



Stantec Consulting Services Inc.
380 Park Place Blvd., Suite 300
Clearwater FL 33759
stantec.com

PROFESSIONAL SERVICES SCOPE & FEE

To: **Hernando County**
Attn: **Erik van de Boogaard, Construction Projects Coordinator**
1525 E. Jefferson Street
Brooksville, FL 34601
evandeboogaard@co.hernando.fl.us

From: **Stantec Consulting Services Inc.**

Thomas Burke PE
Principal
Phone: 727-530-1553
Mobile: 352-262-0997
tom.burke@stantec.com

Bryan Zarlenga PE
Sr Principal
Phone: 813-746-3831
Mobile: 813-390-1743
hamid.sahebkar@stantec.com

Date: June 29, 2026

ID: **Hernando County Reference 23-RFQ00422/AP TO No. 39**

Project: **Architect/Engineer Services for Design, Permit and Construction of New Waterways Facility**

PROJECT OVERVIEW

This document is composed of details of the services to be performed, timing of the services, and compensation for the engagement between Hernando County, hereinafter called the "Client," and Stantec Consulting Services Inc. (Stantec). The Client's form of contract including agreed upon terms and conditions, together with this document, will encompass the overall "Agreement" between the Client and Stantec.

1. Hernando County Board of County Commissioners, through the Construction Projects Coordinator, is requesting Architectural and Engineering services through our existing Continuing Services Contract No. 23-RFQ00422/AP for development of a new Waterways facility.
2. Services shall encompass all phases of the project including programming, feasibility, design, construction, and final closeout and occupancy. At this time, the County is anticipating a hard-bid procurement approach which may be subject to change.

3. The Waterways Department has operated at its current location for years and is responsible for providing safe, navigable waterways through maintaining the County's network of navigation aids, docks, piers, lights and buoys in accordance with state and federal requirements.
4. It is our understanding that the project will consist of an approximate 2,000 square foot (SF) elevated Waterways Administration building on a recently acquired parcel at 4144 Pine Dale Ct, Hernando Beach, 34607, Parcel Area 16,362 SF (0.38 AC.) (Parcel Key: 152426) and an Operations and Storage area on the current parcel at 4146 Pine Dale Ct., Hernando Beach, 34607, Parcel Area 20,104 SF (0.46 AC)(Parcel Key: 152444) as well as the new parcel.
5. The facility is located on a saltwater canal and includes a single lane boat ramp; wood deck, gangway and floating docks; two storage buildings; boat yard, parking and temporary mobile office. Under separate contract, a pole barn is planned and will be completed prior to construction of this project.
6. Our scope includes: program validation; feasibility review; environmental evaluations and permitting; design replacement boat ramp (realign for better operational access); design replacement deck (piles and decking are in bad condition); evaluate and design replacement seawalls, as-needed; pavement design for boat/storage yard; utility (water and gravity sewer) design; stormwater design; perimeter fencing and landscape design; cost estimating; site and building permitting and coordination with design team including LEED-like design standards without certification. Site lighting, signage and generator hookup design are also included.
7. Other agencies that will have a presence at the facility include Hernando County Sheriff's Office, Florida Fish and Wildlife Conservation Commission (FWC) and, at times, Hernando County Fire Rescue,
8. A Program Plan completed in February 2023 was provided to the design team for reference and shall be used as a basis for validating space needs, functional requirements, and operational goals. Additionally, the recent acquisition of adjacent property to the west expands the available project area and provides added flexibility for site planning, building placement, circulation, and future expansion considerations.
9. The project site is located within a designated FEMA AE12 zone; therefore, all design services will account for applicable floodplain, environmental, and resilience requirements.
 - 1.
10. The project team will include the following:
 - Owner/Client – Hernando County
 - Engineer – Stantec Consulting Services Inc.
 - Civil Engineering
 - Structural Engineering – Boat Ramp, Deck, Seawalls
 - Planning
 - Environmental – Studies and Permitting
 - Landscape Architect
 - Architect – Stengel Hill, LLC. with the following subconsultants (Refer to **Exhibit A** for Scopes:
 - Pennoni Associates, Inc. – Structural Engineer
 - OHM Engineering, Inc. – Mechanical and Plumbing Engineer
 - MPS Engineering, Inc. – Electrical Engineer
 - Ennette Design and Consulting, Inc. – Interior Design
 - Two Trails, Inc. – Sustainable Building Consultant
 - CC&A Construction Cost Consultant – Estimator
 - CM/GC Firm – Selected and retained by the Owner
11. As requested by the Client, Stantec is proposing architectural and engineering design, programming, planning, environmental, permit, bid and construction phase services to complete the Project, as described below.

PROJECT SCOPE

The complete Scope of Services is more particularly described below:

10 Project Management / Meetings

Preliminary Agency Meetings - Stantec will schedule and attend formal pre-application conferences with Hernando County Planning and Building Division; Southwest Florida Water Management District (SWFWMD) and the U.S. Army Corps of Engineers (USACE). The purpose of these meetings will be to determine the specific zoning, design, and permitting requirements, as it relates to this Project, prior to submitting for the required permits. Information gained from these meetings will aid in analyzing zoning, land use, coastal zone, floodplain and permitting requirements. Stantec will advise the Client and Owner of the time and location of these pre-application meetings, which they are encouraged to attend.

Meetings and Coordination (Pre Design) - Communication with the Project team during this phase will be needed to facilitate scope coordination and prepare task level submittals for approval. A preliminary Project schedule depicting expected site design and permitting timeframes will be provided as part of this Task so the Client can incorporate this information into their detailed overall Project schedule. It is anticipated that up to two (2) Project meetings may be scheduled by the Client or Owner and attended by a Stantec representative during this Phase.

Meetings and Coordination (SD, DD, CD) - Communication with the Project team during the Design phases will be needed to facilitate design coordination. The preliminary Project schedule may be updated as part of this Task. It is anticipated that up to two (2) Project meetings may be scheduled by the Client or Owner and attended by a Stantec representative during each phase. *If this budget allocation is exhausted, Stantec will request additional compensation and written authorization prior to attending future meetings under this Task.*

20 LEED Coordination

Stantec will meet and coordinate with the design team and LEED Consultant for a LEED-like design without certification through the entire design process including Schematic Design, Design Development and Construction Document preparation. Typical civil related LEED worksheets include Pollution Prevention, Sensitive Land Protection (floodplains, wetlands), Stormwater, Hardscape, Open Space, Water Use, Parking and Construction Materials.

100 Pre-Design and Programming

101 Programming Validation

The design team will validate the Program Plan previously completed in February 2023. This will include reviewing the existing program plan, coordinating a program meeting with owner and stakeholders, and conducting a program space survey in support of developing a feasibility / existing conditions site plan. This task includes participation in stakeholder meetings (2 meetings).

102 Site Evaluation

Design team will conduct one (1) on-site evaluation of existing conditions including the newly acquired adjacent parcel and existing subject property. The purpose of this evaluation is to familiarize the design team with existing conditions, observe operational uses to remain and validate the project-specific survey.

103 Environmental Field Assessments / Permitting

Stantec will perform a desktop and a field assessment to determine what protected species have the potential to occur onsite and delineate the limits of jurisdictional waters and benthic resources using a GPS capable of sub-meter accuracy. All wetlands and surface waters in the project area will be delineated according to the appropriate state and federal regulations. Stantec will conduct a benthic resource survey pursuant to state and federal regulations to identify, characterize, and delineate submerged aquatic resources (i.e., seagrass, sponges, corals, and oysters) from the jurisdictional wetland/surface waters limits and waterward to approximately 175 feet perpendicular to the property's shoreline. The benthic survey must be conducted between April 1st and September 30th within a year of the permit applications being submitted. All field assessments are anticipated to be completed within one 10-hr long day with at least two scientists. The results of these assessments will be provided to the design team for avoidance and minimization of the resources found within the study area and will also be summarized in the environmental permit application packages.

104 Feasibility / Existing Conditions Plan

Using record information provided by the COUNTY and the SWFWMD, Stantec will prepare a Feasibility / Existing Conditions Plan. It is anticipated the following information will be researched and/or provided by the agencies and/or Stantec and become part of the design effort: readily available as-built plans, previous land surveys (by Stantec or others), and any anticipated off-site improvements that may need coordinated with the project. Tasks will include analyzing zoning, land use, coastal zone regulations, and floodplain requirements. Stantec will identify opportunities for resilience, sustainability, and long-term adaptability. This plan will be used as the base file for site plans created in the Tasks below.

Deliverables: *Programming notes and Feasibility / Existing Conditions plan; Agency meeting notes; Permit applications for signature; Permit fees for Owner payment; Field Assessment Report; Existing Conditions Plan and Base CAD File; Preliminary Project Schedule*

200 Schematic Design (SD) Services

201 Schematic Site Plan

The Project Team will incorporate Owner comments on the Feasibility/Existing Conditions Plan. With Owner approval of the adjusted plan, Stantec will prepare a Schematic Site Plan. The Schematic Site Plan will graphically depict the proposed building, parking areas, access and circulation, as well as zoning setbacks, utility corridors, and environmental constraints, employing the Existing Conditions Plan created above. As part of this effort, Stantec will also develop a schematic level design of the utilities and stormwater management system that will be consistent with current COUNTY and SWFWMD standards.

202 Structural Design Plans – The Project Team will incorporate findings from the site evaluation and Owner input to develop the structural components of the Schematic Site Plan including the reconfiguration of the boat ramp, seawall rehabilitation/new construction limits, shoreline protection, and timer dock reconstruction. This effort will include a schematic level design of each component.

203 Schematic Landscape Plan - Reference Exhibit B.

Deliverables: *Schematic Design Plans*

300 Design Development (DD) Services

301 Civil Engineering Design Development Plans

Stantec will prepare Design Development/Permit Phase Civil Engineering plans for the Project. Stantec's plans developed under this Task are intended to support design and permitting and are not intended to be used for construction. Stantec's plans will consist of the following:

- **Cover Sheet:** Project location map, drawing index and property ownership.
- **General Notes and Legends Sheets:** Project legend, general construction notes and specific construction notes related to the Project and local/state agencies involved in the review of the Project.
- **Existing Conditions, Site Demolition and Tree Removal/Protection Plans:** Existing conditions information prepared in the previous tasks showing the existing site physical features, and notations to cover demolition of any remaining Site improvements as well as tree and vegetation removal (or relocation) as necessary.
- **Site Plans:** The proposed geometric layout and dimensional requirements of the building, pedestrian walkways and site amenities. The plan will also contain a Site Data Table including zoning and parking data that will demonstrate compliance with zoning requirements. In addition, the plan will identify materials anticipated to be used for construction (i.e., curbing types, pavement and other surface treatments) as well as vehicular/pedestrian related traffic striping and signage on this plan.
- **Grading, Drainage and Stormwater Management Plans:** The proposed finished floor elevations, topography at one-foot contour elevations supplemented by spot grades of the at-grade improvements, as well as the location, size and invert elevations of proposed drainage facilities.
- **Site Utility Plans:** Based on Stantec's current understanding of the project, the anticipated utility improvements associated with the project are limited to providing on-site services from the public utility systems in the abutting public street(s) to the proposed building(s) and developing utility corridor system designs for the project. This includes potable water, fire protection and gravity sewer to the adjacent systems. As part of this phase, Stantec will provide design plans to utility companies (power, telecommunications, cable, and gas) for their service design purposes.
- **Construction Surface Water Management Plans:** The plan will identify the location and description of temporary (and permanent) on-site and perimeter erosion control measures.
- **Site Details:** Site-specific typical details will be provided to allow for additional clarification of the above referenced plans, as necessary.

Stantec will coordinate architectural, structural, civil, mechanical, electrical, plumbing and specialty disciplines. Building systems, materials and finishes will also be refined. Design will incorporate energy efficiency, sustainability, and durability measures appropriate for a coastal environment to the extent possible. Outline specifications will also be completed.

Substantial revisions to the Design Development plans resulting from new or additional information from the Client or Architect after the completion of these approximate 60% level plans will require an executed contract amendment for additional services not covered in the scope above.

302 Stormwater Management System Analysis and Design

Stantec will analyze and design a stormwater management system in accordance with the requirements set forth by the COUNTY and SWFWMD. For the purposes of this proposal, Stantec assumes that stormwater treatment (quality) and attenuation (quantity), as required by the agencies, will be provided in one open stormwater pond and that no underground storage systems will be needed. The Stormwater Management System analysis and design will involve the following:

- **Pre-Developed Hydrologic Analysis:** Stantec will evaluate the existing conditions of the Site, based on the recent and/or documented historic topography and impervious coverage, to the benefit of the Project. A hydrologic model will be developed to determine existing peak stormwater runoff rates and volumes for specified storm event(s) to meet agency requirements. This information will be used as a benchmark for the stormwater management plan described below.
- **Stormwater Management Calculations and Plans:** Stantec will produce a stormwater management plan for implementing appropriate mitigation measures for development of the Site, depending on the existing soils profile and constructed surface conditions. This plan will contain stormwater quality and quantity controls that will meet the requirements set forth by the agencies to assure pre-developed conditions are not exceeded. The plan will involve structural and non-structural practices for the management of stormwater under construction conditions, specific practices to be implemented during construction by the Contractor, and post-development conditions to serve the overall project. Stormwater calculations will be provided in a report form that prove the project stays within the parameters of the benchmarks established, and the information will be transferred to the Civil Engineering Construction Plans, as described above, for agency review and approval.
- **On-Site Hydraulic Analysis:** Stantec will analyze and design a proposed surface inlet and underground closed pipe stormwater collection and conveyance system to serve the entire Project based on a storm frequency acceptable to the agencies and utilizing acceptable minimum sizes, materials, and structures for agency review. Storm system tabulations will be produced as a hydraulic model for inlet and pipe sizing to be shown on the Civil Engineering Construction Plans described above and for agency review.

Stantec will base the design of the pond on the above-mentioned soils profile that will need to be provided by a qualified Geotechnical Engineering Consultant. Geotechnical services shall be contracted directly by Hernando County and based on an AIA format scope provided by the design team. *Should an underground stormwater storage system be needed or desired by the Client rather than an open pond, Stantec can provide these additional services as an amendment to this Agreement.*

303 Structural Design Development Plans - Stantec will incorporate owner input on the Schematic Design Plans to develop the Design Development and Permit Plans for the structural components of the boat ramp, seawall/shoreline protection, and timber docks. The design will support the development of plan and typical section of each structure as well as framing and connection details for the timber dock structure.

304 Landscape Design Development Plans - Reference **Exhibit B**.

Deliverables: Design Development Plans; Outline Specifications; Meeting notes; Stormwater Calculations; Review/Permit Applications for Owner Signature

400 Construction Document (CD – 90%) Services

401 Site Construction Plans

Stantec will supplement the Design Development Plans with additional clarification and detail for construction. As part of this task, Stantec will review the final Architectural and MEP drawings provided for consistency with the site related project elements. Stantec will rely upon information provided by the Project Team in the refinement of the construction plans and specifications. Stantec will also incorporate site Civil Engineering and Landscape Architecture elements that relate to the refinement of the Architectural plans. The plans and details will be modified for the following:

- Verification of pedestrian and vehicular access ways, striping and signage;
- Final locations of utility service locations, sizes and detailed utility design;
- Verification of compliance with the latest site accessibility standards;
- Incorporation of the final geotechnical engineering requirements;
- Finalization of detailed grading and layout design; and
- Additional construction cross sections and details to convey design intent.

Please note that significant changes resulting from modifications to the development program, response to comments from the regulatory authorities and issuance of multiple versions of Construction Plans may require a modification to Stantec's scope and fee.

402 Structural Construction Document Plans – Stantec will incorporate owner input on the Design Development Plans to prepare the Construction Plans. The construction plans will complete the design details of each of the structural components and verify compliance with permit requirements.

403 Landscape Construction Document Plans - Reference Exhibit B.

Deliverables: Construction Document Plans; Specification; Meeting notes

500 Permitting Services

501 Local Site Permits

- **COUNTY:** Stantec will prepare and submit to the appropriate local agency standard site engineering permit applications through electronic/digital submittal. Stantec will prepare the permit application forms and exhibits in accordance with and containing specific technical information required by the local agencies. The following permit applications or agency reviews are anticipated to be needed for this Project:
 - COUNTY Development Services (Site and Building permits, Rezone by County)

It is assumed that the Site improvements will be permitted as one (1) phase. Clarifications to the submittal plans and reports requested by the permitting agencies to deem the applications complete will be addressed as a part of the Site Permit Processing Task below. *It is the Contractor's responsibility to prepare and process construction related permits including, but not limited to the following; underground utility permits, dumpster enclosure permits, fire line permits, excavation and import/export permits, and maintenance of traffic (MOT) plans.*

502 State Site Permits

- **Environmental Resource Permit (ERP):** The proposed improvements will likely require an Individual SWFWMD ERP for stormwater management system purposes. Stantec will prepare

and submit, on behalf of the Owner, one (1) ERP application to the SWFWMD for the Project containing the following items:

- The pertinent Civil Engineering Construction Plans described above;
- Sections A, C, and E of the ERP Application;
- Supporting drainage and stormwater calculations, documentation, exhibits, figures; and

The Project is partially located in navigable waters, which are regulated by the USACE under Section 10 of Clean Water Act. Stantec will prepare and submit a permit application package to the USACE, as applicable. Stantec will respond to a maximum of two (2) RAIs from the USACE regarding the permit application.

Assumptions:

- Only one benthic survey will be conducted between April 1st and September 30th.
- No formal Section 7 of the Endangered Species Act (ESA) consultation or federal agency field meetings are expected to be required and are not included in this scope of work.
- It is assumed that wetland or benthic resources will not be impacted or that compensatory mitigation will not be required. Development of a mitigation plan, and subsequent post-design mitigation activities, are not included in this scope and can be provided through a scope amendment if needed.
- It is assumed that Hernando County owns the submerged bottom within the project area and will not require Sovereign Submerged Lands (SSL) authorization from the Florida Department of Environmental Protection (FDEP) Division of State Lands.

It is assumed that the site improvements will be permitted as one (1) phase. Clarifications to the submittal plans and reports requested by the SWFWMD to deem the applications complete will be addressed as a part of the Site Permit Processing Task below.

- **COUNTY/FDEP/DOH Utility Permits:** The proposed improvements will require permitting through the Florida Department of Environmental Protection (FDEP) who regulate utility connections to public water and domestic wastewater systems. Stantec will prepare electronic submittals to the FDEP:
 - COUNTY/FDEP/DOH – Notice of Intent to Use the General Permit for Construction of Water Main Extensions for PWSs;
 - COUNTY/FDEP - Notification/Application for Constructing a Domestic Wastewater Collection/Transmission System; and
 - Supporting plans, calculations, documentation, exhibits, and figures.

Clarifications to the submittal plans and reports requested by the FDEP to deem the applications complete will be addressed as a part of the Site Permit Processing Task below.

- **FDEP National Pollution Discharge Elimination System (NPDES) Permit:** Stantec will complete appropriate sections of the NPDES Notice of Intent (NOI) applications available from FDEP and submit the NOI to the FDEP for a Generic Permit for Stormwater Discharge for Large and Small Construction Activities (per 62-621.300(4) F.A.C.). Stantec will also prepare a suggested draft of a Stormwater Pollution Prevention Plan (SWPPP) for the Project Site and will submit the suggested draft SWPPP to the Contractor for use only as a guide in preparing the final SWPPP narrative/booklet. The final SWPPP, as prepared by others, will be located as described in the NOI. The Contractor will also be responsible for the following:

- Signing the NOI and the final SWPPP as the “Operator and/or Responsible Authority” for the Project;
- Implementing the “Best Management Practices” as shown in the final SWPPP prepared by others;
- Maintaining the “Best Management Practices” as shown in the SWPPP prepared by others as required to accommodate conditions in the field; and
- Monitoring the Site conditions and preparing all reports as required by the conditions of the NPDES General Permit.

If requested, Stantec will provide the suggested draft SWPPP for the Project and the typical details of certain Best Management Practices to the Contractor in an electronic format. *It will be the Client or Contractor's responsibility to prepare and submit the FDEP Notice of Termination (NOT) once construction is fully completed.*

503 Site Permit Processing

Stantec will assist the Client with the processing of Civil Engineering Construction Plans through the permit processes as outlined in the previous Permitting Support Phase Tasks. Stantec will provide the following as part of this Task:

- Prepare responses and provide additional information and supporting documentation, as required, to assist with the review of the plans and to request site related approvals and/or permits for the Project;
- Keep the Client informed of the applications' status and agency review comments; and
- Provide up to two (2) Requests for Information (RAI) is assumed in this scope of services.

Should the reviewing agencies request additional design, data, reports, studies, etc., during their review, preparation of such data that could not be reasonably anticipated will be considered an additional service and Stantec compensated therefore, as the scope of such requests cannot always be predetermined.

The original approved permits that come from this processing will be provided to the Client either directly from the permitting agencies by mail or electronically, or by the Contractor, upon payment of all permit fees due at the time of pick-up.

504 Landscape Permitting Assistance - Reference Exhibit B.

600 Bid Phase Services

Stantec will assist the Client during the construction bidding phase by preparation of bid packages; attending one (1) pre-bid meeting; respond to bidder questions and issue addenda, as required; and assist in evaluation of bids and provide recommendations.

700 Construction Administration Services

701 Post Design Construction Assistance

Stantec will assist the Client and Contractor with the initial planning of the Construction Phase with the following:

- **Pre-Construction Meetings:** Stantec will attend one (1) pre-construction meeting on-site, as required by the COUNTY. Attendees shall include County, contractor and design team professional, as-needed. It is assumed the Contractor will arrange these meetings, with input from Stantec.

- **Shop Drawings and Submittals:** Stantec will review shop drawings, material specifications, and other data related to site construction, which the Contractor is required to submit. The acceptability of substitute materials proposed by the Contractor will be reviewed and submitted to the entities that may be affected by such a modification. It is the Contractor's responsibility to provide all documentation required to prove the substitute material is the same or better than the material specified. Significant changes/modifications, or special negotiations with the agencies related to substitutions are not included as part of this scope of work. It is assumed the submittals will be made in a timely manner allowing Stantec a minimum of one (1) week of review time for each submittal. It is also assumed that no more than 25% percent of submittals will require re-submittal and re-review.

702 Civil Construction Administration

Stantec will provide the following part-time services during the Construction Phase of the Project to supplement the Client and Contractor's full-time inspection of the site work through others.

- **Observations:** Stantec will make periodic site visits at the request of the Client and/or Contractor for the limited purpose of determining whether work is in general conformance with Stantec's plans. Such visits are not intended to be an exhaustive check or a detailed inspection of the Contractors' work. Stantec will not supervise or have control over the Contractors' work nor have responsibility for construction ways, means, methods, techniques, sequences, or procedures selected by the Contractors nor for the Contractor's safety precautions or programs in connection with the work. Stantec has assumed twelve (12) over an anticipated fifteen (15) month construction period. *If this budget allocation is exhausted, Stantec will request additional compensation and written authorization prior to making future site visits under this Task.*
- **Interpretations and Clarifications:** Stantec personnel will issue interpretations and clarifications; respond to requests for information (RFIs) of the Contract Documents, and in connection therewith, prepare work directive changes and assist with change orders for work related to Stantec's scope. Revisions due to change in scope or direction from the Client, Owner or Contractor to the Construction Document Drawings are not included in this scope. *If this budget allocation is exhausted, Stantec will request additional compensation and written authorization prior to responding to future RFI's under this Task.*
- **Pay Application Review:** Stantec will review monthly contractor pay applications provided by the County. Timing of the reviews will be coordinated with monthly observations so that pay application quantities and stored materials can be verified. Markups and certification of final pay application will be provided to the County.

703 Structural Construction Administration – Structural engineer will provide limited site observations, review shop drawings and submittals; respond to RFI's, and review as-builts and pay applications.

704 Landscape Construction Administration - Reference **Exhibit B**.

705 Project Close Out

Stantec will attend and oversee testing required for the gravity sanitary sewer service and potable/fire water systems as scheduled by the Contractor. Stantec will attend one (1) test with the Contractor and COUNTY for each of these utility systems. *Results of the testing will be recorded by Stantec and/or the Contractor and failing tests requiring additional site visits by Stantec will require an executed contract amendment for additional services not covered in the scope above.*

Stantec will also perform a field site review for general confirmation of the construction of civil

engineering related items as they relate to Stantec's documents near the completion of the Project. Two (2) site reviews are anticipated for final close out. Stantec will also prepare a punch list for site related items at the end of each review and provide a copy to the Client for distribution to the Contractor and Owner as necessary.

706 Record Drawings and Certifications

Stantec will finalize CAD-format record drawings based on the information provided in the as-built drawings measured and recorded in CAD by a licensed Surveyor hired by the Contractor, and redline notes provided by the Contractor. Record drawings will be prepared in general accordance with the above-mentioned permitting agency requirements. Once construction is complete and in conformance with the permitted construction plans, Stantec will prepare and submit certifications of substantial completion, on behalf of the Owner, to the applicable agencies. As-built record documents will be provided to the Owner.

Deliverables: Pre-Construction Meeting Notes and Approved Material Checklists; Stamped Reviewed Shop Drawings; Field Observation Notes, Response to RFI's and Clarifications, pay application certification; Bid Packages; Field Observation Notes, Response to RFI's and Clarifications, pay application certification; Signed/Sealed Record Drawings and CAD files; Sewer and Water Leakage Test Results; Site Punch Lists after each inspection; Signed/Sealed Certification Applications and Letters for agency permit closure.

800 Project Expenses

In addition to the labor compensation, Stantec will be reimbursed for expenditures made specifically for the Project such as: printing and reprographics; travel and subsistence; shipping, postage, and courier service charges; purchase of maps and similar documents; etc. These direct expenses will be billed at their actual cost with backup provided. As a convenience to the Client, Stantec will provide a budget estimate for these expenditures at an approximate level of 2% of the overall project fee, depending on the expected amount needed for the specific Project. Per the Clients request, a five (5) percent Owner Contingency has also been added to the fee schedule. *Should additional reimbursables expenses be required to complete the Project and these could not be reasonably anticipated, they will be considered an additional expense and Stantec compensated therefore, as the amounts cannot always be predetermined.*

PROJECT ASSUMPTIONS

In developing this scope and fee estimate, Stantec has made the following key assumptions. Significant changes to these assumptions may require changes to Stantec's scope and fee:

- The Client understands that Stantec is providing the limited services described herein. Stantec will not be liable for unknown or unforeseen circumstances which may affect the Client's purchase, sale or development of the property.
- The Project Site is accessible.
- No environmentally hazardous areas exist on this Site.
- References to agency requirements, criteria, standards, governing regulations, code, or policy refers to the version applicable at the time of Stantec's notice to proceed from the Client. Should additional work be required to meet updated agency criteria, standards, governing regulations, code, or policy occurring after the notice to proceed, Stantec will prepare a proposal or amendment, at the Client's request, which contains the scope of services, fee, and schedule needed to complete the additional work.

- The Client will supply building program information and other required supporting data for the proposed Project. Maps, plans, reports, and other pertinent documents, and information made available to Stantec by the Client at the inception of this Project will be used by Stantec in conducting the described Scope of Services above.
- The construction plans prepared by Stantec will be prepared in a Stantec standard title block and sheet set up, and consistent with the requirements of the local permitting agencies, unless specifically requested otherwise.
- The Client shall notify Stantec in advance of any schedule requirements, milestones, etc. The detailed schedule to be provided by the Client or Architect and determined upon execution of contract.
- Design, permitting and construction administration services for off-site roadway improvements that the Client may need to commit to in the local review process are not included in this scope or fee.
- Public water, sewer and stormwater systems serving the Site, have adequate capacity to support the proposed facility, and are accessible at the Site perimeter. For this proposal, Stantec has not included relocations or nearby/off-site improvements to these infrastructure systems.
- The Client's Geotechnical Engineer will be responsible for providing recommendations for earthwork, pavement section design, foundation recommendations, soils profiles, groundwater conditions (including seasonal high groundwater table (SHGWT) estimates) and identification of unsuitable materials within the Project site.
- The Client's Surveyor will be responsible for providing a boundary, topographic, tree survey and bathymetry for design and permitting of the Project.
- The Client's Contractor will develop construction logistics, phasing, and cost studies, though the Project is assumed to be developed in one phase as it relates to Stantec's scope. Additional services required due to phasing of the Project by the Client or Contractor are not included in this scope and fee.
- Tasks and submissions related to building demolition will be the responsibility of the Contractor. The site demolition plan will identify general areas of demolition only and specific materials, means or methods will not be classified.
- Any and all review application, permitting, impact and connection fees are to be paid by the Owner and are not reflected in the reimbursable fee estimate of this proposal. Should the Owner request Stantec pay any of the fees mentioned above, the reimbursable estimate provided herein to the Client shall be requested and approved to be increased, either formally or informally.
- Stantec's assumptions on meeting attendance are outlined herein.
- Stantec will perform the services described above under the sole direction of the Client. In the performance of these services, Stantec will coordinate with and communicate the status of its efforts with those of other team members. Stantec will rely upon the accuracy and completeness of Client and team member-furnished information in connection with the performance of services under this Scope of Services. Stantec will not, as part of this Scope of Services, independently verify the accuracy and completeness of work prepared by other members of the team.

SERVICES NOT INCLUDED

This Scope of Services is inclusive only of those Tasks described above. The following services are not included in this Scope of Services:

- Stormwater Pollution Prevention Plan (SWPPP) narrative

- Additional work Tasks that may be required due to third party objectors, Chapter 120 Florida Statutes hearing requests, appeals to the Governor and Cabinet, and other third-party appeal processes.
- Detailed phasing/construction sequencing plans
- Geotechnical engineering
- Lift/pump station design for sanitary sewer or stormwater purposes
- Design of off-site improvements
- Preparation of applications for land use amendments or variances to Project specific codes and ordinances
- Federal Emergency Management Agency (FEMA) letter of map revisions
- Special negotiations or design plan modifications due to tree removal or preservation issues; this will include additional landscape requirements or justification of tree removal, services of an arborist, coordination for contribution to a tree bank, design of special tree preservation provisions, tree health assessments, etc.
- Traffic/Transportation/Parking studies
- Lighting or electrical engineering/construction plans for site, roadway, landscape or hardscape. (Note: Stantec will communicate with the electrical engineer and/or the local electric company and provide civil engineering base maps that may be needed for their work as it relates to electrical or lighting needs.)
- Preparation of technical specifications other than those specifications shown on the construction plans
- Preparation of an application for a water use permit or well construction/removal permit
- Preparation of an application for an irrigation (potable or reclaimed) water meter
- Design of special conflict structures or utility relocations
- Plan/title block size changes due to agency requirements
- Preparation of color renderings, special graphics, or exhibits for presentations to a governmental agency or third party for special design district guidelines
- Structural and MEP design
- Special design or application filing services associated with pursuit of sustainable (i.e. USGBC/LEED or FGBC) certification for the Project
- Grease trap sizing/design
- Design and permitting of fuel tanks, emergency generators or related facilities
- "Soft" utility design for sizing of services, including power, chilled water, communications, natural gas, etc. Stantec will, as part of these services, provide routing guidance for the utilities mentioned.
- Permitting of demolition work
- Florida Department of Transportation (FDOT) permitting
- Federal Aviation Administration (FAA) permitting
- Floodplain development permitting, floodplain compensation or floodplain or stormwater modeling of off-site areas, other than what currently drains onto the Project Site
- Developer/Development Agreement negotiations
- Design and permitting of site signage, except typical FDOT traffic signage
- Formal design exception or alternative standards submittals to standard agency code/technical manual design requirements
- Maintenance of traffic (MOT) or Transportation/traffic control plans (TTCP) other than can be specified by FDOT reference notes
- Annexation agreements or participation in the property annexation process of a local municipality/government agency
- Surveying services, including boundary, topographic, wetland, tree surveys , ALTA/ACSM Land Title, and off-site route surveys
- Procurement or review of a title commitment. (Note: If a title review is required, an additional services proposal for that review can be provided when Stantec has had a chance to inspect the commitment.)
- Survey certifications to successors and/or assigns
- Platting
- Preparation of foundation surveys and building staking
- Sub-surface or underground utility investigations

- Archeological/Archaeological reports/studies or Florida Division of Historical Resources reviews/permitting
- Value Engineering (VE) during bidding and negotiations requiring significant design changes
- Temporary construction trailer(s) and/or temporary utility plans and permitting

Should work be required in these areas or areas not previously described, Stantec will prepare a new proposal or Amendment, at the Client's request, that contains the Additional Scope of Services, fees, and updated schedule required to complete the additional work items.

SCHEDULE

Stantec will begin performance of the above services upon receipt of a fully executed Agreement. Stantec's role is limited to the scope of services defined herein as that relates to the schedule. A detailed project schedule will be provided at the kickoff meeting for review. The following milestone durations are expected for this project:

- | | |
|--|------------------|
| • Program Validation / Feasibility: | 60 Working Days |
| • Schematic to Construction Document Design: | 150 Working Days |
| • Advertisement, Bidding and Award: | 175 Working Days |
| • Construction through Substantial: | 12 Months |

COMPENSATION/FEES

The services proposed herein will be performed on a Lump Sum/Fixed Fee (Fixed) basis in accordance with Contract No. 23-RFQ00422/AP Term, Conditions and approved rates. The Task Fee Quotation Proposal for this scope is provided in Exhibit C attached.

Attachments: Exhibit A – Stengel Hill Scope

Exhibit B – Landscape Architect Scope

Exhibit C – Task Fee Quotation – New Waterways Building – Task Order 39

Exhibit A - Stengel Hill Scope

May 7, 2026
May 27, 2026

Thomas Burke
Principal
Direct: 727 531-3505
Mobile: 352 262-0997
tom.burke@stantec.com

Stantec
380 Park Place Boulevard Suite 300
Clearwater FL 33759-4928

Re: Proposal for Professional Services
Hernando County
Waterways Facility at Hernando Beach
4146 Pine Dale Court
Hernando Beach, Florida 34607
SH#26516

Dear Mr. Burke:

Stengel Hill would like to thank you for the opportunity to present this proposal for professional services regarding the above referenced project.

PROJECT

Our understanding of this project is to provide architectural services for programming, feasibility, design, and construction of an updated facility for the Hernando County Natural Resources Department Waterways Maintenance site for operations and storage located at 4146 Pine Dale Court, Hernando Beach, Florida. The Waterways department has operated at an existing facility at this site for a number of years. The Waterways Department is responsible for providing safe, navigable waterways throughout Hernando County as well as enhancing aquatic amenities, reef habitats, and underwater restorations along the Gulf Coast and throughout the internal lakes and waterbody systems of Hernando County. This is accomplished through planning and development of routine maintenance plans, restoration projects, future aquatic amenities, and resources. The Waterways Department is also responsible for maintaining the County's network of aids-to-navigation, docks, piers, lights, and buoys in a manner consistent with applicable state and federal regulations. Other agencies collocated at this site, and coordinate their activities with the Waterways Department include Hernando County Sheriff's Office, Hernando County Fire Rescue, Florida Fish and Wildlife Conservation Commission (FWC). This location fulfills the operational needs and functions of the agencies.

The current location has supporting infrastructure necessary for these agencies to work, including direct access to the water. The Waterways Department site is located on a saltwater canal directly adjacent to the public boat docks. Existing Waterways Department operational features at this site include a boat ramp, concrete seawalls, wood deck way with pilings, and piers, gangway with floating docks, boat yard, parking lot, two storage sheds and a temporary modular administrative office building. Prior to our project being complete, the Waterways Department intends to complete a new pre-engineered metal building pole barn (20' X 30') on site with their own

ARCHITECTURE + INTERIOR DESIGN

LOUISVILLE
613 West Main Street
Louisville, KY 40202

LEXINGTON
501 East High Street
Lexington, KY 40502

NASHVILLE
9020 Overlook Blvd., Ste 203
Brentwood, TN 37027

TAMPA BAY
4625 East Bay Drive, Ste. 228
Clearwater, FL 33764

resources to store boats and trailers. (This location will need to coordinate with our work). In our scope, where needed, the Waterways Department would like to rebuild the boat ramp, moorings, and dock way in the same basic existing location. The boat ramp is at a difficult angle and will need to be straightened and reconfigured. It may need to be replaced. The wood deck way, pilings, and piers are in bad shape and need to be replaced. The concrete seawall may need to be replaced under the wood deck way. Gangway and floating docks are in decent condition and could be reused. The boat yard is covered with millings or crushed shell, and the preference is for this to be replaced with concrete paving for heavy loads and maneuvering. The entire site will have a security fence around the perimeter with an access control gate, screens, and security cameras. We are to provide and match existing site signage. The Waterways staff indicated this site needs to remain operational during construction.

Hernando County recently purchased a residential single family home site to the west of the Operations and Storage site at 4144 Pine Dale Ct. This new site is 0.38 acres adjacent to the existing Waterways site of 0.46 acres and the county demolished the single-family home structure in anticipation of connecting this new site to the existing site and locating a new permanent administrative office building at this new enlarged site area of 0.84 acres. The existing seawalls at this west site need to be evaluated for replacement. Our understanding of the new office building includes approximately 2,000 square foot 1-story (on stilts) facility. The new building will include offices for the Hernando County Sheriff, FWC, and Waterways employees. It will include a break room, an elevator, and restrooms for staff. The structure is anticipated to be perimeter concrete tie beams, pressure treated wood floor trusses and wood deck, masonry exterior walls, or wood studs with a painted Hardie board type finish, and a wood truss roof. The elevated building is expected to be supported by a shallow foundation system with poured concrete columns up to the floor level. The Flood Zone for this site is AE 12.0. The county has indicated the structural design for this building can meet base code requirements for this location and no provisions are necessary for higher category storm requirements. The county has requested provisions to connect and provide temporary emergency power, and alternate to provide a temporary emergency generator.

The county's anticipated opinion of probable construction cost was \$3,970,000 for the overall project in 2023. Updating this number (5% 2024, 4% 2025 and 4% 2026) we would anticipate the price increase to be \$4,508,650 in 2026 dollars for point of reference. We anticipate the probable construction cost of the administrative office to \$1,500,000 for that portion of the overall project.

The county has also requested we respond to the sustainable design statute in our proposal. We have included a task for LEED like design standards without LEED certification and the associated cost. The fees necessary for LEED documentation without certification are included and noted in our proposal.

TEAM

We have an excellent team of professionals assembled for this project. Each of them was hand-picked because of their experience with the County, experience with this type of project, experience with us or even actual experience at this site. Those team members are as follows:

Stengel Hill	- Architect
Pennoni Associates, Inc.	- Structural Engineering
OHM Engineering, Inc.	- Mechanical and Plumbing Engineering
MPS Engineering, Inc.	- Electrical Engineering
Bennett Design and Consulting, Inc.	- Interior Design
Two Trails, Inc.	- Sustainable Building Consultant (LEED/Green Globe like)
CC&A Construction Cost Consultants	- Construction Cost Budget

PHASES AND SCHEDULE

Our understanding of the scope of work includes six (6) phases. The six (6) phases include:

1. Pre-Design and Programming
2. Schematic Design Phase
3. Design Development Phase
4. Construction Document Phase (90% Plans)
5. Bid Documents (100% Plans)- Bidding/ Negotiation Phase
6. Construction Administration Phase

The Pre-Design and Programming Phase includes Programming Validation, Feasibility/Existing Conditions Plan, and Budget. Includes one (1) each site review visit to confirm survey and Building Department pre-application meeting.

The Schematic Design Phase includes schematic plans and up to two (2) design meetings.

The Design Development Phase includes drawings, outline specifications, calculations, and equipment cut sheets for the approved design. This phase includes up to two (2) design meetings.

The Construction Document Phase (90% Plans) includes completion of drawings and specifications suitable for public bidding (if necessary). This phase includes up to two (2) design meetings.

The Bid Documents (100% Plans)-Bidding/Negotiation Phase includes permitting for site and building and any required jurisdictional agency meetings, processing and administration of the public competitive bid package (if necessary), responding to bid questions, one (1) pre-bid meeting, reviewing and tabulation of bid proposals and recommendation of award.

The Construction Administration Phase includes a pre-construction meeting, shop drawing review, construction observation, field reports, pay request review and approval, substantial completion punch list site visit, up to twelve (12) monthly site visits for the architect including final completion, and at least three (3) site visits, one(1) punch list site visit and one(1) final completion site visit by each of the consultant engineers during construction. The Project Completion and Closeout include review of the completed substantial completion punch list by the Contractor, review, and approval the Operation and Maintenance and Warranty documents provided by the Contractor, and preparation of Record Documents based off of information from the Contractor provided by As-built drawings.

COMPENSATION

Per your request, we are including the structural, mechanical, plumbing, and electrical engineer's professional services in the proposal along with our architectural fees for basic services.

Stengel Hill, LLC proposes to provide architectural, structural, mechanical, plumbing, electrical and LEED consultant for a fee of Two Hundred Seventy-Three Thousand Four Hundred Eleven Dollars and 20/100 (\$273,411.20). This fee includes a total of eight (8) site meetings through construction documents; one (1) pre-bid conference and up to twelve (12) site visits by the architect; and up to three (3) site visits by our consultant engineers during construction. We anticipate design to construction documents to take approximately one hundred fifty (150) days to complete from Notice to Proceed, depending on owner review and approval. We anticipate advertisement, bidding, and award of the construction contract to take a minimum of one hundred seventy-six (176) days. We anticipate construction to take a maximum of three hundred sixty (360) days through substantial completion.

The project team includes the following members, disciplines and their associated fees:

Basic Services		
Stengel Hill	Architect	\$147,337.00
Pennoni Associates, Inc.	Structural Engineer	\$17,985.00
OHM Advisors	Mechanical and Plumbing	\$15,065.00
MPS Engineering, Inc.	Electrical	\$16,800.00
Basic Services Subtotal Based on		\$197,187.00
Supplemental Services		
CC & A Consultants	Construction Cost Consultant	\$11,600.00
Bennett Design & Consulting	Interior Design	\$8,580.00
*Two Trails	LEED Consultant	\$16,131.20
*Stengel Hill	*LEED Documentation	\$5,000.00
	*Programming (4 stakeholders)	\$10,000.00
	*Feasibility Conceptual Study (Existing site w/proposed updates)	\$10,000.00
*OHM Advisors	LEED Documentation	\$5,000.00
*MPS Engineering, Inc.	LEED Documentation	\$600.00
MPS Engineering, Inc.	Site Lighting Design	\$1,500.00
*MPS Engineering, Inc.	Generator Docking Station	\$1,800.00
*Stengel Hill Record Documents		\$3,700.00
*Pennoni Record Documents		\$661.00
*OHM Advisors Record Documents		\$500.00
*MPS Record Documents		\$500.00
*Bennett Design & Consulting Record Documents		\$220.00
*Two Trails Record Documents		\$432.00
Supplemental Services Subtotal		\$76,224.20
Basic Services Fee		\$197,187.00
Supplemental Services		\$76,224.20
PROFESSIONAL SERVICES TOTAL FEE		\$273,411.20

Overall Fee breakout per phase includes Stengel Hill and engineer team:

Pre-Design and Programming	\$23,500.50
Schematic Design Phase	\$25,275.20
Design Development Phase	\$64,462.10
100% Plans Final Construction Document Phase	\$82,301.95
Bidding/Negotiation Phase	\$11,824.85
Construction Administration Phase	\$46,133.60
*Generator Docking Station	\$1,800.00
*Site Lighting	\$1,500.00
*Record Documents	\$6,013.00
*LEED Documentation	\$10,600.00
PROFESSIONAL SERVICES TOTAL FEE	\$273,411.20

* The above fees do not include reimbursable expenses and an additional \$15,000.00 should be added to the above amount and Stengel Hill and our team will deduct from this amount.

Assuming Stantec wants this under a single Stengel Hill contract, the total fee for Professional Services is Two Hundred Seventy-One Thousand Four Hundred Eleven Dollars and 20/100 (\$273,411.20). Reimbursables expenses would be \$15,000.00.

The following services are excluded from the Stengel Hill and subconsultants Scope of Work: investigation of existing conditions survey, environmental site studies, permit fees, environmental abatement, geotechnical, civil, landscape architect, survey, SUE survey, arborist, asbestos/ lead paint survey, moisture consultant, acoustical, fire protection engineering, traffic studies, audio/visual design, telephone and data equipment, food service equipment, materials handling equipment, wood shop equipment, existing record drawings, and digitizing existing plans to generate AutoCAD DWG. files, code corrections outside of the project limits, inventory of materials and equipment, analysis of Owner operating cost, extensive renderings, animations, virtual reality content, and models.

EXPENSES

Per the County's request, typical reimbursable expenses are included as separate a line item. Reimbursable expenses consist of consultant's travel, courier, reproduction, postage, plotting, and other miscellaneous expense incurred by the architect or his consultant regarding this project. We recommend the amount of \$15,000.00 be carried for reimbursables.

I hope this proposal meets with your approval. Should you have any questions, please do not hesitate to contact me.

Sincerely,



Michael R. Mason, AIA
Senior Principal

MRM/tlf

Cc: Robert H. Blau, AIA

Exhibit B – Landscape Architect Scope

June 29, 2026

Erik van de Boogaard
Construction Projects Coordinator
1525 E. Jefferson Street
Brooksville, FL 34601

Re: Hernando Waterways Building – Landscape Architecture and Irrigation
Hernando County, Florida

Proposal for Landscape Architecture Professional Services

Dear Erik:

We are pleased to provide you with this proposal for Landscape Architectural planting & irrigation design for the Hernando Waterways Building. Below we have outlined our proposal for the Landscape Architecture services requested. Our "scope of work" is explained in greater detail below, including our project understanding, proposed compensation, and clarifications for your review and approval. We are prepared to begin work on this project upon your approval, and written notice to proceed.

A. PROJECT UNDERSTANDING

- Project area is comprised of two parcels located in Hernando Beach, Florida. Parcel is connected to US 19 via Shoal Line Blvd and Osowaw Blvd/Cortez Blvd; connected via waterways channel to Gulf of Mexico.
 - R12 223 16 1890 0010 0160 (0.3 acres); address 4144 Pine Dale Ct
 - R12 223 16 1890 0010 0140 (0.4 acres); address 4146 Pine Dale Ct
- Initial scoping meeting was held on March 20, 2026. Initial hand drawn sketches were reviewed.
- Proposed site plan includes one building and associated parking
- Landscape documentation to include code min landscape calculations, tree mitigation plans, landscape trees, shrubs and groundcovers, planting details, plant schedule, notes, and details. Irrigation plans and details.
- The Area Development / Landscape Architecture work will be developed using AutoCAD, and or Adobe Suite programs and follow a 24"x36" sheet size or a follow the sheet size set by the Civil engineer. It is anticipated all project meetings will be held via MS Teams or Zoom.
- Provide signed/sealed plan and required details for permitting to Hernando County, and construction of proposed improvements.
- It is understood that a signed and sealed survey has be provided in AutoCAD format.

B. SCOPE OF SERVICES

Task 100 Pre-Design and Programming

Stantec will review the notes from the Initial scoping meeting and validate the program plan as provided by the county, evaluate site conditions, including the newly acquired adjacent parcel. Stantec will also analyze zoning, land use, coastal zone regulations, floodplain requirements and permitting constraints. In addition, Stantec will also identify opportunities for resilience, sustainability and long term adaptability.

Duration: Estimate 3-4 weeks from NTP.
Deliverables:

29 June 2026

Page 2

Reference: **Hernando Waterways Building – Landscape & Irrigation Plans**

- Hand drawn (and scanned) and/or digitally drafted concepts.
 - Memo form of written constraints and relevant research.
- Meetings
 - One stakeholder meeting via tele conference to confirm project goals, budget parameters and schedule.

Task 200 Conceptual and Schematic Design (SD, 30% Plans)

Stantec will begin schematic design using the provided AutoCAD Survey. Stantec will produce 3 conceptual site and building design alternatives, incorporating coastal design, flood mitigation, and resilience strategies. As part of this, massing, orientation, circulation, access, parking and utilities will be reviewed.

Stantec will research the landscape code requirements and prepare preliminary code minimum landscape plans for review and coordination. Stantec will also provide a tree mitigation plan and code calculations for trees determined to be removed within the project boundary. Existing trees that need more information to complete calculations will be identified so that arrangements to obtain any missing info can be completed in a timely manner.

Duration: Estimate 3-4 weeks from completion of task 100.

Deliverables:

- Schematic Design, 30% Plans, Area Development
 - Schematics level landscape plan and details, plant schedule.
 - Tree mitigation/removal plans and preliminary calculations.
 - Preliminary Cost estimates and schedule impacts.
- Meetings
 - One review meeting via tele conference

Task 300 Design & Design Development (DD, 60% Plans)

Stantec will review and incorporate comments received during schematic review and continue design coordination to advance the preferred alternative to Design Development (DD) level documents. DD plans will include landscape plans and details. Plant schedules, notes and details will be provided for review. Preliminary irrigation plans will be developed indicating mainline routing, sleeving, POC location and irrigation details. Stantec has included time to participate in two (2) meetings to review the DD package with the design team.

Duration: Estimate 3-4 weeks from completion of task 200.

Deliverables:

- Design Development 60% Plans, Area Development
 - Tree mitigation/removal plans and calculations.
 - Draft landscape plan and details, plant schedule.
 - Coordination with other disciplines as needed, may include architectural, structural, civil, mechanical, electrical, plumbing, and other specialty disciplines.

29 June 2026

Page 3

Reference: **Hernando Waterways Building – Landscape & Irrigation Plans**

- Irrigation options and preferred approach determined.
- Meetings
 - One DD review meeting via tele conference.

Task 400 Construction Documents (CDs)

Stantec will review and incorporate comments received during DD review and develop 90% construction documents suitable for permit submittal to Hernando County. Permit documents will include general notes and schedules, landscape plans, planting details & plant schedule, irrigation plan and details, and construction specifications.

Stantec will participate in up to two (2) meetings to review the package with the design team prior to submitting for permit. Stantec has included time for permit processing up to two revisions and resubmittal to Hernando County. Stantec will submittal a 100% issue for Construction set of plans after permit approval.

Stantec will provide electronically of plans for construction and for record submittal to Owner.

Duration: Estimate 4-8 weeks from Completion of Task 300, as subject to review time by the county.

Deliverables:

- Building and parking area
 - 90% permit plans, details and notes listed above including any comments received from Owner review and team coordination.
 - 100% Issue for Construction set, Signed / Sealed record plans.

Specifications

Standard Specifications, by reference in the plans, will be used for the project. Additional written specifications can be provided on an as needed basis to ensure the full design scope is covered for construction.

Quality Control

Stantec will conduct the QA/QC, of the proposed project. This QA/QC is for the purpose of verification of compliance with governing design practices, standards, and guidelines as well as reviewing agencies' standards and guidelines. Plans will be reviewed as part of the 90% CD/Permit Deliverable.

Task 600 - Construction Administration (CA) Optional

Stantec has included limited Construction Administration services for the anticipated duration of the construction period related to landscape.

Submittal Review

Stantec shall review shop drawings, landscape material submittals, and irrigation submittals, which the Contractor is required to submit. It is assumed all submittals will be made in a timely manner allowing Stantec a minimum of one (1) week of review time.

29 June 2026

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Reference: **Hernando Waterways Building – Landscape & Irrigation Plans**

Stantec will respond to questions which are specific to the plans prepared by Stantec, from the contractor during construction. Stantec will respond to official requests for information (RFI) from the contractor regarding sitework issues.

Construction Observation

Stantec staff will conduct field visits to monitor general progress and compliance of the work with the approved plans and specifications. This will include observation of the site related improvements. This scope of services anticipates up to a maximum of three (3) construction observation site visits. Stantec will prepare a field report including observations of work in progress, deviations from the approved construction plans and permit conditions, results of testing witnessed and any other pertinent information. The field observation report will be submitted to the Client and the Client's contractor for review and use.

Stantec will not, during the site observation visits or because of such observations of the Contractor(s) work in progress, supervise, direct, or have control over Contractor(s) work nor will Stantec have authority over or responsibility for means, methods, techniques, sequences, or procedures of construction selected by the Contractor(s) to comply with laws, rules, regulations, ordinances, codes or orders applicable to Contractor(s) furnishing and performing their work. Accordingly, Stantec can neither guarantee the performance of the construction contracts by the Contractor(s) nor assume responsibility for Contractor(s) failure to furnish and perform their work in accordance with the plans.

Task 900 Reimbursable Expenses

Allowable reimbursable expenses are described and noted in the COMPENSATION section below and are established at estimated T/M, N.T.E. (Not to exceed).

COMPENSATION

Stantec proposes the following fees for all design services outlined above as per the fee schedule below. T/M tasks are set as a not to exceed (NTE) amount without authorization from Owner.

1. Fee Schedule

Task	Services	Fee Type	Fee Amount
	Landscape Architecture		
Reference Exhibit C – Task Fee Quotation Proposal for Landscape Architecture service details including tasks, staffing, manhours and rates.			
	TOTAL		

All professional fees are net amounts. This phase of work will be invoiced upon completion or invoiced monthly based on percentage of work completed.

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Reference: **Hernando Waterways Building – Landscape & Irrigation Plans**

Notes:

- *Fixed – These services will be performed on a fixed fee/lump sum basis and invoiced based upon the percent complete.*
- *T/M – These services will be performed on a Time and Materials (T/M) basis and invoiced based upon actual hours expended at the established hourly rates. Where provided, the noted fee amount shall not be exceeded without Client approval.*
- *TBD – The scope and associated fees for these services is not yet known and shall be considered To Be Determined (TBD).*
- *The labor in T/M fees (Time/Material) will be billed using the enclosed Stantec Schedule of Fees.*
- *In addition, the Client will be responsible for reimbursable expenses. Project related expenses such as travel; lodging; subsistence shall not exceed rates and limits as established by Section 112.061, F.S and Section 5.3.7 Travel and Subsistence in the executed pre-qualification contract. In addition, the Client will be responsible for reimbursable project related expenses such as long-distance communication; postage; shipping; report, drawing and/or specification reproduction are all reimbursable expenses. These out-of-pocket reimbursable expenses will be billed at cost plus ten (10%) percent.*

D. CLARIFICATIONS/EXCLUSIONS

The following project clarifications and exclusions are included as part of this proposal:

1. Project scope will be limited to the area identified in **Exhibit A** as provided as attachment to this proposal.
2. Owner shall provide CAD files of the site, survey and bldg. as shown on Exhibit A for use as a base to general design plans. It is understood that these have already been provided to the Civil team.
3. Revit or 3D design documentation or modeling is not included in this proposal. Plan graphics will be produced using primarily AutoCAD 2021, Adobe Design software as needed. Digital CAD files of overall plan design work will be provided.
4. Plans will be prepared on twenty-four inch by thirty-six-inch (24"x36") sheet size at an appropriate scale.

29 June 2026

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Reference: **Hernando Waterways Building – Landscape & Irrigation Plans**

EXHIBIT A – LIMITS OF WORK, 2 parcels

Parcel 1

R12 223 16 1890 0010 0160 (0.3 acres); address 4144 Pine Dale Ct

Parcel 2

R12 223 16 1890 0010 0140 (0.4 acres); address 4146 Pine Dale Ct



Exhibit C – Task Fee Quotation Proposal

CONTRACT No.: 23-RFQ00422/AP
EXHIBIT "C" TASK FEE QUOTATION PROPOSAL
Submittal Date: May 29, 2026

PROJECT NAME: NEW WATERWAYS BUILDING - TASK ORDER 39

TASK NO.	PROJECT ACTIVITY	Burke		Detsis		Lemon		LaFluer		Viola		Gamache		Howell		Sakkera		Brandon Gray		Lauren Doing		Peter Marsey		Landscape Architect		Clerical		Basic	Man Hrs	Avg
		Project Manager 3	Cost	Sr. Engineer 1	Cost	Engineer 1	Cost	Chief Designer	Cost	Sr. Planner	Cost	Senior Engineer 2	Cost	Engineer 1	Cost	Designer	Cost	Sr. Env. Specialist	Cost	Environmental Specialist	Cost	GIS Specialist	Cost	Man Hrs	Cost	Man Hrs	Cost	Activity	by	Hrly
		Man Hrs		Man Hrs		Man Hrs		Man Hrs		Man Hrs		Man Hrs		Man Hrs		Man Hrs		Man Hrs		Man Hrs		Man Hrs		Man Hrs		Man Hrs		\$ AMOUNT	Activity	Rate
Task 10	Project Management / Meetings																													
	10.1 Preliminary Agency Meetings (3 Meetings)	12	\$ 265	8	\$ 229	4	\$ 150		\$ 168		\$ 197		\$ 246		\$ 150		\$ 127		\$ 175		\$ 100		\$ 136		\$ 161		\$ 96	\$ 5,612	24	\$ 234
	10.2 Meetings and Coordination - PreDesign	8	\$ 265	6	\$ 229	6	\$ 150							4	\$ 150										4	\$ 96	\$ 5,378	28	\$ 192	
	10.3 Meetings and Coordination - SD	8	\$ 265	6	\$ 229	6	\$ 150							4	\$ 150										4	\$ 96	\$ 5,378	28	\$ 192	
	10.4 Meetings and Coordination - DD	8	\$ 265	6	\$ 229	6	\$ 150							4	\$ 150										4	\$ 96	\$ 5,378	28	\$ 192	
	10.5 Meetings and Coordination - CD	8	\$ 265	6	\$ 229	6	\$ 150							4	\$ 150										4	\$ 96	\$ 5,378	28	\$ 192	
Task 20	LEED Coordinaiton																													
	20.1 LEED Support - SD	2	\$ 265			6	\$ 150																				\$ 1,430	8	\$ 179	
	20.2 LEED Support - DD	2	\$ 265			6	\$ 150																				\$ 1,430	8	\$ 179	
	20.3 LEED Support - CD	2	\$ 265			6	\$ 150																				\$ 1,430	8	\$ 179	
Task 100	Pre-Design and Programming																													
	101 Programming Validation	10	\$ 265	10	\$ 229	10	\$ 150																				\$ 6,440	30	\$ 215	
	102 Site Evaluation	8	\$ 265	6	\$ 229	6	\$ 150					4	\$ 246	4	\$ 150									14	\$ 161			\$ 8,232	42	\$ 196
	103 Environmental Field Assessment / Permitting	4	\$ 265															65	\$ 175	81	\$ 100	22	\$ 136				\$ 23,527	172	\$ 137	
	104 Feasibility/Existing Conditions Plan	8	\$ 265	6	\$ 229	6	\$ 150	24	\$ 168																		\$ 8,426	44	\$ 192	
Task 200	Schematic Design (SD)																													
	201 Civil Plans - SD	4	\$ 265	6	\$ 229	6	\$ 150	24	\$ 168																		\$ 7,366	40	\$ 184	
	202 Structural Plans - SD											15	\$ 246	30	\$ 150	50	\$ 127											\$ 14,540	95	\$ 153
	203 LA Plans - SD																							20	\$ 161			\$ 3,220	20	\$ 161
Task 300	Design Development (DD)																													
	301 Civil Plans - DD	4	\$ 265	10	\$ 229	10	\$ 150	30	\$ 168																		\$ 9,890	54	\$ 183	
	302 Stormwater Management System Anal/Design	4	\$ 265	10	\$ 229	40	\$ 150																				\$ 9,350	54	\$ 173	
	303 Structural Plans - DD											25	\$ 246	120	\$ 150	90	\$ 127											\$ 35,580	235	\$ 151
	304 LA Plans - DD																							25	\$ 161			\$ 4,025	25	\$ 161
Task 400	Construction Documents (CD)																													
	401 Civil Plans - CD	4	\$ 265	10	\$ 229	10	\$ 150	50	\$ 168																		\$ 13,250	74	\$ 179	
	402 Structural Plans - CD											5	\$ 246	25	\$ 150	20	\$ 127											\$ 7,520	50	\$ 150
	403 LA Plans - CD																							38	\$ 161			\$ 6,118	38	\$ 161
Task 500	Permitting																													
	501 Local Site Permits	6	\$ 265	6	\$ 229	6	\$ 150	20	\$ 168																			\$ 7,224	38	\$ 190
	502 State Site Permits	6	\$ 265			10	\$ 150	15	\$ 168																			\$ 5,610	31	\$ 181
	503 Site Permit Processing	6	\$ 265	16	\$ 229			8	\$ 168																			\$ 6,598	30	\$ 220

PROJECT NAME: NEW WATERWAYS BUILDING - TASK ORDER 39

SUB-TOTAL HOURLY COSTS	\$	\$ 281,594
Owner Contingency (5% Design Fee)		\$ 27,750
Out-of-Pocket Expenses (actual cost - not to exceed)	\$	\$ 16,000
Miscellaneous Expenses (Subconsultants)	\$	\$ 273,411
NOT TO EXCEED TOTAL LUMP SUM COST	\$	\$ 598,755

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 TO THE PROCUREMENT DEPARTMENT. FIELDS IN RED SHOULD BE COMPLETED BY THE DEPARTMENT PRIOR TO SUBMITTING TO PROCUREMENT.