

## **MEMORANDUM**

DATE: July 28, 2020

TO: \*\*\*\*ORIGINAL\*\*\*\*  
City Clerk

FROM: Robyn Holder, CPPB  
Procurement Management Department

SUBJECT: Record Retention

CONTRACT: #20170132 Amendment #2  
CONTRACT TITLE: Design Services for the Westport Wastewater  
Treatment Plant Expansion

VENDOR NAME: Reiss Engineering  
VENDOR ADDRESS: 1016 Spring Villas Pt.  
CITY & STATE: Winter Park, FL 342708

APPROVED BY COUNCIL: February 26, 2018  
7b)- Design Services for the Westport Wastewater Treatment Plant Expansion –  
Phase 1 Contract #20170132. Contract Period is 7/1/2019 to 2/5/2020

Amendment #1 Amount: \$73,197.55

APPROVED BY COUNCIL: July 27, 2020  
7h) – Design Services for the Westport Wastewater Treatment Plant Expansion –  
Phase 1 – Contract #20170132. Contract period 2/6/2020 to 4/28/2020.

Amendment #2 Amount: \$119,772.50

## Contract # 20170132 Amendment #2

Contract #20170132

Amendment #2

Date: 7/28/20

Contract Title: Design Services for the Westport Wastewater Treatment Expansion

Contractor's Name: Reiss Engineering

Amendment Start Date: July 1, 2019

Amendment End Date: April 28, 2020

Revised Contract End Date: March 13, 2023

Amendment Total: **\$119,772.50**

The following modifications to the Terms and Conditions contained in Contract#20170132 between Reiss Engineering dated March 5, 2018 and the City of Port St. Lucie are hereby incorporated and made a part of that Contract/Agreement. All other terms and conditions of the original contract and/or Addenda remain in full force and effect.

**SECTION I: Scope of Services:** The following is a detailed description of the engineering services to be provided.

### **Background**

The City of Port St. Lucie (City) is in the process of expanding the capacity of the Westport Wastewater Treatment Facility (WWTF) from 6 million gallons per day (MGD) to 12 MGD. The City contracted with Reiss Engineering, Inc. (REI) to perform the design and construction services for the WWTF expansion (Contract #20170132 executed on March 5, 2018). The expansion is planned to be performed into 2 parts, Part 1 consisting of improving the existing process to address several operational issues currently being experienced at the facility and Part 2 consisting of the construction of the additional process components needed for the plant expansion to 12 MGD.

Following the design and bidding of Part 1 – Process Improvements, the construction contract was awarded to TLC Diversified, Inc. (TLC) by the City (Contract executed on January 22, 2019). Per the contract terms, TLC had 365 days to complete the work starting March 7, 2019 and ending March 7, 2020.

TLC was terminated on February 28, 2020 and the City is in the process of procuring a replacement Contractor to complete the Work. The City's emergency Contractor, AMC, is currently on-site performing pipeline connection and other miscellaneous work.

The City requested that REI provide additional project administration, construction phase, and resident project representative services beyond the scope of the current agreement.

For the Part 2 Work, REI shall retain a surveyor to provide easement documents necessary for the execution of an easement for Florida Light and Power's new service equipment. REI shall provide design services to modify the Part 2 bid documents to include flow failure switches on existing pumps.

## **SCOPE OF SERVICES**

The following amendments to the Engineer's Scope of Services will assist the City in the implementation of the Westport WWTF Expansion. Under this authorization the Engineer will assist the City through the following additional services:

### **TASK 6. CONSTRUCTION PHASE SERVICES (PART 1)**

Under the original scope of work, the Engineer was to provide CA services for six (6) months, the time of which ended December 31, 2019; however, the work was not complete. The City requested that construction phase services continue to be provided through April 28, 2020. Some of these additional services have been compensated for through February 5, 2020 with Amendment 1.

- Extended services from February 5, 2019 to March 20, 2020, including reviewing TLC's material submittals, excavation/shoring plans, and tie-in plans. Also includes coordination and submittal review for the City's emergency Contractor.
- An additional three (3) meetings (weekly construction meetings between monthly meetings) with REI's project manager were requested based on TLC's performance from February 5, 2020 to February 28, 2020 (date of TLC's termination). In addition, two (2) coordination meetings for the REI principal and project manager with OMB, Utilities, and the City legal department have been held to discuss moving forward with the Part 1 construction.
- City requested four (4) additional site visits by REI's structural engineer to evaluate undermining of the new splitter box structure and corrective measures proposed.
- Extended services from March 21, 2020 to April 28, 2020, including reviewing AMC's material submittal, creating an inventory of all uninstalled material on site, and assembling all project documentation requested by TLC's bonding company. Also includes coordination and submittal of the above information to the City.

### **TASK 6A. CONSTRUCTION PHASE SERVICES (PART 1) ALLOWANCE**

The Engineer provide services under time and material conditions for the interim period between March 20, 2020 and the date a replacement Contractor is issued a NTP. The allowance fee is based on a Contractor NTP date prior to June 1, 2020. An allowance is established to provide services under this task. Examples of work to be performed under this task include providing coordination, submittal review, and RFI responses for the City's emergency Contractor, providing the City assistance with TLC's bonding company requests, site visits by the EOR and/or site visits by REI's structural or electrical engineer.

Services are to be provided on a time and material basis in accordance with REI's rate sheet in the original agreement up to the allowance amount, not to exceed \$86,727.50.

### **TASK 7. RESIDENT PROJECT REPRESENTATIVE (PART 1)**

Under the original scope of work, the Engineer was to provide RPR services part-time (1 person for 24 hours per week) as needed for a maximum of 22 weeks for the Westport WWTF Part 1 Process Improvements, the time of which ended December 2019. However, the Work was not complete. Additionally, the City requested an increase in RPR services, such that an RPR be present full-time (5 days per week) since the first Stop Work

Order was issued to TLC on January 6, 2020. Some of these services have been compensated for through February 5, 2020 with Amendment #1. The amended scope of services includes the following:

- Extended RPR services (5 days per week) requested between February 5, 2020 and April 28, 2020 during TLC's termination including coordinating TLC's removal of equipment from the site and inspection of the City's emergency Contractor's work.
- Services are to be provided on a time and material basis in accordance with REI's rate sheet in the original agreement up to the allowance amount, not to exceed \$33,045.00.

#### **Summary**

In summary, REI provided additional services beyond the original scope totaling **\$119,772.50** through April 28, 2020 which includes REI's contribution.

*Balance of page left intentionally blank*

IN WITNESS WHEREOF, the parties have executed this contract, the day and year first above written.

CITY OF PORT ST. LUCIE FLORIDA

REISS ENGINEERING, INC.

By: [Signature]  
City Purchasing Agent

By: [Signature]  
Authorized Representative

Printed Name: C. Robert Reiss

State of: Florida County of: Seminole

Before me personally appeared: C. Robert Reiss  
(Please print)

Please check one:

Personally known ✓

Produced Identification: \_\_\_\_\_  
(Type of identification)

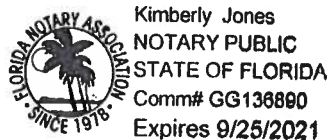
and known to me to be the person described in and who executed the foregoing instrument and acknowledged to and before me that he executed said instrument for the purposes therein expressed.  
(s/he)

WITNESS my hand and official seal, this 17<sup>th</sup> day of July, 2020.

[Signature]  
Notary Signature

Notary Public State of Florida at Large.

My Commission Expires 9/25/2021



(seal)