



CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE

August 17, 2010

SUBJECT: Addendum No. 80 to Engineering Services Contract with Quentin L. Hampton for Reclaimed Water Augmentation Expansion
DEPARTMENT: Public Utilities


RECOMMENDED MOTION: To approve Contract Addendum No. 80 with the firm of Quentin L. Hampton Associates (QLH) pertaining to engineering services to expand Reclaimed Water Augmentation capabilities, and authorize the Mayor and City Manager to execute the associated contract documents.

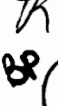
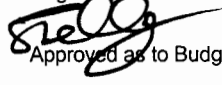

SUMMARY: This addendum authorizes the firm of QLH to perform engineering design and construction phase services necessary to develop expanded Reclaimed Water Augmentation system capabilities by drawing water from alternative water supply sources. The sources include (1) the Halifax/Nova Canal and (2) an enlarged stormwater pond system to be located adjacent to the Reclaimed Water Plant. The enlarged pond will enhance the capacity of the drainage system that serves the nearby Dunlawton Avenue corridor.

Funding is available in Reclaimed Water Augmentation-Dunlawton RIM004, Account Number 405-0400-535-6397.

ATTACHMENTS: Ordinance Resolution Budget Resolution

Other Support Documents/Contracts Available for Review in Public Utilities

DEPARTMENT HEAD  Roger M. Smith Date 8-6-10

FINANCE DEPARTMENT   Approved as to Budget Requirements  Date 8/6/10

CITY ATTORNEY N/A Approved as to Form and Legality Date N/A

CITY MANAGER  Approved Agenda Item For: 8/17/10

COUNCIL ACTION: Approved as Recommended Disapproved Tabled Indefinitely
 Continued to Date Certain Approved with Modification:

MARK A. HAMPTON, P.E.
BRAD T. BLAIS, P.E.
DAVID A. KING, P.E.
ANDREW M. GIANNINI, P.E.

Quentin L. Hampton Associates, Inc.
Consulting Engineers
P.O. DRAWER 290247
PORT ORANGE, FLORIDA 32129-0247

TELEPHONE: (386) 761-6810
FAX: (386) 761-3977
EMAIL: qlha@qlha.com

August 5, 2010

Roger Smith, P.E.
Public Utilities Director
City of Port Orange
1000 City Center Circle
Port Orange, FL 32129

CITY OF PORT ORANGE
HALIFAX CANAL RECLAIMED WATER AUGMENTATION SYSTEM IMPROVEMENTS
SCOPE OF SERVICES AND FEE ESTIMATE

Dear Roger,

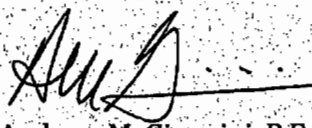
We are pleased to present the enclosed scope and fee estimate for the above referenced project. The attached scope of services describes our firm's understanding of the requirements for this project. The project consists of planning, design, permitting, and construction administration/inspection for the reclaimed water augmentation improvements which are proposed to supplement the drainage system improvements at the Dunlawton Avenue site.

Improvements proposed under this scope of work include an adjustable weir system in the Halifax Canal, surface water intake, pumping, and transmission. It is anticipated that proposed improvements will also entail utility relocation, electrical improvements, and instrumentation system upgrades.

We propose these services be covered as Addendum No. 80 to our Utilities Engineering Contract. Please notify us if this is acceptable. We look forward to the opportunity to work with the City on this project. If you have any questions, please contact our office.

Sincerely,
QUENTIN L. HAMPTON ASSOCIATES, INC.


Brad T. Blais, P.E.
President


Andrew M. Giannini, P.E.
Project Manager

BTB:el

Enclosures: Scope of Services and Fee Estimate

CITY OF PORT ORANGE
HALIFAX CANAL RECLAIMED WATER AUGMENTATION SYSTEM IMPROVEMENTS
ENGINEERING DESIGN, PERMITTING, AND CONSTRUCTION ADMINISTRATION
SCOPE OF SERVICES AND FEE ESTIMATE

GENERAL

This scope of services and fee estimate constitutes a supplemental agreement to the Agreement for Continuing Engineering Consulting Services between the City of Port Orange, Volusia County, Florida hereinafter called the 'City', and Quentin L. Hampton Associates, Inc., a Florida corporation having its office in Port Orange, Florida, hereinafter called 'QLH'.

BACKGROUND

The City of Port Orange has identified reclaimed water production as a vital component of its overall water supply strategy. Similarly, the Halifax/Nova Canal is a source of alternative water supply which may be used to augment the City's reclaimed water production capacity.

Proposed drainage and stormwater retention facilities in the vicinity of Dunlawton Avenue and Spruce Creek Road will provide additional capacity to harvest excess stormwater runoff and flow within the Halifax Canal. Other improvements currently under construction at the City's Water Reclamation Facility (WRF) include additional filtration equipment to treat up to 2 MGD of surface water.

In order to capture and treat water from the Halifax Canal and Dunlawton Avenue pond system, a water control structure, pumps, transmission piping and ancillary systems are required. This project includes all design, permitting and construction services required to complete the described improvements.

DESCRIPTION OF SERVICES: QLH shall provide the following services:

SURVEY: QLH will utilize Sliger and Associates, Inc. (SA) to supplement existing survey in this area. The supplementary work is required to provide finite information that is required for final design and permitting of the water control structure.

DESIGN: QLH will provide a conceptual design and cost estimate for review and comment and consider this a 30% design submittal. Comments received on the conceptual plan will be incorporated into the final design to the CITY. Deliverables include: Conceptual design drawings and cost estimate; upon receipt of CITY comments, 90% design documents (drawings and specifications) for CITY review and 100% design documents upon receipt of CITY comments on the 90% documents. Design elements include civil, mechanical, structural, electrical and instrumentation system for the adjustable weir and pumps.

PERMITTING: QLH will prepare an Environmental Resource Permit (ERP) application and submit such to St. Johns River Water Management District (SJRWMD) for permitting with SJRWMD, Florida Department of Environmental Protection (FDEP) and Army Corps of Engineers (ACOE). A permit fee allowance has been included. QLH will respond to all reasonable Requests for Additional Information (RAI's) from these agencies.

BIDDING: QLH shall assist the CITY in the public bidding of the project by completing the following work items:

- Preparation of bidding documents per CITY standards
- Distribution of documents to potential bidders/plan rooms
- Preparation/Issuance of any addenda
- Addressing of all potential bidder quotations
- Attend and preside over pre-bid meeting
- Review received bids
- Prepare certified bid tabulation
- Investigate low bidder(s) qualifications
- Prepare bid award recommendation letter
- Attend City Council meeting for bid award

CONSTRUCTION CONTRACT ADMINISTRATION: QLH will provide the following services during the construction phase:

- Coordinate execution of contracts
- Schedule and preside over preconstruction conference
- Issue Notice to Proceed to Contractor
- Review shop drawings/material submittals
- Address Contractor/CITY questions
- Twice per month site visits
- Review of monthly Contractor pay requests
- Review of Contractor as-built drawings
- Review change orders
- Prepare final record drawings, utilizing Contractor as-builts and inspector sketches, etc.
- Determine substantial completion.
- Provide final inspection
- Recommend final payment
- Coordinate execution of final paperwork
- Provide Certificate of Completion to permitting agencies.

CONSTRUCTION PROJECT REPRESENTATIVE: QLH will provide a qualified inspector to provide the following services during the construction phase:

- Attend pre-construction conference

- Assist Engineer with shop drawing review
- Observe contractor's construction activities
- Document construction activity via daily reports/logs
- Address citizen complaints
- Review contractor's soil and erosion control efforts
- Review contractor's monthly pay requests/quantities
- Prepare supplemental as-built sketches
- Review contractor's as-built surveys
- Review contractor's locating efforts of existing utilities
- Coordinate responses to contractor's Requests For Information (RFIs)
- Coordinate engineer's field directives
- Coordinate material and field tests.

BASIS OF FEE: The proposed fee is based on the following. For the design, permitting and construction phase services, see the attached detailed breakdown of hours.

Survey Allowance	\$15,000
Design and Permitting (4.5% x \$1,200,000)	\$54,000
Geotechnical Consulting Allowance	\$5,000
Electrical Subconsultant Allowance	\$2,000
Biological Consulting Allowance	4,000
Structural Subconsultant Allowance	\$10,000
Permit Fee and Printing Allowance	\$8,000
Bidding Assistance	\$4,800
Construction Contract Administration (2.2% x \$1,200,000)	\$26,400
Construction Project Representation (QLH) (assuming 6 months actual construction @ 22 days/month, 8 hours/day, \$57.50/hour)	\$60,720
Total	\$189,920

All fees to be billed on a lump sum basis except for "allowances" which will be billed at actual cost or hours expended.

**ADDENDUM NUMBER 80
TO AGREEMENT DATED FEBRUARY 14, 1980
BETWEEN CITY OF PORT ORANGE AND QUENTIN L. HAMPTON ASSOCIATES, INC.**

By Agreement made and entered into this ____ day of _____, 2010 by and between the City of Port Orange, Volusia County, Florida, hereinafter called the "City", party of the first part and Quentin L. Hampton Associates, Inc., a Florida corporation having its office in Port Orange, Florida, hereinafter called the "Engineers", party of the second part.

WITNESSETH

The City and Engineers mutually agree to amend and add to that certain Agreement between the City and Engineers made and entered into on February 14, 1980 the following:

1. The Engineers shall provide engineering services for *Reclaimed Water Augmentation (Utilizing Halifax/Nova Canal and Dunlawton Avenue Stormwater Pond)* including contract specifications, civil, mechanical, structural, electrical and instrumentation bid document plan preparation, land surveying, permitting, bidding assistance, contract administration and inspection services. The Engineers shall be compensated as described in Article III subparagraph A of the February 14, 1980 Agreement between Quentin L. Hampton Associates, Inc. and the City of Port Orange.
2. The City will reimburse the Engineers for printing costs.
3. The parties acknowledge that all other terms, provisions and conditions of the aforesaid original Agreement and all additions thereto not amended or changed by the provisions of the Addendum are republished, ratified and reaffirmed by the parties hereto.

IN WITNESS HEREOF the parties have made and executed this Addendum the day and year written above.

ATTEST:

CITY OF PORT ORANGE, FLORIDA

By _____
Kenneth W. Parker
City Manager

By _____
Allen Green

Title Mayor

WITNESS:

QUENTIN L. HAMPTON ASSOCIATES, INC.

By _____
Brad T. Blais, P.E.

Title President