

## WORK ORDER E-12 PORTS

### ENGINEERING SERVICES FOR THE CONSTRUCTION PHASE ASSISTANCE FOR MAINTENANCE AND REPAIRS OF THE NAVY MOLE ELECTRICAL DISTRIBUTION SYSTEM

This WORK ORDER E-12 PORTS 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 Engineers, 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 WORK ORDER E-12 PORTS "SCOPE OF SERVICES." The "Scope of Services" defines the work effort anticipated for the Work 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 Work 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 Work Order, at which time the Work Order will expire.

C. COMPENSATION

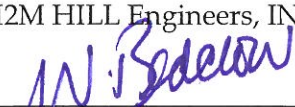
Compensation for the labor and all expenses of WORK ORDER E-12 PORTS, Task A will be on a Cost Reimbursable-Per Diem basis as stipulated in Article 2, Paragraph 2.2 of the AGREEMENT. The estimated compensation is shown on the attached statement entitled WORK ORDER E-12 PORTS COMPENSATION.

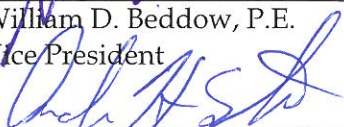
D. ACCEPTANCE

By signature, the parties each accept the provisions of this WORK ORDER E-12 PORTS, 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 Engineers, INC.


By: \_\_\_\_\_

  
William D. Beddow, P.E.  
Vice President

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

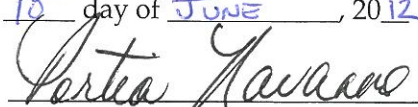
For CITY OF KEY WEST

By: \_\_\_\_\_

  
Jim Scholl  
City Manager

Dated the 18<sup>TH</sup> day of JUNE, 2012

ATTEST: \_\_\_\_\_

  
Patricia Navarro



# **WORK ORDER E-12 PORTS**

## **ENGINEERING SERVICES FOR THE CONSTRUCTION PHASE ASSISTANCE FOR MAINTENANCE AND REPAIRS OF THE NAVY MOLE ELECTRICAL DISTRIBUTION SERVICES**

### **SCOPE OF SERVICES**

#### **Project Description**

The City of Key West (CITY) is working with the Navy to repair the existing electrical services on at the Mole Pier. The Navy has performed a visual inspection of the four (4) existing 13.8 kV to 480 V unit substations with corresponding switchgear that are used to provide shore power to ships berthed at the Mole Pier. The report identified that all electrical equipment is showing signs of significant deterioration due to the high salt environment. This equipment is further described in the design drawings (Exhibit A) navy drawings contract number N62427-03-C-0154 sheets E-1 through E-20A and as further described in field report dated February 2012 (Exhibit B)

The Navy is scheduling the arrival of a large number of Navy vessels planned to be berthed at the Mole Pier in September of this year. The Navy, in conjunction with the CITY has a mutual goal of making the required maintenance, repair and/or replacement to the existing equipment prior to the vessels arriving.

Due to the accelerated schedule and limited time to accomplish the repairs, the CITY has requested that the ENGINEER provide the services required to prepare a "statement of work" that will be utilized by the CITY and Navy to bid and construct the improvements.

This Work Order E-12 PORTS, will be to assist the City during the construction of the Navy Mole Distribution System maintenance and repairs.

#### **Purpose**

The CITY has requested that the ENGINEER provide construction phase assistance services for the Mole Pier Electrical System maintenance and repairs.

#### **Scope of Services**

The scope of services provided below addresses the anticipated services to be completed during the construction of the project.

- Attendance at Pre-construction meeting
- Attendance at selected progress meeting.
- Limited assistance of submittal and RFI reviews
- Assistance with final reporting

## **Task A –Construction Phase Assistance**

The ENGINEER will perform limited construction phase services listed in this Work Order for a construction period that is estimated to be 6 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 attend one pre-construction meeting.
- At the request of the CITY, the ENGINEER will attend one (1) monthly progress meetings.
- At the request of the CITY, review up to two (2) shop drawings and other construction related submittals.
- At the request of the CITY, the ENGINEER will provide up to 8 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 one (1) specialty inspections at the construction site.
- The ENGINEER will provide a final completion report, including review of the testing and commissioning reports, review of final inspection punch list and verification that construction was completed in conformance with specifications and plans.

### **Deliverables**

- Two (2) copies each shop drawing review comment sheet
- Two (2) copies each Request for Information response
- Two (2) copies of final completion report and electronic copy.

## **Assumptions**

The following assumptions were used in the development of this Work Order

- Construction will be completed in calendar year 2012.
- The construction services will be provided for a single construction contract.
- No permits are required for the proposed work. Any local permits required will be obtained by awarded construction contractor.
- No work will be completed on the existing water and sewer utilities.
- Meetings will be held in Key West and attended by up to two (2) consultant's staff, additional consultants staff may attend via conference call.
- The City will coordinate and assist in all Navy involvement and Engineers site visits.
- The CITY/Navy will be responsible for full-time resident observation.
- The City/Navy will provide copies of approved submittals and RFIs as appropriate.

- The City/Navy will perform substantial and final completion inspections of the project.
- The City/Navy will prepare record drawings based on mark-ups from the CONTRACTOR.
- CH2M HILL is only responsible for the safety of CH2M HILL employees.
- CH2M HILL's observation of the work is not an exhaustive observation or inspection of work performed by the Contractor. CH2M HILL does not guarantee the performance of the construction Contractor and shall not be responsible for the Contractor's failure to perform its work in accordance with the contract documents or any applicable laws, codes, rules or regulations.
- 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:

- 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
- The CITY/Navy 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:

- Re-bidding any, or all, portions of this project including preparation of changes to the project because of causes external to performance of detailed design, such as changes in bid climate, equipment and material costs
- Resident observation, providing a full-time resident on-site during construction
- Additional construction phase service not included in this scope

## **Compensation**

The estimated compensation for WORK ORDER E-12 PORTS is shown on Attachment A entitled WORK ORDER E-12 PORTS, COMPENSATION.

Attachment A  
WORK ORDER E-12 PORTS COMPENSATION

**WORK ORDER E-12 PORTS COMPENSATION**

**ENGINEERING SERVICES FOR THE CONSTRUCTION PHASE ASSISTANCE FOR MAINTENANCE  
AND REPAIRS OF THE NAVY MOLE ELECTRICAL DISTRIBUTION SYSTEMDISTRIBUTION  
SYSTEM**

<b>Task</b>	<b>Hours</b>	<b>Labor</b>	<b>Expenses</b>	<b>Total Cost</b>
Task A - Construction Phase Services	114	\$16,540	\$3,400	\$19,940
<b>Total</b>	<b>114</b>	<b>\$16,540</b>	<b>\$3,400</b>	<b>\$19,940</b>

<b>COMPENSATION BREAKDOWN</b>						
<b>Work Order E-12 PORTS</b>						
<b>TASK NO.</b>	<b>TASK DESCRIPTION</b>	<b>HOURLY RATE</b>	<b>TOTAL HOURS</b>	<b>LABOR</b>	<b>EXPENSES</b>	<b>TOTAL COST</b>
<b>A</b>	<b>Construction Phase Services</b>					
	Principal PM/Principal Technologist	\$172.00	18	\$3,096		\$3,096
	Senior Technologist/Senior PM	\$158.00	54	\$8,532		\$8,532
	Senior Professional	\$148.00	26	\$3,848		\$3,848
	Tech 4	\$ 93.00	4	\$372		\$372
	Specification Processor	\$ 84.00	0	\$0		\$0
	Senior Project Assistant	\$ 63.00	4	\$252		\$252
	Clerical	\$ 55.00	8	\$440		\$440
	(3) - 2 Day trip to KWF				\$3,000	\$3,000
	Printing/Reprographics/Shipping				\$400	\$400
<b>Construction Phase Services SUBTOTAL</b>			<b>114</b>	<b>\$16,540</b>	<b>\$3,400</b>	<b>\$19,940</b>
<b>PROJECT TOTALS</b>						
	TOTAL HOURS		114			
	TOTAL FEE ESTIMATE			\$16,540	\$3,400	\$19,940
<b>WO E-12 PORTS TOTAL</b>			<b>114</b>	<b>\$16,540</b>	<b>\$3,400</b>	<b>\$19,940</b>