

**Capital Cascade Trail
Expanded Master Plan Activities and
Segment 2 Design and Permitting
Project Progress Meeting Notes
October 9, 2007**

ATTENDEES

Jim Sullivan, Genesis Group	Larry Simmons, Pinnacle (by telephone)
Echo Gates, Genesis Group	Mark Thomasson, Genesis Group
Myron Hayden, EGS	Jeff Sprouse, Genesis Group
Theresa Heiker, Leon Co. Public Works	Gary Phillips, BP2K
Lanier Mathews, Genesis Group	Ed Ringe, BP2K
Paige Brand, Akin & Associates	Del Schwalls, CDM (by telephone)
Keith Follmar, Pinnacle (by telephone)	Jeff Herr, PBS&J (by telephone)
Frank Lovelace, Pinnacle (by telephone)	

DISCUSSION TOPICS

A. EXPANDED MASTER PLAN ACTIVITIES

1. Evaluate Reducing the Peak Stage in Segment 2 Lower Pond and Analyze the Effects Downstream in Segment 3 (GENESIS GROUP – Pending the approval of the Re-calibrated SWMM)
 - 1.1 Evaluate Peak Stage Alternatives in Segment 2 Lower Pond and Determine Corresponding Peak Flow Rates and Runoff Volumes
 - 1.2 Evaluate Segment 3 Improvements to Reduce the Tailwater at South Monroe and Provide Sufficient Conveyance
 - 1.3 Evaluate Segment 3 Improvements to Provide Sufficient Storage for Increased Flows
 - 1.4 Technical Addendum
- a. **Re-calibrated SWMM has been received from CDM. Revisions to the model are ongoing while CDM provides additional revisions.**
- b. **The initial modeling shows the peak stages in Boca Chuba Pond could be lower than those indicated in the Master Plan model. The source of the lower stage is under investigation so that the difference can be adequately explained.**
- c. **Inlets will be modeled using Hydraflow.**
- d. **The 50% submittal will include park model with bypass culvert, sized outfall at Boca Chuba, downstream conveyances 2-yr, 25-yr and 100-yr storms will be modeled. The double bypass will not be modeled with this submittal.**
- e. **There is concern about retention times in upper ponds. Double bypass may allow Boca Chuba Pond to be used for treatment.**

2. Segments 3 and 4 Expanded Karst Features Analysis (EGS)

- 2.1 Understanding
- 2.2 Stormwater Facility 3-1
- 2.3 Stormwater Facility 3-2
- 2.4 Stormwater Facility 3-3
- 2.5 Stormwater Facility 4-1
- 2.6 Stormwater Facility 4-2
- 2.7 Stormwater Facility 4-3
- 2.8 Stormwater Facility 4-4
- 2.9 Stormwater Facility 4-5
- 2.10 Technical Addendum

- a. **Karst features report for Segment 3 was delivered prior to the meeting. Three (3) copies of the report were delivered to Gary Phillips. Transmittal to follow via e-mail**
- b. **Karst features were not identified at the Hyman Myers Commercial Park.**
- c. **A void was found west of Railroad Square in an active karst area.**
- d. **Several karst voids were found in the Alberta Crate Pond (FSU/COT RSF) during construction. This area has a strong potential for karst features.**
- e. **Segment 4 report is expected next week.**

3. Segments 3 and 4 – additional Cultural Resource Assessment (**Complete**)

4. Federal Emergency Management Agency (FEMA) Letter of Map Revision (CDM)

- 4.1 Data Collection, Coordination and Field Survey
- 4.2 Literature Review
- 4.3 Field Survey Verification
- 4.4 Hydrologic and Hydraulic (H&H) Analyses
- 4.5 The (100-year) Floodplain
- 4.6 The (500-year) Floodplain
- 4.7 The (100-year) Floodways
- 4.8 Floodplain and Floodway Delineation
- 4.9 Flood Profiles
- 4.10 Notification of Impacted Property Owners
- 4.11 FEMA Report
- 4.12 Additional FEMA Data Requests
- 4.13 Meetings and Coordination
- 4.14 Deliverables

- a. **CDM is developing data to compare Re-Calibrated Model and Master Plan models. CDM will complete the comparison next week.**

- b. CDM will provide an updated schedule to complete FEMA LOMR work.
- c. Lafayette Street Basin revisions have been in discussion with Genesis and CDM.
- d. Additional flows into the north side of the park are from revising the Lafayette Street basin and revised pipe sizes to reflect existing conditions.
 - 5. Interim Improvements for Segment 1 Feasibility Analysis (GENESIS GROUP)
 - 5.1 Complete Partial Topographic Survey for Segment 1
 - 5.2 Identify Potential Interim Improvements for Segment 1
 - 5.3 Identify Permitting Issues/resolution Associated with Implementing Interim Improvements
 - 5.4 Evaluate Traffic Impacts Associated with Potential Interim Improvement
 - 5.5 Final Technical Memorandum
- a. Preliminary modeling of the Interim improvements will be completed along with the 50% Construction Plans.
- b. The Interim Improvements Technical Memorandum will follow the 50% Construction Plan submittal.
 - 6. Project Schedule
 - a. Genesis to provide updated schedule following the 50% submittal.

Note: The following abbreviated schedule was submitted to Blueprint 2000 following the 50% Submittal on October 19, 2007.

- 50% Construction Plan Review (October 19 - November 16, 2007)
- 90% Construction Plan Submittal - includes 60% Amenity, Stream Restoration & Landscape Plans (December 18, 2007)
- 90% Construction Plan Review (December 18, 2007 - February 1, 2008)
- 90% Amenity, Stream Restoration & Landscape Construction Plan Submittal (March 21, 2008)
- 90% Amenity & Landscape Construction Plan Review (March 21 - April 18, 2007)
- Permitting (December 18, 2007 - June 30, 2008)
- Final Construction Plans Submittal (June 30, 2008)
- Bidding and Construction Contract (July - September, 2008)
- Phase I Construction (October 2008 - June 2009)
- Phase II Construction (June 2009 - February 2010)
- Phase II Construction (March 2010 - August 2010)

B. SEGMENT 2 DESIGN AND PERMITTING

- 3. Design Surveying (GENESIS GROUP – Lanier Mathews)

- 3.1 Survey Control
- 3.2 Bench Levels
- 3.3 Boundary Survey
- 3.4 Topographic Survey
- 3.5 Tree Survey
- 3.6 Utilities
- 3.7 Jurisdictional Line Survey (EGS/Genesis)
- 3.8 Drainage Survey
- 3.9 Subsurface Utility Engineering (S.U.E.) Excavation/Location
- 3.10 Right of Way Boundaries
- 3.11 Survey Coordination
- 3.12 Final Survey
- 3.13 Easement Descriptions

- a. **Gary Toew of FDEP is reviewing survey documents for the lease. BP2K's legal staff will communicate with FDEP/OGC.**
- b. **Topography and Boundary Surveys are complete. Survey staff is on standby if additional information is needed.**
- c. **FSMS – Concept Plan discussed at board meeting of annual conference. They have requested that Genesis/BP2K provide presentation at November board meeting. Disturbance of the marker is their main concern. A presentation to the board will go far in gaining their acceptance.**

4. Final Hydraulic Design (Genesis Group)

- 4.1 Model Simulations
- 4.2 Trash Traps

- a. **The 50% submittal will include proposed park model with & without the bypass culvert, sized outfall at Boca Chuba, downstream conveyances 2-yr, 25-yr and 100-yr storm event will be modeled. The double bypass will not be modeled with this submittal.**
- b. **The Preliminary model will be provided to the City and County for their review along with Blueprint 2000.**
- c. **The modeling effort has been slow due to the complexities of the model.**

5. Park Programming (CLS) (**COMPLETE**)

- 5.1 Community Outreach Plan
- 5.2 Agenda Setting (Complete)
- 5.3 Master Plan Alternatives
- 5.4 Detailed Master Plan and Park Programming
- 5.5 Workshops

- 5.5.1 Workshop 1: Program Formation (Complete)
- 5.5.2 Workshop 2: Design Selection
- 5.6 Executive Committee
- 5.7 Conceptual Design (Complete)
- 5.8 Schematic Design
- 5.9 Local Street Improvements
- 5.10 Park Programming Final Report

a. Park programming is complete.

b. The interactive water play and cascade waterfall continue to evolve.

- 6. Technical and Administrative Meetings (Team)
 - 6.1 City of Tallahassee Stormwater
 - 6.2 City of Tallahassee Utility Services
 - 6.3 City of Tallahassee Growth Management
 - 6.4 Leon County Engineering Services
 - 6.5 Leon County Growth Management
 - 6.6 City of Tallahassee Parks and Recreation Department
 - 6.7 FDEP Jurisdictional Severance

- 7. Construction Documents (Team)
 - 7.1 Cover Sheet
 - 7.2 Master Site Plan and Sheet Index Map
 - 7.3 General Notes
 - 7.4 Summary of Quantities
 - 7.5 Typical Sections
 - 7.6 Existing Conditions Survey (refer to Task 3)
 - 7.7 Stormwater Pollution Prevention Plan
 - 7.8 Demolition Plan
 - 7.9 Utility Relocation Plan
 - 7.10 Site Plan
 - 7.11 Coordinate Geometry Plan
 - 7.12 Paving (Trail and Parking), Grading, and Grading Plans
 - 7.12.1 Pond Grading Plan
 - 7.12.2 Lower Cascade Pond Drawdown Pump
 - 7.12.3 Stream Restoration Plans and Details
 - 7.12.4 Cross Sections
 - 7.12.5 Parking Lot Modifications
 - 7.12.6 Drainage Structure Sheets
 - 7.13 Roadway Improvement Plans
 - 7.13.1 Plan and Profile Sheets
 - 7.13.2 Gaines Street Reconstruction Plan
 - 7.14 Traffic Control Plans
 - 7.15 (Potable) Water Distribution System

- 7.16 Lake Augmentation Well Plans
- 7.17 Hardscape Plans
- 7.18 Landscape and Irrigation Plans
- 7.19 Electrical Lighting and Emergency Call Box Plans
 - 7.19.1 Electrical Power
 - 7.19.2 Electrical Lighting
 - 7.19.3 Emergency Call Boxes
- 7.20 Retaining Wall Structural
- 7.21 Trail Bridge Plans
- 7.22 Restroom Architectural Plans (Akin & Pinnacle)
 - 7.22.1 Schematic Design Phase
 - 7.22.2 Construction Document Phase
 - 7.22.3 Structural Design Plans
 - 7.22.4 Permitting
 - 7.22.5 Mechanical and Plumbing Engineering Documents
- 7.23 Work within CSX R/W Plans and Details
- 7.24 Special Details
- 7.25 Geotechnical Evaluation
 - 7.25.1 Stormwater Pond
 - 7.25.2 Contamination Assessments
 - 7.25.3 Bridges
 - 7.25.4 Retaining Walls
 - 7.25.5 Restroom Site

- a. **The 50% Construction Plans are proceeding forward and will be submitted to Blueprint 2000 on October 19, 2007.**
- b. **Utilities – Pinnacle has completed the 50% plans for the primary distribution, lighting fixture details.**
- c. **A meeting is scheduled with COT electrical engineer staff on 10/10/07 at 9:00 a.m. BP2K will also be in attendance. Alex Graffio is City representative.**
- d. **Genesis has marked up the plans. CLS will provide additional comments this week.**
- e. **Lighting along Cascade Park Lane will be by the City.**
- f. **All electric service lines to be placed underground.**
- g. **Genesis will provide revised Cascade Park Lane and Dog Park to Pinnacle for them to revise the lighting plans.**
- h. **Transformers and primary power will be discussed with the City.**
- i. **City is to verify questionable areas concerning gas, but has not responded. Pinnacle to follow up with City gas.**

- j. The Restroom building is designed to accommodate the cascade and interactive fountain controls and pumps. The equipment type and/or size has not been determined. This will hold up the final electrical and plumbing plans for the restroom/bathhouse.**
- k. Akin and Pinnacle will meet to discuss the MEP for the restroom building. Akin and Pinnacle to coordinate any changes with the team.**
- l. Utility easements will not be necessary on City owned lands or State owned lands (a blanket easement should be included in State Land Lease).**
- m. Cost of utility adjustments will be worked out by Blueprint. Some sharing of costs is expected.**
- n. COT Electric will need to move their service lines away from the history fence.**
- o. Most of the geotechnical evaluation is complete. EGS needs to know the location of the restroom site to complete the evaluation (7.25.5). Genesis to provide this information.**
- p. A Summary of Quantities along with a Preliminary Opinion of Probable Cost will be submitted following the 50% submittal.**
- q. The three (3) phased Sequence of Construction was briefly reviewed.**
- r. CSX is aware of the channel revisions under the trestle. A 50% CSX Construction Plan Submittal will the 50% Plan Submittal to Blueprint.**
- s. Right of way construction permits will be required by Leon County. It was suggested that the utility relocation plans be provided to LCPW to begin review as soon as possible. Genesis to provide electronic copies to Theresa Heiker.**
- t. Bathhouse is no longer on hold. Akin will complete the 50% Construction Documents and Technical Specifications by October 15.**
- u. The Historic Wall Reconstruction (Monroe Street) Plan will be resubmitted to DHR following the 50% Construction Plan Submittal to Blueprint.**

8. Project Schedule (Genesis Group / Team

- a. CDM will submit an updated schedule to complete the LOMR so Genesis can update the project schedule.**
- b. EGS will provide an updated schedule for the completion of the Supplemental Geotechnical work.**

- c. PBS&J will provide a schedule to complete the Alum Injection Analysis.**
- d. Genesis will update the project schedule following the 50% Submittal and receipt of the other updated schedules.**

9. Submittals (Team)

- a. 50% Construction Plan Submittal along with the Preliminary Stormwater Analysis.**
- b. The Preliminary Opinion of Probable Cost will follow the 50% Construction Plan submittal by two (2) weeks.**

Note: The following submittal dates were added to the notes on October 31st for information purposes.

- c. Historic Wall Reconstruction submittal to DHR will be before the end of the Month.**
- d. CSX 50% Construction Plan submittal to CSX - October 31, 2007.**
- e. Augmentation Well Analysis submittal to Blueprint - November 2, 2007.**
- f. COT Land Use Compliance Certificate (LUCC) submittal to Blueprint 2000 – November 7, 2007.**
- g. Retaining Wall, Bypass Culvert, and Bridge Alternative Analysis Re-Submittal to Blueprint 2000 – November 9, 2007.**
- h. COT Site Plan Application Submittal to Blueprint 2000 – November 14, 2007.**
- i. 50% Stream Restoration Plan Submittal to Blueprint 2000 – November 16, 2007.**
- j. 90% Construction Plan Submittal - includes 60% Amenity, Stream Restoration & Landscape Plans (December 18, 2007)**

10. Technical Specifications (Team)

- a. Standard FDOT Technical Specifications will be used primarily.**
- b. Akin will prepare Technical Specification for the Restroom/Bathhouse.**
- c. CLS will prepare the Technical Specifications for the Amenities.**

11. Construction Document Submittal Requirements (Team)

11.1 General Requirement

- 11.2 Drawings
- 11.3 Opinion of Probable Construction Cost

- 12. Environmental and Permit Support Services (EGS)
 - 12.1 Wetland Delineation
 - 12.2 City of Tallahassee
 - 12.2.1 Natural Features Inventory
 - 12.2.2 Environmental Impact Analysis
 - 12.2.3 Environmental Management Permit
 - 12.2.4 Right-of-Way Construction Permit
 - 12.2.5 Building Permit
 - 12.3 NFWFMD, FDEP and ACOE
 - 12.3.1 Severance of Jurisdiction
 - 12.3.2 Environmental Resource Permit
 - 12.3.3 Permit Packages
 - 12.4 DMS and FDOT
 - 12.5 Florida Division of Historic Resources
 - 12.6 FEMA
 - 12.7 CSX Intermodal

- a. **EIA is under review by BP2K. BP2K to submit to City for review by Growth Management. Genesis to review prior to City submittal.**
- b. **Site plan submittal to Growth Management will be limited set and will follow 50% submittal to BP2K, in advance of receipt of comments from BP2K.**

- 13. Public Information Program (Team)
 - 13.1 Intergovernmental Agency (IA)
 - 13.2 BLUEPRINT 2000 Technical Coordinating Committee and Citizens Advisory Committee
 - 13.3 Public/Community Information Meeting
 - 13.4 Presentation and Reporting Requirements

- a. **Public information meeting on 10/25/07 at 4:00 at City Commission chambers.**
- b. **FSMS meeting in November to be attended by Genesis and BP2K.**

- 14. Quality Assurance / Quality Control (Team)
- 15. Deliverables (Team)
- 16. Compensation and Method of Payment

D. SUPPLEMENTAL SERVICES REQUEST #7

1. Schematic Design **(Complete)**
 - 1.1 Bloxham Street Plaza
 - 1.1.1 Restroom/Bathhouse (Complete – Akin)
 - 1.1.2 Meridian Marker Amphitheater Plaza and Stage (Complete – CLS)
 - 1.1.3 Interpretive Cascade Waterfall (Discuss Status)
 - 1.1.4 Interactive Water Play Area (Discuss Status)
 - 1.1.5 Bloxham Street Promenade
 - 1.2 Boca Chuba (Complete – CLS)
 - 1.3 History Timeline Fence (Complete – CLS)
 - 1.4 Dog Park (Discuss Status)
2. Design Scale Model (Discuss Status)

a. CLS will proceed with the Scale Model as soon as Blueprint approves the site plan.

3. Amenity Construction Plans
 - 3.1 Bloxham Street Plaza
 - 3.1.1 Signature Bridges (including lighting – Garcia & Pinnacle)
 - 3.1.2 Meridian Marker Amphitheater Plaza and Stage (CLS)
 - 3.1.3 Interpretive Cascade Waterfall (CLS)
 - 3.1.4 Interactive Water Play Area (CLS)
 - 3.1.5 Restroom/Bathhouse Architecture (Akin)
 - 3.1.6 Bloxham Street Promenade (CLS)
 - 3.2 Boca Chuba (CLS)
 - 3.3 History Timeline Fence (CLS)
 - 3.4 Dog Park (Genesis/CLS)
 - 3.5 Monroe Street Sidewalk and Streetscape (Genesis)
 - 3.6 Bloxham Street Plaza (Genesis)

- a. Pinnacle is providing power to major points within the park. CLS will be in town later this week and will be meeting with Pinnacle to address the lighting and related issues.**
- b. Vendor electrical pedestal locations have been identified, but pedestal style has not been determined.**
- c. Gary Phillips to meet with Michael Wright later this week to discuss the interactive fountain.**
- d. Jeff Sprouse at Genesis will be providing utility coordination support.**
- e. Emergency call boxes will be located on the 50% Construction Plans.**
- f. Utility relocation information will be coordinated between Genesis and Pinnacle.**

- g. **The interactive water play area capacity will remain at 350 persons; therefore, the restroom/bathhouse size does not need to change.**
- h. **Garcia is moving forward with design of signature bridges.**
- i. **Peter Martin will be in town this week to review the status of the Amenities and to prepare for next week's public information meeting.**
- j. **The Dog Park design is currently under revision to include a shallow swale treatment concept. This plan will be included in the 50% Construction Plans. And in the next submittal to CSX.**
- k. **Additional research is ongoing related to providing the appropriate level of treatment for the Dog Park stormwater runoff**
 - 4. Analysis and Assessments
 - 4.1 Franklin/Lafayette Street Intersection **(Complete)**
 - 4.2 Suwannee Street Well Assessment (Genesis)
 - 4.3 FDOT Parking Lot Analysis **(Complete)**
 - 4.4 Boca Chuba Pond Retaining Wall Global Stability (EGS)
 - 4.5 Suwannee Street Extension (Cascade Park Lane) Contamination Assessment (EGS)
- a. **EGS was authorized to proceed with all Supplemental Geotechnical work and analysis.**
- b. **The work associated with this Suwannee Street Well Assessment task has been complete.**
 - 5. Suwannee Street Extension (Cascade Park Lane) Design
 - 5.1 Geotechnical Evaluation (Complete – EGS)
 - 5.2 Geometric Design (Genesis)
 - 5.3 Pavement Design (Genesis)
 - 5.4 Roadway Plans Package (Genesis)
 - 5.5 Traffic Control Plans (Genesis)
 - 5.6 Utilities (Genesis)
- a. **The Cascade Park Lane Construction Plans are currently being updated to address the initial comments from Blueprint 2000.**

- b. The updated plans will be included in the 50% Construction Plans.**
- c. No update for re-use water line. Jeff Sprouse will meet with Donna Nichols in the next few weeks to discuss re-use water line along FAMU Way and in the park.**
- d. The Geotechnical borings for Cascade Park Lane are complete.**

- 5.7 Permitting (Genesis)
- 5.8 Submittals and Deliverables (Genesis)

6. Bypass Culvert Structural Design

- 6.1 Geotechnical Evaluation (EGS)
- 6.2 Construction Documents (Genesis)

- a. EGS was authorized to proceed with the all supplemental Geotechnical work (hold out one boring in case the double bypass becomes a reality).**
- b. The bypass culvert 50% design will be included in the 50% Construction Plans.**

- 7. Evaluate Double Bypass Culvert Option (Genesis)
 - 7.1 Determine the “safe” capacity of the St. Augustine Branch (SAB) through the park.
 - 7.2 Determine the “safe combined non-damaging flow rate” that will discharge from the secondary bypass culvert and flow directly down stream.
 - 7.3 Size Double Bypass Culvert
 - 7.4 Secondary Bypass Culvert Route
 - 7.5 Re-size the Primary Bypass Culvert
 - 7.6 Analysis Culvert Sizing
 - 7.7 Analyze System with Double Bypass
 - 7.8 Opinion of Probable Cost
 - 7.9 Report

- a. This analysis will be completed after the 50% Construction Plan Submittal.**

- 8. CSX Railroad Right of Way Stream Retaining Wall and Floor
 - 8.1 Retaining wall design (Genesis)
 - 8.2 CSX Permitting (Genesis)
 - 8.3 Geotechnical Evaluation (EGS)
 - 8.4 Submittals and Deliverables (Genesis)

- a. EGS was authorized to proceed with the all supplemental Geotechnical work.**
- b. The 50% design will be included in the 50% Construction Plan submittal to CSX.**

- 9. Suwannee/Lafayette Street Intersection Design

- 9.1 Geometric Design (Genesis)
- 9.2 Pavement Design (Genesis)
- 9.3 Roadway Plans Package (Genesis)
- 9.4 Traffic Control Plans (Genesis)
- 9.5 Traffic Signal Plans (Genesis)
- 9.6 Geotechnical Evaluation (EGS)
- 9.7 Environmental Services/Permits (Genesis)
- 9.8 Submittals and Deliverables (Genesis)

- a. **EGS was authorized to proceed with the all supplemental Geotechnical work.**
- b. **The Construction Plans are currently being updated to address the initial comments from Blueprint 2000.**
- c. **The updated plans will be included with the 50% Construction Plans.**

- 10. Franklin/Lafayette Street Intersection Traffic Signal Design & Franklin/Pensacola Traffic Signal Design (Genesis & EGS)

- a. **EGS was authorized to proceed with the all supplemental Geotechnical work.**
- b. **The Construction Plans are currently being updated to address the initial comments from Blueprint 2000.**
- c. **The updated plans will be included with the 50% Construction Plans.**

- 11. Surface Water Quality Feasibility Study

- 11.1 Field Investigation
- 11.2 Lab Testing (EGS)
- 11.3 Analysis of Data and Lab Tests (PBS&J)
- 11.4 Report and Presentation

- a. **PBS&J just received contract.**
- b. **Water quality test data has been received.**
- c. **Genesis has sent the hydraulic information to PBS&J as requested.**
- d. **PBS&J now needs the GIS coverages, aerial photography, historical data, stage/storage for proposed ponds, location of existing stormwater and waste water systems.**
- e. **First portion of work can be complete within 30 days at which time Jeff Herr will meet with the team.**

- f. **This work can be finished within 60 days, but will push for earlier.**
 - g. **PBS&J needs a base sheet to which he can add conceptual plan.**
 - h. **Lab testing is complete for water quality testing. \$5,000 additional test for water samples were authorized by PBS&J. Two additional data test sets were analyzed using methods not acceptable by PBS&J.**
12. **Technical and Administrative Meetings (Ongoing – Blueprint will be invited to all technical meetings (including any meetings with regulatory or utility agencies.)**
 13. **XP-SWMM Re-calibration (CDM – See Expanded Master Plan Task 4 Notes for details)**
 14. **Public Information Meeting (This meeting is scheduled for October 25, 2007 at City Hall)**