

**Capital Cascade Trail  
Expanded Master Plan Activities and  
Segment 2 Design and Permitting  
Project Progress Meeting Notes  
January 8, 2008**

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ATTENDEES

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Mark Llewellyn, Genesis Group	Ed Ringe, BP2K
Jim Sullivan, Genesis Group	Gary Phillips, BP2K
Judy Hayden, EGS	Mark Thomasson, Genesis Group
Theresa Heiker, Leon Co. Public Works	Susan Tanski, COT
Chuck Blum, COT	Del Schwalls, CDM (via telephone)
Peter Martin, CLS (via telephone)	John Buss, COT
Pat Karter, Genesis Group	

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DISCUSSION TOPICS

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**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

**This task has been delayed pending the completion of the model re-calibration.**

2. Segments 3 and 4 Expanded Karst Features Analysis (EGS) (**Complete**)
  - a. **The Segment 4 Karst Features Report was submitted by EGS on December 10, 2007.**
  - b. **Gary Phillips submitted to Ardaman for review. There is a possibility of some comments.**
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. **Del Schwalls submitted a Scope and Fee to complete the final round of re-calibration. The process is more extensive than Gary Phillips thought it would be. Gary will schedule a meeting next week with CDM to discuss the scope and associated fees.**
- b. **The “Floodway” portion of the original scope of work will be eliminated from the scope of work. This effort will be completed after the project has been constructed and included in the final LOMR submittal.**
- c. **Del received Topography from Genesis (29 datum).**
- d. **Chuck Blum provided information related to the stage gauge and the Lafayette Park Basin.**
- e. **Del will compare Genesis design model to the “Post Project” model to address the basin issues near Lafayette Street & Apalachee Parkway.**
- f. **Del will calibrate again – two new storms for a total of four for comparison.**
- g. **John Buss expressed concerned about the flooding at the box culvert.**

5. Interim Improvements for Segment 1 Feasibility Analysis (GENESIS GROUP)

- 5.1 Complete Partial Topographic Survey for Segment 1 **(Complete)**
- 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 **(Complete)**
- 5.5 Final Technical Memorandum

- a. **Mark Thomasson ran an analysis for Segment 1 based on the previously re-calibrated SWMM:**
  - **Still flooding on Franklin Blvd.**
  - **Pensacola Street remains bottleneck when the culverts at Call Street and College Street are removed – include box size**
  - **The ultimate box culvert configuration will be evaluated**
- b. **The final analysis will be completed as soon as the Re-calibrated Model is accepted by Blueprint.**

6. Project Schedule

- a. Genesis should receive comments on the 50% Plans submittal from Blueprint early this morning.
- b. The 60% Amenity Design is ongoing with a submittal date of January 11, 2008.
- c. The Retaining Wall Alternative Analysis and Bridge Alternatives were resubmitted to Blueprint on November 30<sup>th</sup>. Per Gary Phillips, these two reports are complete and no further comments will be made.
- d. Other re-submittals that are pending include the Bypass Culvert Alternatives Analysis (pending the SWMM Re-calibration), and the CSX Plans.
- e. CSX Plans are pending the payment of additional review fees to CSX by Blueprint.
- f. The work proposed under the trestle needs to be reviewed by Blueprint.

**B. SEGMENT 2 DESIGN AND PERMITTING**

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

4. Final Hydraulic Design (Genesis Group)

4.1 Model Simulations

4.2 Trash Traps

- a. Genesis Group will re-run the model as soon as the re-calibrated model is accepted by Blueprint.
- b. The By-pass Culvert continues to be reviewed.
- c. Ed Ringe suggested changing the stage to upper pools.

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

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. Multiple meetings are conducted on a weekly basis for the project.
- b. A Type A Site Plan Application has been submitted to the City.
- c. The initial Site Plan Review Meeting was conducted on January 3, 2008. Multiple comments and questions were reviewed at the meeting. The Site Plans will be updated and resubmitted to COT Growth Management on or before February 7, 2008 for the February 14, 2008 Site Plan Review Meeting.
- d. The Concept Utility Plan has been submitted to City Water & Sewer for review and follow up meetings have been conducted to address review responsibility.

- e. Meetings with Leon County Public Works have been conducted to address the County's review and interest.
- f. Several meetings have been conducted with COT Parks & Recreation to address the park facilities, landscaping and related issues.
- g. The Pond Augmentation Well (existing well) continues to require meetings and discussions with several agencies (NFWMD, FDEP, and COT).

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 **(COMPLETE)**

- a. **Blueprint's 50% Construction Plan Review Comments were received early this morning (1/08/08). There might be additional comments from other agencies.**
- b. **A meeting will be scheduled to address the comments.**
- c. **Landscape and Hardscape Plans are progressing.**
- d. **The stage shade structure requires some direction. A meeting with Blueprint will be scheduled to address the shade structure.**
- e. **COT Parks and Recreation would like to review the restroom building and discuss the programming of the facility. They do not intend to staff the facility; therefore, the layout of the building should be reconsidered.**
- f. **The Stream Restoration Plans are progressing. Greg Jennings will be in Tallahassee on February 1, 2008 to review the plans and proceed with the design.**
- g. **The Single and Double Bypass Culvert Design is pending the modeling effort.**
- h. **Water and Wastewater Construction Plans are progressing forward and coordination is taking place with the COT Utilities.**
- i. **The Electrical and Gas Construction Plans are also progressing. The design will be updated in the 60% Amenity Plans.**
- j. **CSX Plans are pending direction from Blueprint regarding the channel treatment under the trestle.**
- k. **Per Gary Phillips, Blueprint is pressing forward with the Dog Park recognizing the concerns that were previously raised.**
- l. **John Buss does not believe the system is adequate for a Dog Park at this location. Direct Runoff into the St. Augustine Branch is the problem.**
- m. **The Dog Park is still in review.**
- n. **Comments are pending from DHR on the historic wall.**
- o. **Genesis is waiting on direction from Blueprint on how to proceed on the Veteran's Memorial. Genesis is currently working on the Smokey Hollow and Lake Hall School sites.**

8. Project Schedule (Genesis Group / Team)

- a. **Del Schwalls will provide an updated schedule for the Re-Calibration and FEMA LOMR.**
- b. **Genesis Group will update the project schedule as soon as the FEMA LOMR schedule is received.**

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

- a. **Trail Bridge Alternatives Analysis**
  - **Submittal – 9/29/07**
  - **Re-submittal – 11/29/07**
  - **Final acceptance – 1/08/08 (verbal from Gary Phillips)**
- b. **Retaining Wall Alternatives Analysis**

- Submitted – 9/05/07
  - Re-submitted – 11/29/07
  - Final acceptance – 1/08/08 (verbal from Gary Phillips)
  - c. **Bypass Culvert Alternatives Analysis**
    - Submitted – 8/30/07
    - Comments received – 9/18/07
    - Re-submittal – pending the hydraulic analysis
  - d. **50% Construction Plans**
    - Submitted 10/19/07
    - Comments received 1/08/08
  - e. **60% Landscape and Hardscape Design**
    - Submitted 01/ 09/08
    - Comments are pending
  - f. **Pond Augmentation Analysis**
    - Submitted 12/07/07
    - Comments received 1/08/08
    - Response to comments submitted 2/01/08 (need clarification)
  - g. **Alum Injection System**
    - Draft Submitted 11/28/07
    - Genesis Group review comments 12/03/07
    - Re-submittal to Genesis & Blueprint 1/14/08
  - h. **Division of Historic Resources**
    - Re-submittal to DHR 11/02/07
    - DHR Response received 1/18/08 (keep them informed)
  - i. **COT Growth Management – Natural Features Inventory**
    - Submittal – 1/04/07
    - Approved – 5/17/07
  - j. **COT Growth Management – Environmental Impact Analysis**
    - Submitted – ?
  - k. **COT Growth Management – Site Plan Review**
    - First Site Plan Submittal – 12/07/07
    - First Site Plan Review Meeting – 1/03/08
    - Second Site Plan Submittal – 2/06/08
    - Second Site Plan Review Meeting – 2/14/08
  - l. **COT Water and Sewer Utility**
    - Utility Concept Plan Submittal – 12/7/07
    - COT Comments pending
  - m. **CSX**
    - 50% Construction Plans Submittal – 10/31/07
    - CSX Comments received – 11/28/07
    - Re-submittal pending trestle and Lafayette Street direction.
10. Technical Specifications (Team)
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 EIA has not been submitted to the COT yet.**
- b. **Judy Hayden will meet with Mark Thomasson regarding the Dredge & Fill Permit documents.**
- c. **COT site plan review process has commenced.**
- d. **The CLOMR is the critical path in the permitting process. It is at a standstill at this time.**
- e. **See submittal section of this report for additional information.**

13. Public Information Program (Team) (**Complete**)

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**)
- 2. Design Scale Model (Discuss Status)

**Blueprint is considering completing a series of renderings instead of the scale model.**

- 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. **60% Construction Plans for the Landscape, Hardscape and special amenities will be submitted on January 11, 2008.**
- b. **The City of Tallahassee Parks & Recreation Department will be involved in all design aspects.**

- 4. Analysis and Assessments
  - 4.1 Franklin/Lafayette Street Intersection (**COMPLETE**)
  - 4.2 Suwannee Street Well Assessment (**COMPLETE**)
  - 4.3 FDOT Parking Lot Analysis (**COMPLETE**)
  - 4.4 Boca Chuba Pond Retaining Wall Global Stability (EGS)

**EGS has initiated this work.**

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

**Received from EGS – Blueprint consultant will review.**

- 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.**
- c. The update “Contamination Avoidance” profile was submitted to Blueprint. Direction is pending.**

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 of the By-pass Culvert may be required due to the contamination that is remaining in the park.**
- c. Final design is pending the hydraulic analysis.**

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. Genesis Group met with Blueprint to discuss this option and to discuss the initial results of Blueprint’s analysis.**
- b. The evaluation is pending receipt of the final re-calibrated model.**

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. A meeting will be scheduled with Blueprint and Genesis Group to review the alternatives for this location.**
- b. Blueprint will send check to CSX as they requested to complete the review.**

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. Review comments will be provided by Blueprint.**
- b. A meeting will be scheduled to discuss the review comments.**

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

- a. Review comments will be provided by Blueprint.**
- b. A meeting will be scheduled to discuss the review comments.**
- c. Leon County would like to include Lafayette Street stormwater improvements in this set of 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. Jeff Herr is leaving PBS&J.**
- b. He will complete the updated report before he leaves.**
- c. The report will be submitted to Blueprint as soon as it is received.**

- 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 (**COMPLETE – October 25, 2007**)