

1. Requested Motion:

Meeting Date: December 17, 2012

Approve a supplemental task authorization under the On-Going Professional Services Agreement with the engineering consultant firm, Tetrattech, to provide assistance in design and construction of the Phase 1 and Phase 1A Water Distribution System improvements.

Why the action is necessary:

Town staff requires assistance in preparation of plans and specifications for the design-build qualification/bid package to a level that is not available in-house. Procurement of an outside consultant to provide QAQC throughout the bidding process will ensure a higher degree of uniformity for the resultant design-build bids. This task authorization will also include technical assistance to finalize the financing mechanism if necessary.

What the action accomplishes:

Directs staff to prepare a Supplemental Task Authorization to Tetrattech to complete construction documents and technical specifications for the design and construction of the water distribution system and provide technical assistance in selection of the design-build team.

2. Agenda:

- Consent
- Administrative

3. Requirement/Purpose:

- Resolution
- Ordinance
- Other

4. Submitter of Information:

- Council
- Town Staff - Public Works
- Town Attorney

5. Background:

The Phase 1 and 1A Water Utility Improvement Project includes Bay Beach Lane, Laguna Shores and the twelve streets between and including Carolina and Tropical Shores Way (Basin Based Neighborhood Project). The project will include replacing all existing water mains, valves, fire hydrants, meters and connections to the existing service lines. Additionally, improvements to the stormwater collection and treatment system are to be made in the Basin Based Neighborhood.

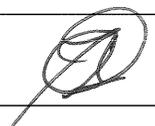
6. Alternative Action:

Bid out the project without plans and utilize Lee County specifications.

7. Management Recommendations:

Authorize staff to move forward with the bidding process utilizing consultant services to create qualification and bid packages and reviewing the same.

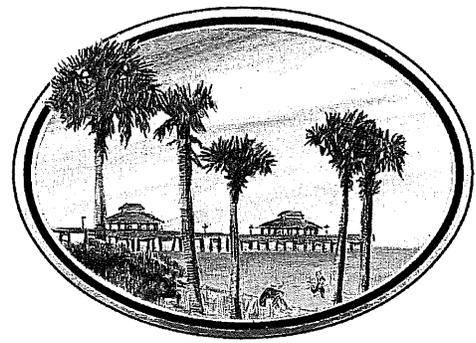
8. Recommended Approval:

Town Manager	Town Attorney	Finance Director	Public Works Director	Community Development Director	Parks & Recreation Director	Town Clerk
						

9. Council Action:

- Approved
- Denied
- Deferred
- Other

TOWN OF FORT MYERS BEACH



MEMORANDUM

DATE: December 5, 2012

TO: Cathie Lewis, Public Works Director

FROM: Jean Webb, Special Projects Supervisor *JW*

SUBJECT: Water Utility Improvement Phase I and IA Design Build Process

The Phase I and IA project include Bay Beach Lane, Laguna Shores and the twelve roads between Carolina and Tropical Shores Way (Basin Based Neighborhood Project). Bay Beach and Laguna Shores were prioritized by the Town's consultant that prepared the System Needs Analysis. The Phase IA area which consists of the Basin Based Neighborhood Project is part of a stormwater project that will require road construction; hence a recommendation was made to improve the water utility system in conjunction with that project.

In an effort to obtain uniform design build bids for the design and construction of this project, staff intends to procure the assistance of a consulting firm to aid in the preparation of the bid packages and technical review of the proposals. Additionally, staff recognizes the need for technical certification assistance in preparing documentation for securing the financial mechanism for the water distribution system improvement project. The Town currently has On-Going Professional Service Agreements for both water distribution and stormwater with four engineering firms. Those four firms were contacted and three of them, AECOM, Tetrattech, and David Douglas and Associates, agreed to submit proposals. CDM declined.

All three proposals came in within an \$800 range of each other. All proposed to provide minimal plans to keep the cost low and reduce duplication efforts while still providing a guideline to the design-build teams. Additionally all provided teams that reflected expertise in the areas needed to accomplish the tasks set forth.

Both AECOM and David Douglas proposals used over half of their budgets in preparing the plans and specifications. Tetrattech's proposal provided more emphasis on developing the specifications and providing technical assistance in reviewing the Qualifications and Proposal packages. The recommendation is to secure an agreement with Tetrattech to provide engineering services for this portion of the project.