

**Hernando County
Lake Townsen Boat Ramp – Additional Services
April 10, 2026**

Task 1: USACE Permitting

Although the project received a Florida Department of Environmental Protection (FDEP) State 404 Program permit in 2022, the expired permit cannot be extended or renewed (and the state 404 program no longer exists). Therefore, the project requires a permit from the United States Army Corps of Engineers (USACE) in order to obtain federal authorization. Hernando County submitted an application to USACE and received a Request for Additional Information (RAI) on December 22, 2025. It was determined that the response will require more than 30 days to prepare, and the application was withdrawn. The project is anticipated to qualify for a Nationwide Section 404/10 permit (likely NWP-42). The project does not qualify for use of the state/federal SPGP VI. A benthic resource survey is not expected to be required, as the substrate photographs from field services provided in June 2021 are expected to be sufficient. Wetland delineations and other data collected in June 2021 is also assumed to be sufficient for federal review, and no field work is included in this scope.

The CONSULTANT will submit a NWP application to the USACE with specific attention to addressing previous questions sent from USACE to Hernando County in December 2025. It is anticipated that the U.S. Fish and Wildlife Service (USFWS) and the National Marine Fisheries Service (NMFS) will be the potential commenting agencies. Stantec will prepare the application form and supporting documentation to demonstrate the project's compliance with NWP criteria. GIS mapping and analysis will be conducted in support of the preparation of the narrative, which will describe existing conditions and characterize the nature of potential impacts to natural resources as well as avoidance and minimization measures. Regulatory agencies will evaluate the project activities for direct, secondary, and cumulative impacts to aquatic resources. It is assumed that no natural resources will be impacted and that compensatory mitigation and/or conservation measures will not be required. A permittee-responsible mitigation plan is not included in this scope.

RAIs may be received from the consulting or permitting agencies via telephone, email, or written correspondence. Stantec will respond to up to two (2) RAIs totaling up to twenty (20) hours of effort, and coordinate with the agencies via email.

Assumptions:

The successful negotiation of the environmental permits will require considerable coordination and cooperation amongst the parties and agencies. For this reason, Stantec cannot necessarily control the ultimate conditions of the permit or the time required for permit application review and approval. This SOS and cost proposal assume the following:

- No state or local level permitting is included in this scope.
- This Scope does not include a mitigation/conservation plan or resource relocation efforts.
- The Client is responsible for any agency fees and mitigation fees, if applicable.
- No professional survey efforts or preparation of engineering drawings are included.
- No separate studies or assessments are included, such as vessel traffic analysis associated with potential manatee impacts. No cultural resource assessments, geotechnical investigations, or other studies are included. These are not expected to be required as part of the modification/RAI process due to the minimal nature of the anticipated project impacts. Up to 20 total hours of RAI response effort is included.
- One agency teleconference (up to two hours of effort) is included.
- Should the project exceed thresholds to qualify for the permitting pathways detailed herein (a Nationwide Permit), elevated permitting efforts may be provided through a change order.
- Drawings, plans, etc. prepared by the CONSULTANT and submitted as part of the permit application will not be revised in response to a redesign or re-engineering of the project outside the control of the CONSULTANT.
- The CONSULTANT cannot control the timeline for permit issuance. Services described herein are assumed to be completed within a one-year period from Notice to Proceed.

Task 2. Federal Funding

a. Monitoring Davis-Bacon and Buy America/Build America compliance

The Engineer (or Consultant) shall act as the Client's designated representative to monitor and verify compliance with federal Davis-Bacon Act and any applicable state prevailing wage requirements on the project. Services shall ensure the prime contractor and all subcontractors pay not less than prevailing wages and fringes to laborers and mechanics, submit accurate weekly certified payrolls, and maintain proper classifications, records, and postings. Duration of this task is nine (9) months of construction. If project construction goes longer additional scope will be provided. Disbursement is also scoped to occur once per month.

Services to be provided by the **County** include the following:

Pre-Construction Phase Support

- Review and confirm incorporation of required labor standards clauses, applicable wage determination(s) (from SAM.gov or agency-issued), and posters (e.g., WH-1321) in bid documents and executed contracts.
- Verify prime contractor submission of subcontract acknowledgments (SF-1413) for each subcontractor.
- Attend pre-construction conference to explain compliance expectations and reporting protocols.
- Provide guidance to the prime contractor on WH-347 form completion and submission requirements.

Services to be provided by **Stantec** include the following:

Ongoing Weekly Certified Payroll Monitoring (Desk Review)

- Receive, log, and perform detailed desk reviews of weekly certified payroll submissions (WH-347 or equivalent, including signed Statement of Compliance) from the prime contractor and all subcontractors.
- Verify completeness, timeliness (within 7 days of pay date), accuracy of worker names/IDs/classifications/hours/rates/fringes/deductions against the project's wage determination.
- Cross-check classifications against actual work (using site data), overtime (if CWHSSA applies), fringe benefit credits/documentation, and apprentice/trainee compliance.
- Identify discrepancies, underpayments, or red flags (e.g., mismatched classifications, incomplete subs, unsigned certifications).
- Document findings using a standardized checklist; notify the prime contractor (copy Client) of required corrections/revised payrolls within [X] business days.
- Track resolutions, back wage payments (if applicable), and maintain a compliance log/tracker for trends or patterns.
- Prepare weekly/monthly compliance status summaries/reports for the Client, recommending actions (e.g., payment withholding) if violations persist.

Field Inspections and Labor Interviews

- Conduct periodic on-site inspections and confidential employee interviews (using HUD-11 or equivalent forms) to verify:
 - Actual duties/classifications match payroll-reported classifications.
 - Hours worked, pay rates, fringes, and deductions align with payrolls and wage determination.
 - Compliance with posting requirements and no evidence of kickbacks or misclassification.

- Schedule interviews to cover a representative sample of workers (e.g., different trades, shifts, subs); aim for [X]% coverage or at key milestones (e.g., within first 2 weeks of start, mid-project, near final payroll).
- Document interviews with notes/photos (as appropriate), compare to submitted payrolls, and flag inconsistencies for follow-up.
- Coordinate with the Client/agency for any escalated investigations.

Disbursement and Payment Certification Support

- Review prime contractor's progress payment requisitions for labor standards compliance certification.
- Provide written confirmation to the Client that certified payrolls are current, reviewed, and appear compliant (or detail outstanding issues) prior to payment release.
- Recommend withholding of funds if unresolved violations exist, per agency protocols.

Project Closeout

- Verify submission and review of final certified payroll(s) marked "Final."
- Confirm resolution of all issues, back wages (if any), and full compliance documentation.
- Prepare and submit a final labor standards compliance report/certification to the Client/agency.
- Assist in addressing any post-closeout agency/DOL inquiries or audits.

General Requirements

- Maintain all records (payrolls, checklists, interview forms, correspondence) for at least 3 years after project closeout.
- Use secure methods for document receipt/review (e.g., agency portal, encrypted email).
- Escalate serious/repeated violations to the Client/agency promptly for enforcement decisions.
- Provide training/briefings to project team as requested.
- Comply with all applicable federal/state confidentiality and conflict-of-interest rules.

b. Update Project Design and Opinion of Probable Cost

Construction documents may require updates in support of ACOE permitting requirements. These updates will be limited to the civil and structural approved plans that focus on addressing the ACOE comments. It is anticipated that plan updates will not affect other existing permits including County, Water Management District or Florida Department of Environmental Protection. If substantial changes are required and result in modifications to existing permits, a scope and fee will be provided for those permits.

The opinion of probable construction cost will be updated to capture plan updates and current market unit costs.

Task 3. Post Design Construction Phase Services

Stantec will provide the following post design construction phase services as outlined below. It is anticipated that construction will be no more than ten (10) months in duration through substantial completion.

- Pre-construction Meeting – Attend and assist with the preconstruction meeting at a date and time selected by COUNTY.
- Shop Drawing Review – Review and respond to contractor’s shop drawing submittals for conformity to the Contract Documents. Up to 28 hours have been budgeted.
- Requests for Information (RFIs) – Review and respond to contractor RFIs including coordination with design team. Up to 24 hours have been budgeted.
- Construction Observations – Limited oversight up to Nine (9 or 54 hours) site visits during construction. A Field Observation Report will be provided following each visit.
- Final Completion Inspection – Participate in final completion walk-through and document items remaining in a punch list.
- Pay Application Reviews – Review and approve up to 12 monthly pay applications.
- Contractor to provide the as-built survey, signed and sealed by a registered Florida land surveyor, at project completion. ENGINEER will review the as-built survey for general conformity with the contract documents and prepare a statement of completion for permit closeouts

Consulting fees

Compensation for performance of the services described herein shall be made in accordance with the terms and conditions of the Continuing Engineering Services agreement between Hernando County and Consultant (Continuing Engineering Services – Contract No. 23-RFQ00422/AP).

Hernando County shall compensate Consultant, on a lump sum basis, in an amount not to exceed **\$113,991.00** (per Exhibit B, attached). Invoicing will be based on consultant’s progress (percent complete) with the tasks set forth herein.

Task 1. ACOE Permitting	\$ 11,350.00
Task 2a. Davis Bacon	\$ 54,065.00
Task 2b. Plan and Cost Opinion Updates	\$ 6,396.00
Task 3. Post Design Construction Services	\$ 41,680.00
Out-of-Pocket Expenses	\$ 500.00
Total Add Service:	\$113,991.00

CONTRACT No. 20-RG0002 - Engineering Services for Lake Townsen Park Boat Ramp Project
 EXHIBIT "B" TASK FEE QUOTATION PROPOSAL

TASK NO.	PROJECT ACTIVITY	Tom Burke Chief Engineer 1 \$260		Clins Camache Chief Engineer 1 \$260		Michael Deltis Engineer 2 \$196		Kalle Castor Chief Scientist \$201		Andrew Olivas Project Manager 1 \$173		Basic Activity		Man Hrs by Activity	Avg Hrly Rate
		Man Hrs	Cost	Man Hrs	Cost	Man Hrs	Cost	Man Hrs	Cost	Man Hrs	Cost	Man Hrs	Cost		
Task 1.0	Permitting														
Task 1.1	FDEP/ACOE - Wetland / Species Permit	5	\$1,300		\$0		\$0	50	\$10,050		\$0		\$0	55	\$206.36
Task 2.0	Federal Funding Updates														
Task 2a	Davis Bacon Compliance	5	\$1,300		\$0		\$0		\$0	305	\$52,765		\$0	310	\$174.40
Task 2b	Plan and Cost Updates														
	Plan Updates	2	\$520	1	\$260	18	\$3,528		\$0		\$0		\$0	21	\$205.14
	Cost Opinion Updates	2	\$520		\$0	8	\$1,568		\$0		\$0		\$0	10	\$208.80
Task 3.0	Post Design Construction Phase Services														
Task 3.1	Pre-construction Meeting	4	\$1,040	4	\$1,040	4	\$784		\$0		\$0		\$0	12	\$238.67
Task 3.2	Shop Drawing Review	6	\$1,560	8	\$2,080	14	\$2,744		\$0		\$0		\$0	28	\$228.00
Task 3.3	Review RFIs	6	\$1,560	8	\$2,080	10	\$1,960		\$0		\$0		\$0	24	\$233.33
Task 3.4	Construction Observations	24	\$6,240	10	\$2,600	20	\$3,920		\$0		\$0		\$0	54	\$236.30
Task 3.5	Substantial & Final Inspection and Punch	8	\$2,080	8	\$2,080	16	\$3,136		\$0		\$0		\$0	32	\$228.00
Task 3.6	Pay App Review	8	\$2,080		\$0		\$0		\$0		\$0		\$0	8	\$260.00
Task 3.7	Review As-Built Survey and Permit Closure	4	\$1,040	2	\$520	16	\$3,136		\$0		\$0		\$0	22	\$213.45

SUB-TOTAL HOURLY COSTS \$ 113,491.00
 Out-of-Pocket Expenses (actual cost - not to exceed) \$ 500.00
 Miscellaneous Expenses (Survey, Geotechnical, Arborist) \$ 0
NOT TO EXCEED TOTAL LUMP SUM COST \$ 113,991.00

Firm Name: <u>Stantec Consulting Services Inc.</u> Signature: <u>Thomas Burke</u> Date: <u>May 14, 2026</u>	Department Name: <u>NATURAL RESOURCES</u> Authorized Signature: <u>[Signature]</u> Date: <u>5/14/26</u> (Printed Name and Title): <u>Chris Linsner Comm. St. Dir.</u>	HERMANDO COUNTY Hermando County Board of County Commissioners Date: _____ (Date)
-------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------

TASK ORDERS ARE TO INCLUDE: SCOPE OF SERVICE, PROJECT TIME FRAME, FEE QUOTATION PROPOSAL, AND ANY OTHER RELATIVE ATTACHMENTS. TASK ORDERS ARE TO BE SUBMITTED IN ONE (1) SIGNED ORIGINAL COPY WITH A PURCHASE REQUISITION TO THE PURCHASING AND CONTRACTS DEPARTMENT.