

4. Contract: Lift Station Permanent Bypass Pump Installations, Task Order 24-09-WT (against Master Agreement 36-0-2020) – Utilities Department (Wade Trim - \$113,635).



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Suzanne Sherman, City Manager

THRU: Thomas Marinelli, Acting Utilities Director

DATE: May 16, 2024

RE: Contract: Lift Station Permanent Bypass Pump Installations - Task Order 24-09-WT – Utilities Department (Wade Trim, \$113,635)

SUMMARY:

The Utilities Department has budgeted for the installation of permanent bypass pumps at various lift stations. The purpose of the bypass pumps is to protect the surrounding area from illicit discharges, if the lift station were to fail. The work under this task order will include the design and permitting services for the installation of bypass pumps at three (3) lift stations.

The three lift stations included in this task order are:

LS 44: 3310 Dixie Highway NE, Palm Bay, FL 32905

LS 46: 1369 Worth Ct. NE, Palm Bay FL 32905

LS 51: 3107 Bay Blvd. NE, Palm Bay, FL 32905

Wade Trim has submitted Task Order 24-09-WT, Lift Station Permanent Bypass Pump Installations for this project. Staff has reviewed the scope of work and requests Council approval to proceed with Task Order 24-09-WT in the amount of \$113,635.

In accordance with the provisions of Section 287.055, Florida Statutes for Consultants Competitive Negotiation Act (CCNA), the Procurement Department solicited and accepted qualification submittals under RFQ 36-0-2020/JG, from firms to provide continuing consulting services for water and wastewater engineering services for the Utilities Department. On July 2, 2020 Council approved the award of RFQ 36-0-2020/JG to two firms (Infrastructure Solutions Services and Wade Trim) and authorized City staff to negotiate Master Consultant Agreements. On August 7, 2020 a Master Agreement was executed with ISS. Task Order 24-09-IS is in accordance with the Master Agreement.

Honorable Mayor and Members of the City Council

Legislative Memorandum

Page | 2

REQUESTING DEPARTMENTS:

Utilities

Procurement

FISCAL IMPACT:

The total amount \$113,635. Funding is available in the Utilities Department's Renewal/Replacement Fund 424-8032-535-6327, project 22WS05.

STAFF RECOMMENDATION:

Motion to authorize the execution of Wade Trim Task Order 24-09-WT for Lift Station Permanent Bypass Pump Installations, against Master Agreement 36-0-2020.

ATTACHMENTS:

1. Task Order 24-09-WT

CITY OF PALM BAY, FL

Lift Station Permanent Bypass Pump Installations

In accordance with City's Master Agreement 36-0-2020 Dated July 28, 2020

May 8, 2024

TASK ORDER NO. 24-09-WT

SECTION I: PROJECT BACKGROUND AND INFORMATION

The City of Palm Bay (City) currently uses portable diesel pumps to provide back-up pumping for most lift stations. The City has identified critical lift stations to install permanent diesel bypass pumps to improve system reliability.

A new self-priming, diesel driven pump (Goodwin Pump, Thompson Pump, Power Prime, or equal) will be evaluated and designed to pump wastewater flow under station failure. Each station will be evaluated to determine if the pump will also be capable of supplementing the existing submerged pumps during high flows.

The project at each station will include a pad-mounted float-controlled diesel pump with integrated fuel tank, a dedicated pump suction pipe run above grade and cored down through the wet well top slab, and above-grade discharge piping with check and isolation valves that connects to the below-grade discharge pipe. The work will be limited to the existing City property and right of way, no easement acquisition or property acquisition is anticipated.

The design includes limited I&C design to provide run status, temperature, and fuel level of the diesel pumps to the existing panels at the lift stations. Design or modification of RTUs is not included in this design. No electrical modifications are included in this design.

The three lift stations will be designed in one bid and permitting package.

The three lift stations included in this task order are:

- LS 44: 3310 Dixie Highway NE, Palm Bay, FL 32905
- LS 46: 1369 Worth Ct. NE, Palm Bay FL 32905
- LS 51: 3107 Bay Blvd. NE, Palm Bay, FL 32905

SECTION II: SCOPE OF WORK

Wade Trim agrees to perform the following tasks to complete the design:

Task 1 – Kick-Off and Field Investigation

- a) **Kick-Off Meeting:** Wade Trim will conduct a kick-off meeting with the City following receipt of Notice to Proceed to establish lines of communication, the City's definition of success, and establish expectations of the project. The meeting will be held at Wade Trim's office at 3790 Dixie Highway NE and will include verification of scope of work, a walk-through of all three sites, discussion with City staff, and taking field measurements. Wade Trim will provide an agenda and supporting documents via email. Meeting minutes will be distributed electronically by Wade Trim.
- b) **Record Drawing Review:** Wade Trim will review record drawings for the existing lift stations provided by the City. These drawings will serve as the basis for the design.
- c) **Survey:** Wade Trim will perform a survey of the three stations to confirm critical dimensions and elevations in the record drawings.
- d) **Pump Calculations:** Review the service area to determine the design flow for the station. Review historical water use and pump run time data to confirm the design flow. Estimate the system curve based on model information available to determine the design discharge head required.

Task 2 – 60% Design Documents

- a) **60% Design Drawings:** Wade Trim will develop design drawings to a 60% design level.
- b) **Specifications:** Wade Trim will develop technical specifications in a 60% Specifications submittal package.
- c) **Construction Cost Estimate:** Wade Trim will develop a Class III Engineer's Opinion of Probable Construction Cost (EOPCC).
- d) **Permitting:** Wade Trim will prepare a Draft FDEP permit application for construction a domestic wastewater collection/transmission system for review by the City.
- e) **60% Design Workshop:** Wade Trim will conduct a 60% design workshop to review the City's comments provided on the 60% submittal package. Meeting minutes will be recorded and submitted to the City for review. A list of comments from the City and those comments discussed at the workshop meeting will be generated to be incorporated into the following design and permit submittals.

Task 3 – 90% Design Documents

- a) **90% Design Drawings:** Wade Trim will progress the 60% design drawings to a 90% design level based on comments received from the City during the 60% plan review.

- b) **Specifications:** Wade Trim will revise specifications based on comments received from the City during the 60% specification review.
- c) **Construction Cost Estimate:** Wade Trim will update the EOPCC to reflect the changes from 30% design to 90% design.
- d) **Permitting:** Wade Trim will submit the FDEP application and respond to FDEP RAI as necessary to obtain the permit to construct. The City will be responsible for any fees associated with the permitting process.
- e) **90% Design Workshop:** Wade Trim will conduct a 90% design workshop to review the City's comments provided on the 90% submittal package. Meeting minutes will be recorded and submitted to the City for review. A list of comments from the City and those comments discussed at the workshop meeting will be generated to be incorporated into the following design submittal.

Task 4 – Final Design Documents

- a) **Final Design Drawings:** Wade Trim will progress the 90% design drawings to a final design level based on comments received by the City during the 90% plan review.
- b) **Specifications:** Wade Trim will compile the specifications based on the 90% Specification comments and any specifications deemed necessary to construct the project in a Final Specifications submittal package.
- c) **Construction Cost Estimate:** Wade Trim will finalize the EOPCC to reflect the changes from 90% design to final design.
- d) **Bid Drawings and Specifications:** Wade Trim will provide final signed and sealed design drawings and specifications for bid purposes.

Bid phase services, including conformed documents would be prepared as part of a future engineering services during construction task.

SECTION III: PROJECT REPRESENTATIVES

City of Palm Bay Utilities: Thomas Marinelli
321-952-3410
thomas.marinelli@palmbayflorida.org

Wade Trim: Michael Demko, PE
321-249-2147
mdemko@wadetrim.com

SECTION IV: PERMITTING

An FDEP construction of a domestic wastewater collection/transmission system permit is required. No other permits are anticipated. Wade Trim will assist in permitting as described in Section II.

SECTION V: CITY'S RESPONSIBILITY

The City is responsible for, but not limited to, the following in order to complete the design:

- Provide service area boundaries for each lift station
- Provide site access to the three sites
- Provide any public relations necessary
- Provide the following information for each site:
 - Record Drawings
 - Pump Data
 - Design Flow Requirements
 - Pump Discharge Pressure

SECTION VI: DELIVERABLES

It is anticipated that the following design drawing sheets will be provided at the deliverable stages listed below.

Sheet Name	60%	90%	Final
G-1 Cover	X	X	X
G-2 General Notes	X	X	X
C-1 Civil General Notes	X	X	X
C-2 LS 44 - Existing Site Layout	X	X	X
C-3 LS 44 - Proposed Site Layout	X	X	X
C-4 LS 44 - Civil Details	X	X	X
C-5 LS 46 - Existing Site Layout	X	X	X
C-6 LS 46 - Proposed Site Layout	X	X	X
C-7 LS 46 - Civil Details	X	X	X
C-8 LS 51 - Existing Site Layout	X	X	X
C-9 LS 51 - Proposed Site Layout	X	X	X
C-10 LS 51 - Civil Details	X	X	X
S-1 Structural Details	X	X	X
P-1 Process General Notes	X	X	X
P-2 Typical Details	X	X	X
P-3 LS 44 - Process Plan and Details	X	X	X
P-4 LS 44 - Pump Details	X	X	X
P-5 LS 46 - Process Plan and Details	X	X	X
P-6 LS 46 - Pump Details	X	X	X
P-7 LS 51 - Process Plan and Details	X	X	X
P-8 LS 51 - Pump Details	X	X	X
I-1 LS 44 – I&C General Notes, Legend, and Abbreviations	X	X	X
I-2 LS 44 - I&C Site Plan and Details		X	X
I-3 LS 46 - I&C General Notes, Legend, and Abbreviations	X	X	X
I-4 LS 46 - I&C Site Plan and Details		X	X
I-5 LS 51 - I&C General Notes, Legend, and Abbreviations	X	X	X
I-6 LS 51 - I&C Site Plan and Details		X	X

The following will be provided in electronic format (PDF):

Task 1 – Kick-Off and Field Investigation

- Kick-off Meeting Minutes

Task 2 – 60% Design Documents:

- 60% Engineering Plans
- 60% Technical Specifications
- 60% EOPCC
- Draft FDEP Application
- 60% Review Meeting Minutes

Task 3 – 90% Design Documents:

- 90% Engineering Plans
- 90% Technical Specifications
- Submit FDEP Application
- Responses to RAIs
- 90% Review Meeting Minutes

Task 4 – Final Design Documents:

- Final EOPCC
- Signed and Sealed Bid Plans
- Signed and Sealed Bid Specifications

SECTION VII: SCHEDULE

Milestone	Weeks	From
Kick-off Meeting	3	NTP
60% Submittal	20	Kick-off Meeting
90% Submittal	4	60% Review Meeting
Bid Set	7	90% Review Meeting

SECTION VIII: BASIS OF COMPENSATION

The fee for the scope of work described in Section II is a total lump sum fee of **\$113,635**. The City shall periodically compensate Wade Trim a portion of the total lump sum fee based on mutually agreed upon percentages of completion of each task. The following are the lump sum amounts broken down per task:

TASK	DESCRIPTION	FEE
1	Kick-Off and Field Investigation	\$ 17,705.00
2	60% Design Documents	\$ 60,420.00
3	90% Design Documents	\$ 22,180.00
4	Final Design Documents	\$ 13,330.00
	TOTAL	\$ 113,635.00

At the direction of the City, Wade Trim may be requested to provide additional services. These additional services will be billed at the standard hourly billing rates.

SECTION IX. ESTIMATED CONSTRUCTION COST

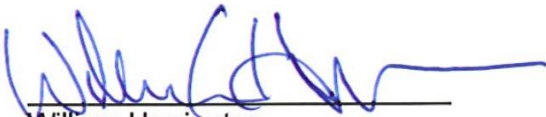
The estimated cost of construction for the project will be provide and updated with the deliverable milestones as noted above.

SECTION X: ACCEPTANCE

If the above scope and fees meet your approval, please indicate by your signature in the space provided below and return one signed copy which shall constitute an "Agreement and Notice to Proceed" for the accomplishment of this work. The Master Agreement 36-0-2020, dated July 28, 2020, supersedes the purchase order terms and conditions.

WADE TRIM, INC.

City of Palm Bay, Florida



William Harrington
Projects Directors

George Barber, CPPO, CPPB
Chief Procurement Officer

5/10/24

Date

Date



Project: Lift Statiopn Permanent Bypass Pumps
Client: PBUD
Prepared By: M Demko
Date: May 8, 2024

**Project Cost
Estimating Sheet**

TO# 24-09-WT

TASKS		Task 1 Kick-off & Survey	Task 2 60% Design	Task 3 90% Design	Task 4 Final Design	Task 5 ALOTT		HEOCDRTSO EI SCTT	
CLASSIFICATION	RATE	HOURS \$	HOURS \$	HOURS \$	HOURS \$	HOURS \$	HOURS \$	Subconsultants	
Principal/Associate	\$	2500.0 15	90	34	22		161	Aerial Photos	
		\$3,750.00	\$22,500.00	\$8,500.00	\$5,500.00	\$0.00	\$40,250.00	Soils Eng.	
Senior Technical Professional	\$	2250.0					0		
		\$00.0	\$00.0	\$00.0	\$00.0	\$00.0	\$00.0	Survey	\$ 40,250.0
Professional Engineer 2	\$	1500.0 55	160	40	25		280	Mechanical	
		\$8,250.00	\$24,000.00	\$6,000.00	\$3,750.00	\$0.00	\$42,000.00	Electrical	
Technician 6	\$	1200.0 14	116	64	34		228	Environmental	
		\$1,680.00	\$13,920.00	\$7,680.00	\$4,080.00	\$0.00	\$27,360.00	Stormwater Management	
	\$						0	Permitting	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Sub Total	\$4,025.00
	\$						0	Direct Cost	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	CADD	
	\$						0	Computers	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Equipment	
	\$						0	Photocopies	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Color Copies	
	\$						0	Graphics	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Computer	
	\$						0	Travel	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Scanner	
	\$						0	OCE Printer	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Sub Total	\$0.00
	\$						0	OTHER DIRECT COSTS TOTAL	\$4,025.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Labor Multiplier (=1 for billing rate schedule)	1.00
	\$						0		
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	TOTAL DIRECT LABOR	\$ 1095,100.0
	\$						0		
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	TOTAL COST	\$113,635.00
TOTAL		84	366	138	81	0	669		
		\$ \$	\$136,800.0	604,200.0	221,800.0	\$	133,300.0		

BUDGET \$ \$ \$177,050.0 604,200.0 221,800.0 \$ 133,300.0 -\$113,635.00