

**WORK AUTHORIZATION # CM3014 WA01
AMERICAN BEACH WATER AND SEWER
DISTRICT**

Consultant:	Florida Governmental Utility Authority (FGUA)
Contract Number:	CM3014 WA01
Contact Name:	Steve Spratt
Contact Number:	407-629-6900
Email:	sspratt@govmserv.com

CURRENT WORK AUTHORIZATION			
Project Short Title: American Beach Water and Sewer District Water Main Improvement Project			
		CONTRACT OVERVIEW	
Date Submitted	07/07/21	Total of Previous Authorizations	\$0.00
Amount	\$178,421.05	This Work Authorization	\$178,421.05
Scheduled Completion	10/20/21	Current Contract Total	\$178,421.05

This Work Authorization is to the AGREEMENT between The American Beach Water and Sewer District (The District), and the Consultant known as the Interlocal Agreement between the District, Nassau County and the Florida Governmental Utility Authority for Water and Wastewater Utility Capital Project and related Grant/Loan Administration and Special Assessment Services, dated June 17, 2021. The services to be provided under this Work Authorization are as follows:

ARTICLE 1. Services Described as:

The Consultant shall assist the District in carrying out all Professional Engineering and Capital Project Administration services during the design and bidding phases of the American Beach Water Main Improvement Project. These services shall include Capital Project Administration and new water distribution design, permitting, bid solicitation, bid review and recommendation of award, as further detailed in the attached FGUA Work Authorizations to Wade Trim, Inc. and Government Services, Inc.

ARTICLE 2. Time Schedule

The Consultant shall complete all work by October 20, 2021.

ARTICLE 3. Budget

The Consultant will perform the Capital Project Administration Professional Engineering services outlined herein for a lump sum amount of \$8,921.05 and \$169,500.00, respectively. Copies of the related Wade Trim, Inc. and Government Services Group, Inc. Work Authorizations are attached hereto for references.


Article 4. Other Provisions

The Services covered by this Work Authorization will be performed in accordance with the provisions set forth in the AGREEMENT referenced above and any of its attachments or schedules. Additional terms or contract provisions whether submitted purposely or inadvertently, shall have no force or effect. This Work Authorization will become a part of the referenced AGREEMENT when executed by both parties.

In presenting this Work Authorization, Consultant agrees that:

Unless detailed herein, all drawings, data, electronic files and other information required for this Work Authorization has been accepted by Consultant. Specifically, all electronic files have been reviewed and accepted for the purposes of this Work assignment. Any additional information, including detailed scope of services are attached.

AGREED TO BY:

BY: 
Print Name: Steve Spratt
Title: FGUA System Manager
Date: 7/29/2021

RECOMMENDED AND APPROVED BY AMERICAN BEACH WATER AND SEWER DISTRICT:

District Engineer: Megan Diehl
Department Head or Designee

Procurement: Marshall Eyerman
Marshall Eyerman

Office of Management & Budget: Megan Diehl
Megan Diehl

County Manager: 
Taco E. Pope

Ex-Officio Clerk: _____
John Crawford

County Attorney: Michael S. Mullin
Michael S. Mullin

APPROVED by the AMERICAN BEACH WATER AND SEWER DISTRICT,
this _____ day of _____, 2021.

AMERICAN BEACH WATER AND
SEWER DISTRICT
NASSAU COUNTY, FL

Thomas R. Ford
Chairman

ACCOUNT NO.: 71500533 563551 ABWSD

Florida Governmental Utility Authority

Board Agenda Item

Thursday, April 15, 2021

Item

CA 4 Approval of Work Authorization No. WT 21-04 with Wade Trim, Inc. for Consulting Engineering Services related to the American Beach Water Main Improvement Project, located in the Nassau Amelia Utility, on behalf of Nassau County

Summary

Provided for your review and consideration is Work Authorization No. *WT 21-04* with Wade Trim, Inc. (WT), consulting engineering services related to the American Beach Water Main Improvement Project, located in the Nassau Amelia Utility (NAU) System, on behalf of Nassau County. As the Board may recall, an Interlocal Agreement between Nassau County and the Florida Governmental Utility (FGUA) was approved in December 2019 which provides for the FGUA to assist the County with capital improvement project administration and consulting engineering, grant/loan administration and special assessment services on a mutually agreed upon project-by-project basis.

The project consists of approximately 2.5 miles of new water mains to connect approximately 287 residential and commercial lots to the Nassau Amelia Utilities (NAU) centralized potable water distribution system. Appropriately spaced/located fire hydrants will also be provided for fire protection. On February 24, 2021, the Florida Department of Environmental Protection (FDEP) authorized State Revolving Fund (SRF) loan funding to the Nassau County American Beach Water and Sewer District for the design of the project. It is expected that the District will submit the corresponding loan application in early April 2021. In anticipation of an executed SRF loan agreement with the District, and related Work Authorization No. CM2786-WA09 to the FGUA pursuant to the Interlocal Agreement, Work Authorization No. *WT 21-04* provides for the required consulting engineering services. Specifically, under this Work Authorization *WT's* scope of Work includes Design Report, Preliminary and Final Design and Bid. (A.2 through A.4) Services. Construction Bid Services (A.5) have previously been approved in WA *WT 21-03* . The lump sum fee for these services is \$169,500.00.

This Work Authorization will be fully funded by Nassau County as referenced above and does not require any FGUA system funding. A copy of the draft Nassau County Work Authorization (CM2786-WA09) to the FGUA is attached for reference. This work is scheduled to be complete within six (6) months of Notice to Proceed.

Recommendation

Staff recommends approval of Work Authorization No. *WT 21-04* for Wade Trim, Inc. for Consulting Engineering Services related to the American Beach Water Main Improvement Project, located in the Nassau Amelia Utility System, Nassau County in the lump sum amount of \$169,500.00, conditioned upon approval of the related Nassau County Work Authorization to the FGUA.

Budget Impact

None. This work will be fully funded by Nassau County and does not require FGUA funding.

Board Action

Moved by:

Seconded by:

Action Taken:

Work Authorization No. WT 21-04

Professional Services Agreement Between the

Florida Governmental Utility Authority ("FGUA"),
a legal entity and public body created by interlocal agreement pursuant to
Section 163.01(7), Florida Statutes
and
Wade Trim, Inc.
201 N Franklin Street, Suite 1350
Tampa, FL 33602

American Beach Water and Sewer District
Water Main Improvements

A. SUMMARY OF SERVICES TO BE RENDERED

PROJECT BACKGROUND:

On February 24, 2021, the Florida Department of Environmental Protection (FDEP) identified the design of the American Beach Water Main Improvements Project as one of the projects eligible to participate in the State Revolving Fund (SRF) program. Additionally, it was recommended by FDEP that all projects desiring to apply for construction SRF funding in 2021 would need to have biddable plans, specifications, and approved permits submitted to FDEP prior to the August 2021 Priority List Meeting.

On behalf of Nassau County, the FGUA has requested the services of Wade Trim to assist with the design and permitting of the water main improvements project for the American Beach Water and Sewer District. The project will furnish the bid documents for approximately 14,000 LF of potable water mains to connect approximately 147 residential and commercial parcels currently supplied by private groundwater wells to the Nassau Amelia Utilities (NAU) centralized water distribution system. Another 140 vacant parcels will be provided service lateral stub-outs for future connection to the system. The District will also be provided with approximately 16 fire hydrants at 400-foot intervals.

The following tasks will be provided by Wade Trim under this Work Authorization:

A.2 - Design Report

Wade Trim will perform the following subtasks as part of the Design Report Phase:

A.2.1 Quality Assurance / Quality Control Management:

Under this subtask Wade Trim will perform quality assurance and quality control (QNQC) reviews for the entire Project. The QNQC professionals will be staff not routinely engaged in the Project. The QNQC Team will prepare written comments on Project deliverables at the appropriate stages of the project.

A.2.2 System Hydraulics and Point of Connection

Wade Trim will perform system hydraulic calculations that analyze the water demand during peak use and during a fire flow scenario. Hydraulic calculations will be provided

showing the selected sizing of the proposed water mains. Wade Trim will work with the FGUA to confirm the point of connections with NAU's existing water distribution system. A tie-in pressure of 70 psi has been provided by FGUA and US Water. This data will be used as the basis in the proposed water system model and will be assumed as the system pressure at each of the existing tie-in locations.

A.2.3 Corridor Routing Alternative Analysis for Potable Water Mains

Wade Trim will evaluate the proposed water distribution routes throughout the American Beach service area to serve existing and anticipated future connections. Additionally, fire hydrant locations will be evaluated and shown on the plans. The route evaluation(s) will include proposed water main lengths and pipe diameters, location within the existing rights-of-way, existing utilities, proposed service lines, and connection to the existing NAU water distribution system.

A.2.4 Basis of Design Report

Based on the selected routes completed in Subtask A.2.3, Wade Trim will prepare a Basis of Design Report (BOOR) no longer than 25 pages excluding appendices that documents the current and projected flow requirements and presents the hydraulic calculations showing the selected sizing of the proposed water distribution mains and locations of proposed fire hydrants. A pipeline route drawing (plan view only) will consist of the general location of the pipelines on a single 11" x 17" drawing and will be submitted showing the proposed alignments, location of the proposed fire hydrants, and points of connection with NAU's existing water distribution system.

The BOOR will include a recommendation for the preferred pipeline alignment, pipe material, permit requirements, potential land acquisition needs, and a Class IV OPCC cost estimate. Wade Trim will meet with the FGUA to review and obtain comments to the draft BOOR. Upon incorporation of FGUA comments, Wade Trim will provide the FGUA with a final BOOR and move forward with Preliminary Design.

A.3 - Preliminary Design

Wade Trim will perform the following subtasks as part of the Preliminary Design Phase:

A.3.1 Preliminary Design Submittal:

Wade Trim will prepare preliminary design drawings and specifications to a 60% level of design that illustrates the design intent. The preliminary design submittal will include the following:

- Pipeline plan and profile sheets
- Miscellaneous Details
- Typical roadway restoration details
- Technical specifications
- Updated OPCC cost estimate

The documents will be prepared utilizing survey previously obtained from Work Authorization No. WT 20-06, Amendment No. 1 related to the American Beach Sanitary Sewer Improvement Project. No additional survey will be provided within this work authorization. Wade Trim will adhere to their own CAD standards for plotting. The preliminary design deliverable will be submitted to the FGUA as an electronic PDF. Within a five (5) business day period, FGUA will provide Wade Trim with one set of written comments to be incorporated into the Final Design.

A.3.2 Preliminary Design Review Meeting:

Wade Trim will attend the preliminary design review meeting with the American Beach Advisory Board to present progress and answer reviewer questions. This meeting will be combined with the review of the Gravity Sewer project.

A.4 - Final Design

Wade Trim will perform the following subtasks as part of the Final Design Phase:

A.4.1 90% Design

Wade Trim will prepare construction plans, technical specifications, and engineering cost estimate to the 90% level of design. Included with this submittal, the technical specifications will also include the SRF supplemental conditions provided by the FDEP. As it is the FGUA's desire to combine both the American Beach Sanitary Sewer and Water Main Improvement Projects into a single set of Bidding Documents to eliminate duplication of design and construction efforts and to benefit from the administrative efficiencies of administering one construction contract, Wade Trim will consolidate both projects at this point. Progressing from this point, all design documents (plans, specifications, and cost estimates) will represent a consolidation of both projects. Cost estimates will include separate costs for both the Sanitary Sewer and Water Main Improvement Projects.

Wade Trim will meet with FGUA Staff at the conclusion of the 90% Design to present the submitted documents prior to FGUA review. The 90% deliverable will be submitted to the FGUA as an electronic PDF. Within a five (5) day period, FGUA will provide Wade Trim with one set of written comments to be addressed and incorporated into the 100% Design, as appropriate.

A.4.2 90% Design Review Meeting

Wade Trim will attend the 90% design review meeting with the American Beach Advisory Board to present progress and answer reviewer questions. This meeting will be combined with the review of the Gravity Sewer project.

A.4.3 100% Design

Wade Trim will finalize the design and provide the FGUA with signed and sealed bid documents. The bid documents will consist of signed and sealed drawings, technical specifications and engineers cost estimate submitted as an electronic PDF containing digital PE signatures.

A.4.4 SRF Readiness to Proceed Assistance

Wade Trim will **assist** the FGUA in coordinating with the FDEP in submitting biddable plans and specifications as part of the readiness to proceed. This effort will include time for conference calls and submittal of design documents.

A.5 - Construction Bid Services

It is the desire of the FGUA to bid both the construction of the gravity sewer project (designed under Work Authorization WT 21-03) and the construction of the water main project (designed under this Work Authorization WT 21-04) as a single construction contract. No bidding assistance is included under this work authorization as it is already included in the gravity sewer Work Authorization, WT 21-03.

B. PROJECT COST \$169,500.00**Project No.: Nassau County Project**

The lump sum fee for the scope of work described in Section A shall not exceed the total detailed in the table below. Payment is contingent on the timing and receipt of funding from Nassau County.

	Billed at	Numbers of hours	Cost included
Wade Trim			
Principal	\$225.00	150	\$33,750
Project Manager	\$160.00	120	\$19,200
Professional Engineer 4	\$180.00	250	\$45,000
Engineer 7	125.00	250	\$31,250
Engineer 6	\$115.00	220	\$25,300
Expenses			\$15,000
Lump Sum Total			\$169,500

C. PROJECT SCHEDULE*

Task	Due Date
A.2 Design Report Submittal	2 Weeks from NTP
A.3 Preliminary Design Submittal	32 Days from FGUA Review of BOOR Report
A.4 90% Design Submittal	28 Days from Preliminary Design Review
A.4 100% Design Submittal	17 Days from 90% Design Review *
A.5 Construction Bid Services	As Scheduled Per FGUA

*Due to uncertainty of when the FDEP Design Loan may be executed and a subsequent Notice to Proceed issued to Wade Trim, Wade Trim will, within reason and as a good-faith gesture, take the necessary steps to accelerate the schedule to meet the June 25, 2021 Readiness to Proceed submittal deadline to the FDEP, which may include providing additional manpower, commencement of the Work "at-risk", etc.. Any effort by Wade Trim to accelerate the schedule assumes that both the FGUA and Nassau County collectively work to accelerate the SRF loan process both internally and with the FDEP.

D. NOTICE/PROJECT MANAGER OF CONSULTANT

DocuSigned by:

Thomas Brzezinski

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Thomas S. Brzezinski, PE
Executive Vice President
Wade Trim, Inc.
201 N. Franklin Street, Suite 1350
Tampa, FL 33602

DocuSigned by:

David Dilena

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David Dilena
Chief Financial Officer
Operations Program Manager

DocuSigned by:

Ken Cheek

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FGUA Board Chair

Florida Governmental Utility Authority
280 Wekiva Springs Road, Suite 2070
Longwood, FL 32779

DocuSigned by:

Robert Dickson

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Robert Dickson, PE
Capital Program Manager

Dated this ____ day of _____, 2021.

Florida Governmental Utility Authority

Board Agenda Item

Thursday, April 15, 2021

Item

CA4a Approval of Work Authorization No. GSG 21-37 with Government Services Group, Inc. for Capital Project Administration Services for the Design and Bidding phases of the American Beach Water Main Improvement Project, located in the Nassau Amelia Utility System, on behalf of Nassau County

Summary

Provided for your review and consideration is Work Authorization No. GSG 21-37 with Government Services Group, Inc. (GSG) for Capital Project Administration Services for the design and bidding phases of the American Beach Water Main Improvement Project, located in the Nassau County System, Nassau County. As the Board may recall, an Interlocal Agreement between Nassau County and the Florida Governmental Utility (FGUA) was approved in December 2019 which provides for the FGUA to assist the County with capital project administration, consulting engineering, grant administration and special assessment services on a mutually agreed upon project-by-project basis.

The project consists of approximately 2.5 miles of new water mains to connect approximately 287 parcels to the Nassau Amelia Utilities (NAU) centralized potable water system. On February 24, 2021, the Florida Department of Environmental Protection (FDEP) authorized State Revolving Fund (SRF) loan funding to the Nassau County American Beach Water and Sewer District for the design of the project. It is expected that the District will submit the corresponding loan application to the FDEP in early April 2021. In anticipation of an executed SRF loan agreement with the District, and related Work Authorization No. CM2786-WA09 to the FGUA pursuant to the Interlocal Agreement, Work Authorization No. GSG 21-37 provides for the required capital project administration services.

Specifically, under this Work Authorization, GSG will provide capital project administration services during the design and bidding phases of the project, as identified in Section 2.10 of the Amended and Restated Management Services Agreement. This lump sum for these services is \$8,921.05, which is based upon a fee of 5% of the total costs for these phases of the project. It does not require any FGUA system funding. This work is scheduled to be complete within six (6) months of Notice to Proceed.

This Work Authorization will be fully funded by Nassau County as referenced above and does not require any FGUA system funding. A copy of the draft Nassau County Work Authorization (CM2786-WA09) to the FGUA is attached for reference. This work is scheduled to be complete within six (6) months of issuance of the Notice to Proceed to GSG.

Recommendation

Staff recommends approval of Work Authorization No. GSG 21-37 with Government Services Group, Inc. for Capital Project Administration related to the American Beach Water Main Improvement Project, located in the Nassau Amelia Utility System, Nassau County, in the lump sum amount of \$8,921.05, conditioned upon approval of the related Nassau County Work Authorization to the FGUA.

Budget Impact

None. This work will be fully funded by Nassau County and does not require FGUA funding.

Board Action

Moved by:

Seconded by:

Action Taken:

WORK AUTHORIZATION NO. GSG 21-37

To

Management Services Agreement Between the

Florida Governmental Utility Authority ("FGUA"),
a legal entity and public body created by interlocal agreement pursuant to
Section 163.01(7), Florida Statutes

and

Government Services Group, Inc. ("GSG")
for the Nassau County American Beach Water Main Improvement Project

A. SUMMARY OF SERVICES TO BE RENDERED

Under this Work Authorization, Government Services Group, Inc. (GSG) will provide Capital Project Administration Services for the design and bidding phases of the Nassau County American Beach Water Main Improvement Project on behalf of Nassau County pursuant to the December 12, 2019 Interlocal Agreement and related Work Authorization CM2786-WA0X9 approved by the Board of County Commissioners. The project consists of approximately 2.5 miles of new water mains to connect approximately 287 parcels to the Nassau Amelia Utilities (NAU) centralized potable water distribution system. Appropriately spaced/located fire hydrants will also be provided for fire protection.

Capital project administration services provided for the project shall be as identified in Section 2.10 of the Amended and Restated Management Services Agreement. The lump sum fee for the capital project administration services identified below excludes any efforts related to additional work.

B. PROJECT COST

TOTAL Lump Sum \$8,921.05

Payment shall be made to GSG on a monthly basis with six (6) payments of \$1,486.84, with the first payment due upon issuance of the Notice to Proceed. The fee equates to 5% of the total project costs for the design and bidding phases, including: engineering services and capital project administration fees. A summary of these costs is as follows:

Engineering Services:

Work Authorization No. WT 21-04	\$169,500.00
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Capital Project Administration Fees:

Work Authorization No. GSG 21-37	\$8,921.05
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Payment is contingent on the timing and receipt of funding from Nassau County.

C. PROJECT SCHEDULE

Complete within six (6) months of Notice to Proceed. Issuance of Notice to Proceed by FGUA is contingent upon receipt of fully executed Work Authorization CM2786-WA09 from Nassau County.

D. NOTICE/PROJECT MANAGER OF CONSULTANT

DocuSigned by:
Steve Spratt
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Stephen M. Spratt, Senior Vice President
Government Services Group, Inc.
1500 Mahan Drive, Suite 250
Tallahassee, FL 32308

DocuSigned by:
Ken Cheek
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Chair/ Vice Chair
Florida Governmental Utility Authority
280 Wekiva Springs Rd., Suite 2070
Longwood, FL 32779

Certification that Sufficient Funds are Available:

DocuSigned by:
David Dilena
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David M. Dilena, CPA
Chief Financial Officer

DocuSigned by:
Howard E. Adams
1BEF0CBA9354453...

Eugene Adams, Esq.
General Counsel

Dated this ___ day of ___, 2021