



City of Grand Forks
Staff Report

Committee of the Whole – September 23, 2019
City Council – October 7, 2019

APPROVED & ACCEPTED
by City Council

10/07/2019

Maureen Storstad
Maureen Storstad
City Auditor

Agenda Item: Design, Bidding, and Construction Administration Engineering Services Agreement for City Project No. 8108 – Pump Station 183 Safety Upgrades and Pump Station 194 Controls & Flap Gates

Submitted by: Engineering Department, Mark S. Walker, PE (Assistant City Engineer)

Staff Recommended Action: **Approve Task Order Agreement with Webster, Foster, and Weston for Design, Bidding, and Construction Administration Engineering Services in the amount of \$66,182 for City Project No. 8108 – Pump Station 183 Safety Upgrades and Pump Station 194 Controls & Flap Gates**

Committee Recommended Action: Refer to Council for approval.

Council Action: Motion by Vein, Second by Marshall to approve staff recommendation.
Motion carried unanimously.

BACKGROUND:

This project is intended to make improvements at two storm sewer Pump Stations to address safety and reliability deficiencies.

Pump Station No. 183 is located at 401 S Washington Street and primarily provides drainage for the Railroad Underpass on Washington Street. Because the North Dakota Department of Transportation is currently considering whether or not to proceed with a project in the near future to reconstruct the underpass, likely including this pump station, only minimal work is proposed at this station. Work proposed at this station primarily consists of addressing critical safety deficiencies.

Pump Station 194 is located at 1405 N 55th Street and provides drainage primarily for Gateway Drive from approximately the 5000 block to 55th Street. Work proposed for Pump Station 194 includes replacing the controller which frequently malfunctions and replacing the flap gates which do not properly seal. The leaking flap gates allow water to flow back into the pump station causing the pumps to run unnecessarily.

The firm of Webster, Foster, & Weston was chosen as the most qualified firm for this project from the City's pre-qualified engineers list.

ANALYSIS AND FINDINGS OF FACT:

- This Agreement utilizes the Task Order agreement form where details of this project, including price, scope of work, schedule, etc., are identified on the attached pages and approximately 50 pages of standard contract language which was approved by City Council on February 21, 2017, are incorporated into the Agreement by reference.
- Agreement will be based on an hourly not-to-exceed contract amount.
- Funding for this project will come from the Stormwater Storm Stations Fund 5400.
- The equipment and appurtenances proposed to be replaced during this project are near their life expectancy, worn out, in need of safety improvements, or otherwise unreliable.

SUPPORT MATERIALS:

- Task Order Agreement (3 pages)
- Supporting Documentation showing Engineering tasks, hours, and cost breakdown (1 page)
- Page 425 of the 2019 City Budget indicating funding source for this project (1 page)

TASK ORDER

This is Task Order No. 8108,
consisting of 3 pages.

Task Order

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated February 21, 2017 ("Agreement"), Owner and Engineer agree as follows:

1. Background Data

- a. Effective Date of Task Order: October 8, 2019
- b. Owner: City of Grand Forks, North Dakota
- c. Engineer: Webster, Foster & Weston Consulting Engineers, Inc.
- d. Specific Project (title): Safety Upgrades PS 183 and New Controls & Flap Gates PS 194
- e. Specific Project (description): Design, Bid, Construction and Post-Construction Phase services for Safety Upgrades PS 183 and New Controls & Flap Gates PS 194

2. Services of Engineer

A. The specific services to be provided or furnished by Engineer under this Task Order are:

- 1. The services (and related terms and conditions) set forth in the following sections of Exhibit A, as attached to the Agreement referred to above, such sections being hereby incorporated by reference:
 - Final Design Phase (Exhibit A, Paragraph A1.03)
 - Bidding or Negotiating Services (Exhibit A, Paragraph A1.04)
 - Construction Phase Services (Exhibit A, Paragraph A1.05)
 - including Resident Project Representative (RPR) services (A1.05.A.2)
 - Post-Construction Phase Services (Exhibit A, Paragraph A1.06)

B. Resident Project Representative (RPR) Services

If the scope of services established in Paragraph 2.A above includes RPR services, then Exhibit D of the Agreement is expressly incorporated in this Task Order by reference.

C. All of the services included above comprise Basic Services for purposes of Engineer's compensation under this Task Order.

3. Additional Services

A. Additional Services that may be authorized or necessary under this Task Order are:

1. Those services (and related terms and conditions) set forth in Paragraph A2.01 of Exhibit A, as attached to the Agreement referred to above, such paragraph being hereby incorporated by reference.

4. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 of the Agreement and in Exhibit B, subject to the following: No Additional

5. Task Order Schedule

In addition to any schedule provisions provided in Exhibit A or elsewhere, the parties shall meet the following schedule:

<u>Party</u>	<u>Action</u>	<u>Schedule</u>
Engineer	Furnish 3 copies of the final Drawings and Specifications, assembled drafts of other Construction Contract Documents, the draft bidding-related documents (or requests for proposals or other construction procurement documents), and any other Final Design Phase deliverables, to Owner.	Within 90 days of Owner's authorization to proceed with Final Design Phase services.

6. Payments to Engineer

A. Owner shall pay Engineer for services rendered under this Task Order as follows:

	Description of Service	Amount	Basis of Compensation
1.	Basic Services (Part 1 of Exhibit A)		
	a. Preliminary and Final Design Phase (A1.02, A1.03)	\$25,144.00	Hourly Rates
	b. Bidding or Negotiating Phase (A1.04)	\$3,240.00	Hourly Rates
	c. Construction Phase (A1.05)*	\$34,706.00	Hourly Rates
	d. Post-Construction Phase (A1.06)	\$3,092.00	Hourly Rates
	TOTAL COMPENSATION (lines 1.a-d)	\$66,182.00	
2.	Additional Services (Part 2 of Exhibit A)	(N/A)	(N/A)

*Based on a one-month continuous construction period.

Compensation items and totals based in whole or in part on Hourly Rates or Direct Labor are estimates only. Engineer may alter the distribution of compensation between individual phases (line items) to be consistent with services actually rendered, but shall not exceed the total compensation amount unless approved in writing by the Owner.

B. The terms of payment are set forth in Article 4 of the Agreement and in the applicable governing provisions of Exhibit C.

7. Consultants retained as of the Effective Date of the Task Order:

- A. Obermiller Nelson Engineering
- B. Advanced Engineering and Environmental Services

8. Other Modifications to Agreement and Exhibits: None

9. Attachments:

- A. Attachment "A": Estimate of Project Task and Hours.

10. Other Documents Incorporated by Reference: None

11. Terms and Conditions

Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is October 8, 2019.

OWNER: City of Grand Forks, North Dakota

ENGINEER: Webster, Foster & Weston Consulting Engineers, Inc.

By: _____

By: _____

Print Name: Dr. Michael Brown

Print Name: Dale Bergum

Title: Mayor

Title: President

Attest: _____

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Mark Walker

Name: Dale Bergum

Title: Assistant City Engineer

Title: President

Address: 255 North Fourth Street

Address: 1616 Mill Road

PO Box 5200

Grand Forks, ND 58203

Grand Forks, ND 58206-5200

E-Mail Address: mwalker@grandforksgov.com

E-Mail Address: daleb@wfwengineers.com

Phone: 701.746.2848

Phone: 701.775.8118

Task Order Form

EJCDC® E-505, Agreement Between Owner and Engineer for Professional Services – Task Order Edition.
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**ENGINEERING COST ESTIMATE
SUMMARY**

DATE: 9/16/2019

PROJECT NAME: Safety Upgrades PS 183 and New Controls & Flap Gates PS 194

WFW Project #: 20G424

City Project # 8108

DESIGN PHASE

	HOURS	RATE	TOTAL
PE	16	\$ 185.00	\$ 2,960.00
E2	52	\$ 122.00	\$ 6,344.00
E1	0	\$ 108.00	\$ -
T4	0	\$ 135.00	\$ -
T3	40	\$ 120.00	\$ 4,800.00
CA	24	\$ 85.00	\$ 2,040.00
ONE Electrical Design			\$ 1,000.00
AE2S Control Design			\$ 8,000.00
SUBTOTAL:			\$ 25,144.00

BID PHASE

	HOURS	RATE	TOTAL
PE	11	\$ 185.00	\$ 2,035.00
E2	5	\$ 122.00	\$ 610.00
E1	0	\$ 108.00	\$ -
T4	0	\$ 135.00	\$ -
T3	0	\$ 120.00	\$ -
CA	7	\$ 85.00	\$ 595.00
SUBTOTAL:			\$ 3,240.00

CONSTRUCTION PHASE

	HOURS	RATE	TOTAL
PE	39	\$ 185.00	\$ 7,215.00
E2	148	\$ 122.00	\$ 18,056.00
E1	0	\$ 108.00	\$ -
T4	0	\$ 135.00	\$ -
T3	0	\$ 120.00	\$ -
CA	11	\$ 85.00	\$ 935.00
ONE Electrical Review			\$ 500.00
AE2S Control Startup			\$ 8,000.00
SUBTOTAL:			\$ 34,706.00

POST-CONSTRUCTION PHASE

	HOURS	RATE	TOTAL
PE	8	\$ 185.00	\$ 1,480.00
E2	6	\$ 122.00	\$ 732.00
E1	0	\$ 108.00	\$ -
T4	4	\$ 135.00	\$ 540.00
T3	0	\$ 120.00	\$ -
CA	4	\$ 85.00	\$ 340.00
SUBTOTAL:			\$ 3,092.00

TOTAL CONTRACT (Design, Bid, Construction and Post-Construction Phases)	\$ 66,182.00
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Stormwater - Storm Stations

Budget Year 2019

G/L Account	Account Description	2016 Amended Budget	2016 Actual Amount	2017 Amended Budget	2017 Actual Amount	2018 Adopted Budget	2019 Adopted Budget
Fund 5400 - Stormwater							
<i>Utilities</i>							
5400.100.5425 420.0010	Electricity	92,360.00	44,009.86	50,000.00	44,528.47	50,000.00	50,000.00
5400.100.5425 420.0030	Water, Sewer & Refuse	370.00	331.85	1,300.00	896.12	300.00	300.00
<i>Utilities Totals</i>		\$92,730.00	\$44,341.71	\$51,300.00	\$45,424.59	\$50,300.00	\$50,300.00
<i>Contractual Services</i>							
5400.100.5425 430.0170	Maintenance Agreements	6,000.00	5,538.65	10,500.00	9,956.12	6,000.00	6,000.00
<i>Contractual Services Totals</i>		\$6,000.00	\$5,538.65	\$10,500.00	\$9,956.12	\$6,000.00	\$6,000.00
<i>Maintenance Structures</i>							
5400.100.5425 440.0010	Mtce Buildings & Grounds	3,000.00	243.46	3,000.00	2,054.45	3,000.00	3,000.00
5400.100.5425 440.0020	Mtce Pumping Stations	15,500.00	10,212.65	1,700.00	543.71	4,000.00	4,000.00
<i>Maintenance Structures Totals</i>		\$18,500.00	\$10,456.11	\$4,700.00	\$2,598.16	\$7,000.00	\$7,000.00
<i>Maintenance Equipment</i>							
5400.100.5425 450.0020	Mtce Installed Mech Equip	3,000.00	1,632.20	2,700.00	323.84	3,000.00	3,000.00
5400.100.5425 450.0030	Mtce Communication & Elec	22,000.00	21,244.33	2,900.00	282.80	3,000.00	3,000.00
<i>Maintenance Equipment Totals</i>		\$25,000.00	\$22,876.53	\$5,600.00	\$606.64	\$6,000.00	\$6,000.00
<i>Capital Outlay</i>							
5400.100.5425 600.0010	Land Acquisition	.00	2,821.50	.00	.00	.00	.00
5400.100.5425 650.0010	Work In Progress	14,700.00	165.00	10,054.00	10,363.76	40,000.00	250,000.00
<i>Budget Transactions</i>							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Adopted Budget	Stormwater Pump Station 183 Rehab				1.0000	250,000.00	250,000.00
						<i>Adopted Budget Totals</i>	\$250,000.00
5400.100.5425 700.0120	Trucks & Mounted Equipmt	.00	.00	.00	.00	25,000.00	
<i>Budget Transactions</i>							
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
Adopted Budget	Bobcat with bucket and snow plow to be used with WW Collections				1.0000	25,000.00	25,000.00
						<i>Adopted Budget Totals</i>	\$25,000.00
<i>Capital Outlay Totals</i>		\$14,700.00	\$2,986.50	\$10,054.00	\$10,363.76	\$40,000.00	\$275,000.00
Sub Department 5425 - Storm Stations Totals		\$208,633.00	\$137,584.80	\$136,291.00	\$113,957.42	\$164,795.00	\$401,327.00