

RESOLUTION NO. 09-181

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, APPROVING TASK ORDER 09-07 FROM PEREZ ENGINEERING TO DESIGN DRAINAGE IMPROVEMENTS FOR 10 INTERSECTIONS IN THE AMOUNT OF \$219,925; PROVIDING FOR AN EFFECTIVE DATE

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

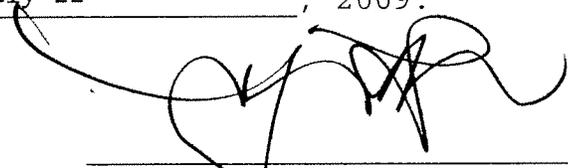
Section 1: That the attached Task Order 09-07 to Perez Engineering and Development, Inc. for engineering services in an amount not to exceed \$219,925.00 is hereby approved.

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 21st day of July, 2009.

Authenticated by the presiding officer and Clerk of the Commission on July 22, 2009.

Filed with the Clerk July 22, 2009.



MORGAN MCPHERSON, 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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EXECUTIVE SUMMARY

TO: Jim Scholl, City Manager
E. David Fernandez, Asst. City Manager

FROM: Gary W. Bowman, General Services Director

DATE: June 19, 2009

SUBJECT: **Approving Task Order 09-07 from Perez Engineering to Design Drainage Improvements for 10 Intersections in the Amount of \$219,925.00**

ACTION STATEMENT:

This resolution will approve Task Order 09-07 for Perez Engineering in the amount of \$219,925.00 for Stormwater Injection Well and Drainage Improvements at the following locations:

1. Intersection of Emma Street and Truman Avenue
2. Intersection of Florida Street and Newton Street
3. Intersection of Washington Street and William Street
4. Intersection of Margaret St. & Eaton St.
5. Intersection of 2nd Ave. & Staples Ave.
6. Intersection of Caroline St. & Elizabeth St.
7. Intersection of Harriett Ave. & 15th St.
8. Intersection of Von Phister St. & George St.
9. Intersection of Von Phister St. and Ashby St.
10. Intersection of William St. and Catherine St./Louisa St.

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 Perez Engineering approved by Resolution # 07-332.

BACKGROUND:

The City developed a Long Range Storm Water Utility Plan to address areas of local flooding, standing water (puddling), and flood control measures. 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. The City has prioritized the need for additional wells and is ready to proceed with the design and construction of additional gravity injection wells. The design and construction of these additional wells shall be compatible with the City's planned Long Range Storm Water Utility Plan.

Nearshore water quality improvements and minimizing the number of beach closures continues to be a priority. This project is expected to reduce discharges from nearshore stormwater outfalls and greatly reduce the amount of sediment discharged from the City's storm system into the nearshore waters, providing treatment to the stormwater prior to discharge.

PURPOSE & JUSTIFICATION:

The anticipated environmental results include reducing potential health risks to beach bathers by eliminating or reducing stormwater discharges to nearshore waters which may carry bacterial contamination. The project is also expected to aid in the protection of the aquatic resources in the nearshore waters by eliminating or reducing stormwater discharges that contain nutrients, metals, hydro-carbons, and other stormwater pollutants.

The City must demonstrate they are committed to implement and ready to construct additional drainage improvements in order to obtain the greatest amount of state and federal grant funds. This task order includes the following components pertaining to the construction of ten (10) gravity injection wells and associated grading and sidewalk improvements:

- Project management,
- Land surveying,
- FDEP permitting services, and
- Final construction plans and specifications.

OPTIONS:

1. The additional resources provided by Perez Engineering & Development, Inc. shall assist the City with implementing this storm water project on an accelerated basis. This gives the City the best opportunity to capture as much grant money as possible.
2. The City could choose not to use the additional resources and most likely delay implementation of the storm water plan. Failure to begin this project will lead to prolonged and more frequent beach closures, continued flooding problems, and could cause the City to lose future funding. The City does not currently have the staffing available to complete the design of this project in a timely manner.

FINANCIAL IMPACT:

The fees for this task order total \$219,925 and will be funded through stormwater budget line item 402-3802-538-65. Funds are available to accommodate this task order.

The Army Corps of Engineers will reimburse the City for 65% of the cost of this project (\$142,951.25) through federal funding that was expedited through the stimulus legislation. The City will pay the remaining \$76,973.75

RECOMMENDATION:

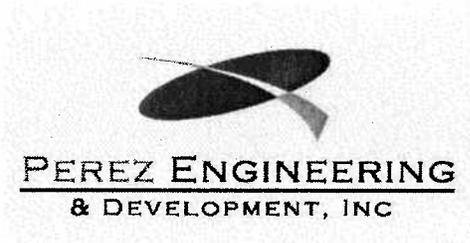
The staff recommends that the City Commission choose option # 1, the approval of Perez Engineering & Development task order 09-07 in the amount of \$219,925 for the design of 10 stormwater gravity injection wells.

PROPOSAL FOR PROFESSIONAL SERVICES

Task Order 09-07
Engineering Design and Technical Services
Stormwater Injection Well Drainage Improvements

Prepared for
City of Key West Utilities Department

June 16, 2009



1010 Kennedy Drive, Suite 400
Key West, Florida 33040
305-293-9440

BACKGROUND AND OBJECTIVES

The City developed a Long Range Storm Water Utility Plan to address areas of local flooding, standing water (puddling), and flood control measures. 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. The City has prioritized the need for additional wells and is ready to proceed with the design and construction of additional gravity injection wells. The design and construction of these additional wells shall be compatible with the City's planned Long Range Storm Water Utility Plan.

Near shore water quality improvements and minimizing the number of beach closures continues to be a priority. The City must demonstrate they are committed to implement and ready to construct additional drainage improvements in order to obtain the greatest amount of state and federal grant funds. This task order includes the following components pertaining to the drainage improvements including construction storm sewer, storm inlets, and gravity injection wells:

- Project management,
- Land surveying,
- FDEP permitting services, and
- Final construction plans and specifications.

The following is a list of locations for the proposed drainage improvements:

1. Intersection of Emma Street and Truman Avenue
2. Intersection of Florida Street and Newton Street
3. Intersection of Washington Street and William Street
4. Intersection of Margaret & Eaton
5. Intersection of 2nd & Staples
6. Intersection of Caroline & Elizabeth
7. Intersection of Harriett & 15th
8. Intersection of Von Phister & George
9. Intersection of Von Phister and Ashby
10. Intersection of William and Catherine/Louisa

SCOPE OF WORK

TASK 1 – SITE EVALUATION, DATA COLLECTION AND SURVEY

- 1.1 Collect and review available as-built documents and drainage basin data describing the existing land use, drainage facilities, topography, utility atlas maps and utility record drawings and from the City and County. In addition, we shall collect and review recent well development and pumping test data for existing gravity injection wells within the City, if available.

- 1.2 Perform project area inspection to determine City drainage sub-basins and confirm existing physical conditions pertaining to current stormwater drainage elements, patterns and characteristics.
- 1.3 Prepare a detailed topographic survey of each intersection/location. The surveys shall extend a minimum of 100 feet beyond each intersection/location.

TASK 2 – PRELIMINARY DESIGN

- 2.1 Prepare Preliminary Design documents consisting of final design criteria, preliminary drawings, outline specifications and written descriptions of the Project.
- 2.2 These drawings shall consist of a cover sheet, overall site plan/key map, intersection site plans, and details. The drawings shall also depict any required ADA sidewalk improvements. These drawings will be of presentation quality intended to reflect the final product.
- 2.3 Prepare a preliminary estimate of construction costs based on current area, volume or other unit costs, which shall be updated throughout the design development phase.
- 2.4 Prepare a development schedule, which shall include, but shall not be limited to, the review and approval times by all governmental agencies as may be required.
- 2.5 Make available all design calculations and associated data.
- 2.6 Furnish five (5) copies of the Preliminary Design documents and present and review them with the City.
- 2.7 Upon receipt of complete written comments from all applicable CITY departments, we shall address the comments, provide the necessary revisions and prepare final drawings.

TASK 3 – FINAL DESIGN AND PERMITTING

- 3.1 Prepare construction documents which shall include but not be limited to drawings and technical specifications, general and supplementary conditions, bid forms, invitations to bid, instructions to bidders, with technical criteria, descriptions and design data necessary for permitting by governmental authorities, and shall include any further adjustments in the scope or quality of the project or in the construction budget authorized by the City.
- 3.2 Prepare and submit the FDEP permit applications, drawings, and calculations for Class V Injection Wells to FDEP for approval. (The City is responsible for permit fees and advertisements costs.)
- 3.3 Prepare a detailed opinion of probable cost which shall be reviewed by the City prior to going out for bids.

- 3.4 Use front end bid documents provided by the City including bidding forms, conditions of the contract, and form of AGREEMENT between the City and CONTRACTOR.
- 3.5 Make available all design calculations and associated Data.
- 3.6 Furnish five (5) copies of the 95% Complete Design documents and present and review them with the City for final comments and revisions.
- 3.7 Provide 100% complete contract documents for bidding purposes (hardcopies and electronic format).

TASK 4 – BID PHASE SERVICES

- 4.1 We shall assist the CLIENT in obtaining bids or negotiated proposals, assist in awarding and preparing contracts for construction, attend pre-bid conferences, and prepare addenda.
- 4.2 We shall issue addenda as appropriate to interpret, clarify or expand the Bidding Documents.
- 4.3 We shall consult with and advise the CLIENT as to the acceptability of subcontractors, suppliers and other persons and organizations proposed by the prime contractor(s) (herein called CONTRACTOR(S)) for those portions of the work as to which such acceptability is required by the Bidding Documents.

TASK 5 – CONSTRUCTION PHASE SERVICES

- 5.1 Shop Drawing Review – We shall review sets of shop drawings supplied by Contractor for conformance with the engineering design concept of the project and information given in the contract documents. Review of any shop drawing is limited to general design concepts and general compliance with the information in the construction plans and specifications.
- 5.2 Limited Construction Observation – We shall provide limited construction observation services as shown below:
 - We shall provide project representation by staff to inspect water, sanitary sewer, and storm sewer in order to provide construction observation to determine, in general, if it is proceeding in accordance with the contract documents and permit conditions. Project representation in the field shall be as required in order to complete agency certifications.
 - We shall conduct at least one (1) walk through at the end of construction to determine if the project is substantially complete and one (1) final construction observation visit to determine if the project

has been completed in substantial accordance with the contract documents and permit conditions.

- Our representatives will attend the appropriate utility system tests (water main pressure test), as required to make engineering certifications to appropriate governmental agencies.

5.3 Record Drawings – We shall prepare record drawings based on “as-built” drawings to be provided to the engineer by the contractor. The “as-built” drawings must be signed and sealed by a Professional Land Surveyor registered in the State of Florida. The contractor shall also provide the ACAD files of the survey for our use in development of the record drawings. The record drawings prepared by us shall be submitted to the Client and to the applicable municipal/regulatory agencies.

5.4 Final Certifications - If, after the final construction observation visit, it is determined that the project has been completed in substantial accordance with the contract documents and permit conditions, we shall provide final certifications to FDEP and all other applicable governmental agencies for acceptance of the site work.

TASK 6 - COORDINATION AND MEETINGS

This task shall include, but not be limited to the following activities:

- 6.1 Kick-off meeting between PE&D team and key staff of Depts. of Utilities and Engineering
- 6.2 Document completion review meetings with Engineering and Utilities Departments staff @ each subtask completion
- 6.3 Meetings to collect pertinent data from other consultants and the City
- 6.4 Meetings to assist City in conveying progress completion of project

DELIVERABLES

1. Minutes of PE&D team and City meetings to all participants and designees
2. Task 2 Preliminary Design / Const. Drawings & Specifications (5 copies)
3. Task 3 Final Design / Const. Drawings & Specifications (5 copies)
4. Final Construction Bid documents (10 copies)

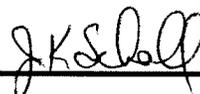
ASSUMPTIONS

1. City will furnish all pertinent documents and site specific data in its possession regarding the project area in a timely matter, including basin lines, topographic maps, storm sewer system maps, and related information to infiltration studies that were conducted within the drainage basin for existing and proposed wells.
2. City will bring to attention in a timely matter other consultants under contract having information pertinent to PE&D scope of work and complete its review of draft/progress deliverables in a timely manner.

COMPENSATION

The proposed total lump sum fee compensation for this scope of work is **\$219,925**. A summary of compensation per task is shown on the attached worksheet.

Task 1 – Site Evaluation, Data Collection, and Survey	\$44,000
Task 2 – Preliminary Design	\$39,825
Task 3 – Final Design and Permitting	\$92,100
Task 4 – Bid Phase Services	\$ 4,500
Task 5 – Construction Phase Services	\$33,000
Task 6 - Coordination and Meetings	<u>\$ 6,500</u>
Total	\$219,925



Jim Scholl
City Manager

Date



Allen E. Perez, P.E.
President

Date