternatives
- Stormwater system redesign, including new piping and evaluation of existing and proposed outfalls
- Seawall structural design along the Bay Point Causeway segment, including cap and tieback systems
- Environmental assessment to evaluate potential impacts to habitat and seagrasses
- Permitting coordination and applications with SWFWMD, the U.S. Army Corps of Engineers, and Pinellas County
- Community outreach, including public meetings and visual renderings
- Bidding and construction administration services through project completion

### **KEY PROJECT CONSIDERATIONS**

The following items highlight why this project requires additional coordination and analysis compared to previous roadway projects:

1. Expanded Survey Limits due to changing roadway elevation may require construction activities outside of the existing right-of-way. Survey limits have therefore been expanded to capture grades along the front of adjacent homes, whereas typical surveys stop at the right-of-way.
2. Resident Coordination and Permissions because the project may extend beyond typical limits, adequate time is included to coordinate with residents and obtain any necessary temporary construction easements.
3. Neighborhood Meetings to discuss the project- Staff anticipate two (2) neighborhood meetings to review the proposed improvements, address concerns, and discuss construction impacts.
4. Project Renderings- Visual renderings are proposed to demonstrate existing and proposed roadway conditions. These renderings will be critical in addressing concerns that roadway elevation could create a “damming” effect on adjacent properties.
5. Stormwater Improvements- Stormwater level of service will be achieved through new piping infrastructure. This requires additional modeling and evaluation of alternative pipe sizes and alignments.
6. New Outfalls and Permitting-New or modified outfalls will likely be required, triggering additional permitting through the U.S. Army Corps of Engineers and Pinellas County.
7. Environmental Assessment-An environmental assessment will accompany the permitting process to ensure no adverse impacts to habitat or seagrasses.
8. Seawall Design-Seawall design along the Bay Point Causeway is proposed as part of the project to support roadway elevation and long-term resilience.
9. Preliminary Engineering Report (PER)-A PER will be provided outlining alternative stormwater piping configurations and rehabilitation options. This document will also address potential CCNA construction thresholds and inform future funding and procurement decisions.

This project advances the City’s strategic goals related to:

- Flood mitigation and climate resilience
- Protection of critical infrastructure
- Implementation of the Watershed Management Plan

The Area 9 Roadway and Drainage Improvement Project represents a significant advancement in the City’s approach to managing tidal flooding and roadway resilience. Utilizing Advanced Engineering, who completed the City’s Watershed Management Plan—provides continuity, technical expertise, and a deep understanding of Area 9’s tidal and drainage challenges, positioning the City for a successful and well-coordinated project delivery.

**Fiscal Impact**

The total proposed design, permitting, bidding, and construction administration cost is approximately \$439,494, inclusive of survey, geotechnical, environmental, SUE, rendering subconsultants, and permitting fees. Construction cost estimates will be provided at subsequent design milestones

**Recommendation(s)**

Staff recommend the Board of Commissioners Approve staff's recommendation to proceed with surveying, preliminary engineering, public outreach, environmental evaluation, and permitting for the Area 9 Roadway and Drainage Improvement Project utilizing Advanced Engineering as the design consultant.

**Attachments**

- Advanced Engineering Area 9 Proposal
- Project Area Map

**City of Madeira Beach  
Area 9 Roadway & Stormwater Improvements  
Design Services**

**Proposed Labor Breakdown**

Task No.	Description	Sr. Project Manager	Sr. Project Engineer	Project Engineer	Sr. CAD Operator	Admin.	Hours	Total
		\$ 221.26	\$ 183.98	\$ 161.49	\$ 121.64	\$ 72.31		
<b>1</b>	<b>Data Collection / Preliminary Plan Preparation</b>							
1.01	Review Available Data / Perform Field Visit to Assess Existing Conditions	0	1	4	0	0	5	\$ 829.94
1.02	Survey Scoping / Review of Survey & Incorporation of Findings	1	2	4	4	1	12	\$ 1,794.05
1.03	Watershed Model Refinement / Stormwater Level of Service Analysis / Pipe Sizing	4	16	60	8	0	88	\$ 14,491.24
1.04	Basesheet Preparation / Typical Section Development / Preliminary Private Utility Coordination	2	8	16	40	2	68	\$ 9,508.42
1.05	Preparation of Roadway Plan & Profile Plan Sheets	8	24	64	80	0	176	\$ 26,252.16
1.06	Preparation of Sidewalk Layout / Connection to Existing Sidewalk System	2	12	24	32	0	70	\$ 10,418.52
1.07	Identification of Stormwater System Corridors & Preliminary Alignments	2	12	24	48	0	86	\$ 12,364.76
1.08	Prepare Preliminary Opinion of Probable Cost	1	8	16	0	2	27	\$ 4,421.56
1.09	Preliminary Engineering Report Preparation / Attend Design Review Meeting / Respond to City Commentary / Revise Preliminary Engineering Report (As Needed)	4	12	40	16	4	76	\$ 11,787.88
	<b>Task 1 Subtotal</b>							<b>\$ 91,868.53</b>
<b>2</b>	<b>60% Plan Preparation</b>							
2.01	Prepare Formal Responses to City Commentary / Design Plan Advancement (60%)	2	8	24	40	2	76	\$ 10,800.34
2.02	Attend Pre-Application Meetings (SWFWMD / USACOE)	0	2	2	0	0	4	\$ 690.94
2.03	Coordination with Geotechnical Subconsultant / Incorporation of Findings	0	4	24	8	1	37	\$ 5,657.11
2.04	Coordination with SUE Subconsultant / Incorporation of Findings	0	8	24	16	1	49	\$ 7,366.15
2.05	Coordination with Environmental Subconsultant / Assessment of Surface Water Impacts / Incorporation of Findings	0	2	24	2	1	29	\$ 4,559.31
2.06	Coordination with Rendering Subconsultant for Existing & Proposed Roadway Rendering Imagery	1	2	8	16	1	28	\$ 3,899.69
2.07	Preparation of Control Plan	1	2	4	4	0	11	\$ 1,721.74
2.08	Preparation of Demolition, Erosion & Sediment Control Plan	1	2	8	16	0	27	\$ 3,827.38
2.09	Preparation of Roadway Cross Sections	4	24	80	60	0	168	\$ 25,518.16
2.10	Preparation of Driveway Profiles / Limits of Driveway Reconstruction	2	16	40	24	0	82	\$ 12,765.16
2.11	Stormwater Modeling Advancement (60%)	1	8	24	0	0	33	\$ 5,568.86
2.12	Seawall Structural Design Incl. Seawall Cap & Tieback System	2	8	24	16	0	50	\$ 7,736.36
2.13	Supplemental Plan Sheet Preparation / General & Special Detailing (60%)	1	8	24	24	0	57	\$ 8,488.22
2.14	Quantity Itemization / Develop Pay Items / Opinion of Probable Cost (60%)	1	8	24	0	2	35	\$ 5,713.48
2.15	Preparation of "Front Ends" & Technical Specifications Incl. Measurement & Payment (60%)	1	12	40	0	1	54	\$ 8,960.93
2.16	Preparation of Technical Memorandum Discussing Design Assumptions (60%)	1	8	16	0	2	27	\$ 4,421.56
2.17	Community Outreach with Public Meeting to Outline Proposed Improvements with Plans and Maps	2	8	16	4	2	32	\$ 5,129.38
2.18	Attend Review Meeting with City Personnel	2	2	0	0	0	4	\$ 810.48
	<b>Task 2 Subtotal</b>							<b>\$ 123,635.25</b>
<b>3</b>	<b>90% Plan Preparation</b>							
3.01	Finalize Stormwater Evaluation / Prepare Stormwater Narrative	1	8	24	0	2	35	\$ 5,713.48
3.02	Finalize Seawall Structural Design	1	4	16	12	0	33	\$ 5,000.70
3.03	Prepare Formal Responses to City Commentary / Design Plan Revisions (As Needed)	1	4	16	16	2	39	\$ 5,631.88
3.04	Prepare & Submit SWFWMD Permit Application	0	4	16	0	4	24	\$ 3,609.00
3.05	Prepare & Submit USACOE Permit Application	0	4	24	0	4	32	\$ 4,900.92
3.06	Prepare & Submit Pinellas County Water and Navigation Permit	0	4	16	0	4	24	\$ 3,609.00
3.07	Prepare Formal Responses to SWFWMD Permit Commentary / Design Plan Revisions (As Needed)	1	4	32	16	2	55	\$ 8,215.72
3.08	Prepare Formal Responses to USACOE Commentary / Design Plan Revisions (As Needed)	1	2	16	8	2	29	\$ 4,290.80
3.09	Prepare Formal Responses to Pinellas County Commentary / Design Plan Revisions (As Needed)	1	1	8	4	1	15	\$ 2,256.03
3.10	Design Plan Advancement (90%) Incl. Plan, Profile & Sections	2	4	16	32	0	54	\$ 7,654.76
3.11	Supplemental Plan Sheet Preparation / General & Special Detailing (90%)	2	4	12	24	0	42	\$ 6,035.68
3.12	Coordination with City on Temporary Construction Easement Acquisition / Preparation of Figures for Easement Limits	2	8	24	60	4	98	\$ 13,377.76
3.13	Community Outreach with Public Meeting to Outline Proposed Improvements with Plans and Maps (90%)	2	2	4	4	2	14	\$ 2,087.62
3.14	Quantity Itemization / Develop Pay Items / Opinion of Probable Cost (90%)	1	2	16	0	1	20	\$ 3,245.37
3.15	Preparation of "Front Ends" & Technical Specifications Incl. Measurement & Payment (90%)	1	2	16	0	1	20	\$ 3,245.37
3.16	Preparation of Technical Memorandum Discussing Design Assumptions (90%)	1	2	8	0	1	12	\$ 1,953.45
3.17	Attend Review Meeting with City Personnel	2	2	0	0	0	4	\$ 810.48
	<b>Task 3 Subtotal</b>							<b>\$ 81,638.02</b>
<b>4</b>	<b>Final Plan Preparation</b>							
4.01	Incorporation of City Commentary / Prepare Formal Responses	1	2	4	8	1	16	\$ 2,280.61
4.02	Finalize Private Utility Coordination	0	1	4	0	1	6	\$ 902.25
4.03	Finalize Roadway Plan & Profile / Cross Sections	1	4	8	24	0	37	\$ 5,168.46
4.04	Finalize Supplemental Plan Sheets	1	2	8	8	0	19	\$ 2,854.26
4.05	Finalize Quantity Itemizations / Develop Pay Items / Opinion of Probable Cost	1	4	8	0	1	14	\$ 2,321.41
4.06	Finalize "Front Ends" & Technical Specifications Incl. Measurement & Payment (Final)	1	4	8	0	1	14	\$ 2,321.41
4.07	Preparation of Technical Memorandum Identifying Design Assumptions (Final)	1	2	8	0	1	12	\$ 1,953.45
	<b>Task 4 Subtotal</b>							<b>\$ 17,801.85</b>
<b>5</b>	<b>Bidding Services</b>							
5.01	Attend Pre-Bid Meeting	1	1	0	0	0	2	\$ 405.24
5.02	Respond to Bidder-Placed RFIs / Perform Plan Revisions as Needed / Issue Addenda	2	8	16	8	1	35	\$ 5,543.63
5.03	Review Submitted Bids & Prepare Recommendations of Award / Conformed Package Preparation	1	2	8	4	1	16	\$ 2,440.01
	<b>Task 5 Subtotal</b>							<b>\$ 8,388.88</b>
<b>6</b>	<b>Construction Administration (CA) Services</b>							
6.01	Attend Pre-Construction Meeting	0	4	0	0	1	5	\$ 808.23
6.02	Review Shop Drawings	4	12	40	8	4	68	\$ 10,814.76
6.03	Progress Meeting Attendance / Construction Site Visits (12 Total)	4	8	24	0	0	36	\$ 6,232.64
6.04	Respond to Contractor-Placed Requests for Information / Contractor Coordination / Assistance in Dispute Resolution	8	24	40	24	4	100	\$ 15,853.80
6.05	Review Contractor-Submitted Pay Applications	4	10	36	0	4	54	\$ 8,827.72
6.06	Attend Final Walk Through / Punchlist Preparation & Resolution	0	2	8	0	2	12	\$ 1,804.50
6.07	Review Contractor-Submitted Record Drawings / Permit Closeout	1	4	16	8	2	31	\$ 4,658.76
	<b>Task 6 Subtotal</b>							<b>\$ 49,000.41</b>
	<b>Subtotal (Tasks 1-6)</b>							<b>\$ 372,332.94</b>
	<b>Survey Subconsultant</b>							<b>\$ 34,575.00</b>
	<b>Geotechnical Subconsultant</b>							<b>\$ 6,240.00</b>
	<b>Environmental Subconsultant</b>							<b>\$ 5,200.00</b>
	<b>SUE Subconsultant</b>							<b>\$ 12,500.00</b>
	<b>Rendering Subconsultant</b>							<b>\$ 5,400.00</b>
	<b>SWFWMD Permit Fee</b>							<b>\$ 2,491.50</b>
	<b>Pinellas County Permit Fee</b>							<b>\$ 755.00</b>
	<b>Total</b>							<b>\$ 439,494.44</b>

**PROPOSAL ASSUMPTIONS**

- 1 Seawall elevations will not be obtained at locations where existing stormwater piping is not present.
- 2 It is assumed that the City's goal is to eliminate the existing outfalls between homes by utilizing larger outfalls at City-owned property / right-of-way as recommended in the Watershed Management Plan. Preliminary Engineering Report will evaluate whether smaller piping could be used for the primary system by utilizing the existing outfalls as secondary outfalls for larger storm events.
- 3 Public utility design (potable water, reclaimed, sanitary sewer) is not proposed.
- 4 Temporary construction easement coordination includes providing locations and figures depicting temporary easement limits required for construction. City to perform individual resident outreach for temporary construction easement acquisition.
- 5 Per available plat information, it is assumed that the new seawall for the land bridge on Bay Point Drive would be installed within the City's right-of-way.
- 6 Construction duration is assumed to be 9 months (270 Days) with site visits to be performed once per month plus three (3) additional visits reserved for critical phases of construction, i.e., roadway grading, seawall construction, driveway restoration, etc.





PROJECT LIMITS

**Legend**  
Project Limits

# Area 9 Roadway & Stormwater Improvements

