

Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458

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D. Albrey Arrington, Ph.D., Executive Director



MEMORANDUM

TO: D. ALBREY ARRINGTON, Ph.D.
Executive Director

FROM: CLINTON R. YERKES
Deputy Executive Director

DATE: MARCH 7, 2016

SUBJECT: 16" SEWER BRIDGE CROSSING (Alt. A1A)
On-Bridge Engineering Services Contract

Over the past several months District staff has been working with Mathews Consulting, Inc. to evaluate options for replacing the existing 24" sub-aqueous force main crossing the Loxahatchee River west of the FEC railroad bridge. One of the Alternates being evaluated was the ability to hang a new force main on the Alt. A1A (Damon) bridge.

During recent conversations it was found that the Town of Jupiter was designing a replacement water main on the same bridge. The design engineer for the Town's work is Hazen & Sawyer. The Town has agreed to an Interlocal Agreement to construct our mutual facilities under 1 contract administered by Hazen & Sawyer Engineers.

Hazen has prepared an Engineering Services scope, specific to our requirements that will catch us up to the Town's schedule. The project requires one engineer, due to the design of hangars that will be used to carry the pipes. Upon completion of the design this project will be carried out by the Town under an Interlocal Agreement.

The proposed Task Order No. 26 has been reviewed by District staff and is complete through the bidding phase of the project.

The following motion is suggested for approval:

"THAT THE DISTRICT GOVERNING BOARD authorize award of contract to Hazen & Sawyer for Task Order No. 26, Damon Bridge 16" Sewer Pipeline, in the amount of \$47,900.00, in accordance with their proposal dated March 4, 2016."

Should you have any questions, please contact me.

V://cip/proj/Alt A1A Bridge FM/Engineer/Board Awrd mmo

Stephen B. Rockoff
Board Member

Dr. Matt H. Rostock
Board Member

Gordon M. Boggie
Chairman

Harvey M. Silverman
Board Member

James D. Snyder
Board Member

TASK ORDER No. 26

Loxahatchee River District – 16-inch Sewer Bridge Crossing

Damon Bridge Sewer Pipeline

Date: March 4, 2016

PREAMBLE

The Loxahatchee River District (hereinafter LRD) has requested that Hazen and Sawyer, P.C. (Hazen), provide engineering services for design and permitting of a 16-inch sewer pipeline to be installed on the Alternate A1A Bridge known as the "Damon Bridge". This project is being implemented under the continuing services contract at this time since the Town of Jupiter (Town) is in the process of replacement of an existing water main on this bridge which would facilitate permitting and construction. The project will be coordinated with the Town's project that consists of replacement of an existing 20-inch diameter water main with a new 12-inch water main. It is assumed that the water main pipeline and sewer pipeline will be bid as separate items under one contract. It is further assumed that the sewer pipeline will be extended less than 50 feet from both ends of the bridge and capped for future connection by the LRD.

SCOPE OF SERVICES

TASK 1 – Design and Permitting

Design piping system and supports for the 16-inch sewer pipeline. Design calculations will support permit requirements to validate structural loads to the existing bridge. Applicable permit applications will be modified to accommodate inclusion of the 16-inch sewer pipeline. For the purpose of this task order, it is assumed that no additional surveying will be required as the sewer pipeline will be terminated within the limits of the existing survey. Permits included in this task order are shown below:

- Prepare and submit for a Florida Department of Transportation (FDOT) Utility Permit
- Prepare and submit Florida Department of Environmental Protection (FDEP) Request for Verification of Environmental Resource Permit (ERP) Exemption Application and supporting documents
- Prepare and submit for a Town of Jupiter Engineering Department permit (two sets of signed and sealed plans and supporting documentation)
- Prepare and submit Army Corps of Engineers (COE) General Permit

It is assumed that no other permits (other than those obtained by the Contractor) will be necessary for the completion of this work. Permitting services relative to permits not listed above are not anticipated, and if required would be added as an amendment to this task order.

Prepare responses to request for additional information (RAI). It is recognized by LRD that neither LRD nor Hazen can control the number of RAIs issued. This scope of work assumes that up to two (2) requests for additional information may be required prior to acceptance. Again, due to the uncertainties surrounding today's regulatory environment, it is difficult to predict issues that may arise as a result of the above submittal. Additional costs may be incurred should permitting agencies request information beyond that which is assumed.

Task 1 Deliverables

1. Draft copy of FDOT Utility Permit
2. Draft copy of FDEP ERP
3. Draft copy of Town permit
4. Draft copy of COE permit
5. Draft copy of FDEP permit
6. Final copy of FDOT Utility Permit
7. Final copy of FDEP ERP
8. Final copy of Town permit
9. Final copy of COE permit
10. Final copy of FDEP permit
11. Responses as applicable for each of the above

TASK 2 – Contract Documents

Prepare contract documents consisting of technical specifications and engineering drawings for installation of a 16-inch sewer line. Contract documents for the water main project will be modified to include the 16-inch sewer line with air release valve discharge line to the mainland. It is assumed that the projects will be bid as a single project with the sewer main listed as a separate bid item. Town of Jupiter front end documents will be used.

Review of the contract documents will be coordinated with the Town's review process. A set of draft contract documents will be submitted to the LRD for review at the 100% complete phase. A review meeting will be held within two weeks of submittal of the 100% complete documents to discuss comments. Hazen will prepare and distribute meeting minutes from the review meeting. Written comments received during the review meeting will be incorporated into the final bid set documents. The final bid set documents will be submitted within approximately two weeks of receipt of written comments (two hard copies and one PDF copy).

Prepare a construction cost estimate at the 100% complete (bid ready) stage. Also prepare a preliminary construction schedule.

Task 2 Deliverables

1. Draft copy of 100% complete contract documents
2. Review meeting minutes
3. Final bid set copy of contract documents
4. Construction cost estimate at 100% complete phase
5. Preliminary construction schedule at 100% complete phase

TASK 3 – Bidding Assistance

Assist with procurement of qualified and licensed contractor for said work. Services to be provided include:

- Participation in a pre-bid conference with prospective bidders
- Preparation of meeting minutes of the issues discussed. Minutes from the pre-bid meeting will be prepared and included in the bid set
- Preparation of timely responses to the inquiries of prospective bidders by preparing addenda to interpret and clarify the bidding documents
- Provide LRD with copies of files of the addenda documents

- Coordinate with Town and LRD during bid opening and determine the responsiveness of the bidders

Upon receipt of bids, Hazen will review bids for completeness. A letter will then be prepared and submitted to the Town and LRD with bid tabulation, evaluation of qualifications and bid completeness, and a recommendation for award to the most responsive bidder. This scope of services includes no allowance for assistance to the LRD in the event of a bid protest. It is assumed that the Town will prepare contract documents for execution.

Task 3 Deliverables

1. Meeting minutes from pre-bid meeting
2. Copies of clarification / addenda
3. Bid review letter
4. Conformed set of contract documents

ASSUMPTIONS:

The following is a list of additional assumptions not previously mentioned:

1. LRD will provide any available existing site information
2. Permit fees will be shared by LRD and Town, as applicable
3. LRD will coordinate with Town for pro-rated cost distribution related to mobilization and demobilization
4. Town of Jupiter standard front ends will be used
5. Town's implementation schedule will be modified to incorporate permitting, design and construction of the 16-inch sewer pipe
6. Said work will be coordinated with Mathews Consulting for location, materials and connections

COMPENSATION

The compensation for engineering services provided under this work order shall be on a lump sum basis for a total amount of \$47,900. A cost breakdown by task for engineering services described in this task order follows:

DESCRIPTION	FEE
Task 1 – Design and Permitting	\$28,900.00
Task 2 – Contract Documents	\$16,300.00
Task 3 – Bidding Assistance	\$2,700.00
Total Project Costs	\$47,900.00

SCHEDULE

The duration of major work tasks are summarized below:

DESCRIPTION	ESTIMATED TIME FROM NTP
Task 1 – Design and Permitting	14 weeks
Task 2 – Contract Documents	14 weeks
Task 3 – Bidding Assistance	20 weeks
Total Project Duration	20 weeks

NTP = Notice to proceed