

Agenda Item # ___ C - 8 ___

Village of Royal Palm Beach

Agenda Item Summary

Agenda Item:

Approval and authorization for Village Manager to execute Consultant Services Authorization No. 37 with Camp Dresser & McKee Inc. for Construction Administration Services for the Demolition of the Wastewater Treatment Facility in an amount not to exceed \$22,520.00. Funds for completion of this work are available in Project PW-0809, account 401-3630-536.31-90.

Issue:

The sale agreement with Palm Beach County Water Utilities requires the Village to complete the demolition of the Wastewater Treatment Facility. CDM will provide Construction Administration Services during the demolition of the Wastewater Treatment Facility to include site visits, plan and specification clarifications, review shop drawings, review change orders and other duties as outlined in the Scope of Services attached to the Consultant Services Authorization.

Recommended Action:

Upon Council review staff recommends a motion to approve.

Initiator:	Village Manager	Agenda	Village Council
Paul L. Webster	Approved:	Date:	Action:
Director of		August 20, 2009	
Public Works			

CONSULTANT SERVICES AUTHORIZATION

AUTHORIZATION NO. 37

DATE: _____

VILLAGE PURCHASE ORDER NO. _____

CDM PROJECT NO. 8170-037

I. PROJECT DESCRIPTION

Village of Royal Palm Beach
Wastewater Treatment Plant Demolition
General Services during Construction

II. CONTRACT REFERENCE

This Consultant Services Authorization (CSA) shall be performed under the terms and conditions described in the Agreement for Professional Services dated the 7th day of November 2003 by and between the Village of Royal Palm Beach and Camp Dresser & McKee Inc. (CDM).

III. SCOPE OF SERVICES

The Scope of Services during demolition of Village of Royal Palm Beach's existing 2.2 million gallons per day (mgd) annual average daily flow (aarf) wastewater treatment facility includes:

- Contract Administration
- Site Visits
- Interpretation/Clarification
- Review Shop Drawings and Submittals
- Review Change Orders

The detailed Scope of Services is included in Exhibit A.

IV. PROJECT STATUS REVIEW

The ENGINEER shall prepare monthly written status reports to the Village.

V. PROJECT SCHEDULE AND DELIVERABLES

The ENGINEER shall provide general construction services (as described in Article III above) for a period of three (3) months.

VI. CONSULTING ENGINEER INSURANCE REQUIREMENTS

1. **General Liability** Insurance with bodily injury limits of not less than \$1,000,000 for each occurrence, and with property damage limits of not less than \$1,000,000 for each occurrence.
2. **Automobile Liability** Insurance with bodily injury limits of not less than \$1,000,000 for each person and not less than \$1,000,000 for each accident and with property damage limits not less than \$1,000,000 for each accident.
3. **Worker's Compensation** Insurance in accordance with statutory requirements and Employer's Liability Insurance with limits of not less than \$100,000 for each accident, \$100,000 for each disease, and \$500,000 aggregate.
4. **Professional Liability** Insurance with limits of not less than \$2,000,000 annual aggregate.

VII. COMPENSATION FOR SERVICES

The total amount to be paid to the ENGINEER by the Village under this CSA for professional services shall not exceed the lump sum amount of \$22,520 for all items. The ENGINEER will invoice the Village on a monthly basis as required for payment of labor and other direct costs incurred in the month based on a billing schedule mutually agreed upon by the Village and the ENGINEER.

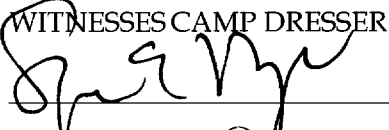
Compensation for labor and expenses shall be in accordance with the terms of the Master Agreement referenced in Article II, above. A breakdown of the lump-sum cost associated with this work authorization is provided in Exhibits B and C.

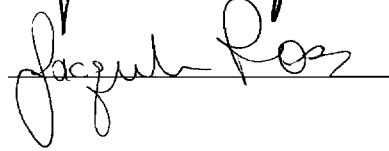
VIII. TERMINATION


This CSA may be terminated by the Village upon thirty (30) days written notice to the ENGINEER. If terminated, the ENGINEER shall complete, and shall be paid for, services rendered through the date of termination.

IN WITNESS WHEREOF, the parties have hereunto set their hands the day and year first above written.

WITNESSES CAMP DRESSER & McKEE INC.







David L. Collins, P.E., BCEE
Associate

ATTEST:


Notary Public, State of Florida

NOTARY PUBLIC-STATE OF FLORIDA
Wendy Bolt
Commission # DD870183
Expires: **MAY 25, 2013**
BONDED THRU ATLANTIC BONDING CO., INC.

VILLAGE OF ROYAL PALM BEACH, FLORIDA

David B. Farber
Village Manager

EXHIBIT A

VILLAGE OF ROYAL PALM BEACH

WASTEWATER TREATMENT PLANT DEMOLITION GENERAL SERVICES DURING CONSTRUCTION

SCOPE OF SERVICES

TASK 1: FINAL DESIGN

The following time-dependent construction administration shall be provided for a 3-month period.

Contract Administration – Consult with and advise the Village and act as its representative as provided in the General Conditions of the Construction Contract.

Site Visits – Make visits to the site twice a month (at intervals appropriate to the various stages of construction) to observe as an experienced and qualified design professional the progress and quality of the executed work of the Contractor and to determine in general if such work is proceeding in accordance with the Contractor Documents.

Interpretation/Clarification – Issue instructions of the Village to the Contractor; issue necessary interpretations and clarifications of the Contract Documents, and in connection therewith prepare change orders as required; have authority, as the Village's representative, to required special inspection or testing of the work; and act as initial interpreter of the requirements of the Contract Documents pertaining to the execution and progress of the work.

Bi-weekly Progress Meetings – Participate in progress meetings once every two weeks with the Contractor, as needed.

Review Shop Drawings – Receive and log in all shop drawings and distribute to appropriate parties for review. Review shop drawings and samples, the result of tests and inspections, and other data submitted by the CONTRACTOR to determine whether the work is in conformance to the contract documents. Distribute submittals to appropriate entities after review. Shop drawing review shall include submittals required per the following specification sections, but not limited to the following:

- Section 01110: Environmental Protection Procedures
- Section 01170: Special Provisions
- Section 01311: Construction Scheduling
- Section 02050: Demolition, Modifications, and Salvage
- Section 02200: Earthwork
- Section 02221: Trenching, Backfilling and Compaction
- Section 02230: Granular Materials
- Section 02270: Erosion and Sedimentation Control

Review Change Orders – Provide services in connection with preparing change orders to reflect changes to the construction project, limited to minor changes requested by the Village or Contractor. Analysis of major design modifications, including preparation of significant Drawings revisions, is not included, and may require additional authorization.

EXHIBIT B

PROJECT BUDGET

Project **VILLAGE OF ROYAL PALM BEACH
WASTEWATER TREATMENT PLANT DEMOLITION
GENERAL SERVICES DURING CONSTRUCTION**

Contract Reference: Agreement between the Village of Royal Palm Beach, and Camp Dresser and McKee dated November 7, 2003.

Labor Category	Hours	Hourly Rates	Total
Officer	2	\$ 155	\$ 310
Senior Prof	64	\$ 120	\$ 7,680
Prof. II	109	\$ 100	\$ 10,900
Admin	49	\$ 60	\$ 2,940
Total Labor Cost			<u>\$ 21,830</u>
Other Direct Costs (Copying, printing, Computer CADD, Postage, Shipping and Survey Work)			\$ 690
Total			<u>\$ 22,520</u>

EXHIBIT C
 VILLAGE OF ROYAL PALM BEACH
 WASTEWATER TREATMENT PLANT DEMOLITION
 GENERAL SERVICES DURING CONSTRUCTION

SUMMARY OF LABOR HOUR REQUIREMENTS

Task	Officer	Senior Prof	Prof. II	Admin	Total Labor Hours	Total Labor Cost	ODCs	Grand Total
Hourly Rate	\$155	\$120	\$100	\$60				
Contract Administration	2	4	9	3	18	\$1,870	\$0	\$1,870
Site Visits		16	30	6	52	\$5,280	\$440	\$5,720
Interpretation/Clarification		8	18	8	34	\$3,240	\$0	\$3,240
Biweekly Progress Meetings		12		6	18	\$1,800	\$100	\$1,900
Review Shop Drawings		12	28	18	58	\$5,320	\$150	\$5,470
Review Change Orders		12	24	8	44	\$4,320	\$0	\$4,320
TOTAL	2	64	109	49	224	\$21,830	\$690	\$22,520