

RESOLUTION NO. 09-299

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, APPROVING TASK ORDER 03-10-STM FROM CH2M HILL FOR ENGINEERING SERVICES FOR THE CONSTRUCTION OF THE WHITE STREET PUMP ASSISTED STORMWATER DRAINAGE WELLS IN AN AMOUNT NOT TO EXCEED \$104,124; PROVIDING FOR AN EFFECTIVE DATE

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, AS FOLLOWS:


Section 1: That the attached Task Order 3-10 to CH2M Hill, Inc. for engineering services in an amount not to exceed \$104,124.00 is hereby approved.

Section 2: That this Resolution shall go into effect immediately upon its passage and adoption and authentication by the signature of the presiding officer and the Clerk of the Commission.

Passed and adopted by the City Commission at a meeting held this 17 day of November, 2009.

Authenticated by the presiding officer and Clerk of the Commission on November 18, 2009.

Filed with the Clerk November 18, 2009.



CRAIG CATES, MAYOR

ATTEST:



CHERYL SMITH, CITY CLERK



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

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TO: Jim Scholl, City Manager
E. David Fernandez, Asst. City Manager - Operations
Gary W. Bowman, General Services Director

FROM: Jay Gewin, Utilities Manager

DATE: November 2, 2009

RE: **Approval of a Task Order of \$104,124 from CH2M Hill for Engineering Services for the Construction of the White St. Stormwater Pump Station**

ACTION STATEMENT:

This resolution will approve Task Order 3-10-STM from CH2M Hill for Engineering Services for the construction of the White St. Stormwater Pump Station project in the amount of \$104,124.

The City will be reimbursed for 65% of this task order from US Army Corps of Engineers funding that was expedited through stimulus legislation. The agreement is executed pursuant to F.S. 287.055 (CCNA), City Code 2-841, and the City's contract with CH2M Hill approved by Resolution # 07-331. The resolution will also authorize any appropriate budget transfers to accommodate the project.

BACKGROUND:

In order to proactively address areas of local flooding and near shore water quality, the City has developed a Long Range Stormwater Utility Plan. The plan includes tying into existing drainage well systems and sediment control structures throughout the City.

In 2001, CH2M Hill designed four pump assisted stormwater stations, and updated the designs in 2009. During 2003, two of the pump assisted stations were constructed (Patricia & Ashby and North Duval); and the drainage wells and catch basin system were constructed for the White Street project. As funding assistance from the federal government has now become available, the City would like to complete the construction of the White Street Stormwater Pump Station project.

Due to the length of time that has elapsed from the original design, the existing design documents were updated for current building and electrical

Key to the Caribbean - Average yearly temperature 77° F.

code requirements as well as current permitting requirements. In the design update from this year, the City has elected to install a permanent standby generator, additional sediment removal devices, allow for a future emergency outfall connection and eliminate the chemical feed system that was in the original design.

Resolutions are currently before the City Commission to award the construction of the project to low bidder Charley Toppino and Sons for \$1,645,000, and to Perez Engineering & Development for Construction Administration Services in the amount of \$30,000.

PURPOSE & JUSTIFICATION:

The White St. Stormwater Pump Station will help reduce flooding in the White Street Drainage basin. Due to low elevations in this basin, the construction of gravity wells would be an ineffective means to address localized flooding.

Additionally, the anticipated environmental results include reducing potential health risks to beach bathers by reducing stormwater discharges to nearshore waters which may carry bacterial contamination or other pollutants.

The Task Order will include the following duties:

- Coordination of pre-construction meeting
- Provide Monthly Progress Reports
- Review of 36 shop drawings and other construction-related materials
- Assistance in technical interpretations of drawings, specifications, contract documents, and evaluation of any requested deviations from approved design or specs.
- 3 specialty inspections at the construction site
- Performance of a substantial completion and final inspection of the project, along with a preparing of a punch-list.
- Providing on-site start-up assistance (2 two-day site visits)
- Preparation of record drawings based on mark-ups from the contractor.
- The task order will include approximately 772 hours of engineering services provided to the City.

The City does not have the staff available with the technical expertise required to perform this work. There will be an additional task order to assist with the daily-on site construction management of the project.

OPTIONS:

1. Approve the task order for CH2M Hill to provide engineering services for the construction of the White St. Stormwater Pump Station project. This will allow City to implement this project on an accelerated basis, and gives the City the best opportunity to utilize the federal stimulus grant money allocated to the project that will fund the entire amount of construction, design, engineering, and construction management.
2. The City can decline the task order, or place the project on hold until the City decides it is ready to proceed with the project. The grant received for this project has deadlines associated with it, and delays could jeopardize these funds. The City must submit a final invoice for construction of this project by

September 1, 2010 or federal stimulus funds could be lost. This option will forego potential improvements to mitigate neighborhood flooding and reduce ~~stormwater discharges to nearshore waters.~~

FINANCIAL IMPACT:

The fees for this project will be funded through stormwater budget line item 402-3802-538-65/ST 0903. The Construction, Engineering, and Construction Administration are all within the budgeted amount of the project.

The Army Corps of Engineers will reimburse the City for 65% of the cost of this project through federal funding that was expedited through the stimulus legislation. The City will pay the remaining share.

Funds for this task order are budgeted as follows:

ACOE Stimulus Grant (65%).....	\$67,680.60
<u>City Stormwater Utility Funds (account # 402 3802 538 65) (35%).....</u>	<u>.\$36,443.40</u>
Total	\$104,124.00

RECOMMENDATION:

The staff recommends option #1, that the City approves the task order so that we may proceed in the construction of the White St. Stormwater Pump Station project.

TASK ORDER 3-10 STM

**ENGINEERING SERVICES FOR THE CONSTRUCTION OF THE
WHITE STREET PUMP ASSISTED STORMWATER DRAINAGE WELLS**

This TASK ORDER 3-10 STM 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 3-10 STM "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 3-10 STM, Task 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 3-10 STM COMPENSATION.

D. ACCEPTANCE

By signature, the parties each accept the provisions of this TASK ORDER 3-10 STM, 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.

By: Richard Morales
Rick Morales, P.E.
South Florida Area Manager
Andrew H. Smyth
Andrew H. Smyth, P.E.
Key West Office Manager

For CITY OF KEY WEST

By: Jim Scholl
Jim Scholl
City Manager

Dated the 18th day of NOV, 2009

ATTEST: Angela Bodille

TASK ORDER 3-10

ENGINEERING SERVICES FOR THE CONSTRUCTION OF THE WHITE STREET PUMP ASSISTED STORMWATER DRAINAGE WELLS

SCOPE OF SERVICES

Project Description

In order to proactively address areas of local flooding and near shore water quality the City has developed a Long Range Storm Water Utility Plan. The plan includes installation of drainage well systems and sediment control structures. The City has also adopted a Storm Water Utility Ordinance and Rate Structure to alleviate the cost of implementing new projects and maintaining storm water systems.

Near shore water quality improvements and minimizing the number of beach closures continues to be a priority to the community. The City must demonstrate that they are committed and ready to construct additional drainage improvements to obtain the greatest amount of state and federal grant funds. This means that to be "shovel-ready," design documents must be developed.

In 2001 CH2M HILL designed four pump assisted stormwater stations for the City. During 2003 two of the pump assisted stations were constructed (Patricia & Ashby and North Duval); additionally the drainage wells and catch basin system were constructed for the White Street project. As funding has become available the City would like to complete the construction of the White Street pump assisted project.

Under Task order 6-09 STM, the design documents were reviewed for current building and electrical code requirements as well as current permitting requirements due to the length of time that elapsed from the 2001 design. The ENGINEER also added to the 2001 documents, the design of a permanent stand by generator and a fail-open valve for a future emergency outfall connection, and eliminated the chemical feed system. The 2001 Contract Documents for this system were then updated to reflect:

- storm sewers that have already been constructed,
- modifications to existing facilities, and
- the additional facilities that were included

Task order 6-09 also included permitting and bid phase services.

This Amendment No. 1 will provide the CITY with limited construction phase services for the White Street Pump Assisted Stormwater Drainage Well Project.

Purpose

The CITY has requested that the ENGINEER provide limited construction phase services for the White Street Pump Assisted Stormwater Drainage Wells Project.

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 the amendment.

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 9 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 nine (9) meetings is assumed.
- At the request of the CITY, review up to thirty-six (36) shop drawings and other construction related submittals.
- At the request of the CITY, the ENGINEER will provide up to 48 hours to assist in the technical interpretations of the drawings, specifications, and contract documents, and evaluate requested deviations from the approved design or specifications.
- Conduct three (3) specialty inspections at the construction site.
- 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, two (2) two-day site visits assumed
- 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 occur in calendar year 2009-2010.
- Legal, easement, or plat survey or acquisitions will be the responsibility of CITY.
- 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 meeting 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 3-10 STM is shown on Attachment A entitled TASK ORDER NO 3-10 STM, COMPENSATION.

Attachment A
COMPENSATION

TASK ORDER 3-10 STM COMPENSATION

Construction Phase Services for the White Street Stormwater Pump Station

Task	Hours	Labor	Expenses	Total Cost
Task A - Construction Phase Services	772	\$96,174	\$7,950	\$104,124
Total	772	\$96,174	\$7,950	\$104,124

COMPENSATION BREAKDOWN

Task Order 3-10 STM

TASK NO.	TASK DESCRIPTION	HOURLY RATE	TOTAL HOURS	LABOR	EXPENSES	TOTAL COST
A	Construction Phase Services					
	Principal PM/Principal Technologist	\$ 177.00	180	\$31,860		\$31,860
	Senior Professional	\$ 153.00	98	\$14,994		\$14,994
	Project Professional	\$ 126.00	188	\$23,688		\$23,688
	Assoc Engineer	\$ 113.00	92	\$10,396		\$10,396
	Tech 5	\$ 106.00	62	\$6,572		\$6,572
	Clerical	\$ 57.00	152	\$8,664		\$8,664
	(6) - 2 Day site visits				\$7,200	\$7,200
	Printing/Reprographics/Shipping				\$750	\$750
Construction Phase SUBTOTAL			772	\$96,174	\$7,950	\$104,124
PROJECT TOTALS						
	TOTAL HOURS		772			
	TOTAL FEE ESTIMATE			\$96,174	\$7,950	\$104,124
TO 3-10 STM TOTAL			772	\$96,174	\$7,950	\$104,124