

TASK ORDER 6-11 SWR

**ENGINEERING SERVICES FOR THE CONSTRUCTION PHASE SERVICES OF THE
HEADWORKS MODIFICATIONS AT THE RICHARD A. HEYMAN
ENVIRONMENTAL PROTECTION FACILITY**

This TASK ORDER 6-11 SWR is issued under the terms and conditions of the MASTER AGREEMENT TO FURNISH GENERAL ENGINEERING SERVICES TO THE CITY OF KEY WEST ("AGREEMENT") between the City of Key West ("CITY") and CH2M HILL, Inc. ("ENGINEER") executed on September 18, 2007, which is incorporated herein by this reference.

A. SCOPE OF SERVICES

Specific services which the ENGINEER agrees to furnish are summarized on the attached statement entitled TASK ORDER NO. 6-11 SWR "SCOPE OF SERVICES." The "Scope of Services" defines the work effort anticipated for the Task Order.

This Task Order, when executed, shall be incorporated in and shall become an integral part of the September 18, 2007, Master Agreement.

B. TIME OF COMPLETION

Work under this Task Order will begin immediately following acceptance and completed expeditiously subject to coordination with the City of Key West staff. Work may be performed at any time as requested by the CITY within 12 months after the date of execution of this Task Order, at which time the Task Order will expire.

C. COMPENSATION

Compensation for the labor portions of TASK ORDER NO 6-11 SWR, Tasks A and all expenses will be on a Cost Reimbursable-Per Diem basis as stipulated in Article 2, Paragraph 2.2 of the AGREEMENT. The estimated compensation is shown on the attached statement entitled TASK ORDER NO. 6-11 SWR COMPENSATION.

D. ACCEPTANCE

By signature, the parties each accept the provisions of this TASK ORDER NO. 6-11 SWR, and authorize the ENGINEER to proceed at the direction of the CITY's representative in accordance with the "SCOPE OF SERVICES." Start date for this project will be no later than ten (10) days after execution of this authorization.

For CH2M HILL, INC.

For CITY OF KEY WEST

By: _____
Matthew Alvarez, P.E.
Vice President

By: _____
Jim Scholl
City Manager

Andrew H. Smyth, P.E.
Key West Office Manager

Dated the ____ day of _____, 2010

ATTEST: _____

TASK ORDER 6-11 SWR

ENGINEERING SERVICES FOR THE CONSTRUCTION PHASE SERVICES OF THE HEADWORKS MODIFICATIONS AT THE RICHARD A. HEYMAN ENVIRONMENTAL PROTECTION FACILITY

SCOPE OF SERVICES

Project Description

The City of Key West (CITY) has recently completed a hydraulic analysis of their wastewater collection and transmission system and plan to implement improvements to allow additional system capacity. The City currently pumps all wastewater to the Richard A. Heyman Environmental Protection Facility (WWTP) through one 30" transmission main. With the installation of the second Deep Injection Well at the WWTP the City can now utilize the abandoned 30-inch effluent pipeline to direct additional wastewater flows to the WWTP. The City plans to connect the pump station D/DA force main to the 30-inch abandoned pipeline which currently runs to the WWTP and upgrade their existing headworks facility handle the additional capacity at the plant.

The City has received bids and is in the process of awarding the construction contract for this project.

Purpose

The CITY has requested that the ENGINEER provide limited construction phase services for the WWTP Headworks Modifications Project. This Task Order describes the ENGINEER's Scope of Services. Specific activities to be performed under this Task Order include:

- Coordinate and conduct all project meetings
- Provide documentation controls and review of project documentation including submittals, RFI's and schedules.
- Provide specialty site inspections, substantial and final completion inspections, punchlists and start up assistance.
- Provide project record drawings

Scope of Services

The design, bidding and permitting of this project were completed under a previous task order. The following task describes the activities to be performed and the work products to be prepared by the ENGINEER under task;

Task A - Construction Phase Services

The ENGINEER will perform limited construction phase services listed in this Task Order for a construction period that is estimated to be 12 months. The CITY will be responsible for full-time resident observation.

The ENGINEER will perform the following activities during this portion of the project.

- The ENGINEER will coordinate and conduct one pre-construction meeting and distribute meeting minutes.
- At the request of the CITY, coordinate and conduct monthly progress meetings and prepare and distribute meeting minutes; attendance at up to twelve (12) meetings is assumed.
- At the request of the CITY, review up to one hundred forty (140) shop drawings and other construction related submittals.
- At the request of the CITY, the ENGINEER will review and respond to up to sixty (60) contractors initiated Requests for Information (RFI) including technical interpretations of the drawings, specifications, and contract documents, and evaluate requested deviations from the approved design or specifications.
- Conduct weekly specialty inspections at the construction site. The ENGINEER has assumed two (2) days a week for a period of ten (10) months for specialty inspections. Remaining inspections are assumed to be covered under start up assistance.
- At the request of the CITY, perform a substantial completion inspection of the project and assist in the preparation of a punch-list.
- At the request of the CITY, perform a final completion inspection of the project.
- At the request of the CITY, provide on-site start-up assistance, a total of four, five-day site visits are assumed. This project will require a mid-project start up once the new channel (#4) is completed. The new channel will be placed into service so flow can be diverted from the existing three channels and modifications made.
- Prepare record drawings based on mark-ups from the CONTRACTOR.

Deliverables

- One (1) copy of pre-construction meeting minutes
- One (1) copy of each progress meeting minutes
- Two (2) copies each reviewed shop drawings
- Two (2) copies each Request for Information
- One (1) copy of punch list
- One (1) full size copy, two (2) 11" x 17" copies, and one (1) electronic copy of record drawings

Assumptions

The following assumptions were used in the development of this Task Order:

- Construction will be completed in calendar year 2011.
- The construction services will be provided for a single construction contract.

- Legal, easement, or plat survey or acquisitions will be the responsibility of CITY.
- Contractor is responsible for obtaining dewatering permits.
- The CITY will pay for all permit application fees.
- Any labor and expenses required to address construction claims, unforeseen subsurface considerations or additional construction time requested by the CONTRACTOR or OWNER will be considered as “Additional Services”.

Obligations of the CITY

To assist meeting schedule and budget estimates contained in this proposal, the CITY will provide the following:

- The CITY will provide all legal, easement, or plat survey and/or acquisitions required for additional property necessary to complete the project.
- Prompt review and comment on all deliverables (within 10 working days of receipt).
- Facilitate access to any required facilities
- Attendance of key personnel at meetings as requested
- Payment of all permit application fees
- The CITY will be responsible for full-time resident observation.

Additional Services

The ENGINEER will, as directed, provide additional services that are related to the project but not included within this Scope of Services. These and other services can be provided, if desired by the City, as an amendment to the Task Order. Work will begin for the Additional Services after receipt of a written notice to proceed from the City. Additional services may include, but are not limited to, the following:

- Resident observation, providing a full-time resident on-site during construction
- Additional construction phase service not included in this scope
- Permitting (if required)

Compensation

The estimated compensation for TASK ORDER NO 6-11 SWR is shown on Attachment A entitled TASK ORDER NO 6-11 SWR, COMPENSATION.

Attachment A

Task Order 6-11 SWR Compensation

**TASK ORDER 6-11 SWR
 COMPENSATION
 Construction Phase Services for the WWTP Headworks Modifications**

Task	Hours	Labor	Expenses	Total Cost
Task A - Construction Phase Services	2,110	\$270,944	\$27,250	\$298,194
Total	2110	\$270,944	\$27,250	\$298,194

COMPENSATION BREAKDOWN

Task Order 6-11 SWR

TASK NO.	TASK DESCRIPTION	HOURLY RATE	TOTAL HOURS	LABOR	EXPENSES	TOTAL COST
A	Construction Phase Services					
	Principal PM/Principal Technologist	\$172.00	184	\$31,648		\$31,648
	Senior Technologist	\$158.00	88	\$13,904		\$13,904
	Project Manager	\$148.00	78	\$11,544		\$11,544
	Senior Construction Inspector	\$148.00	816	\$120,768		\$120,768
	Project Professional	\$122.00	366	\$44,652		\$44,652
	Assoc Engineer	\$110.00	174	\$19,140		\$19,140
	Tech 4	\$ 93.00	92	\$8,556		\$8,556
	Tech 3	\$ 74.00	188	\$13,912		\$13,912
	Clerical	\$ 55.00	124	\$6,820		\$6,820
	(46) - 2 and 5 Day site visits				\$26,200	\$26,200
	Printing/Reprographics/Shipping				\$1,050	\$1,050
Construction Phase SUBTOTAL			2110	\$270,944	\$27,250	\$298,194
PROJECT TOTALS						
	TOTAL HOURS		2,110			
	TOTAL FEE ESTIMATE			\$270,944	\$27,250	\$298,194
TO 6-11 SWR TOTAL			2,110	\$270,944	\$27,250	\$298,194