

**Capital Cascade Trail
Expanded Master Plan Activities and
Segment 2 Design and Permitting
Project Progress Meeting Notes
November 14, 2007**

ATTENDEES

Mark Llewellyn, Genesis Group	Ed Ringe, BP2K
Jim Sullivan, Genesis Group	Gary Phillips, BP2K
Echo Gates, Genesis Group	Joe Petrich, Genesis Group
Judy Hayden, EGS	Mark Thomasson, Genesis Group
Theresa Heiker, Leon Co. Public Works	Jeff Herr, PBS&J
Chuck Blum, COT	Susan Tanski, COT
Keith Follmar, Pinnacle	Del Schwalls, CDM
Jeff Sprouse, Genesis Group	John Buss, COT
Tony Garcia, Garcia Bridge Engineers	

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. This task has been postponed pending the completion of the model recalibration.

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. The Segment 4 report is at the review stage at EGS.

b. No inconsistencies or anomalies have been identified in Segment 4.

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. Four (4) models were summarized:

1. Original Master Plan

2. Re-Calibrated Master Plan model

3. Truncated, re-calibrated Master Plan model

4. New version XP.SWMM (v10.6) model

b. Consistent values are found, differing only in a few tenths of a foot.

c. Flows were consistent between models.

d. Concern was raised by Ed Ringe over differences in July 2007 flooding at S. Monroe St. and the model predictions using the rainfall data from the storm. One-hour storms tend to show a greater response than what is predicted by the model.

e. A separate meeting will be conducted following the Progress Meeting to discuss how to best address the observed peak stage differences.

f. Del Schwalls is preparing the schedule this week, up to and including the target construction date.

g. LOMR will move forward as soon as the recalibrated model is accepted.

h. Local agency will review the submission to FEMA. City will review model and provide recommendations. David Henry will be the City reviewer.

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. The Partial Topographic Survey has been complete for some time.

b. The Traffic Impact Analysis has also been complete for some time.

c. The Conceptual Roadway Improvement Plans for the Franklin Boulevard sag and culvert removal (Call & College) and replacement (Park) have also been completed for some time (the sag is located just south of Tennessee Street, the south bound lanes will be raised to approximately the same elevation as the north bound lanes).

d. Preliminary stormwater modeling has been completed; however, it cannot be finalized until the Existing Conditions SWMM Re-calibration is complete.

Note: the following was approach was determined in conjunction with Blueprint subsequent to the November Progress Meeting: The Draft Technical Memorandum will be submitted in early December to begin the review process with the understanding that the stormwater modeling results may change.

6. Project Schedule

a. The 50% Design Submittal is under review.

b. The 60% Amenity Design is ongoing with a submittal date of December 19, 2007.

c. Del Schwalls will provide an updated schedule as soon as the re-calibrated model is complete and accepted.

d. Other re-submittals that are pending include the Retaining Wall Alternative Analysis, Bridge Alternatives Analysis, Bypass Culvert Alternatives Analysis (pending the SWMM Re-calibration), CSX Plans, and Historic Wall Plan.

B. SEGMENT 2 DESIGN AND PERMITTING

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

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. **FDEP is reviewing lease agreement submitted by BP2K. A 60-day review period is expected.**
- b. **Blueprint is tracking the review of the lease agreement and working on the approach to addressing the roadways that will be abandoned (Gaines Street and Bloxham).**

4. Final Hydraulic Design (Genesis Group)

- 4.1 Model Simulations
- 4.2 Trash Traps

- a. **Stormwater treatment (1.5 feet of wet detention) will be provided in the ponds through wetland and riparian vegetation along the side banks and literal zones and along the stream banks. Special design consideration will be required to address the pond liners and literal zone plantings.**
- b. **The 50% Stormwater Analysis is currently in review by Blueprint, City Stormwater, and Leon County Public Works.**
- c. **The By-pass Culvert continues to be reviewed.**
- d. **The Final Hydraulic Design (including the double by-pass culvert evaluation) will proceed as soon as the SWMM Re-calibration is complete and 50% review comments are received from all review agencies.**
- e. **The conceptual design of the trash traps is included in the 50% Construction Plans. Final hydraulic and structural design will be completed with the 90% Construction Plans.**

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

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

- a. **Meetings have been conducted as necessary.**
- b. **John Buss suggested that a meeting be conducted with City Streets and Drainage Department (Cleve Atchley).**
- c. **As soon as the Draft Alum Treatment Analysis is received the team will meet again with FDEP. This meeting might include the NFWMD and ACOE if determined necessary.**
- d. **A Utility Coordination Meeting was conducted on November 8, 2007. 50% Construction Plans were reviewed. Comments are pending.**
- e. **The City permitting process will require additional meetings with City Growth Management.**
- f. **Meetings with City Parks and Recreation are conducted as needed. Close coordination has been ongoing and will continue through the design of the plazas and landscaping.**
- g. **In-house and consultant coordination meetings are ongoing as necessary.**
- h. **A meeting with the City has been scheduled (November 13, 2007) to discuss the status of the contamination removal process and remaining issues.**
- i. **Pinnacle will schedule and conduct meetings with City Gas and Electric as needed to complete the design.**
- j. **A meeting with Star Metro was held on November 7, 2007. Star Metro has no additional concerns that need to be addressed.**

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. **50% Construction Plans are under review. Comments are pending.**
- b. **Design work is continuing on those elements that we do not expect will change (parking lots, roadways, plazas, utility services).**
- c. **The Stream Restoration Plans are pending decisions related to the bypass culvert which will determine the velocities in the channel.**
- d. **Electrical Design: Power, lighting, and call boxes have been submitted at 50% design. Emergency call boxes with wireless communication are being explored. Underground power for the emergency call boxes based on continuous and reliable electric service. Concealing panels and transformers has been developed in design and will be sent to Genesis today for review. Pinnacle needs the power requirements and location of pumps. Peter Martin of CLS will provide power requirements and pump locations to Pinnacle. Restrooms have not been changed, but will be finalized when information on water play area is received.**

- e. **The existing gas lines have been located on the survey. Pinnacle will review and begin the design.**
- f. **Pinnacle will provide an updated Opinion of Probable Cost by the end of the week (11/16/07).**
- g. **Landscape Design: The Landscape Plans include three (3) primary components:**
 - 1. **Reforestation of Park**
 - 2. **Stream restoration – zones to be coordinated with Echo Gates**
 - 3. **Pond littoral zones**
- h. **Geotechnical Analysis: Supplemental Geotechnical work is underway.**
- i. **Utility Joint Project Agreement: Blueprint is working in a JPA with City Utilities to address cost sharing and related issues.**

8. Project Schedule (Genesis Group / Team)

9. Submittals (Team) (see other sections of the meeting notes for specific submittal items)

10. Technical Specifications (Team)

- a. **Architectural Technical Specifications were submitted with the 50% Construction Plans.**
- b. **Technical Special Provisions will be provided to supplement the FDOT technical specifications that will be utilized as the base Technical Specification for the project.**

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 (**COMPLETE**)

12.2 City of Tallahassee

12.2.1 Natural Features Inventory (**COMPLETE**)

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. **The permitting effort will begin as soon as possible.**
- b. **Comments are pending from Blueprint on the EIA.**
- c. **The City Site Plan Review Package will be prepared for submittal to the City Growth Management in December. This submittal will determine the specific variances and related permitting approach that will be required by the City.**
- d. **The Land Use Compliance Certificate (LUCC) application will be submitted in the near future.**
- e. **Leon County Public Works is approaching their permitting effort as a Capital Improvement Project; therefore, the 50% and subsequent submittals will satisfy the county's permitting process.**
- f. **EGS will begin to prepare the Dredge and Fill Permit documents.**
- g. **Genesis will continue to work with CSX to expedite their permit.**
- h. **The Division of Historic Resources review of the Historic Wall reconstruction is pending.**
- i. **The CLOMR is a critical path process.**

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. **The final Public Information Meeting was held October 25, 2007.**
- b. **A few additional comments were received that need to be addressed (Star Metro bus stops, veterans memorial, update the schedule and information package).**

14. Quality Assurance / Quality Control (Team - ONGOING)

15. Deliverables (Team)

16. Compensation and Method of Payment

C. SUPPLEMENTAL SERVICES REQUEST #7

1. Schematic Design (**Complete**)
 - 1.1 Bloxham Street Plaza
 - 1.1.1 Restroom/Bathroom (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. **Need approval of the site plan before scale model can be constructed. Until approval from BP2K, model will be held up. Model should take 3-4 weeks to complete. Model is needed by mid-January for marketing. Greatest question is the stream treatment that may change due to the bypass culvert status. Gary Phillips will provide a specific date for the marketing meeting in January.**

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. **Design on the signature bridges is well underway and almost completed with deck design. Discussions have been on-going with CLS and metal fabricators on the pipes for the design. Information is needed from Pinnacle (conduit size – 1/2" per Pinnacle). Tony Garcia will provide Keith Follmar with details to review for electrical coordination. Pinnacle needs the type, size and location of the light fixture at the wall. Abutment and deck plaza transition are still to be designed. Stage lighting should not cause problem loads on the bridge structure, but Tony Garcia will coordinate with Peter Martin at CLS. Tony Garcia, Keith Follmar, and Joe Petrich will meet in the near future to coordinate their specialties.**
- b. **December 18th – Pinnacle to provide 60% plans on amenities. Genesis will provide the current site plan to Pinnacle. A meeting in early December in Tallahassee will be set up to discuss the Plaza and to coordinate with the team.**
- c. **CLS is cutting sections through the walls. They have been coordinating with Tony Garcia. CLS will send sections to Genesis by 11/16/07. CLS has requested bridge abutment details from Garcia.**
- d. **Water play and plaza geometry has been set.**
- e. **Contract with amphitheatre consultant is pending Blueprint acceptance of the sub-consultant and contract signatures.**
- f. **CLS is negotiating terms and conditions of the fountain design contract (Delta**

Fountains). Contract execution will be prioritized.

- g. Equipment room for dancing fountain and cascade may be vaults (pre-fab). If so, space in the bathhouse may not be needed for equipment. Room may be re-programmed as stage equipment storage area.
- h. Peter Martin and Joe Petrich will meet and finalize design of secondary (safety) railing.
- i. Permitting for the interactive fountain will be addressed by Delta (Health Dept.)
- j. Maintenance for interactive fountain will be met through City Parks and Recreation, and is no greater than for a standard swimming pool.
- k. More specific cost estimate to be provided at a later date. COT is requesting the estimate. Estimate will include the retaining walls.

4. Analysis and Assessments

4.1 Franklin/Lafayette Street Intersection (**COMPLETE**)

4.2 Suwannee Street Well Assessment (Genesis – **COMPLETE**)

4.3 FDOT Parking Lot Analysis (**COMPLETE**)

4.4 Boca Chuba Pond Retaining Wall Global Stability (EGS)

a. **EGS has initiated this work.**

4.5 Suwannee Street Extension (Cascade Park Lane) Contamination Assessment (EGS)

a. **This work has been placed on hold until further notice from Blueprint.**

5. Suwannee Street Extension (Cascade Park Lane) Design

5.1 Geotechnical Evaluation (EGS - **COMPLETE**)

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)

5.7 Permitting (Genesis)

5.8 Submittals and Deliverables (Genesis)

a. **50% Construction plans are in for review.**

b. **Additional analysis may be required due to the contamination that is remaining in the park.**

6. Bypass Culvert Structural Design

6.1 Geotechnical Evaluation (EGS)

6.2 Construction Documents (Genesis)

- a. **50% Construction plans are in for review.**
- b. **Additional analysis may be required due to the contamination that is remaining in the park.**

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. **The evaluation of the double bypass culvert is pending the completion of the existing conditions SWMM.**
- b. **The electrical duct bank will create a significant conflict for the primary bypass that is intended to discharge behind Boca Chuba.**
- c. **Ed Ringe will provide his concept to Genesis. A meeting will be conducted to review this alternative.**

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. **50% Construction plans are expected from CSX in the near future.**
- b. **They have verbally expressed some concern about the retaining wall under the railroad trestle.**

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. 50% Construction plans are in for review.

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

a. 50% Construction plans are in for review.

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. Pollutant loading analysis is complete.

b. Construction cost and L & M costs are almost complete.

c. Preliminary report will be submitted by 11/21/07. Jeff Herr will submit ten (10) copies to Mark Llewellyn at Genesis.

d. Report will have jar test results, amount of alum used, floc produced and cost.

e. The bypass culvert may need to be lowered so that the 54" pipe will discharge into the stream with partial flow diversion into the bypass.

f. System will be able to handle up to 200 cfs.

g. The forebay into Boca Chuba Pond may not need to be isolated – Jeff Herr will double check.

h. It would be best if the diversion pipe at the upper pond is completely submerged.

i. Jeff will arrange a meeting in early December to discuss the report.

12. Technical and Administrative Meetings

a. Ongoing – Blueprint will be invited to all technical meetings (including any meetings with regulatory or utility agencies).

b. See Task 6 Notes for additional details.

13. XP-SWMM Re-calibration (CDM – See Expanded Master Plan Task 4 Notes for details)

14. Public Information Meeting (COMPLETE – October 25, 2007)