

7. Contract: Various structural rehabilitations, North Regional Water Treatment Plant – Task Order 24-07-WT – Utilities Department (Wade Trim, \$128,950).



## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Suzanne Sherman, City Manager

**THRU:** Thomas Marinelli, Acting Utilities Director; George Barber, Chief Procurement Officer

**DATE:** July 11, 2024

**RE:** Contract: NRWTP Various Structural Rehabilitations - Task Order 24-07-WT – Utilities Department (Wade Trim, \$128,950)

### **SUMMARY:**

The Utilities Department has budgeted for structural rehabilitations at the North Regional Water Treatment Plant (NRWTP) and the warehouse at the North Regional Wastewater Treatment Plant (NRWWTP). The areas to be rehabilitated include the NRWTP high service pump buildings, the well pump pad, and transfer pump room; and the NRWWTP warehouse loading dock.

Wade Trim has submitted Task Order 24-07-WT, NRWTP Various Structural Rehabilitations for design services for these rehabilitation projects. Staff has reviewed the scope of work and requests council approval to proceed with Task Order 24-07-WT in the amount of \$128,950.

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 (ISS and Wade Trim) and authorized City staff to negotiate Master Consultant Agreements. On July 28, 2020 a Master Agreement was executed with Wade Trim. Task Order 24-07-WT is in accordance with the Master Agreement.

### **REQUESTING DEPARTMENTS:**

Utilities  
Procurement

Honorable Mayor and Members of the City Council

Legislative Memorandum

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**FISCAL IMPACT:**

The total amount \$128,950. Funding is available in the Utilities Department's Renewal/Replacement Fund 424-8022-533-6221 project 24WS05, and 424-8040-536-6201 project 24WS12.

**STAFF RECOMMENDATION:**

Motion to authorize the execution of Wade Trim Task Order 24-07-WT for NRWTP Various Structural Rehabilitations, against Master Agreement 36-0-2020.

**ATTACHMENTS:**

1. Wade Trim Task Order 24-07-WT

**CITY OF PALM BAY, FL**

**NRWTP VARIOUS STRUCTURAL REHABILITATIONS**

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

**May 8, 2024**

**TASK ORDER NO. 24-07-WT  
CITY PROJECT NO. 24WS05 & 24WS12**

**SECTION I: BACKGROUND**

The City of Palm Bay (City) has requested the engineering services of Wade Trim to assist with rehabilitating various structures and yard piping at the North Regional Water Treatment Plant (NRWTP) defined below. The following items will be included within the scope of this project:

- Demolition of the existing north and east walls of High Service Pump (HSP) Building No. 1, while not disrupting the existing structural columns and beams holding the roof in place and replacing them with new masonry walls and doors and windows to match existing.
- Installation of a new concrete slab at HSP Building No. 1 to match existing elevation. Work includes 3 new floor drains adjacent to each pump pad under each ARV and new base plates and grout connections on pump control panels #2 and #3. The existing footings will be analyzed to determine their adequacy for supporting the new wall and slab.
- Removal of exposed, unused electrical conduits in HSP Building No. 1 and replacement of the broken electrical box near the east doorway.
- Repainting of all interior and exterior walls at HSP Building No. 1.
- Removal and replacement of the existing roof membrane systems and flashing on HSP Buildings No. 1 & 2.
- Rehabilitation of the damaged support beam within the Transfer Pump Room at the WTP.
- Repair of one volatile organic compound (VOC) well pump pad at the WTP.
- Repair of the NRWTP Warehouse loading dock.
- Replacement of the existing 16-inch valve and connected asbestos concrete pipe on the west side of HSP Building No. 1.

The existing HSP Building No. 1, adjacent to the 0.5MG ground storage tank consists of a closed structure with a structural double tee beam roof, 2 double-door entrances, and 2 windows.

## **SECTION II: SCOPE OF WORK**

### **Task 1 – 90% Design**

- a) **Kickoff Meeting**: Wade Trim will lead an in-person project kickoff meeting with the City to review the project scope and introduce the project team members and their roles and responsibilities. Wade Trim's Project Manager and Structural Engineer will attend. The meeting will cover the overall project, project plans, City goals, scope, and schedule. In preparation for the meeting, Wade Trim will prepare a sign-in sheet and agenda for distribution to the meeting attendees. At the conclusion of the meeting, Wade Trim will prepare meeting notes to document the key meeting items and distribute the notes to all attendees electronically for feedback. The meeting will be followed by a site walk through to discuss the rehabilitation plans.
- b) **90% Drawings**: Wade Trim will develop 90% design drawings. Drawings for the final submittal will be included as listed below.
- Cover
  - G-1 General Notes
  - G-2 Legend and Abbreviations
  - C-1 Existing Site Plan
  - C-2 Proposed Yard Piping Plan
  - C-3 Civil Details 1
  - C-4 Civil Details 2
  - S-1 Structural Notes and Legend
  - S-2 Photo Key Sheet
  - S-3 Demolition Plans and Photos
  - S-4 HSP Building Structural Elevations
  - S-5 HSP Building Structural Plans
  - S-6 HSP Roofing Support Details
  - S-7 Roofing Rehabilitation Plan
  - S-8 Roofing Rehabilitation Details
  - S-9 NRWTP Transfer Pump Room Beam Structural Repairs
  - S-10 VOC Well Pump Pad Repair
  - S-11 NRWTP Receiving Bay Repair
  - S-12 Structural Details 1
  - S-13 Structural Details 2
  - E-1 Electrical General Notes, Legend, and Abbreviations
  - E-2 HSP Building Electrical
  - E-3 Electrical Details
- c) **90% Specifications**: Wade Trim will prepare the specifications package based on the 90% design.

- d) 90% Cost Estimate: Wade Trim will develop a Class 4 engineer's opinion of probable construction cost (EOPCC) based on the 90% drawings.
- e) 90% Review Meeting: Wade Trim will meet with the City staff two weeks after the conclusion of the 90% Design to review the submitted documents and discuss City comments. Wade Trim will compile the comments from the meeting into a comment log to be incorporated into the 100% design where appropriate.

### **Task 2 – 100% Design**

- a) 100% Drawings: Wade Trim will update the drawings to a 100% level based on City comments received during the 90% review meeting.
- b) 100% Specifications: Wade Trim will update the specifications based on the 100% drawings for and City comments.
- c) 100% Cost Estimate: Wade Trim will update the EOPCC based on the 100% design drawings.
- d) 100% Review Meeting: Wade Trim will meet with the City staff two weeks after the conclusion of the 100% Design to review the submitted documents and discuss City comments. Wade Trim will compile the comments from the meeting into a comment log to be incorporated into the Final design where appropriate.

### **Task 3 – Final Design**

- e) Final Plans: Wade Trim will finalize the drawings and provide a final Signed and Sealed Plan Set.
- f) Final Specifications: Wade Trim will finalize the specifications based on the Final Drawings and provide a final Signed and Sealed Specification Package.
- g) Final Cost Estimate: Wade Trim will finalize the cost estimate based on the final signed and sealed documents.

### **SECTION III: PROJECT REPRESENTATIVES**

City of Palm Bay Utilities:      Thomas Marinelli, PE  
321-952-3420  
[thomas.marinelli@pbfl.org](mailto:thomas.marinelli@pbfl.org)

Wade Trim:                              Tyler Davidek, PE  
810-360-9729  
[tdavidek@wadetrim.com](mailto:tdavidek@wadetrim.com)

#### **SECTION IV: CITY'S RESPONSIBILITY**

The City is responsible for the following items in order to ensure a successful and efficient design:

- Provide Site Access
- Provide requested data on the project
- Provide available record drawings

#### **SECTION V: DELIVERABLES**

The following deliverables will be provided in electronic format (PDF) unless otherwise requested:

##### **Task 1 – 90% Design**

- Kickoff Meeting Notes
- 90% Plans
- 90% Specifications
- 90% Cost Estimate

##### **Task 2 – 100% Design**

- 100% Plans
- 100% Technical Specifications
- 100% Cost Estimate

##### **Task 3 – Final Design**

- Signed and Sealed Bid Plans
- Signed and Sealed Bid Technical Specifications
- Final Cost Estimate

#### **SECTION VI: PERMITTING**

Wade Trim does not anticipate any permits associated with the design of this Task Order. No permitting effort from Wade Trim will be included as part of this Task Order. Contractor to obtain Palm Bay Building Permit.

**SECTION VII: SCHEDULE**

Work will begin within 7 days of notice-to-proceed (NTP) with the schedule as follows:

<b>MILESTONE</b>	<b>WEEKS</b>	<b>From</b>
Kickoff Meeting	1	NTP
Task 1 – 90% Design	7	Kickoff Meeting
Task 2 – 100% Design	4	90% Review Meeting
Task 3 – Final Design	2	100% Review Meeting

**SECTION VIII: BASIS OF COMPENSATION**

The fee for the scope of work described in Section II, shall not exceed a total lump sum fee of \$128,950.00 and shall not exceed the amounts shown in the table below for each specific task. The City shall periodically compensate Wade Trim a portion of the task fee based on mutually agreed upon percentages of completion of each task.

<b>TASK</b>	<b>DESCRIPTION</b>	<b>FEE</b>
1	90% Design	\$ 64,400.00
2	100% Design	\$ 43,250.00
3	Final Design	\$ 21,300.00
	<b>TOTAL</b>	<b>\$ 128,950.00</b>

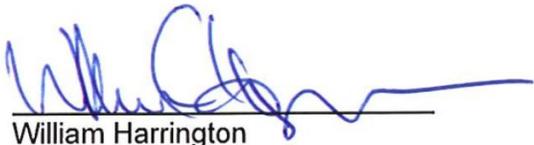
At the direction of the City, Wade Trim may be requested to provide additional services. These additional services will be billed at the standard hourly billing rates on a negotiated Lump Sum basis.

**SECTION IX: 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 will 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 Director

George Barber, CPPO, CPPB  
Chief Procurement Officer

5/8/24  
Date

Date



Project: NRWTP Various Structural Rehab  
 Client: PBUD  
 Prepared By: Tyler Dawidek  
 Date: May 2, 2024

Project Cost  
 Estimating Sheet

TO# 24-07-WT

TASKS		Task 1 90% Design	Task 2 100% Design	Task 3 Final Design	Task 4	Task 5	Task 6	Task 7	Task 8	Task 9	TOTAL	OTHER DIRECT COSTS
CLASSIFICATION	RATE	HOURS \$	HOURS \$	HOURS \$	HOURS \$	HOURS \$	HOURS \$	HOURS \$	HOURS \$	HOURS \$	HOURS \$	
Principal/Associate	\$ 250.00	37 \$9,250.00	26 \$6,500.00	12 \$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	75 \$18,750.00	Subconsultants Aerial Photos Soils Eng.
Senior Technical Professional	\$ 225.00	54 \$12,150.00	38 \$8,550.00	24 \$5,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	116 \$26,100.00	Survey
Professional Engineer 2	\$ 150.00	204 \$30,600.00	124 \$18,600.00	54 \$8,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	382 \$57,300.00	Mechanical Electrical
Technician 4	\$ 100.00	124 \$12,400.00	96 \$9,600.00	48 \$4,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	268 \$26,800.00	Environmental Stormwater Management Permitting
	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Sub Total \$0.00
	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Direct Cost
	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	CADD
	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Computers
	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Equipment
	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Photocopiers
	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Color Copies
	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Graphics
	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Computer
	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Travel
	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Scanner
	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	OCE Printer
	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Sub Total \$0.00
	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	OTHER DIRECT COSTS TOTAL \$0.00
	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Labor Multiplier (=1 for billing rate schedule) 1.00
	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	TOTAL DIRECT LABOR \$ 128,950.00
TOTAL		419 \$64,400.00	284 \$43,250.00	138 \$21,300.00	0 \$ -	841 \$128,950.00	TOTAL COST \$128,950.00					