COUNCIL ITEM 13H
DATE 9/12/11

PORT ST. LUCIE CITY COUNCIL
AGENDA ITEM REQUEST

Meeting Date: September 12, 2011

Public Hearing ____ Ordinance ____ Resolution ____ Motion X

Item: #20110115, Design & permit for Midway & Selvitz

Recommended Action:

1) Approve short listed firms by evaluation committee #1 Culpepper & Terperning, Inc., #1 Captec Engineering Inc., and #3 Creech Engineering, and start negotiation with #1 ranked firm Culpepper & Terpening Inc. If unable to negotiate a contract with #1 firm to continue to negotiate with #2 and then #3 firms.

Exhibits: Department memo attached [ ] yes [X] no
Copies of the Bid tabulation Report, Proposals, Specifications, Committee Scores, Minutes
NOTE: Offers from vendors listed herein are the only offers received timely as of the above opening date and time. All other offers submitted in response to this solicitation, if any, are hereby rejected as late.

Summary Explanation/Background Information: The Request for Proposal was advertised August 10, 2011 for the Design and permitting for Midway and Selvitz road improvement project to firms that were awarded contracts under Master contract #20100050. A proposal notification was sent to 67 suppliers and 12 firms requested proposals. The proposal was opened August 23, 2011 at 1:30 P.M. and 4 firms responded. The evaluation committee met August 31, 2011 at 11 A.M. and as a consensus short listed and scored the following firms as follows: Culpepper & Terpening Inc., Captec Engineering Inc. Creech Engineering and Kieth and Schnars. The evaluation committee held question and answers with the 3 topped scored firms on September 1, 2011 at 9 A.M. and consensus ranked the firms as follows: #1 Culpepper & Terpening Inc., #2 Captec Engineering Inc. and #3 Creech Engineering. The committee considered the solutions to the scheduling issues, service disruptions, coordination of many agencies and other challenges to this project. Even though the project is a professional service and the City policy excludes a local preference this firm is located in the Treasure Coast. All firms stated they could respond within an hour or less.

The need for the above is:
Purchase is not a replacement Purchase is budgeted.
Department requests expenditure from the following:

Fund	445	Utilities Water 70% Wastewater 30%
Cost Center	3316/ 3516	Water & Wastewater
Object Code	563004	Professional services
Project	Y1122	Midway & Selvitz

Director of OMB concurs with award: City Manager concurs with award: Department requests _____ minutes to make a presentation.

Submitted by:
Representing Committee Date Submitted 9/1/11

RECEIVED
SEP 01 2011
City Manager's Office

Q & A ATTENDANCE
RFP #20110115
Design W,WW & Telecommunications Facilities Midway & Selvitz Road
September 1, 2011 @ 9 A.M.

	Name (Please PRINT Legibly)	Company Name Or Entity
1	Cheryl Shanaberger	City of PSL-OMB
2	Butch Terpening	Culpepper & Terpening
3	Steven Doyle	Culpepper & Terpening
4	MICHAEL KOLODZIEJCZYK	CULPEPPER & TERPENING.
5	STEFAN MATTHES	C & T
6	Kevin Trepanier	C & T
7	ETIENNE BOURGEOIS	CAPTEC
8	JEFF NORRIS	CREECH
9	ERIC ZEISS	CREECH
10	Mike Kendrick	Park & Recreation
11	Arnold Koepper	PSLUSD
12	JIM ANGSTADT	PSL ENG.
13	Denise Burton	PSL Utilities
14	JOE CAPRA	CAPTEC
15	HAROLD L. TOURJEE, JR.	CAPTEC
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Midway / Selvitz Road Improvements

Design & Permitting of Water, Wastewater and Telecommunications

CELEBRATE 1961 50 2011 PORT ST. LUCIE

CITY of PORT ST. LUCIE FLORIDA

CAPTEC Engineering, Inc.

(Proposal No. 20110115)

Project Team

Joseph W. Capra, P.E.
President
30+ years experience

Etienne B. Bourgeois, P.E.
Project Manager
12 years experience

Harold L. Tourjee
Designer
28 years experience

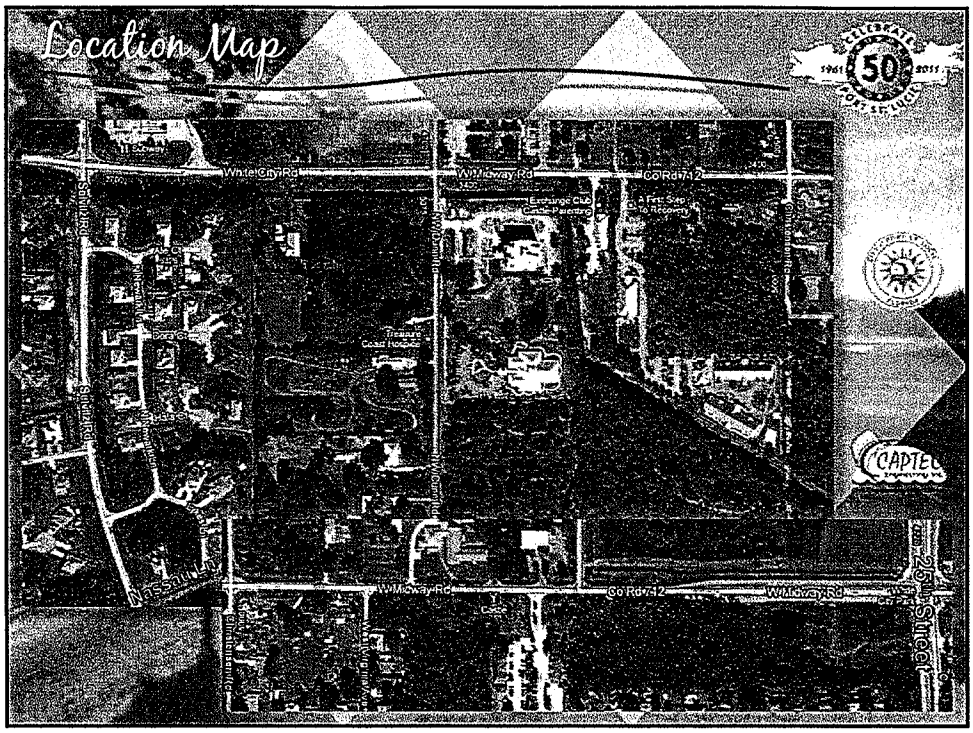
CAPTEC Engineering, Inc.

Ricky Hui
Civil Design Technician
24 years experience

Gina Colonna
Project Coordinator
7 years experience

InfraMap

Subsurface Utility Exploration


Location Map
White City Rd
W Midway Rd
Co Rd 712
Nassau Ln
25th Street

Design and Permitting
Midway & Selvitz Road Improvement Project

Sealed Electronic Proposal #20110115

CULPEPPER & TERPENING, INC

CONSULTING ENGINEERS | LAND SURVEYORS

Design and Permitting
Midway & Selvitz Road Improvement Project

Project Team Introduction

Butch Terpening, P.E.
Project Principal

Stefan Matthes, P.E.
Project Manager

Steven Doyle, P.E.
Project Engineer

Mike Kolodziejczyk, P.S.M.
Project Surveyor

Marcelo Dimitriou, P.E.
QA/QC & Constructability

This Team Has Successfully Completed Approximately 500,000 Feet of Utility Line Design and Relocations.

Challenges in Schedule

Challenge #1 - Delivering Within 6 Weeks, 90% Plans, Based on the County's 60% Roadway Plans, Which are Subject to Change.

Challenge #2 - Stakeholders Communication to Identify Design Restraints and Solutions.

Schedule Solutions

- Our Proven Fast Track Project Experience
- Flexible in Design and Plan Preparation
- Schedule Weekly Update Meetings
- Realtime Interactive Project Management Software/Basecamp
- Knowledge of Stakeholder's Requirements and Personnel as a Continuing Service Provider for St. Lucie County, St. Lucie County Fire District, Florida Power & Light, AT&T, Fort Pierce Utility Authority, and Hometown Cable

Challenges in Design & Permitting

Challenge #1 - Western Terminus Is A Complex Connection

The western terminus of the Utility project will require connections to the existing water and sewer mains. These mains are on the north side of the NSLWCD Canal No. 103 and will require a crossing beneath the existing canal bottom at elevation approx. 10 NGVD. We propose a subaqueous crossing that will allow for the future connection when the next Phase of Midway Road is constructed to the west.

STA. 1250 - WESTERN TERMINUS

Challenges in Design & Permitting

Challenge #2 - Major Drainage Crossings Create Utility Conflicts

At Station 1293 the mains have to cross an 11 foot by 5 foot box culvert. St Lucie requires 24 inch of clearance for major drainage facilities. The box culvert design invert of 8.2 NGVD will not allow the placement of the mains above the facility, thus requiring the installation to be placed under the box. Consideration for the air release valves, setback requirements and maintenance of this facility is critical to the design.

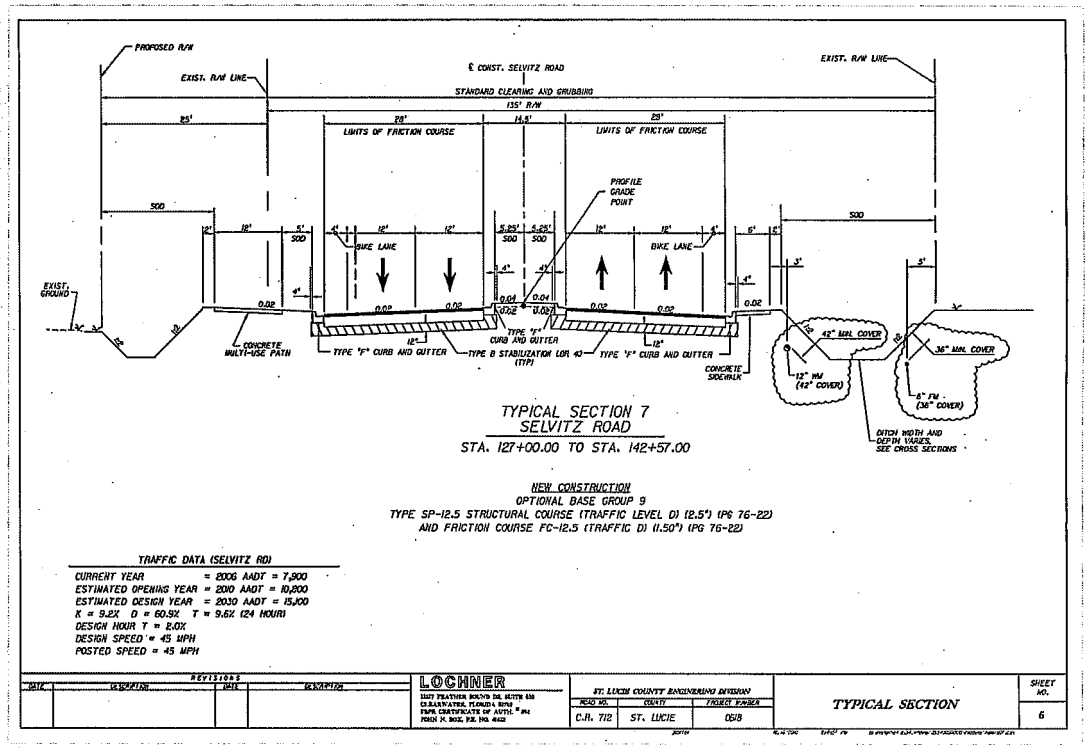
STA. 1293 - CANAL CROSSING

Design and Permitting
Midway & Selvitz Road Improvement Project

Challenges in Design & Permitting

Challenge #3 - Typical Roadway Sections Limits Utility Locations

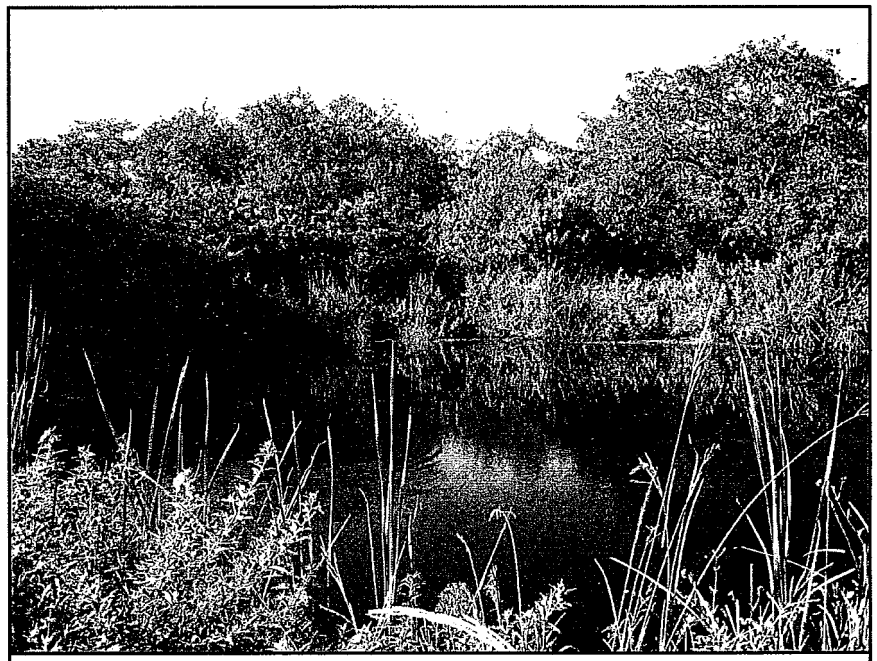
The current Roadway Typical Section from Station 1293 to 1302 has a swale along the south side that is 5 feet below the roadway centerline. We propose the consideration of a main location approx. 3 feet south of the sidewalk and a force main location approx. 5 feet north of the south Right-of-Way. The vertical clearance would be maintained and place the sewer line beneath the water main and the bottom of the swale.



Challenges in Design & Permitting

Challenge #4 - Wetlands/Gravity Walls Requires Special Consideration

The current Roadway Typical Section from Station 1320 to 1324 includes a "gravity wall", to minimize wetland impact, thus limiting the mains location. We propose consideration of terminating the sewer main at a station 1314 (western property on Emerson Tract. The benefits of this would allow the water main to be placed from station 1324 to the 25th Street intersection under the sidewalk. The design of the water main in this area would require the valves be placed on either side of this wetland area, thus keeping all valves outside of the sidewalk.



STA. 1320 - STA. 1324 WETLANDS

Challenges in Design & Permitting

Challenge #5 - Service To Existing Customers Cannot Be Interrupted

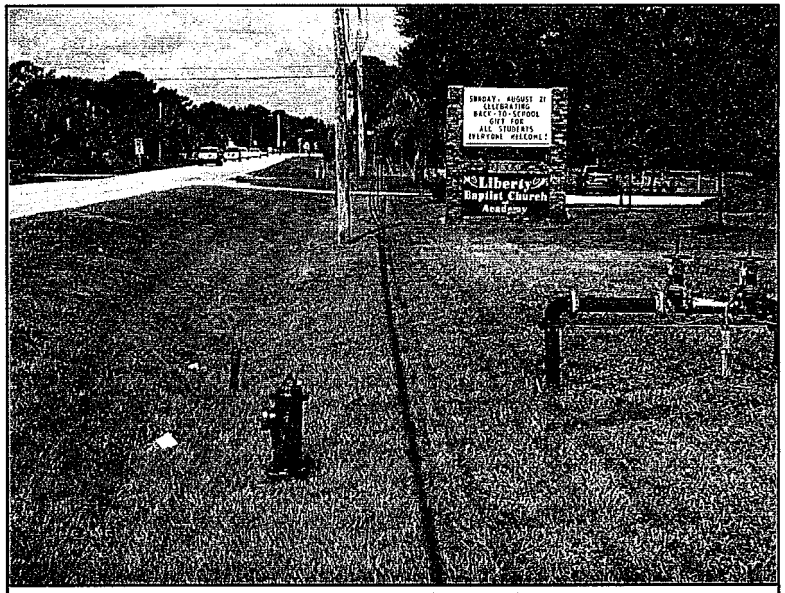
Maintaining approximately 7 existing utility customers along the route while replacing the water and sewer lines. We propose a design location that will allow for the construction sequencing to concur without interruption of service.

TYPICAL PSLUSD UTILITY SERVICE

Challenges in Design & Permitting

Challenge #6 - Compliance With Fire Protection Code (In Regards To Fire Hydrant Location)

Midway Road is designed as a divided roadway section, thus the existing fire protection which is currently being provide by the FPUA along the north side of the roadway will no longer meet the requirements of the Fire District and Life Safety Code. The District requires fire protection on both sides of the roadway when the roadway has a divided median. We propose to establish fire hydrant locations acceptable to the District and City early in the design process. The location will require both accessibility for fire apparatus connections and maintainability for the City.



FPUA - FIRE PROTECTION

Challenges in Design & Permitting

Challenge #7 - PSLUSD/FPUA Interconnect Location Design (SCADA)

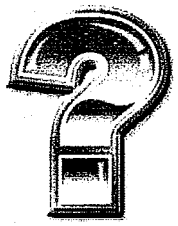
The existing Right-of-Way restricts the relocation of the PSLUSD & FPUA Potable Water Interconnect. We propose working with St. Lucie County on obtaining an easement suitable to PSLUSD & FPUA within the proposed stormwater tract for Pond No. 4 that abuts the 25th Street.

PSLUSD / FPUA - POTABLE WATER INTERCONNECT

CLOSURE

We will provide you with the project you expect!

We appreciate the opportunity to present our credentials and are ready to answer any questions you may have!



Additional Challenges in Schedule

- The County is continuing its acquisition of Right-of Way for the roadway project; therefore the ultimate right-of-way may change. We propose to closely coordinate with the County's Attorney office and the County's Right-of Way acquisition agent, Ms. Joann Rielle, for changes that would affect our design.
- Conceptual design approvals to allow for the concurrent preparation of 90% plans. A project kickoff meeting will be scheduled to establish conceptual design locations and design parameters.
- Wetland impacts; the South Florida Water Management District (the "SFWMD") Permit has not been submitted for the roadway construction. The County's consultant has identified wetlands that may be impacted as a result of this project and has conducted with the SFWMD only a pre application meeting has been conducted, thus regulatory agencies impacts are unknown at this time. We propose an independent pre application meeting to identify mitigation of wetland impact that will occur on the project.
- Stakeholders input and other utility coordination is critical to the design of the Project. We propose design conflict meetings at 30%, 60% and 90% plan completion between the various utility facilities, including but not limited to AT&T, FP&L (transmission, distribution & siren shop), Hometown Cable and Comcast.
- Plan preparation and conversions of the electronic file i.e.: the County uses Micro Station and PSLUSD requires Auto CAD.
- Coordination and conformation of vertical datum PSLUSD utilizes NAVD 1988 and the County may have used NGVD 1929.
- The County bid documents and contractor utilized Micro Station in electronic format and to comply with PSLUSD requirements will require delivery of two (2) electronic files.

Additional Challenges in Design & Permitting

- The current Roadway Typical Section from Station 1308 to 1315 has a swale along the south side that is 3 feet below the roadway centerline. We propose consideration of a water main location 3 foot south of the sidewalk and a force main location 5 foot north of the south right of way. The vertical clearance would be maintained and the place the sewer line beneath the water main and the bottom of the swale.
- Selvitz Road at Station 114 to Station 125 consider a main location with utilizes the City's property, identified as Tracts G-4 and G-17 of Port St. Lucie Section 38 to minimize impacts.
- Insuring that the proper easements and Right-of-Way exist in place prior to construction of the utility improvements. We propose close coordination with the County's Right of Way Acquisition Agent, Ms. Joann Reille.
- Compliance with the FDOT Utility Accommodation Guidelines which the County utilizes as a standard. Our staff has extensive experience in compliance with the FDOT standards and will coordinate compliance issues with the City and County.
- Insure that in the development of the Alternate bid documents includes overlap items i.e.: Silt fencing, fill, restoration, etc.
- Consider acquiring "service easements" for future development tracts, i.e.: N.W. corner Dunn road and Centerline Homes Parcel.

Additional Challenges in Design & Permitting

- Establish locations for future main extensions at West Virginia Dr. (west side of right of way) and Christenson Rd. (East side of right of way).
- To insure survivability of the existing vegetative buffer in Tract G-4 in PSL Section 48 we suggest an arborist to trim and root prune ASAP.
- Consider utilization of HDEP pipe for all of the major drainage crossing to allow for field adjustments in the construction of the drainage and to eliminate joints given the depth of the installation. The design should also include a "buffer" both horizontal and vertical at each crossing.
- The installation of the mains at Selvitz Road should allow for future expansion and a connection for the 4 laning to the south.
- Establish testing segments so the contractor can coordinate installation and segmental testing of the system.
- The design of the Fire hydrants location should incorporate existing development and public roadways i.e.: The Church of Jesus Christ, Hospice, Dunn Road, west Virginia and Christenson Road so the spacing and accessibility are maximized.
- Incorporate safe access to the interconnect and landscaping plans to insure access.

Evaluation Committee Meeting
August 31, 2011 @ 11:00 AM
RFP #20110115
Design and Permitting of Water, Wastewater and Telecommunications facilities & appurtenances for the Midway & Selvitz Road Improvement Project

Note: This meeting is being recorded.

City Personnel:
Cheryl Shanaberger, OMB
Denise Burton, Utilities
Mike Kendrick, Park & Recreation
David Koeppen, Utilities
Jim Angstadt, Engineering

Non-City Attendance:
Nate Wilbur, C&T
Stefan Matthes, C&T
Etienne Bourgeois, Captec

1. Sign In Sheet

2. Individual scores were passed out with the tally. Participation agreements were turned in to Cheryl Shanaberger.

3. The scoring was pretty consistent across the board with the top three ranking as follows:
   - Captec
   - Creech
   - Culpeper & Terpening

4. At least three companies have to be interviewed.

Discussions or Questions by the board:

Q. One said they could not do any preliminary as far as projected problems until 60% of the plans are approved. I did not understand that. Some companies did project problems.

A. Another Engineer is doing the roadway portion. Utilities is only doing is moving the water line and adding a low pressure force main. There will be another Engineering firm to provide whoever the winner of this is a set of CAD drawings which will be 60% complete if they are not already. They will have to take those plans and add on the Utilities. The will not be drawing them up from scratch.

Q. In the RFP we ask for challenges for the design and permitting. The firm didn't give you anything?

A. I didn't really see much challenges.

Q. In all of them or just some?

A. No, just the one.

Q. Do you rate them low because of that?
A. Yes.

Q. How about the other two, did you rate them the same?
A. Everyone else provided something. They knew what they were expecting and they didn't seem to know that they were going get those 60% plans. They weren't really able to project.

Q. In the future we might need to add this into the RFP that they will get the plans?
A. It was in there. The firms should have been rated low because they did not do their homework.

Q. Did the other two firms do the same thing?
A. Some of the responses were extremely vague. It was like a textbook response.

Denise Burton: In fairness if you aren't in the middle of the project you would not know the specifics of it. It is definitely going to be a challenge to take someone else's drawings and put stuff on top of them to make sure you do not have conflicts with drainage. This is depending on how comprehensive the plans are going to be. It will be possible to miss things to create more conflicts. Permitting is a challenge. At least one and two hit upon a lot of items that were of concern. Soft digs are good so they know were items are going to meet with traffic. Right of way issues and wetland permitting were brought up. Time and permits was brought up and we do not have any control when SFWMD sends permits. DEP is easier considering water and wastewater permits with wetlands going beyond the anticipated timeframe.

James Angstadt: It was obvious that K&S did not have enough experience particularly within the City.

Cheryl Shanaberger: Everyone ranked K&S last.

Denise Burton: K&S has no experience for this type of job.

Q. Captec and C&T are very close. Does the committee agrees to keep the scoring as the group scoring?
A. All agreed to keep the scoring.

Q. Does the committee agree to schedule the Q&A for C&T, Captec and Creech on September 1st at 9:00AM?

A. All agreed to that date and time.

Meeting adjourned.

Evaluation ATTENDANCE
RFP #20110115
Design W,WW & Telecommunications Facilities Midway & Selvitz Road
August 31, 2011 @ 11 P.M.

	Name (Please PRINT Legibly)	Company Name Or Entity
1	Cheryl Shanaberger	City of PSL-OMB
2	Denise Burton	" - Utilities
3	Mike Kendrick	Park & Recreation
4	David Koepper	PSCUD
5	Jim Angstadt	PSL Eng.
6	Nate Willbur	C & T
7	Stefan Matthes	C+T
8	Etienne Bourgeois	CAPTEC
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RFP 20110115 Design permit for Midway Selvitz

Evaluation Commitee Individual

Scores

August 31 @ 11 AM

		JA		DB		MK		TOTAL	Rank
Captec Engineering, Inc.									
Criterion	WTG	Points	Total	Points	Total	Points	Total		
Assigned Staff Exp	4	4	16	4	16	5	20		
Firm Experience	5	4	20	4	20	5	25		
Schedule Challenges	4	4	16	5	20	4	16		
Challenger design & permitting	5	5	25	4	20	4	20		
Dmergency Response Time	1	5	5	5	5	4	4		
Accepts Payment by P-Card	5	1	5	1	5	1	5		
Total			87		86		90	263	
Ranking									
Creech									
Criterion	WTG	Points	Total	Points	Total	Points	Total		
Assigned Staff Exp	4	4	16	3	12	5	20		
Firm Experience	5	3	15	2	10	4	20		
Schedule Challenges	4	3	12	4	16	4	16		
Challenger design & permitting	5	4	20	3	15	5	25		
Dmergency Response Time	1	5	5	5	5	5	5		
Accepts Payment by P-Card	5	1	5	1	5	1	5		
Total			73		63		91	227	
Ranking									
C & T									
Criterion	WTG	Points	Total	Points	Total	Points	Total		
Assigned Staff Exp	4	4	16	4	16	5	20		
Firm Experience	5	5	25	4	20	5	25		
Schedule Challenges	4	4	16	4	16	4	16		
Challenger design & permitting	5	5	25	4	20	5	25		
Dmergency Response Time	1	4	4	5	5	5	5		
Accepts Payment by P-Card	5	1	5	1	5	1	5		
Total			91		82		96	269	
Ranking									
K & S									
Criterion	WTG	Points	Total	Points	Total	Points	Total		
Assigned Staff Exp	4	3	12	4	16	3	12		
Firm Experience	5	3	15	2	10	3	15		
Schedule Challenges	4	2	8	3	12	1	4		
Challenger design & permitting	5	3	15	4	20	1	5		
Dmergency Response Time	1	2	2	3	3	2	2		
Accepts Payment by P-Card	5	1	5	1	5	1	5		
Total			57		66		43	166	
		Score		Rank					
Captec		**263**	**2**		**1**		**3**		
Creech		**227**	**3**		**3**		**2**		
C & t		**269**	**1**		**2**		**1**		
K & S		**166**	**4**		4		**4**		

RFP 20110115 Design permit for Midway Selvitz

August 31 @ 11 AM

Evaluation Commitee Individual

Scores

		JA		DB		MK		TOTAL	Rank
Committee did not re-score for group score									
Committee selected 3 firms for Q & A on 9/1/11 at 9:									

RFP # 20110115 Design & Permitting Midway & Selvitz

Respondent: CAPTEC ENGINEERING

A	B	C	D
Criterion	Weight Factor	Maximum Points Independent Review	Maximum Points Review with Panel
A. Assigned Staff Exp	4	0 1 2 3 (4) 5	0 1 2 3 4 5
Comments:			
B. Firm Experience	5	0 1 2 3 (4) 5	0 1 2 3 4 5
Comments:			
C. Schedule Challenges	4	0 1 2 3 (4) 5	0 1 2 3 4 5
Comments:			
D. Challenges design & permitting	5	0 1 2 3 4 (5)	0 1 2 3 4 5
Comments:			
E. Emergency Response Time	1	0 1 2 3 4 (5)	0 1 2 3 4 5
Comments			
F. Accepts Payment by P-Card	5	0 (1)	0 1

Instructions to Evaluator: Complete a separate evaluation form for each proposal reviewed. Each criterion must be assigned a score unless you are instructed otherwise on the form. Make additional notes in the "Comments" section for reference and discussion during meetings of the full evaluation panel.

The point values entered above reflect my best independent judgment of the merits of the identified respondent's proposal.

Committee Member: JAMES E. ANGSTADT (please print) Dept.: ENGINEERING

Signature: James E. Angstadt Date: 8/30/11

RFP # 20110115 Design & Permitting Midway & Selvitz

Respondent: CREECH ENGINEERS, INC.

A	B	C	D
Criterion	Weight Factor	Maximum Points Independent Review	Maximum Points Review with Panel
A. Assigned Staff Exp	4	0 1 2 3 (4) 5	0 1 2 3 4 5
Comments:			
B. Firm Experience	5	0 1 2 (3) 4 5	0 1 2 3 4 5
Comments:			
C. Schedule Challenges	4	0 1 2 (3) 4 5	0 1 2 3 4 5
Comments:			
D. Challenges design & permitting	5	0 1 2 3 (4) 5	0 1 2 3 4 5
Comments:			
E. Emergency Response Time	1	0 1 2 3 4 (5)	0 1 2 3 4 5
Comments			
F. Accepts Payment by P-Card	5	0 (1)	0 1

Instructions to Evaluator: Complete a separate evaluation form for each proposal reviewed. Each criterion must be assigned a score unless you are instructed otherwise on the form. Make additional notes in the "Comments" section for reference and discussion during meetings of the full evaluation panel.

The point values entered above reflect my best independent judgment of the merits of the identified respondent's proposal.

Committee Member: JAMES E. ANGSTADT (please print) Dept.: ENGINEERING

Signature: James E. Angstadt Date: 8/30/11

RFP # 20110115 Design & Permitting Midway & Selvitz

Respondent: CULPEPPER & TERPENING, INC.

A	B	C	D
Criterion	Weight Factor	Maximum Points Independent Review	Maximum Points Review with Panel
A. Assigned Staff Exp	4	0 1 2 3 4 5	0 1 2 3 4 5
Comments:			
B. Firm Experience	5	0 1 2 3 4 5	0 1 2 3 4 5
Comments:			
C. Schedule Challenges	4	0 1 2 3 4 5	0 1 2 3 4 5
Comments:			
D. Challenges design & permitting	5	0 1 2 3 4 5	0 1 2 3 4 5
Comments:			
E. Emergency Response Time	1	0 1 2 3 4 5	0 1 2 3 4 5
Comments			
F. Accepts Payment by P-Card	5	0 1	0 1

Instructions to Evaluator: Complete a separate evaluation form for each proposal reviewed. Each criterion must be assigned a score unless you are instructed otherwise on the form. Make additional notes in the "Comments" section for reference and discussion during meetings of the full evaluation panel.

The point values entered above reflect my best independent judgment of the merits of the identified respondent's proposal.

Committee Member: JAMES E. ANGSTADT (*please print*) Dept.: ENGINEERING

Signature: James E. Angstadt Date: 8/30/11

RFP # 20110115 Design & Permitting Midway & Selvitz

Respondent: KEITH AND SCHNARS, P.A.

A	B	C	D
Criterion	Weight Factor	Maximum Points Independent Review	Maximum Points Review with Panel
A. Assigned Staff Exp	4	0 1 2 (3) 4 5	0 1 2 3 4 5
Comments:			
B. Firm Experience	5	0 1 2 (3) 4 5	0 1 2 3 4 5
Comments:			
C. Schedule Challenges	4	0 1 (2) 3 4 5	0 1 2 3 4 5
Comments:			
D. Challenges design & permitting	5	0 1 2 (3) 4 5	0 1 2 3 4 5
Comments:			
E. Emergency Response Time	1	0 1 (2) 3 4 5	0 1 2 3 4 5
Comments			
F. Accepts Payment by P-Card	5	0 (1)	0 1

Instructions to Evaluator: Complete a separate evaluation form for each proposal reviewed. Each criterion must be assigned a score unless you are instructed otherwise on the form. Make additional notes in the "Comments" section for reference and discussion during meetings of the full evaluation panel.

The point values entered above reflect my best independent judgment of the merits of the identified respondent's proposal.

Committee Member: JAMES E. ANGSTADT (*please print*) Dept.: ENGINEERING

Signature: James E. Angstadt Date: 8/30/11

RFP # 20110115 Design & Permitting Midway & Selvitz

Respondent: Captec

A	B	C	D	
Criterion	Weight Factor	Maximum Points Independent Review	Maximum Points Review with Panel	
A. Assigned Staff Exp	4	0 1 2 3 (4) 5	0 1 2 3 4 5	16
Comments: many grs exp. water and sewer exp				
B. Firm Experience	5	0 1 2 3 (4) 5	0 1 2 3 4 5	20
Comments: many projects in area water and sewer extensions				
C. Schedule Challenges	4	0 1 2 3 4 (5)	0 1 2 3 4 5	20
Comments: Utility coordination mtg. (2) / knowledge of area & stormwater permitting 60% plans - soft dig meet w/ TRAFFIC				
D. Challenges design & permitting	5	0 1 2 3 (4) 5	0 1 2 3 4 5	20
Comments: pipe thickness, Ftgs overrun clearance fire protection				
E. Emergency Response Time	1	0 1 2 3 4 (5)	0 1 2 3 4 5	5
Comments 30 minutes lots of work.				81
F. Accepts Payment by P-Card yes	5	0 1	0 1	

Instructions to Evaluator: Complete a separate evaluation form for each proposal reviewed. Each criterion must be assigned a score unless you are instructed otherwise on the form. Make additional notes in the "Comments" section for reference and discussion during meetings of the full evaluation panel.

The point values entered above reflect my best independent judgment of the merits of the identified respondent's proposal.

Committee Member: Denise Burton (please print) Dept.: Utilities

Signature: [signature] Date: 8/30/2011

RFP # 20110115 Design & Permitting Midway & Selvitz

Respondent: Culpepper + Terpening

A	B	C	D	
Criterion	Weight Factor	Maximum Points Independent Review	Maximum Points Review with Panel	
A. Assigned Staff Exp	4	0 1 2 3 (4) 5	0 1 2 3 4 5	16
Comments: Crosstown Pkwy, Westmoreland Rosser Reclair / County / City of Ft Pierce		/ CEI not included in this project		
B. Firm Experience	5	0 1 2 3 (4) 5	0 1 2 3 4 5	20
Comments: many projects in this area				
C. Schedule Challenges	4	0 1 2 3 (4) 5	0 1 2 3 4 5	16
Comments: Kick off meeting Basecamp Weekly updates K/W issue wetlands / permit				
D. Challenges design & permitting	5	0 1 2 3 (4) 5	0 1 2 3 4 5	20
Comments: canal crossing clearance box culvert				6
E. Emergency Response Time	1	0 1 2 3 4 (5)	0 1 2 3 4 5	
Comments 4 minute				77
F. Accepts Payment by P-Card yes.	5	0 1	0 1	

Instructions to Evaluator: Complete a separate evaluation form for each proposal reviewed. Each criterion must be assigned a score unless you are instructed otherwise on the form. Make additional notes in the "Comments" section for reference and discussion during meetings of the full evaluation panel.

The point values entered above reflect my best independent judgment of the merits of the identified respondent's proposal.

Committee Member: Denise Burton (please print) Dept.: Utilities

Signature: [signature] Date: 8/30/2011

RFP # 20110115 Design & Permitting Midway & Selvitz

Respondent: Keith and Schnars

A	B	C	D	
Criterion	Weight Factor	Maximum Points Independent Review	Maximum Points Review with Panel	
A. Assigned Staff Exp	4	0 1 2 3 (4) 5	0 1 2 3 4 5	
Comments: Edgewood Community FM, WM Hammonduille Rd 12" WM Village Point - grinders (N/A) did not show % of staff time. or tasks.				16
B. Firm Experience	5	0 1 (2) 3 4 5	0 1 2 3 4 5	10
Comments: not alot of examples of projects related to this				
C. Schedule Challenges	4	0 1 2 (3) 4 5	0 1 2 3 4 5	12
Comments: partnering, describe schedule				
D. Challenges design & permitting	5	0 1 2 3 (4) 5	0 1 2 3 4 5	20
Comments: timeline of permits upfront discussions				
E. Emergency Response Time	1	0 1 2 (3) 4 5	0 1 2 3 4 5	3
Comments 1.25 hrs				61
F. Accepts Payment by P-Card yes.	5	0 1	0 1	

Instructions to Evaluator: Complete a separate evaluation form for each proposal reviewed. Each criterion must be assigned a score unless you are instructed otherwise on the form. Make additional notes in the "Comments" section for reference and discussion during meetings of the full evaluation panel.

The point values entered above reflect my best independent judgment of the merits of the identified respondent's proposal.

Committee Member: Denise Burton (please print) Dept.: Utilities

Signature: [signature] Date: 8/30/2011

RFP # 20110115 Design & Permitting Midway & Selvitz

Respondent: Creech Engineers

A	B	C	D	
Criterion	Weight Factor	Maximum Points Independent Review	Maximum Points Review with Panel	
A. Assigned Staff Exp	4	0 1 2 (3) 4 5	0 1 2 3 4 5	12
Comments: no individual description of experience				
B. Firm Experience	5	0 1 (2) 3 4 5	0 1 2 3 4 5	10
Comments: need description of projects not familiar with scope				
C. Schedule Challenges	4	0 1 2 3 (4) 5	0 1 2 3 4 5	16
Comments: FPL project coordination soil conditions				
D. Challenges design & permitting	5	0 1 2 (3) 4 5	0 1 2 3 4 5	15
Comments: identification of exist utilities				
E. Emergency Response Time	1	0 1 2 3 4 (5)	0 1 2 3 4 5	5
Comments 15 minutes				58
F. Accepts Payment by P-Card yes.	5	0 1	0 1	

Instructions to Evaluator: Complete a separate evaluation form for each proposal reviewed. Each criterion must be assigned a score unless you are instructed otherwise on the form. Make additional notes in the "Comments" section for reference and discussion during meetings of the full evaluation panel.

The point values entered above reflect my best independent judgment of the merits of the identified respondent's proposal.

Committee Member: Denise Burton (please print) Dept.: Utilities

Signature: [illegible] Date: 8/30/2011

RFP # 20110115 Design & Permitting Midway & Selvitz

Respondent:

A	B	C	D
Criterion	Weight Factor	Maximum Points Independent Review	Maximum Points Review with Panel
A. Assigned Staff Exp	4	0 1 2 3 4 5	0 1 2 3 4 5
Comments:			
B. Firm Experience	5	0 1 2 3 4 5	0 1 2 3 4 5
Comments:			
C. Schedule Challenges	4	0 1 2 3 4 5	0 1 2 3 4 5
Comments:			
D. Challenges design & permitting	5	0 1 2 3 4 5	0 1 2 3 4 5
Comments:			
E. Emergency Response Time	1	0 1 2 3 4 5	0 1 2 3 4 5
Comments			
F. Accepts Payment by P-Card	5	0 1	0 1

Instructions to Evaluator: Complete a separate evaluation form for each proposal reviewed. Each criterion must be assigned a score unless you are instructed otherwise on the form. Make additional notes in the "Comments" section for reference and discussion during meetings of the full evaluation panel.

The point values entered above reflect my best independent judgment of the merits of the identified respondent's proposal.

Committee Member: _____ Dept.: _____
(*please print*)

Signature: _____ Date: _____

RFP # 20110115 Design & Permitting Midway & Selvitz

Respondent: Culpepper & Terpening, Inc.

A	B	C	D
Criterion	Weight Factor	Maximum Points Independent Review	Maximum Points Review with Panel
A. Assigned Staff Exp	4	0 1 2 3 4 5	0 1 2 3 4 5
Comments:			
B. Firm Experience	5	0 1 2 3 4 5	0 1 2 3 4 5
Comments: what measures will be done to locate exsiting utilities - and Reduce change orders - or design flaws			
C. Schedule Challenges	4	0 1 2 3 4 5	0 1 2 3 4 5
Comments:			
D. Challenges design & permitting	5	0 1 2 3 4 5	0 1 2 3 4 5
Comments:			
E. Emergency Response Time	1	0 1 2 3 4 5	0 1 2 3 4 5
Comments			
F. Accepts Payment by P-Card	5	0 1	0 1

Instructions to Evaluator: Complete a separate evaluation form for each proposal reviewed. Each criterion must be assigned a score unless you are instructed otherwise on the form. Make additional notes in the "Comments" section for reference and discussion during meetings of the full evaluation panel.

The point values entered above reflect my best independent judgment of the merits of the identified respondent's proposal.

Committee Member: Mike Kendrick (please print) Dept.: Parks & Recreation

Signature: Mike Kendrick Date: Sept. 1. 2011

RFP # 20110115 Design & Permitting Midway & Selvitz

Respondent: Keith and Schnars, P.A.

A	B	C	D
Criterion	Weight Factor	Maximum Points Independent Review	Maximum Points Review with Panel
A. Assigned Staff Exp	4	0 1 2 (3) 4 5	0 1 2 3 4 5
Comments:			
B. Firm Experience	5	0 1 2 (3) 4 5	0 1 2 3 4 5
Comments:			
C. Schedule Challenges	4	0 (1) 2 3 4 5	0 1 2 3 4 5
Comments: WAS A general response No details to project site			
D. Challenges design & permitting	5	0 (1) 2 3 4 5	0 1 2 3 4 5
Comments: very vague, and no list of any real solutions to the project.			
E. Emergency Response Time	1	0 1 (2) 3 4 5	0 1 2 3 4 5
Comments			
F. Accepts Payment by P-Card	5	0 1	0 1

Instructions to Evaluator: Complete a separate evaluation form for each proposal reviewed. Each criterion must be assigned a score unless you are instructed otherwise on the form. Make additional notes in the "Comments" section for reference and discussion during meetings of the full evaluation panel.

The point values entered above reflect my best independent judgment of the merits of the identified respondent's proposal.

Committee Member: Mike Kendrick (please print) Dept.: Parks & Recreation

Signature: Mike Kendrick Date: Sept. 1-2011

RFP # 20110115 Design & Permitting Midway & Selvitz

Respondent: ~~Keith & Schnars, P.A.~~ Creech Engineering, Inc

A	B	C	D
Criterion	Weight Factor	Maximum Points Independent Review	Maximum Points Review with Panel
A. Assigned Staff Exp	4	0 1 2 3 4 5	0 1 2 3 4 5
Comments:			
B. Firm Experience	5	0 1 2 3 4 5	0 1 2 3 4 5
Comments:			
C. Schedule Challenges	4	0 1 2 3 4 5	0 1 2 3 4 5
Comments: ~~Trust~~ it appears that no site visit was ~~preformed~~ conducted that would give a better insight to the Projects working environment.			
D. Challenges design & permitting	5	0 1 2 3 4 5	0 1 2 3 4 5
Comments:			
E. Emergency Response Time	1	0 1 2 3 4 5	0 1 2 3 4 5
Comments			
F. Accepts Payment by P-Card	5	0 1	0 1

Instructions to Evaluator: Complete a separate evaluation form for each proposal reviewed. Each criterion must be assigned a score unless you are instructed otherwise on the form. Make additional notes in the "Comments" section for reference and discussion during meetings of the full evaluation panel.

The point values entered above reflect my best independent judgment of the merits of the identified respondent's proposal.

Committee Member: Mike Kendrick (*please print*) Dept.: Parks & Recreation

Signature: Mike Kendrick Date: Sept. 1- 2011

RFP # 20110115 Design & Permitting Midway & Selvitz

Respondent: CAPTEC Engineering, Inc.

A	B	C	D
Criterion	Weight Factor	Maximum Points Independent Review	Maximum Points Review with Panel
A. Assigned Staff Exp	4	0 1 2 3 4 5	0 1 2 3 4 5
Comments:			
B. Firm Experience	5	0 1 2 3 4 5	0 1 2 3 4 5
Comments:			
C. Schedule Challenges	4	0 1 2 3 4 5	0 1 2 3 4 5
Comments:			
D. Challenges design & permitting	5	0 1 2 3 4 5	0 1 2 3 4 5
Comments:			
E. Emergency Response Time	1	0 1 2 3 4 5	0 1 2 3 4 5
Comments			
F. Accepts Payment by P-Card	5	0 1	0 1

Instructions to Evaluator: Complete a separate evaluation form for each proposal reviewed. Each criterion must be assigned a score unless you are instructed otherwise on the form. Make additional notes in the "Comments" section for reference and discussion during meetings of the full evaluation panel.

The point values entered above reflect my best independent judgment of the merits of the identified respondent's proposal.

Committee Member: Mike Kendrick (please print) Dept.: Parks & Recreation

Signature: Mike Kendrick Date: September 1, 2011

City of Port St. Lucie, Florida

PARTICIPATION AGREEMENT
Request for Proposal #20110115
Evaluation Committee Members / Participants

I, Mike Kendrick, an individual official, employee, consultant, or subcontractor of or to the CITY OF PORT ST. LUCIE, FLORIDA hereby consent to the terms in this Agreement in consideration of my serving as an evaluation committee member (scoring or non-scoring) and being provided certain information related to the Design and Permitting W, WW & Telecommunications Midway & Selvitz Road project during the evaluation process and before contract award.

Initials RMK	**Applicability of the Florida Sunshine Law**

I acknowledge I have been informed and am aware the State of Florida Sunshine Law applies to meetings of the evaluation committee where decisions for recommendations to the City Council apply. I further recognize that discussions between committee members outside of public Evaluation Committee meetings is prohibited and in violation of the State of Florida Sunshine Law. All questions by evaluation committee members shall be directed to the Contract Administrator (OMB).

Initials RMK	**Restricted Communications / Cone of Silence**

I acknowledge that to insure the proper and fair evaluation of a submittal, the City of Port St. Lucie prohibits any communication between any City employee, representative or official other than the Contract Administrator (OMB) prior to the time of award by City Council has been made. Communication between Respondent and the City will be initiated and coordinated by the Contract Administrator (OMB) in order to obtain information or clarification needed to develop a proper and accurate evaluation of the proposal.

Communication related to this RFP is further restricted with any entity outside the City of Port St. Lucie. Including, but not limited to, sub-contractors of prime respondents, companies in the industry, other agencies or utility entities, etc . . .

Initials RMK	**Release or Distribution of Information and/or Material**

Evaluation committee members have been provided vendor responses either in hard copy or electronic format. This information, hard copy or electronic, is NOT to be reproduced or distributed under any circumstance. Some information within the proposals may be proprietary and/or confidential. Release of any information will be coordinated by OMB only.

Initials RMK	**Non-Collusion**

I acknowledge the following with regards to non-collusion in the evaluation process and my scoring:

1. The scores assigned in my evaluation have been arrived at independently and without consultation, communication or agreement with any other Evaluator other than those discussions taking place in a meeting of the Evaluation Committee meeting arranged by OMB.

2. That my scoring of each proposal has not been disclosed to any other Evaluator or person, and they will not be disclosed to other Evaluator except by the OMB during a meeting of the Evaluation Committee.

3. No attempt has been made or will be made to coerce or affect the scoring of any Evaluator.

Signature: Mike Kendrick

Mike Kendrick

Printed: Mike Kendrick

August 29, 2011

Date: _____

City of Port St. Lucie, Florida

PARTICIPATION AGREEMENT
Request for Proposal #20110115
Evaluation Committee Members / Participants

I, Denise Burton, an individual official, employee, consultant, or subcontractor of or to the CITY OF PORT ST. LUCIE, FLORIDA hereby consent to the terms in this Agreement in consideration of my serving as an evaluation committee member (scoring or non-scoring) and being provided certain information related to the Design and Permitting W, WW & Telecommunications Midway & Selvitz Road project during the evaluation process and before contract award.

Initials	Applicability of the Florida Sunshine Law

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3. No attempt has been made or will be made to coerce or affect the scoring of any Evaluator.

Signature: DBu

Printed: Denise Burton

Date: 8/20/2011

City of Port St. Lucie, Florida

PARTICIPATION AGREEMENT
Request for Proposal #20110115
Evaluation Committee Members / Participants

I, JAMES E. ANGSTADT, an individual official, employee, consultant, or subcontractor of or to the CITY OF PORT ST. LUCIE, FLORIDA hereby consent to the terms in this Agreement in consideration of my serving as an evaluation committee member (scoring or non-scoring) and being provided certain information related to the Design and Permitting W, WW & Telecommunications Midway & Selvitz Road project during the evaluation process and before contract award.

Initials JEA	**Applicability of the Florida Sunshine Law**

I acknowledge I have been informed and am aware the State of Florida Sunshine Law applies to meetings of the evaluation committee where decisions for recommendations to the City Council apply. I further recognize that discussions between committee members outside of public Evaluation Committee meetings is prohibited and in violation of the State of Florida Sunshine Law. All questions by evaluation committee members shall be directed to the Contract Administrator (OMB).

Initials JEA	**Restricted Communications / Cone of Silence**

I acknowledge that to insure the proper and fair evaluation of a submittal, the City of Port St. Lucie prohibits any communication between any City employee, representative or official other than the Contract Administrator (OMB) prior to the time of award by City Council has been made. Communication between Respondent and the City will be initiated and coordinated by the Contract Administrator (OMB) in order to obtain information or clarification needed to develop a proper and accurate evaluation of the proposal.

Communication related to this RFP is further restricted with any entity outside the City of Port St. Lucie. Including, but not limited to, sub-contractors of prime respondents, companies in the industry, other agencies or utility entities, etc . . .

Initials JEA	**Release or Distribution of Information and/or Material**

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Initials JEA	**Non-Collusion**

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Signature: James E. Angstadt

Printed: JAMES E. ANGSTADT

Date: 8/30/11

User: Shanaberger, CPPO, Cheryl Organization: City of Port St. Lucie - Office of Management and Budget Logout | Help

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Bid Details

Bid Information

EDIT

Agency	City of Port St. Lucie - Office of Management and Budget
Bid Type	Sealed Electronic Bid
Bid Number	EBID-20110115-0-2011/CS
Fiscal Year	2011
Bid Writer	Cheryl Shanaberger, CPPO
Bid Name	Design & Permitting for Midway & Selvitz roadway improvements
Bid Status	Under Evaluation
Bid Status Text	None
Award To	
Due Date/Time	8/23/2011 1:30 PM Eastern
Broadcast Date	8/10/2011
Bid Bond	no
Project Estimated Budget	
Plan (blueprint) Distribution Options	None
Distribution Method	Download and Mail
Distributed By	Onvia DemandStar
Distribution Notes	None
Scope of Work	The City of Port St. Lucie is seeking the professional engineering services for the design and permitting of +/- 1.2 miles of water & wastewater utility relocations along Midway Road (between Selvitz Rd. & South 25th St.) and +/- 0.4 miles of water & wastewater utility relocations and/or adjustments (between Midway Rd. & Nassau Ln.), to accommodate the proposed Roadway Improvements of Midway Road & Selvitz Road. And is the intention of the City to incorporate the design into the St Lucie County Midway & Selvitz Road Bid Documents for Construction, as an alternate bid item. The engineering services associated with the project shall include, but are not limited to, the design and permitting of a new 12" water main and a new low pressure force main (varying in size from 2-1/2" to 6") along Midway Road, the relocation of an existing potable water interconnect metering station on South 25th St, the relocation and/or adjustment of; an existing 8" water main; an existing 6" force main; and an existing 6" low pressure force main along Selvitz Road, and a proposed telecommunications conduit along both Midway Road & Selvitz Road. The design and permitting shall include; all associated water; wastewater; and/or telecommunication appurtenances; the abatement of the existing water and/or wastewater facilities relocated and/or adjusted along both Midway & Selvitz Road; the coordination of the proposed design with all other public and/or private utilities and the roadway design consultant for St. Lucie County; permitting of the proposed utility relocations and/or adjustments with all applicable regulatory agencies; project specification; and minimal post design services. The engineer shall prepare a 90% complete set of construction drawings, based on the proposed 60% roadway design (CAD file to be supplied to engineer) within 6-weeks of Notice to Proceed, and 100% construction drawings addressing all regulatory and/or owner review comments, within 2-weeks of receipt of all comments. All drawing plan and profile views shall be prepared in the same scale and layout as the proposed roadway design. The engineer shall provide post design services including, but not limited to, the preparation of project specification; estimated quantities and costs with the 90% submittal and final quantities and estimated costs with the 100% submittal; pay items descriptions for all pay items, answer all questions related to the design drawings and/or project specifications during the bidding process, attend the project preconstruction meeting, and resolve design issues indentified during construction. Deliverables supplied to the owner shall include:

- One (1) hard copy of 90% Construction Drawings
- One (1) PDF copy of 90% Construction Drawings
- One (1) AutoCad copy of 90% Construction Drawings
- Six (6) sets of signed and sealed 100% "Approved for Construction" Drawings
- One (1) PDF copy of 100% "Approved for Construction" Drawings
- One (1) AutoCad copy of 100% "Approved for Construction" Drawings

All Construction Drawings required for regulatory reviews shall be in addition to the above.

E-Bidding Yes

E-Bidding

EDIT

View Supplier Info on Tabulation Sheet prior to bid opening Yes

Required Documents 1. Questionnaire

Legal Ad

VIEW

Please select either the View or Edit button to manage legal ad.

Pre-Bid Conference

None

Publications

No Publications Data Found

Documents

EDIT

Bid Package **20110115 Design & permit for Midway & Selvitz** (Complete)
Addendum #1 (1 Page, Complete)

Award **Addendum # 2 Short list interviews** (1 Page, Complete)

Commodity Codes

ARC-907-35 - Designing Services

Statistics

Planholders **There are 12 planholders for this bid**

Broadcast List **67 suppliers have been notified**

Supplemental Suppliers **0 Supplemental Suppliers**

Filtered **Yes**

Post-Bid Viewers **9 viewer(s)**

<< Return

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BID OPENING ATTENDANCE
RFP #20110115
Design W,WW & Telecommunications Facilities Midway & Selvitz Road
August 23, 2011 @ 1:30:00 PM

	Name (Please PRINT Legibly)	Company Name Or Entity
1	Cheryl Shanaberger	City of PSL-OMB
2	Lina Jolly	City of PSL
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QUESTIONNAIRE
E-Bid #20110115
Design and Permitting of Water, Wastewater and Telecommunications facilities & appurtenances for the Midway & Selvitz Road Improvement Project

It is understood and agreed that the following information is to be used by the City of Port St. Lucie to determine the qualifications of personnel and firm as presented in this document. The Proposer waives any claim against the City that might arise with respect to any decision concerning the qualifications of the Proposer or the personnel of the Proposer.

The undersigned attests to the truth and accuracy of all statements made on this questionnaire. Also, the undersigned hereby authorizes any public official, Consultant, Surety, bank material or equipment manufacturer or distributor, or any person, firm or corporation to furnish the City of Port St. Lucie any Pertinent information requested by the City deemed necessary to vary the information on this questionnaire.

Dated this 23rd day of August, 2011

CAPTEC Engineering, Inc.
Name of Organization / Proposer

1. Firm's office address, telephone, fax number, e-mail address and contact person for this project

CAPTEC Engineering, Inc.
301 NW Flagler Avenue, Stuart, Florida 34994
772.692.4344
772.692.4341
jcapra@gocaptec.com
Joseph W. Capra, PE

2. Detail of staff experience in designing water, wastewater, and telecommunication facilities, as part of a roadway improvement project.

Staff Name	Title	Years Exp	Company	Project Name & Description:
Joseph W. Capra, P.E.	**President**	**30+**	**CAPTEC**	**Lennard Road Widening** • **1.9 miles** • **2 lane rural road widening to urban 4 lane divided road** • **2 signalized intersections** • **Storm water design** • **Utility Coordination** • **City of Port St. Lucie Utility Adjustment and Expansion Design** • **Permitting**

Staff Name	Title	Years Exp	Company	Project Name & Description:
Joseph W. Capra, P.E.	**President**	**30+**	**CAPTEC**	**<u>US 1: FDOT / Martin County JPA from Salerno Road to Seabranch Boulevard</u>** • **2.5 miles** • **4-lane highway widening to 6-lane highway** • **Water and Sewer adjustments and relocation** **<u>Tradition Subdivision, Port St. Lucie, Florida</u>** • **+13 miles of new roadways** • **City of Port St. Lucie Water and Force Main Extensions** • **Roundabout design** • **Storm water design** • **Utility Coordination** • **Conduit and pull boxes for PSL IT Fiber Optic Cable** • **Permitting** **<u>EWIP</u>:** • **Designed and Bid as 7 separate storm water retrofit areas with control structures,** • **Utility Coordination** • **City of Port St. Lucie Utility Adjustment Design** • **Assisted the City in obtaining $1.5 million in construction grants** • **Permitting**

Staff Name	Title	Years Exp	Company	
Joseph W. Capra, P.E.	**President**	**30+**	**CAPTEC**	**<u>City of Stuart IQ Main:</u>** • **6.6 miles of new IQ Main** • **Complete hydraulic analysis** • **Designed line sizes and pumps** • **Designed around all existing utilities and storm water facilities** • **Designed for future expansion to Jupiter Island** • **Permitting**

Staff Name	Title	Years Exp	Company	Project Name & Description:
Etienne B. Bourgeois, P.E.	**Project Manager**	**12**	**CAPTEC**	

<u>Becker Road Widening</u>

- **3.6 miles**
- **2 lane rural road widening to urban 4 lane divided road**
- **5 signalized intersection**
- **Fiber Optic Interconnect throughout corridor**
- **Storm water design**
- **Utility Coordination**
- **City of Port St. Lucie Water, Force Main, and Low Pressure Main Adjustment Design**
- **Permitting**

<u>Martin County Communitywide Broadband Network</u>

- **76 miles of Conduit/ Fiber Optic Routes**
- **74 service locations**
- **Design/build**
- **Over 90 permits obtained in 60 days from FDOT/MC/COS/etc**
- **Completed within 6 months of NTP**
- **Utility Coordination**
- **Design/ Permitting crucial to avoid liquidated damages**

<u>Bayshore Boulevard Widening</u>

- **3.2 miles**
- **2 lane rural road widening to urban 4 lane divided road**
- **1 signalized intersection**
- **Storm water design**
- **Utility Coordination**
- **City of Port St. Lucie Utility Adjustment/Expansion Design**
- **Permitting**

Staff Name	Title	Years Exp	Company	Project Name & Description:
Etienne B. Bourgeois, P.E.	**Project Manager**	**12**	**CAPTEC**	**<u>Tradition Subdivision, Port St. Lucie, Florida</u>** • **+13 miles of new roadways** • **Water and Force Main Extensions** • **Roundabout design** • **Storm water design** • **Utility Coordination** • **Conduit and pull boxes for PSL IT Fiber Optic Cable** • **Permitting**

Staff Name	Title	Years Exp	Company	Project Name & Description:
Harold Tourjee	**Project Designer**	**28**	**CAPTEC**	**<u>Bayshore Boulevard Widening</u>** • **3.2 miles** • **2 lane rural road widening to urban 4 lane divided road** • **1 signalized intersection** • **Storm water design** • **Utility Coordination** • **City of Port St. Lucie Utility Adjustment/ Expansion Design** • **Permitting** **<u>Lennard Road Widening</u>** • **1.9 miles** • **2 lane rural road widening to urban 4 lane divided road** • **2 signalized intersections** • **Storm water design** • **Utility Coordination** • **City of Port St. Lucie Utility Adjustment/ Expansion Design** • **Permitting** **<u>Golden Gate CRA Improvements:</u>** • **Improvements to 3 streets within the City of Stuart CRA** • **Included sidewalks, on-street parking, lighting, and resurfacing** • **Also included gravity sewer extensions and services** • **Water main adjustments** • **Permitting** **<u>Carter Park Utility Improvements:</u>** • **CRA Project** • **Subdivision design includes 40 residential lots and a Boys & Girls Club facility** • **Storm water design** • **Water and Wastewater main extensions & services to lots** • **Utility Coordination** • **Permitting**

Staff Name	Title	Years Exp	Company	Project Name & Description:
Ricky Hui	**Civil Design Technician**	**24**	**CAPTEC**	**<u>Becker Road Widening</u>** • **3.6 miles** • **2 lane rural road widening to urban 4 lane divided road** • **5 signalized intersection** • **Storm water design** • **Utility Coordination** • **Utility Adjustment Design** • **Permitting** **<u>Tradition Subdivision, Port St. Lucie, Florida</u>** • **+13 miles of new roadways** • **Water and Force Main Extensions** • **Roundabout design** • **Storm water design** • **Utility Coordination** • **Conduit and pull boxes for PSL IT Fiber Optic Cable** • **Permitting** **<u>Woodlawn CRA Improvements</u>** • **Improvements to 2 streets (1400 lf) within the City of Stuart CRA** • **Included sidewalks, on-street parking, lighting, paver crosswalks, and resurfacing** • **Included gravity sewer extensions and services** • **Water main adjustments** • **IQ Main extensions** • **Permitting** **<u>Eldorado Heights</u>** • **City of Stuart Neighborhood** • **Retrofit storm water improvements** • **Replacement of 2" Water main with 3,600 lf of 6" water main** • **Water main adjustments for storm water** • **Permitting**

3. Identify the staff assigned to the project and the scope of work to be performed.

Staff Name	Years with Company	Scope of Work
Joseph W. Capra, P.E.	**15**	**Principal-in-Charge** • **Contract Negotiation and Execution** • **Quality Control** • **Public Meeting Participation**
Etienne B. Bourgeois, PE	**7**	**Project Manager** • **Engineer of Record** • **Client Liaison** • **Attend all project meetings** • **Utility Coordination** • **Control day-to-day operations of Consultant staff and assignment of workload** • **Control project production to maintain schedule milestones** • **Coordinate with City, County, Permitting Agencies, and Roadway design consultant** • **Quality Control**
Harold Tourjee	**9**	**Designer** • **Prepare Construction Plans** • **Prepare Design Calculations** • **Quantify Construction Materials** • **Prepare Construction Cost Estimates** • **Prepare Permit Applications**
Ricky Hui	**5**	**Civil Design Technician** • **Prepare Construction Plans** • **Quantify Construction Materials**
Gina Colonna	**7**	**Project Coordinator** • **Administrative Support** • **Reproduction** • **Permit Coordination** • **Assist in Utility Coordination** • **Prepare Permit Applications**

4. Identify your firm's procedures and experience with the coordination of the design and permitting with other utilities owners, and local governmental and regulatory agencies.

All of CAPTEC projects require some level of Utility Coordination. Even when CAPTEC and our clients believe there are no utilities present, we always begin each project with a Sunshine State One Call design ticket to identify any possible utility owners within the project limits. From there, the scope of the utility coordination can increase exponentially.

This project will require CAPTEC to exercise its typical procedure for Roadway Widening projects which includes the following steps:

1. **CAPTEC places a Sunshine State One Call (SSOC) design ticket. SSOC will identify all possible utility owners in the project area and provide CAPTEC with a list of the utility owners and their contacts. SSOC also alerts the utility that a design ticket has been placed.**
2. **CAPTEC sends preliminary design plans, 60% design plans in this case, to all utility owners that have been identified by SSOC asking the utility to mark the location, size, and depth/height of their utility on the plans and return to our office within two-three weeks. We also give utility owners the option to furnish record drawings in-lieu of marked up plans.**
3. **CAPTEC hosts a <u>utility coordination meeting</u> to discuss the project scope and anticipated "problem" areas. This meeting will occur before the plan mark-ups are due.**
4. **CAPTEC adds the utilities to the design plans as mark-ups & record drawings are received, noting any conflicts with proposed improvements on the plans.**
5. **CAPTEC sends the revised design plans, which now include the utility locations, back to the utility representatives whom supplied the original locations. We ask the utility owners to verify the location of their facilities shown on the plan and inform us of any inconsistencies. Any required changes are made immediately.**
6. **CAPTEC tries to adjust the design to eliminate as many conflicts with utilities as possible without impacting the project budget. Eliminating conflicts can not only reduce construction costs, but greatly reduces the construction timeframe, since conflict resolution needs to be completed before any drainage or roadway work begins. With this project, CAPTEC will ask the roadway designer to revise the design of items that will eliminate conflicts.**
7. **CAPTEC identifies the conflicts that could not be eliminated by adjusting the design and the conflicts that are lacking information, and seeks additional detailed location information. Often times, this requires test holes to be excavated. Test holes are often referred to as "pot holes" or "soft digs" and consist of using shovels, vacuum trucks, and air lances to safely expose existing underground utilities. Test Holes allow existing utilities to be surveyed and accurately located on the plans. This step is extremely important when designing detailed utility conflict resolutions/ deflections.**CAPTEC has utilized 2 different companies excavate test holes to determine the exact location of utility facilities. We have found that InfraMap Corp. provides the level of service and accuracy that we expect for test holes and we will utilize them on this contract.** CAPTEC is familiar with the need to properly record survey data at test holes to avoid conflicts during construction. **CAPTEC will initially work with the roadway surveyor to provide the pot hole survey information. If the roadway surveyor is unavailable, then CAPTEC will utilize the services of Betsy Lindsay, Inc., for this work.****
8. **CAPTEC designs all utility conflict resolutions for the public utility owner or client. Typically, private utility owners are responsible for the design of their relocations. The conflict resolutions will be included in the 90% plans. CAPTEC will send the 90% design plans to all utility owners again to verify the location of their utilities and to begin the design of their conflict resolutions.**
9. **CAPTEC hosts a second <u>utility coordination meeting</u>. This meeting is important, as we will discuss each utility's problematic areas individually, and most importantly, the remaining design timeline**

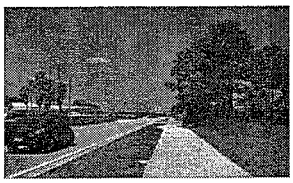
and construction timeline. Our goal is always to have as many utilities out of the way BEFORE construction commences.

10. CAPTEC will meet with the Project Managers from Port St. Lucie Utilities and Traffic Operations Departments assigned to this project to discuss the design of their facilities and any comments / concerns they may have.
11. CAPTEC incorporates all comments into the 100% design plans and sends completed plans to all utility owners again, notifying them of the proposed Construction Bid Date. By this time, most utility owners have their design completed and are ready to begin their relocations. Since there are usually some changes on the 100% plans that will affect their design, this submittal is one final check that their design is correct and they can begin work.
12. All utilities are invited to the Pre-Construction meeting.
13. CAPTEC keeps Utility Coordination Binders for all projects. The binders are used to keep all the utility coordination correspondence organized. We keep copies of all incoming and outgoing correspondence, including plans, in the binders as well as a log that details the dates items were sent and received from each utility owner. This tool is an easy way to verify that all utility owners have responded to our requests. Once under construction ongoing utility construction markups require close coordination with utility companies regarding any utility conflict issues. All CAPTEC plans currently require a 10-day advance pot hole of all conflicts to help anticipate any changes well in advance of construction.

A sampling of specific relevant projects where the above procedures were followed includes:

Becker Road Widening: Provided design improvements for widening a 2-lane undivided rural highway section to a 4-lane divided urban section. Design plans & contract documents for ±4 miles in a 100 foot right-of-way extending from the western end of the Becker Road/Turnpike Interchange to the eastern end of the Becker Road/I-95 Interchange. CAPTEC provided all design services in-house including all utility coordination, utility adjustment design, and permitting.

Lennard Road Widening: Provided design improvements for widening of 1.9 miles of an existing 2-lane roadway to a 4-lane divided curb & gutter section within the existing right of way. All roadway design, utility coordination, utility adjustment design, and permitting was performed in-house by CAPTEC. Permitting submittals included City of Port St. Lucie, FDEP & SFWMD.



Bayshore Boulevard Widening: Provided design, permitting & CEI services for this existing 3.2 mile 2-lane roadway to a 4-lane divided curb & gutter section. Design considered future 6-lanes. All roadway design, utility coordination, utility adjustment design, and permitting was performed in-house by CAPTEC. Coordinated public meetings. Permits were obtained through the City of Port St. Lucie, Florida Dept. of Environmental Protection, the Florida Dept. of Transportation & the South Florida Water Management District.

Martin County Community Broadband Network: This design/ build project required the contractor to construct/ install +76 miles of Fiber Optic Cable. The project also consisted of connecting 74 locations to the Fiber Optic trunkline to facilitate the County's Information Technology and Traffic Engineering needs. CAPTEC provided utility coordination, conduit/ pull box route design, and obtained over 100 permits within 90 days of the NTP. Permitting submittals included FDOT, FEC, City of Stuart, Martin County, Town of Sewalls Point, and Martin County School District.

City of Stuart IQ Main: CAPTEC prepared a hydraulic analysis and report of the proposed pipeline to size the IQ main and the high service pumps to deliver minimum service pressures at expected demands to benefit Martin County, Martin County Golf Course and Jupiter Island. The analysis reviewed various service routes to gain the most customers.

- The 16" IQ Mains proposed to provide a build-out flow rate of 2 million gallons per day of IQ water
- Originally the City proposed a 32,000 LF project from the City of Stuart's Wastewater Treatment Plant to a remotely controlled and metered interconnect with Martin County Utilities at the intersection of Indian Street and Willoughby Boulevard. This project traversed through a highly developed urbanized area in Martin County.
- The project involved frequent coordination with underground utilities and multiple local and state government entities. Phase 1 of the Project was funded with ARRA State Revolving Funds (SRF) and requires significant record keeping of all construction, activities, including Buy American provisions.

Emergency Roadway/Dune/Utility Restoration, Mac Arthur Blvd.: Prepared design documents & emergency permitting for 6,300 l.f. of roadway, water, sewer, drainage & dune restoration following 2004 Hurricanes. This project included providing underground conduit and vaults for the future relocation of aerial utilities. This project provided temporary services to hurricane impacted residents.

Multiple Tradition Roadways: Provided design, permitting and CEI services for various arterial, collector, and subdivision roadway projects including Crosstown Parkway, Village Parkway, Community Boulevard, Tradition Boulevard, Tradition Parkway, Fern Lake Road, and Westcliffe Lane within the Tradition Subdivision, Port St. Lucie, FL. Design services varied but generally included roadway, storm water, utility main extensions, and conduit for Fiber Optic Cable. Permitting services were processed through the City of Port St. Lucie's Engineering/Growth Management and Utility Departments as well as FDEP. Projects totaled +13 miles and a construction value of $44 million.

Martin County Airport Utility & Roadway Improvements: civil design, permitting and construction oversight of infrastructure improvements including replacing an aging wastewater system, extending existing water service to improve drinking water pressure and Airport Road improvements.

Carter Park Utility Improvements: site planning, final engineering, permitting and construction administration services for these site improvements. Prepared a Final Site Plan for an approximately 40-lot subdivision to illustrate single family lots, a building site for the Boys & Girls Club facility and the necessary roadway, utility and drainage facilities to support the subdivision.

EWIP: design, permitting and assisting the City of Port St. Lucie in bidding 7 separate storm water retrofit areas with control structures, utilities, various stabilization techniques, pump stations, creating wetlands and community parks. The projects have been financed with municipal bonds. CAPTEC has assisted the City in obtaining $1.5 million in construction grants for this work through the Florida Department of Environmental Protection and the South Florida Water Management District.

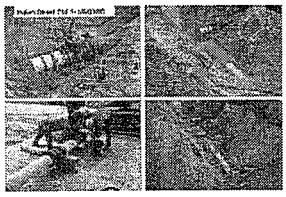
Golden Gate CRA Improvements: conceptual and final design/permitting of gravity sewer extensions from the existing Martin County Utilities system within the Dixie Highway right-of-way into the Golden Gate neighborhood. Additional conceptual design incidental to this work included the addition of six-foot wide sidewalks, and drainage and roadway CRA improvements to be located in existing public rights of way in the area of this sanitary sewer line extension.

Woodlawn CRA Improvements: provided design, permitting and construction administration services to improve the Woodlawn Park neighborhood with sidewalks, ADA compliant crosswalks, on-street parking, handicap parking on-street, curbing/paving improvements, storm water management and water and sanitary sewer line extensions. Prepared permit applications for Florida Department of Environmental Protection Water, Sewer, Florida Department of Environmental Protection NPDES NOI

Permits, and a South Florida Water Management District No-Notice General Permit for the Surface Water Management System. CDBG funded project.

<u>El Dorado Heights</u>: Design project included the design of a roadway storm water system for the Eldorado Heights neighborhood in the City of Stuart. The storm water design required us to design adjustments to the potable water facilities. In one section of the neighborhood, CAPTEC was responsible for the design and permitting of abandoning the existing 2" water main in rear-lot easements and construction of a new 6" water main within the roadway right-of-way along with new services. Permitting was acquired through FDEP and SFWMD.

<u>Indian Street:</u> Planning, design, permitting & CEI for 1.32-mile, 4-lane expansion from U.S. 1 to S.R.76. Research, surveying, environmental review, roadway, intersection/signal design, storm water management design, permitting, lighting, landscape/ streetscape improvements & coordination with Martin County, City of Stuart and FDOT staff.



<u>Indian Street Water Main, Stuart, FL</u>: Provided civil engineering services to design an 8" water main from east of C.R. A1A to St. Lucie Boulevard along the north side of Indian Street.

<u>Kanner Highway / Monterey Road Water Main / Force Main, Stuart, FL</u>: Provide engineering design & permitting services for utility relocations to accommodate roadway and associated drainage improvements at the intersection of Kanner Highway & Monterrey Road in the City of Stuart.

<u>IQ Piping / SMRU</u>: design +7,000 linear feet of IQ main. A jack and bore casing pipe crossing was designed under the railroad easement & A-1-A roadway. The extension line was tied into an existing 12" IQ line. No service branches were included. Permitting through the Florida East Coast Railroad, Florida Department of Environmental Protection, City of Port St. Lucie Utilities and Martin County.

<u>Indian River Drive Water / Wastewater Main Extensions</u>: design an 8" water main and a 6" sanitary sewer force main extension from Conchy Joe's Restaurant north on Indian River Drive to the Martin County / St. Lucie County line. Coordinate sub-consultant surveying services. Permitting through the Florida Department of Environmental Protection and Martin County Utilities

<u>Kanner Highway/Monterrey Road Intersection Water Main and Force Main Relocations</u>: provided design and permitting services for utility relocations to accommodate roadway and associated drainage improvements at this intersection. Processed permit applications through the Florida Department of Environmental Protection for both water and wastewater lines and a Florida Department of Transportation utility permit.

5. Identify the challenges associated with, and the proposed means of, meeting the milestone time frames of the 90% and 100% submittals.

CAPTEC is presently assisting the roadway designer on the storm water management elements for this project. Our work started on behalf of the City of Port St. Lucie Engineering Department because a portion of this roadway project's drainage will outfall into the City of Port St. Lucie's storm water system. CAPTEC is aware of the roadway design currently completed and the revisions being planned for the project.

The largest challenge that CAPTEC has observed with this project is that the design can potentially fall behind schedule. We understand that the roadway designer has been asked to resubmit 60% design plans with several major revisions. Until the 60% design has been accepted, no utility conflicts can realistically be identified and no utility conflict resolutions can be provided. CAPTEC can, however move forward with the SSOC, requesting as-built information, holding the first Utility Coordination Meeting and inserting the existing utilities into the design plans.

Another challenge is relying on the roadway designer to be far enough ahead of schedule to complete his design so CAPTEC can complete the conflict resolution designs. Our experience tells us that the design will not be complete until the plans are submitted at the milestone deadlines; therefore, we will be tasked with designing the conflict resolutions based on the approved 60% design and adjusting the resolutions as the design changes. This will require close coordination with the roadway designer to guarantee that nothing is overlooked. As previously mentioned, CAPTEC is working separately for St. Lucie County coordinating the Port St. Lucie storm water improvements for the roadway designer.

Utility companies may be slow to respond to requests. It is extremely important that CAPTEC follows up on all submittals to utility companies with a phone call to verify that all items were received and to verbally inform them of the deadline and pending coordination meetings. CAPTEC knows which utilities are typically problematic in responding and will provide them with extra attention.

CAPTEC attempts to email plans and notices as much as possible to utility owners in lieu of mailing hard copies. Besides reducing our carbon footprint, email saves reproduction costs, shipping costs, and time. Plans and notices are sent directly to the recipient and eliminate any chance of documents getting lost in the mail room.

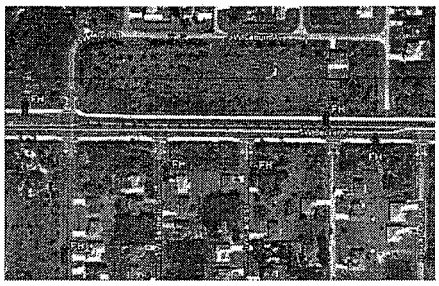
Permitting through FDEP can be time consuming. Port St. Lucie Utilities should be able to completely self-permit this entire project since both the Water and Wastewater lines within the project boundary are less than or equal to 12" in diameter. This will speed up the permitting process tremendously.

6. Identify the challenges associated with the design and permitting of water, wastewater, and/or telecommunications as part of a roadway improvement project.

Telecommunications typically poses very few issues during design and permitting. Permitting is limited to utility and/or right-of-way permitting, which typically requires conduit to be installed at a specific depth, using a specific conduit material. In some cases, such as with bridge attachments, specific hardware may be required for mounting. The design requires that the designer account for the permitting agency's requirements, the owner's requirements and design to avoid any existing underground items, staying within the existing right-of-way. The designer also needs to consider the construction method used to install conduit to minimize construction cost.

Water and Wastewater design requires the designer to be extremely accurate in determining the existing location of all utilities, to carefully account for pipe material thickness when calculating required clearances, and to provide proper clearance between utilities. Designers need to diligently calculate quantities for utility equipment, especially for pipe and fitting tonnage to prevent costly overruns during construction.

The most difficult design challenge associated with water and wastewater design on a roadway improvement project is designing conflict resolutions that provide adequate clearance between the water and wastewater facilities, as well as the proposed storm water drainage without getting too deep. The depth of the utilities greatly increases construction cost, dewatering needs, and the time involved with construction. It often takes some creative thinking between the designer and the utility owner to develop the best solutions. In utility adjustment design, a very critical understanding is needed on how lines are secured and who they service to avoid a drop in pressure for utility users.



When widening undivided roadways to divided roads we design proper fire protection for the property near the corridor. The addition of a median to the road requires us to analyze the fire protection as if there were a solid wall along the median. Midway Road appears to have Fire Hydrants spaced along the north side of the road to adequately protect the current area; however, hydrants will need to be added to the south side in order to provide proper fire protection for the roadway and adjacent properties. On Becker Road, CAPTEC also provided the SLC Fire District GPS coordinates for all the fire hydrants in the Becker Road area that would be present following construction. We took it one step further by importing the database to Google Earth and provided a .kmz file to the District that allows them to visually see where every hydrant is located.

Port St. Lucie Utilities is certified to self-permit their facilities less than or equal to 12" in diameter. We anticipate applying for permits through Port St. Lucie Utilities for the water and wastewater work. We also anticipate that St. Lucie County will need to approve the proposed work by issuing a Right-of-Way permit. We anticipate the Telecommunications line will require a Right-of-Way permit, as well, and will be included with the submittal of the water and wastewater.

7. Where is your assigned staff's office located for this project and what is your response time to the site for resolution of design issues indentified during construction.

CAPTEC's only office is located in Stuart, Florida, just north of the Old Roosevelt Bridge. Our office is only 8.5 miles driving distance to the City of Port St. Lucie's Engineering Department and 15 miles from the project site. Our design staff will respond to issues immediately via telephone and can be on-site within 30 minutes and at the City of Port St. Lucie Engineering Department within 20 minutes. Outside of normal business hours, the Project Manager for this project, Etienne B. Bourgeois, lives approximately 10 miles from the project site and can respond within 30 minutes.

8. List past 5 years of litigation history

Unfortunately, increased litigation during times of economic recession is an unavoidable fact of life. CAPTEC has had 2 claims in its 15 year history, both within the past 3 years.

1) **Claim, 432008SC001925SCXXXX, filed in Martin County on 8/27/08 by a Stuart, FL resident resulted from damage to plantings in an 8 ft. strip of their property, occurring during clearing activities of an adjacent property. The developer of the adjacent property was CAPTEC'S client. The developer's contractor settled with the resident & replanted the damaged area. The resident then claimed that CAPTEC's plans erroneously included the area cleared by the contractor and sought further compensation; the judge found in CAPTECs favor during mediation. Although Small Claims mediation (10/21/08 before Judge Kathleen H. Roberts) stated that the resident would sign a Release accepting CAPTEC's payment of $330 court costs, they never complied. Counsel has returned our payment; the matter is considered resolved.**

2) **Anna McNeil v. LTR Exquisite Shoppes, Condo Association, Inc., FPL Co., City of Port St. Lucie, CAPTEC Engineering, Inc. & Melvin Bush Construction, Inc. In 2/08, the Plaintiff, a 92 year old woman, tripped & fell in the parking lot of a strip center that had undergone parking improvements at the same as the Bayshore Blvd. widening project (CAPTEC was the City's Engineer of Record & performed CEI services for the Bayshore Blvd. project). Ms. McNeil claimed that the parking lot was poorly lit, the speed bump that she tripped on was not properly maintained, was poorly designed and was not visible – even though she had walked through the parking lot visiting the same shop dozens of times since the improvements were constructed without incident. CAPTEC was added to the lawsuit in May 2010. The City of Port St. Lucie, Mel Bush and CAPTEC agreed to a joint settlement in the total amount of $40,000.**

These claims have no impact or bearing on CAPTEC'S ability to perform subject services, and it should be noted that they are the *only* claims that have been filed against our firm in the past 3 years.

9 .List # of design projects awarded to City in past 12 months and the total dollar amount.

CONTRACT	NAME	AMOUNT	APPROVED
#2009008	Back up Debris Monitoring	$0.00	9/10
# 20100072, Amendment 1	Watershed A/B	$491,150.00*	11/10
#20100050	Lyngate Sidewalks	$11,500.00*	3/11
#20100050	St. James Pedestrian Signal	$6,500.00*	5/11
#20110060	E8 Waterway Design	$67,000.00*	5/11
#20100050	Veteran's Memorial Sidewalk	$24,000.00	6/11
#20100025	EWIP CO	$33,500.00*	7/11
#20100050	Westmoreland Fiber Optic Loop Design	$12,500.00	8/11
Total		$646,150.00	

** Denotes completed projects*

10. Does your firm accept payment by Credit Card? **Yes**

ADDENDUM ACKNOWLEDGMENT - Proposer acknowledges that the following addenda have been received and are included in his/her proposal:

Addendum Number	Date Issued
1	August 22, 2011

CERTIFICATION:

This E-Bid is submitted by: Name (print) Joseph W. Capra, P.E. who is an officer of the above firm duly authorized to sign proposals and enter into contracts. I certify that this E-Bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. I understand collusive bidding is a violation of State and Federal law and can result in fines, prison sentences, and civil damage awards. I agree to comply with all requirements stated in the specifications for this E-bid, the Terms and Conditions including amendments to Master Contract #20100050.

I agree to abide by all conditions of this E-Bid.:

Signature — President (Title)

If a corporation renders this E-Bid, the corporate seal attested by the secretary shall be affixed below. Any agent signing this E-Bid shall attach to this form evidence of legal authority.

Witnesses:

Karen Krumbholz

Lee Ann Jones

If Individual:

Signature

Print Name

If Partnership:

Print Name of Firm

By: (General Partner)

If Corporation:

CAPTEC Engineering, Inc.

Print Name of Corporation

By: (President)

Attest: Patricia Capra (Secretary)

QUESTIONNAIRE
E-Bid #20110115

Design and Permitting of Water, Wastewater and Telecommunications facilities & appurtenances for the Midway & Selvitz Road Improvement Project

It is understood and agreed that the following information is to be used by the City of Port St. Lucie to determine the qualifications of personnel and firm as presented in this document. The Proposer waives any claim against the City that might arise with respect to any decision concerning the qualifications of the Proposer or the personnel of the Proposer.

The undersigned attests to the truth and accuracy of all statements made on this questionnaire. Also, the undersigned hereby authorizes any public official, Consultant, Surety, bank material or equipment manufacturer or distributor, or any person, firm or corporation to furnish the City of Port St. Lucie any Pertinent information requested by the City deemed necessary to vary the information on this questionnaire.

Dated this **23rd** day of **August**, 2011

Creech Engineers, Inc.
Name of Organization / Proposer

1. Firm's office address, telephone, fax number, e-mail address and contact person for this project

Creech Engineers, Inc.
501 SE Port St. Lucie Boulevard
Port St. Lucie, FL 34984
772-249-0733
772-220-7881 Fax
Jerry Compton
jcompton@creechinc.com

2. Detail of staff experience in designing water, wastewater, and telecommunication facilities, as part of a roadway improvement project.

Staff Name	Title	Years Exp	Company	Project Name & Description

Creech Engineers current staff has over 35 years experience in the design of utility adjustments in conjunction with roadway expansions and also the design of virtually all new utilities and wastewater pump stations within the City's right-of-ways. Current staff was instrumental in the work performed and original writing of the Port St. Lucie Water and Wastewater Master Plan and performed the design of virtually the entire water and wastewater systems in the City. The following is a list of staff experience in designing water, wastewater and telecommunication facilities, as part of a roadway improvement project:

Richard T. Creech, PE, PSM	**President**	**35 years**	**Creech Engineers, Inc.**
Eric Zeiss, PE	**Project Manager**	**23 years**	**Creech Engineers, Inc.**

23 years design, permitting and construction supervisory experience in utility projects.

Representative projects:

South Lennard Road (US1 to Port St. Lucie Blvd.) – City of Port St. Lucie
North Lennard Road (Prima Vista Blvd. to Kitterman Road) – St. Lucie County
North Second Street (Avenue A to Seaway Drive) – City of Fort Pierce
Midway Road (Turnpike to I-95) – City of Port St. Lucie
Flagler Avenue (Downtown Stuart) – City of Stuart
City of Port St. Lucie Water and Wastewater Expansion Project – City of Port St. Lucie
Collage Parkway Relocation – City of Palm Bay
San Filippo Drive – City of Palm Bay
Colorado Avenue – City of Stuart
Congress Avenue in Lake Park Expansion – Lowe's Home Center
US#1 expansion from Port St. Lucie Blvd. to Jensen Beach Blvd. - West Jensen PUD

3. Identify the staff assigned to the project and the scope of work to be performed.

Staff Name	Years with Company	Scope of Work
Richard T. Creech, PE, PSM	**35 years**	**Principle Engineer**
Eric Zeiss, PE	**23 years**	**Project Manager/ Project Engineer**
Jerry Compton	**23 years**	**Sr. Project Manager**
Jeffrey O. Norris, PE	**32 years**	**Quality Control**
Patrick Meeds, PSM	**34 years**	**Surveyor Director**

4. Identify your firm's procedures and experience with the coordination of the design and permitting with other utilities owners, and local governmental and regulatory agencies.

Our firm has extensive experience in coordination with local utilities and government in the area of this project. Our project team has worked in this specific area for over 20 years and has designed most or all of the utilities that are involved to be relocated or replaced in this project. Coordination with the County and FPUA will be integral to this project. Our staff has worked extensively with both St. Lucie County and FPUA for over 20 years and has a great rapport with their staff. Permitting will be through the County and the City Utilities since mains will be 12-inches or smaller and should not pose an unreasonable delay based on in house permitting by the City Utilities and a sound initial design. To accelerate the project, we will meet with County and City staff to review the preliminary design to incorporate their input. Utilities coordination, such as telephone, CATV and electric (FPL or FPUA) need to be started at the commencement of the design so as not to cause project delays. The County, as part of their roadway design should have contacted FPUA, telephone, CATV and electric (FPL or FPUA) to initiate the coordination of the relocation process. Proper planning and project coordination will prevent these delays.

5. Identify the challenges associated with, and the proposed means of, meeting the milestone time frames of the 90% and 100% submittals.

Time frame delays with a project such as this almost always can be alleviated with proper coordination between all of the governmental agencies and private utility companies involved with the project. Project review meetings with all parties involved are integral to accelerate the design and review process. Unforeseen conditions discovered during design process such as soil conditions or unknown underground obstructions that can cause last minute revisions to the design of the project. We believe it is best to

discover these conditions (if possible) during the design and survey phases of the project to avoid major delays or change orders by the contractor during construction.

6. Identify the challenges associated with the design and permitting of water, wastewater, and/or telecommunications as part of a roadway improvement project.

The first challenge his type of design to identify as best as possible the exact location of the existing facilities. Based upon our staff experience and direct knowledge of this area the location of the existing utilities are very well documented as that members of our staff were involved in the design and construction of these original facilities.

The second challenge is coordination between all agencies and utility owners involved in this project, Our firm proposes to have meetings with all involved to work out any potential problems involved with this project.

The third challenge is to insure that the roadway horizontal alignment is finalized prior to commencement of the utility adjustments. This is instrumental to eliminating unnecessary redesigns of the utility adjustments. Conflicts must be addressed between the new roadway drainage and the utilities, but typically if the utilities can be located out side of the curb line of the new roadway, conflicts should not exist. However, if a swale road is proposed, conflicts with culvert crossings and existing or proposed utilities can occur. To avoid these conflicts, the proposed mains can be routed behind the drainage system providing sufficient R/W is available. Existing mains to be relocated should be grout filled and left in place to avoid the unnecessary expense of removal, unless there are direct conflicts with proposed facilities.

7. Where is your assigned staff's office located for this project and what is your response time to the site for resolution of design issues indentified during construction. **Port St. Lucie, FL 15 Minutes / 24/7/365**

8. List past 5 years of litigation history **N/A**

9 .List # of design projects awarded to City in past 12 months and the total dollar amount.

Creech Engineers, Inc. has not been awarded any Engineering projects from the City in the past 12 months.

10. Does your firm accept payment by Credit Card? **Yes**

ADDENDUM ACKNOWLEDGMENT - Proposer acknowledges that the following addenda have been received and are included in his/her proposal:

Addendum Number	Date Issued
#1	8/22/2011

CERTIFICATION:

This E-Bid is submitted by: Name (print) **Jerry Compton** who is an officer of the above firm duly authorized to sign proposals and enter into contracts. I certify that this E-Bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. I understand collusive bidding is a violation of State and Federal law and can result in fines, prison sentences, and civil damage awards. I agree to comply with all requirements stated in the specifications for this E-bid, the Terms and Conditions including amendments to Master Contract #20100050.

I agree to abide by all conditions of this E-Bid.:

Signature — Vice President (Title)

If a corporation renders this E-Bid, the corporate seal attested by the secretary shall be affixed below. Any agent signing this E-Bid shall attach to this form evidence of legal authority.

Witnesses:

Debra A. Langfehn

Michael Rainey

If Individual:

Signature

Print Name

If Partnership:

Print Name of Firm

By: (General Partner)

If Corporation:

Creech Engineers, Inc.

Print Name of Corporation

By: (President)

Attest: (Secretary)

CREECH ENGINEERING, INC STATE OF FLORIDA 1966

QUESTIONNAIRE
E-Bid #20110115

Design and Permitting of Water, Wastewater and Telecommunications facilities & appurtenances for the Midway & Selvitz Road Improvement Project

It is understood and agreed that the following information is to be used by the City of Port St. Lucie to determine the qualifications of personnel and firm as presented in this document. The Proposer waives any claim against the City that might arise with respect to any decision concerning the qualifications of the Proposer or the personnel of the Proposer.

The undersigned attests to the truth and accuracy of all statements made on this questionnaire. Also, the undersigned hereby authorizes any public official, Consultant, Surety, bank material or equipment manufacturer or distributor, or any person, firm or corporation to furnish the City of Port St. Lucie any Pertinent information requested by the City deemed necessary to vary the information on this questionnaire.

Dated this 23 day of August, 2011

Culpepper & Terpening, Inc.
Name of Organization / Proposer

(This is a word document please add space as needed.)

1. Firm's office address, telephone, fax number, e-mail address and contact person for this project

2980 S. 25th Street
Ft. Pierce, FL 34981
Phone: (772) 464-3537; Fax: (772) 464-9497
Email: bterpening@ct-eng.com
Contact: James P. "Butch" Terpening, P.E.

2. Detail of staff experience in designing water, wastewater, and telecommunication facilities, as part of a roadway improvement project.

Staff Name Title Years Exp Company Project Name & Description

In the past ten years the Team of **Culpepper & Terpening** has provided Engineering and Surveying Services for Utility related Roadway Improvement Projects for over **418,000 feet (92 miles)** of potable water, sanitary force mains, raw water mains, re-use water mains and telecommunication lines. The Projects included the design surveys, engineering design , permitting and construction administration services for the Projects.

Staff Name	Title	Years Exp	Company	Project Name	Project Description
Butch	President	37	C&T	Crosstown	Served as the Project Principal for 6.2 miles of the City

Terpening, P.E.		years		Parkway Segments II, IV & V	of Port St. Lucie's Crosstown Parkway utility line and transportation improvement project. The Project included the survey, design, permitting and construction administration of approximately 53,000 lf of potable water and sanitary sewer lines. More specifically the utility relocation and design efforts included 18,870 lf of 16" water main; 1,250 lf of 20" HDPE directional bore water main in 30" HDPE casing; 155 lf of 12" water main; 320 lf of 8" water main; 2,540 lf of 6" water main; 75 lf of 4" LPM; 610 lf of 3" LPM; 1,905 lf of 2-1/2" LPM; 790 lf of 2" LPM; 7,000 lf of telecommunication conduit, and over 300 separate appurtenance adjustments (valves, hydrants, services cleanouts, pull boxes and connections).
				Westmoreland Boulevard	Served as the Project Principal for 2,500 ft of the City of Port St. Lucie's Westmoreland Boulevard utility line and transportation improvement project. The Project included the survey, design, permitting and construction administration of approximately 3,500 lf of potable water and sanitary sewer lines. More specifically the utility relocation and design efforts included 2,274 lf of 8" water main; 1,000 lf of 2-1/2" LPM; 190 lf of 16" force main and over 53 separate appurtenance adjustments (valves, hydrants, services cleanouts and connections).
				Rosser Boulevard	Served as the Project Principal for 4,000 ft of the City of Port St. Lucie's Rosser Boulevard utility line and transportation improvement project. The Project included the survey, design, permitting and construction administration of approximately 2,800 lf of potable water and sanitary sewer lines. More specifically the utility relocation and design efforts included 200 lf of 8" water main; 250 lf of 2-1/2" LPM; 2,320 lf of 2" LPM and over 58 separate appurtenance adjustments (valves, hydrants, services cleanouts and connections).
				Becker Road & Florida's Turnpike	Served as the Project Principal for 4,500 ft of the City of Port St. Lucie's Becker Road & Florida's Turnpike utility line and transportation improvement project. The Project included the survey, design, permitting and construction administration of approximately 2,050 lf of potable water and sanitary sewer lines. More specifically the utility relocation and design efforts included 770 lf of 30" directional bore with 20" HDPE water main; 760 lf of 16" water main; 520 lf of 16" force main; 4,050 lf of telecommunication conduit and over 20 separate appurtenance adjustments (valves, hydrants, services cleanouts and connections).
				Becker Road & I-95 Interchange	Served as the Project Principal for the City of Port St. Lucie's Becker Road & I-95 Interchange utility line and transportation improvement project. The Project included the survey, design, permitting and construction

					administration of approximately 10,800 lf of potable water and sanitary sewer lines. More specifically the utility relocation and design efforts included 720 lf of 16" directional bore HDPE water main in a 30" HDPE casing; 6,022 lf of 12" water main; 1,235 lf of 8" water main; 768 lf of 16" force main; 748 lf of 12" reuse main; 1,260 lf of variable size LPM; 13,484 lf of telecommunication conduit and over 63 separate appurtenance adjustments (valves, hydrants, services cleanouts and connections).
				Gatlin Boulevard	Served as the Project Principal for 3.2 miles of the City of Port St. Lucie's Gatlin Boulevard utility line and transportation improvement project. The Project included the survey, design, permitting and construction administration of approximately 1,050 lf of potable water and sanitary sewer lines. It should be noted that the seemingly minimal amount of underground utility relocations can be directly attributed to the original design and planning efforts undertaken by the City and C&T as part of the City's Utility Expansion program. More specifically the utility relocation and design efforts included 420 lf of 8" water main; 360 lf of 6" water main; 260 lf of 2" LPM and over 159 separate appurtenance adjustments (valves, hydrants, services cleanouts and connections).
				South Lennard Road	Served as the Project Principal for 4,400 ft of the City of Port St. Lucie's South Lennard Road utility line and transportation improvement project. The Project included the survey, design, permitting and construction administration of approximately 6,700 lf of potable water and sanitary sewer lines. More specifically the utility relocation and design efforts included 2,300 lf of 16" water main; 1,500 lf of 8" water main; 2,400 lf of 8" gravity main; 500 lf of 6" force main and a new pump station to support the growing commercial area.
				North Lennard Road	Served as the Project Principal for 7,100 ft of St. Lucie County's North Lennard Road utility line and transportation improvement project. The Project included the survey, design, permitting and construction administration of approximately 12,160 lf of potable water and sanitary sewer lines. More specifically the utility design efforts included 8,290 lf of 12" water main; 240 lf of 6" water main; 3,630 lf of 6" force main and over 62 separate appurtenance installations (valves, hydrants, services cleanouts and connections).
				Prima Vista Boulevard : Airoso Blvd. to	Served as the Project Principal for 5,500 feet of St. Lucie County's Prima Vista Boulevard utility line and transportation improvement project. The Project included the survey, design, permitting and construction

				the North Fork of the St. Lucie	administration of approximately 7,500 lf of potable water and sanitary sewer lines. More specifically the utility relocation and design efforts included 5,500 lf of 20" water main; 2,000 lf of an 8" force main; and relocation of telecommunication conduit, and appurtenance adjustments (valves, hydrants, services cleanouts, pull boxes and connections).
				St. James Drive	Served as the Project Principal for 17,500 feet miles of St. Lucie County's St. James Drive utility line and transportation improvement project. The Project included the survey, design, permitting and construction administration of approximately 35,000 feet of potable water and sanitary sewer lines design and construction conflicts with existing mains.
				Airoso Boulevard	Served as the Project Principal for 5,700 feet of St. Lucie County's Airoso Boulevard utility line and transportation improvement project. The Project included the construction administration of approximately 11,400 feet of conflicts with existing potable water and sanitary sewer lines.
				City Center	Served as the Project Principal for the City of Port St. Lucie's City Center utility line, transportation improvement and redevelopment project. The Project included the survey, design, permitting and construction administration of approximately 23,600 feet of potable water, sanitary sewer and telecommunication lines. More specifically the utility relocation and design efforts included 1,100 feet of 16" water main; 10,300 feet of 12" water main; 8,200 feet of sanitary mains and 4,000 feet of telecommunication conduit.

Staff Name	Title	Years Exp	Company	Project Name	Project Description
Stefan Matthes, P.E.	Vice President	30 years	C&T	Crosstown Parkway Segments II, IV & V	Served as the Project Manager and Project Engineer for 6.2 miles of the City of Port St. Lucie's Crosstown Parkway utility line and transportation improvement project. The Project included the design, permitting and Engineering assistance during construction of approximately 53,000 lf of potable water and sanitary sewer lines. More specifically the utility relocation and design efforts included 18,870 lf of 16" water main; 1,250 lf of 20" HDPE directional bore water main in 30" HDPE casing; 155 lf of 12" water main; 320 lf of 8" water main; 2,540 lf of 6" water main; 75 lf of 4" LPM; 610 lf of 3" LPM; 1,905 lf of 2-1/2" LPM; 790 lf of 2" LPM; 7,000 lf of telecommunication conduit, and over 300 separate appurtenance adjustments (valves, hydrants, services cleanouts, pull boxes and connections).

				10th Street Improvements	Served as the Project Manager and Project Engineer for 2,500 ft of the City of Fort Pierce's 10th Street utility line and transportation improvement project. The Project included the design, permitting and Engineering assistance during construction of approximately 2,500 lf of design coordination of the FPUA's potable water main relocation plans. More specifically the utility relocation and design efforts included 2,500 lf of 8" water main and over 31 separate appurtenance adjustments (valves, hydrants, services cleanouts and connections).
				Westmoreland Boulevard	Served as the Project Manager and Project Engineer for 2,500 ft of the City of Port St. Lucie's Westmoreland Boulevard utility line and transportation improvement project. The Project included the design, permitting and Engineering assistance during construction of approximately 3,500 lf of potable water and sanitary sewer lines. More specifically the utility relocation and design efforts included 2,274 lf of 8" water main; 1,000 lf of 2-1/2" LPM; 190 lf of 16" force main and over 53 separate appurtenance adjustments (valves, hydrants, services cleanouts and connections).
				Rosser Boulevard	Served as the Project Manager and Project Engineer for 4,000 ft of the City of Port St. Lucie's Rosser Boulevard utility line and transportation improvement project. The Project included the design, permitting and Engineering assistance during construction of approximately 2,800 lf of potable water and sanitary sewer lines. More specifically the utility relocation and design efforts included 200 lf of 8" water main; 250 lf of 2-1/2" LPM; 2,320 lf of 2" LPM and over 58 separate appurtenance adjustments (valves, hydrants, services cleanouts and connections). 2,320 lf of 2" LPM and over 58 separate appurtenance adjustments (valves, hydrants, services cleanouts and connections).
				Becker Road & Florida's Turnpike	Served as the Project Manager and Project Engineer for 4,500 ft of the City of Port St. Lucie's Becker Road & Florida's Turnpike utility line and transportation improvement project. The Project included the design, permitting and Engineering assistance during construction of approximately 2,050 lf of potable water and sanitary sewer lines. More specifically the utility relocation and design efforts included 770 lf of 30" directional bore with 20" HDPE water main; 760 lf of 16" water main; 520 lf of 16" force main; 4,050 lf of telecommunication conduit and over 20 separate appurtenance adjustments (valves, hydrants, services cleanouts and connections).
				Becker Road & I-95 Interchange	Served as the Project Manager and Project Engineer for the City of Port St. Lucie's Becker Road & I-95

					Interchange utility line and transportation improvement project. The Project included the design, permitting and Engineering assistance during construction of approximately 10,800 lf of potable water and sanitary sewer lines. More specifically the utility relocation and design efforts included 720 lf of 16" directional bore HDPE water main in a 30" HDPE casing; 6,022 lf of 12" water main; 1,235 lf of 8" water main; 768 lf of 16" force main; 748 lf of 12" reuse main; 1,260 lf of variable size LPM; 13,484 lf of telecommunication conduit and over 63 separate appurtenance adjustments (valves, hydrants, services cleanouts and connections).
				Gatlin Boulevard	Served as the Project Manager and Project Engineer for 3.2 miles of the City of Port St. Lucie's Gatlin Boulevard utility line and transportation improvement project. The Project included the design, permitting and Engineering assistance during construction of approximately 1,050 lf of potable water and sanitary sewer lines. It should be noted that the seemingly minimal amount of underground utility relocations can be directly attributed to the original design and planning efforts undertaken by the City and C&T as part of the City's Utility Expansion program. More specifically the utility relocation and design efforts included 420 lf of 8" water main; 360 lf of 6" water main; 260 lf of 2" LPM and over 159 separate appurtenance adjustments (valves, hydrants, services cleanouts and connections).
				South Lennard Road	Served as the Project Manager and Project Engineer for 4,400 ft of the City of Port St. Lucie's South Lennard Road utility line and transportation improvement project. The Project included the design, permitting and Engineering assistance during construction of approximately 6,700 lf of potable water and sanitary sewer lines. More specifically the utility relocation and design efforts included 2,300 lf of 16" water main, 1,500 lf of 8" water main, 2,400 lf of 8" gravity main, 500 lf of 6" force main and a new pump station to support the growing commercial area.
				North Lennard Road	Served as the Project Manager and Project Engineer for 7,100 ft of St. Lucie County's North Lennard Road utility line and transportation improvement project. The Project included the design, permitting and Engineering assistance during construction of approximately 12,160 lf of potable water and sanitary sewer lines. More specifically the utility design efforts included 8,290 lf of 12" water main, 240 lf of 6" water main, 3,630 lf of 6" force main and over 62 separate appurtenance installations (valves, hydrants, services cleanouts and connections).
				Discovery Way	Served as the Project Manager and Project Engineer for

				East and West	2,300 feet of the City of Port St. Lucie's Discovery Way utility line and transportation improvement project. The Project included the design, permitting and Engineering assistance during construction of approximately 4,600 feet of potable water and sanitary sewer lines. More specifically the utility relocation and design efforts included 2,300 feet of 16" water main; 2,300 feet of 16" force main and over 32 separate appurtenance adjustments (valves, hydrants, services cleanouts and connections).

Staff Name	Title	Years Exp	Company	Project Name	Project Description
Steve Doyle, P.E.	Utility Division Manager	24 years	C&T	City Center	Served as the Project Manager and Project Engineer for the City of Port St. Lucie's City Center utility line, transportation improvement and redevelopment project. The Project included the survey, design, permitting and construction administration of approximately 23,600 feet of potable water, sanitary sewer and telecommunication lines. More specifically the utility relocation and design efforts included 1,100 feet of 16" water main; 10,300 feet of 12" water main; 8,200 feet of sanitary mains and 4,000 feet of telecommunication conduit.
				St. Lucie River Directional Bore	Served as the Project Manager and Project Engineer for 4,280 lf of the City of Port St. Lucie's St. Lucie River Directional Bore project. The Project included the survey, design, permitting and construction administration of approximately 17,100 feet of Re-Use , Force Mains and telecommunication lines. More specifically the utility and design included 4,280 feet of 36" force main; 4,280 feet of 24" re-use main; and 8,360 feet of telecommunication conduit.
				Glades Cut-Off Utility Mains	Served as the Project Manager and Project Engineer for the City of Port St. Lucie's City Glades Cut-Off Utility Main project. The Project included the survey, design, permitting and construction administration of approximately 216,000 feet of water mains, sanitary force mains, re-use mains andtelecommunication conduit. More specifically the utility relocation and design efforts included 10,000 feet of 12" water main; 54,000 feet of feet of 16" water main; 3,000 feet of feet of 24" water main; 39,000 feet of feet of 36" water main; 17,000 feet of 24" sanitary force main; 20,000 feet of 30" re-use main; 83,000 lf of telecommunication conduit.
				Veranda Utility Mains (along Becker Road from the Turnpike to	Served as the Project Manager and Project Engineer for the Veranda Utility Main extension project along the City of Port St. Lucie's Becker Road. The Project included the survey, design, permitting and construction administration of approximately 41,250 lf of water mains, re-use mains and telecommunication lines. More

				Gilson Road)	specifically the utility and design efforts included 3,400 feet of 12" water main; 4,250 feet of 16" water main 21,800 feet of 16" re-use main; 10,800 lf of telecommunication conduit, and over 50 separate appurtenance adjustments (valves, hydrants, services cleanouts, pull boxes and connections).

Staff Name	Title	Years Exp	Company	Project Name	Project Description
Mike Kolodziejczyk, PSL	Survey Manager	41 years	C&T	North Lennard Road	Served as the Project Surveyor for 7,100 ft of St. Lucie County's North Lennard Road utility line and transportation improvement project. The Project included the design survey, and construction layout of approximately 12,160 lf of potable water and sanitary sewer lines. More specifically the utility design efforts included 8,290 lf of 12" water main; 240 lf of 6" water main, 3,630 lf of 6" force main; and over 62 separate appurtenance installations (valves, hydrants, services cleanouts and connections).
				Village Parkway	Served as the Project Surveyor for 4 miles of the City of Port St. Lucie's Village Parkway utility line and transportation improvement project. The Project included the design survey, construction layout and As-Built Surveys of approximately 42,700 lf of potable water and sanitary sewer lines. More specifically the utility design efforts included 21,350 lf of 24" water main, and 21,350 lf of 16" force main.
				Community Boulevard	Served as the Project Surveyor for 4,600 feet of the City of Port St. Lucie's Community Boulevard utility line and transportation improvement project. The Project included the design survey, construction layout and As-Built Surveys of approximately 6,000 feet of potable water and sanitary sewer lines. More specifically the utility design efforts included 4,700 feet of 16" water main, and 1,500 feet of 16" force main.
				Innovation Way	Served as the Project Surveyor for 1,200 feet of the City of Port St. Lucie's Innovation Way utility line and transportation improvement project. The Project included the design survey, construction layout and As-Built Surveys of approximately 2,400 feet of potable water and sanitary sewer lines. More specifically the utility design efforts included 1,200 feet of 12" water main; and 1,200 feet of 8" force main.
				Glades Cut-Off Utility Mains	Served as the Project Surveyor for the City of Port St. Lucie's City Glades Cut-Off Utility Main project. The Project included the survey, design, permitting and construction administration of approximately 216,000

					feet of water mains, sanitary force mains, re-use mains andtelecommunication conduit. More specifically the utility relocation and design efforts included 10,000 feet of 12" water main; 54,000 feet of feet of 16" water main; 3,000 feet of feet of 24" water main; 39,000 feet of feet of 36" water main; 17,000 feet of 24" sanitary force main; 20,000 feet of 30" re-use main; 83,000 lf of telecommunication conduit.
				Becker Road West Phase 2	Served as the Project Surveyor for 1 miles of the City of Port St. Lucie's Becker Road Phase 2 utility line and transportation improvement project. The Project included the construction layout and As-Built Surveys of approximately 4,000 feet of potable water and sanitary sewer lines. More specifically the utility design efforts included 2,000 feet of 24" water main and 2,000 feet of 16" force main.
				Becker Road West Phase 3	Served as the Project Surveyor for 6,300 feet of the City of Port St. Lucie's Becker Road West Phase 3 utility line and transportation improvement project. The Project included the construction layout and As-Built Surveys of approximately 3,000 feet of potable water and sanitary sewer lines. More specifically the utility design efforts included 1,900 feet of 12" & 16" water main and 1,100 feet of 12" & 16" force main.
				Discovery Way East and West	Served as the Project Surveyor for 2,300 feet of the City of Port St. Lucie's Discovery Way utility line and transportation improvement project. The Project included the design survey, construction layout and As-Built Surveys of approximately 4,600 feet of potable water and sanitary sewer lines. More specifically the utility design efforts included 2,300 feet of 16" water main and 2,300 feet of 16" force main.

Staff Name	Title	Years Exp	Company	Project Name	Project Description
Marcelo Dimitriou, P.E.	QC Manager	21 years	C&T	North Lennard Road	Served as the Director of Construction Engineering Inspection (CEI) Services and Quality Control of 7,100 feet of St. Lucie County's North Lennard Road utility line and transportation improvement project. The Project included the CEI administration of approximately 12,160 lf of potable water and sanitary sewer lines. More specifically the utility construction included 8,290 lf of 12" water main, 240 lf of 6" water main, 3,630 lf of 6" force main and over 62 separate appurtenance installations (valves, hydrants, services cleanouts and connections).

				Village Parkway	Served as the Director of CEI Services and Quality Control of 4 miles of the City of Port St. Lucie's Village Parkway utility line and transportation improvement project. The Project included the CEI administration of approximately 42,700 lf of potable water and sanitary sewer lines. More specifically the utility construction included 21,350 lf of 24" water main, and 21,350 lf of 16" force main.
				Walton Road (US 1 to Village Green Drive)	Served as the Director of Construction Engineering Inspection (CEI) Services and Quality Control of 3,000 feet of St. Lucie County's Walton Road utility line and transportation improvement project. The Project included the CEI administration of approximately 1,600 feet of potable water and sanitary sewer lines. The project included multiple offsets to avoid conflicts with existing utilities and drainage. This work required multiple shut downs and extensive coordination with customers.
				13th Street Improvement Project	Served as the Director of Construction Engineering Inspection (CEI) Services and Quality Control of 1,400 feet of the City of Fort Pierce's 13th Street utility line and transportation improvement project. This project required extensive coordination efforts with FPUA and the contractor. Numerous offsets were needed to due to a narrow right of way with extensive utilities including water, sewer, drainage, electric, cable and fiber optics.
				A-1-A Improvement Project	Served as the Director of Construction Engineering Inspection (CEI) Services and Quality Control of 8,600 feet of the City of Fort Pierce's A-1-A Street utility line and transportation improvement project. The Project includes the CEI administration/coordination of approximately 7,500 lf of potable water line installation. The project also includes relocation of approximately 75 sewer laterals and water services. The work is in a narrow corridor and includes underground installation of 1.6 miles of electric, cable and fiber optic facilities.
				Green River Parkway	Served as the Director of Construction Engineering Inspection (CEI) Services and Quality Control of 2 miles of Martin County's Green River Parkway utility line and transportation improvement project. The Project included the CEI administration of approximately 4,000 lf of potable water lines. More specifically the utility relocation and design efforts included 3,723 lf of 16" water main; 352 LF of HDPE directional bore, and multiple line stops, wet taps and offsets.
				Community Boulevard	Served as the Director of CEI Services and Quality Control of 4 miles of the City of Port St. Lucie's Community Boulevard utility line and transportation

					improvement project. The Project included the CEI administration of approximately 4,400 lf of potable water and sanitary sewer lines. More specifically the utility construction included 4,400 lf of 16" & 12" water main, and approximately 1,400 lf of 16" force main and associated valves, air release valves, hydrants, etc.

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3.	Identify the staff assigned to the project and the scope of work to be performed.

Staff Name	Years with Company	Scope of Work
Butch Terpening, P.E.	**26**	**Project Principal – Is responsible for the Overall Project Management of Scope, Schedule and Budget of the Project and Client satisfaction.**
Stefan K. Matthes, P.E.	**19**	**Project Manager – Is responsible for the Day to day project management of the Scope, Schedule and Budget & client coordination responsibilities.**
Steven Doyle, P.E.	**6**	**Project Engineer – Is responsible for the Engineering Design, Plan preparation and review for quality assurance for milestone submittals.**
Mike Kolodziejczyk, PLS	**4**	**Project Surveyor – Is responsible for the Survey data collection as necessary for utility conflict resolution and quality assurance responsibilities.**
Marcelo Dimitriou, P.E.	**4**	**Project CEI Manager – Is responsible for the Design Constructability review and Construction Quality Control of Field resolution during the Construction period.**

(This is a word document add lines as needed)

4.	Identify your firm's procedures and experience with the coordination of the design and permitting with other utilities owners, and local governmental and regulatory agencies.

Culpepper & Terpening has developed a proven Project approach which has resulted in over **418,000 feet (92 miles)** of potable water, sanitary force mains, raw water mains and re-use water mains associated with Transportation Improvement Projects.

Culpepper & Terpening is the only Engineering firm on the City's of Port St. Lucie's selected continuing service provider who is also a continuing service provider for St. Lucie County, St. Lucie County Fire District, Florida Power & Light, AT & T, Hometown Cable, and Fort Pierce Utility Authority. We believe that these relationships will provide benefit to the City and Project's coordination.

The City's Midway & Selvitz Road Improvement Project schedule is a compressed design and permitting schedule of eight (8) week of professional service plus the agency review period. Our Project approach will be driven by this schedule so that estimated construction bid by St. Lucie County date of the 1st quarter of 2012 is not delayed. Our day to day personal assignment will be managed by the Project Manager to insure the Client's Scope, Schedule and Budget of the Project is achieved. **Culpepper & Terpening internally** utilizes the Vision Deltek software to allocate personal resources necessary to meet the Project's milestones dates.

Our proposed The Project approach for the City's Midway & Selvitz Road Improvement Project for project coordination is as follows:

- **Conduct the Project Kick-off meeting with all stakeholders including but not limited to the City of Port St. Lucie Utility's Project Manager : To Be Determined; St. Lucie County Project Manager : Mr. Michael Harvey, P.E.; Lockner Engineering Project Roadway Design Engineering for St. Lucie County: Mr. John Box, P.E.; Calvin, Giordano & Associates, Inc Engineering Project Signalization Design Engineering for St. Lucie County: Mr. Raymond Pippit, P.E.; St. Lucie County Fire District : Mr. Buddy Emerson; Florida Power & Light Project Engineer: Ms. Vicky Holly, AT&T Project Engineer: Mr. Hank Koll, North St. Lucie Water Control Dist Engineer: Mr. Tom McGowan, P.E. ; Comcast Project Engineer: Mr. Tim Korndoefer; Fort Pierce Utility Authority: Project Engineer: Ms. Valerie Schulte, P.E.**

- **Establish a web base "Basecamp" and give secured access to all stakeholders to the project basemap for initial locations and design input.**

- **Maintain the web base "Basecamp" with project updates which allows all stakeholders to review the weekly project updates, plan development, and provide input during the design process.**

- **Post the 30%, 60% and 90% Plans into the "Basecamp" which allows all stakeholders to review "Red Marked" plans and provide inter agency communications on design issues.**

- **QC meetings with all stakeholders prior to the 30%, 60% and 90% submittals.**

- **Post the 100% Plans into the "Basecamp" which allows all stakeholders access during the Construction Period.**

- **The "Basecamp" will be maintained during the Construction Period to allow Utility coordination of field changes and avoid costly relocations.**

5.	Identify the challenges associated with, and the proposed means of, meeting the milestone time frames of the 90% and 100% submittals.

Our Project approach is driven by scheduled milestones so that St. Lucie County's estimated construction bid date of the 1st quarter of 2012 is not delayed. We have identified some of the challenges of the schedule given the compressed timeframes associated with the City's Midway & Selvitz Road Improvement Project as follows:

- **The Roadway improvement plans are at 60% complete and thus will have changes as final design continues. We propose weekly updates as a means to allow efficient communication of information.**

- **The County is continuing its acquisition of Right-of Way for the roadway project; therefore the ultimate right-of-way may change. We propose to closely coordinate with the County's Attorney office and the County's Right-of Way acquisition agent, Ms. Joann Rielly, for changes that would affect our design.**

- **Conceptual design approvals to allow for the concurrent preparation of 90% plans. A project kickoff meeting will be scheduled to establish conceptual design locations and design parameters.**

- **Wetland impacts; the South Florida Water Management District (the "SFWMD") Permit has not been submitted for the roadway construction. The County's consultant has identified wetlands that**

may be impacted as a result of this project and has conducted with the SFWMD only a pre application meeting has been conducted, thus regularly agencies impacts are unknown at this time. We proposed an independent pre application meeting to identify mitigation of wetland impact that will occur on the project.

- **The Midway Road is designed as a divided roadway section, thus the existing fire protection which is currently being provide by the FPUA along the north side of the roadway will not longer meet the requirements of the Fire District and Life Safety Code. The District requires fire protection on both sides of the roadway when the roadway has a divided median. We proposed to establish fire hydrant locations acceptable to the District and the City early in the design process. The locations will require both accessibility for fire apparatus connections and maintainability for the City.**

- **Stakeholders input and other utility coordination is critical to the design of the Project. We propose design conflict meetings at 30%, 60% and 90% plan completion between the various utility facilities, including but not limited to AT&T, FP&L (transmission, distribution & siren shop), Hometown Cable and Comcast.**

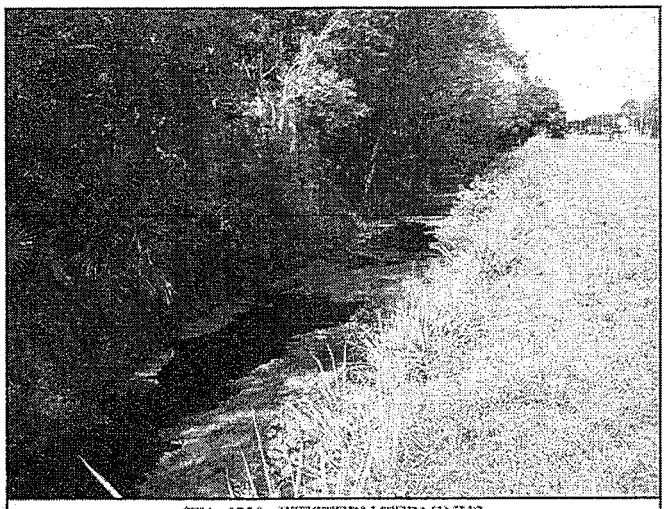
6.	Identify the challenges associated with the design and permitting of water, wastewater, and/or telecommunications as part of a roadway improvement project.

Culpepper & Terpening has obtained and conducted a conceptual review the following Project information in an effort to identity challenges for this project.

Obtained and reviewed the 60% Roadway plans from St. Lucie County.
Conducted a field walk thru of the proposed Project limits.
Researched the SFWMD permit status and wetland determination.
Reviewed the status of the County Right-of-Way acquisition and property ownership maps.
Obtained and reviewed the Capital Improvement Budgets of both St. Lucie County and the City
Obtained and reviewed the water & sewer record drawings for the City's USA Phase 1.
Obtained and reviewed the water & sewer record drawings for the City's Montana Utility Project.
Obtained the approved Site Plans for Developed Properties on the South side of Midway Road, including Hospice of St. Lucie County, Drawdy Office Park and Castle.

Project Challenges:

- **The western terminus \ of the Utility project will require connection to the existing water and sewer mains. These mains are on the north side of the NSLWCD Canal No. 103 and will require a crossing beneath the existing canal bottom at elevation 10 NGVD. We propose a subaqueous crossing that will allow for the future connection when the next Phase of Midway Road is constructed to the West.**



STA. 1250 - WESTERN TERMINUS

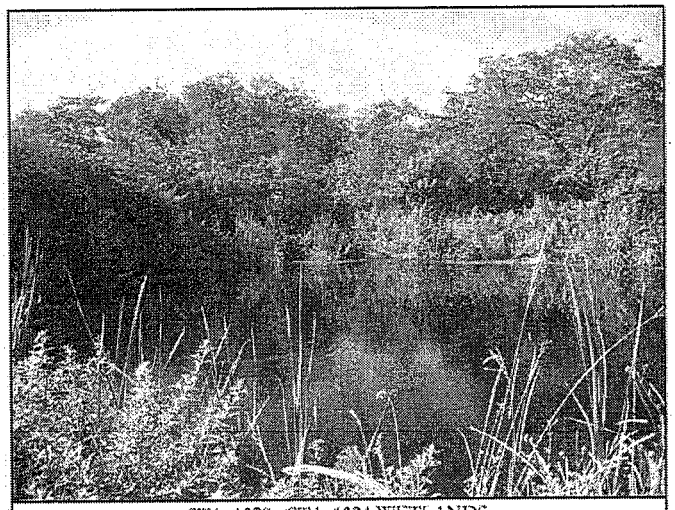
- **At Station 1293 the mains have to cross an 11 foot by 5 foot box culvert. St Lucie requires 24" of clearance for major drainage facilities. The box culvert design invert of 8.2 NGVD will not allow the placement of the mains above the facility, thus requiring the installation to be placed under the box. Consideration to the air release valve and maintenance of this facility is critical to the design.**

STA. 1293 - CANAL CROSSING

- **The current Roadway Typical Section from Station 1293 to 1302 has a swale along the south side that is 5 feet below the roadway centerline. We propose the consideration of a main location 3 feet south of the sidewalk and a force main location 5 feet north of the south right of way. The vertical clearance would be maintained and place the sewer line beneath the water main and the bottom of the swale.**

- **The current Roadway Typical Section from Station 1308 to 1315 has a swale along the south side that is 3 feet below the roadway centerline. We propose consideration of a water main location 3 foot south of the sidewalk and a force main location 5 foot north of the south right of way. The vertical clearance would be maintained and the place the sewer line beneath the water main and the bottom of the swale.**

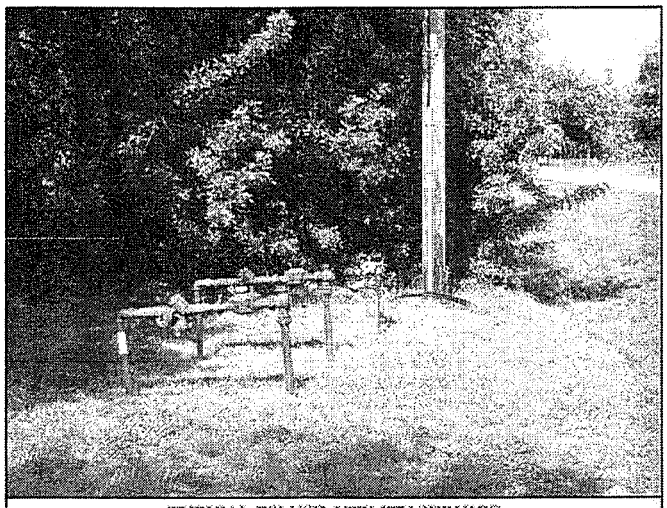
- **Midway Road at Station 1301, 1323 and at 1327 the mains have to cross a major drainage facilities, thus requiring 24" clearance in accordance with St. Lucie County standards. The culvert design inverts will not allow the placement of the mains above the facility, thus requiring the installation to be placed under the box. Consideration to the air release valves and maintenance of this facility is critical to the design.**



STA. 1320 - STA. 1324 WETLANDS

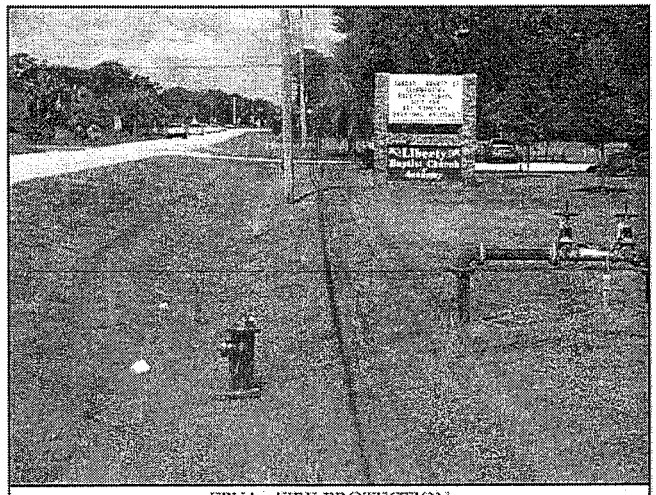
- **The current Roadway Typical Section from Station 1320 to 1324 includes a "gravity wall" to minimize wetland impact, thus limiting the mains location. We propose consideration of terminating the sewer main at a station 1314. The benefits of this would allow the water main to be place from station 1324 to the 25th Street intersection under the sidewalk. The design of the water main in this area would require the valves be placed ether side of this area, thus keeping all valves outside of the sidewalk.**

- **Maintaining approximately 7 existing utility customers along the route while replacing the water and sewer lines. We propose a design location that will allow for the construction sequencing to concur without interruption of service.**



TYPICAL PSLUSD UTILITY SERVICE

- **Midway Road is designed as a divided roadway section, thus the existing fire protection which is currently being provide by the FPUA along the north side of the roadway will no longer meet the requirements of the Fire District and Life Safety Code. The District requires fire protection on both sides of the roadway when the roadway has a divided median. We proposed to establish fire hydrant locations acceptable to the District and City early in the design process. The location will require both accessibility for fire apparatus connections and maintainability for the City.**

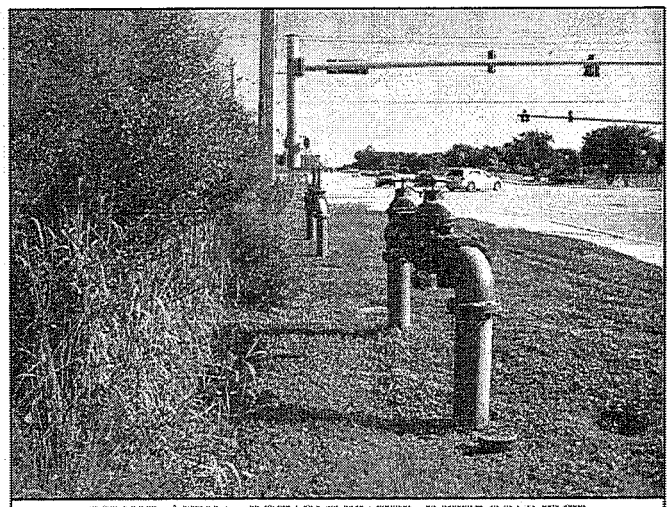


FPUA - FIRE PROTECTION

- **Selvitz Road at Station 114 to Station 125 consider a main location with utilizes the City's property, identified as Tracts G-4 and G-17 of Port St. Lucie Section 38 to minimize impacts.**

- **Relocation of the FPUA – PSLUSD interconnect.**

- **Insuring that the proper easements and Right-of-Way exist in place prior to construction of the utility improvements. We propose close coordination with the County's Right of Way Acquisition Agent, Ms. Joann Rielly.**



PSLUSD / FPUA - POTABLE WATER INTERCONNECT

- **Compliance with the FDOT Utility Accommodation Guidelines which the County utilizes as a standard. Our staff has extensive experience in compliance with the FDOT standards and will coordinate compliance issues with the City and County.**

7.	Where is your assigned staff's office located for this project and what is your response time to the site for resolution of design issues indentified during construction.

The project will managed from our Fort Pierce office located at the intersection of S. 25th Street and Edwards Road, only 2.8 miles, 4 minutes from the Project. We have assigned personal to the Project who can be accessible 24 hours per day in minutes:

Mr. Terpening, our Project Principal lives only 1.1 miles or 2 minutes from the Project.
Mr. Matthes our Project Manager lives only 1.78 miles or 3 minutes from the Project.
Mr. Doyle our Project Engineer lives only 2.1 miles or 4 minutes from the Project.

8.	List past 5 years of litigation history

C&T has been named in the following lawsuits:

- **Culpepper & Terpening, Inc. was brought in as a third party to a law suit. The claim was dismissed in 2010.**

9.	List # of design projects awarded to City in past 12 months and the total dollar amount.

1) Marion Sidewalk Design $67,460.50

10.	Does your firm accept payment by Credit Card?

YES

ADDENDUM ACKNOWLEDGMENT - Proposer acknowledges that the following addenda have been received and are included in his/her proposal:

Addendum Number	Date Issued
#1	8/22/2011

CERTIFICATION:

This E-Bid is submitted by: Name (print) **J.P. Terpening, Jr.** who is an officer of the above firm duly authorized to sign proposals and enter into contracts. I certify that this E-Bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. I understand collusive bidding is a violation of State and Federal law and can result in fines, prison sentences, and civil damage awards. I agree to comply with all requirements stated in the specifications for this E-bid, the Terms and Conditions including amendments to Master Contract #20100050.

I agree to abide by all conditions of this E-Bid.:

President

Signature Title

If a corporation renders this E-Bid, the corporate seal attested by the secretary shall be affixed below. Any agent signing this E-Bid shall attach to this form evidence of legal authority.

Witnesses:

If Individual:

Signature

Print Name

If Partnership:

Print Name of Firm

By: (General Partner)

If Corporation:

Culpepper & Terpening

Print Name of Corporation

By: (President)

Attest: (Secretary)

QUESTIONNAIRE
E-Bid #20110115
Design and Permitting of Water, Wastewater and Telecommunications facilities & appurtenances for the Midway & Selvitz Road Improvement Project

It is understood and agreed that the following information is to be used by the City of Port St. Lucie to determine the qualifications of personnel and firm as presented in this document. The Proposer waives any claim against the City that might arise with respect to any decision concerning the qualifications of the Proposer or the personnel of the Proposer.

The undersigned attests to the truth and accuracy of all statements made on this questionnaire. Also, the undersigned hereby authorizes any public official, Consultant, Surety, bank material or equipment manufacturer or distributor, or any person, firm or corporation to furnish the City of Port St. Lucie any Pertinent information requested by the City deemed necessary to vary the information on this questionnaire.

Dated this 19th day of August, 2011

Keith and Schnars, P.A.
Name of Organization / Proposer

(This is a word document please add space as needed.)

1. Firm's office address, telephone, fax number, e-mail address and contact person for this project

Keith and Schnars, P.A.
6500 North Andrews Avenue
Fort Lauderdale, Florida 33309
Phone: 954-776-1616
FAX: 954-771-7690
Contact Person: Mark E. Tomczyk, P.E..
Email: mtomczyk@keithandschnars.com

2. Detail of staff experience in designing water, wastewater, and telecommunication facilities, as part of a roadway improvement project.

Staff Name	Title	Years Exp	Company	Project Name & Description
Bryan Wilson	Southeast Director of Highway Engineering	26	Keith and Schnars	Andrews Ave Segments 2&3. Owner - FDOT district 4. Description - Construction of .75 mile section of Andrews Ave from Atlantic Blvd to Nw 10th st in pompano beach. Involved design of a new 4 lane divided section of Andrews Ave including grade separation over CSx railroad and

				reconstruction of Hammondville Rd. Also included design of new 12" watermain and 43" Forcemain.
Tim Hall	VP-Civil Engineering	25	Keith and Schnars	The Edgewood Community (Septic Area 8) is comprised of a mixture of single family, multi-family, commercial, office and industrial uses and currently on septic systems. The community is located in the City of Fort Lauderdale (Neighborhood areas just south of SR-84 between I-95 and SW 1st Terrace and south to north perimeter road). Proposed improvements included design of a new sanitary sewer collection system comprised of approximately 75,000 linear feet of new gravity sewer, 6,500 linear feet of force main, six (6) new lift stations and the rehabilitation of one (1) existing lift station. Improvements also consisted of approximately 4,600 linear feet of new water main to replace some of the areas deteriorated or undersized water distribution system along with increasing system pressures. Consultant 's responsibility on the project entailed design, permitting, construction and inspection services.
Frank Vilar	Senior Proj Mgr.	15	Keith and Schnars	The Edgewood Community (Septic Area 8) is comprised of a mixture of single family, multi-family, commercial, office and industrial uses and currently on septic systems. The community is located in the City of Fort Lauderdale (Neighborhood areas just south of SR-84 between I-95 and SW

				1st Terrace and south to north perimeter road). Proposed improvements included design of a new sanitary sewer collection system comprised of approximately 75,000 linear feet of new gravity sewer, 6,500 linear feet of force main, six (6) new lift stations and the rehabilitation of one (1) existing lift station. Improvements also consisted of approximately 4,600 linear feet of new water main to replace some of the areas deteriorated or undersized water distribution system along with increasing system pressures. Consultant 's responsibility on the project entailed design, permitting, construction and inspection services.
Roberto Goncalves	Senior Associate	10	Keith and Schnars	The Edgewood Community (Septic Area 8) is comprised of a mixture of single family, multi-family, commercial, office and industrial uses and currently on septic systems. The community is located in the City of Fort Lauderdale (Neighborhood areas just south of SR-84 between I-95 and SW 1st Terrace and south to north perimeter road). Proposed improvements included design of a new sanitary sewer collection system comprised of approximately 75,000 linear feet of new gravity sewer, 6,500 linear feet of force main, six (6) new lift stations and the rehabilitation of one (1) existing lift station. Improvements also consisted of approximately 4,600 linear feet of new water main to

				replace some of the areas deteriorated or undersized water distribution system along with increasing system pressures. Consultant 's responsibility on the project entailed design, permitting, construction and inspection services.
Mark Tomczyk	VP	22	Greenhorne & O'Mara	Village of Canal Point Sanitary Sewer Improvements, City of Pahokee, Palm Beach County, FL: Supervising Engineer for the design of low pressure sewer system within the Village to replace malfunctioning septic systems. The low pressure system consisted of 68 grinder pumps and 2 lift stations that tied into the existing City sanitary system. The system was permitted by the County of Palm Beach and the Florida DEP. The project was funded through a Joint Partner Agreement (JPA) with the USDA, Palm Beach County and the City of Pahokee.

3. Identify the staff assigned to the project and the scope of work to be performed.

Staff Name	Years with Company	Scope of Work
Bryan Wilson	10	Overall utility provider coordination
Tim Hall	7	Quality control
Frank Vilar	11	Project management / permitting
Roberto Goncalves	9.5	Technical design
Mark Tomczyk	1.5	Point of Contact

4. Identify your firm's procedures and experience with the coordination of the design and permitting with other utilities owners, and local governmental and regulatory agencies.

For all utility projects, we schedule a coordination meeting early in the design process, typically as soon as the project concepts are developed. In most cases it is beneficial to invite all utilities having facilities in the project

area and the owner. Making utilities aware of the project may have several positive impacts on your project. Once utilities are aware of pending highway work they will place on hold any improvements they may have proposed to their facilities in the area. Being knowledgeable of project scope will also allow the utilities to program funding to facilitate their relocations to accommodate the improvement schedule. If utilities have facilities that would be costly to relocate they may inform the Owner of this fact at the initial coordination meeting and thereby provide the designer time to review alternate alignments to see if the utility lines can be designed around. As with any improvement project, the goal is to minimize the total project costs, including utility relocations. This early meeting can be used to notify utilities of areas where more specific location information will be needed. For example, if a communication duct package crosses the right-of-way where a storm sewer will be needed, the utility should be notified that we need the exact size and depth information of that duct package. It may be too early in design to discuss the logistics of obtaining the location information, but the utility can be put on notice that this will be required later in the design process. Since the objective of obtaining the information is to design around the utility facility if possible, the utility company should be receptive to the idea of providing the information.

5. Identify the challenges associated with, and the proposed means of, meeting the milestone time frames of the 90% and 100% submittals.

At the pre-design (partnering) meeting with the owner, we will define the schedule to which the project will run. Based on this agreed to schedule we will commit the necessary staff and resources necessary to meet the milestone time frames for the project. Excluding to any outside entity, we meet the submittal deadlines.

6. Identify the challenges associated with the design and permitting of water, wastewater, and/or telecommunications as part of a roadway improvement project.

Foreseen challenges with this project would include the timeline to have permits in place and the coordination with utility providers. Firstly, the permit process tends to be lengthy with significant review time after plans submittal. We have in the past had great success in limiting this timeline by having a true "partnering session" with the permit agencies, describing all the constraints, along with the importance of adhering to a stringent timeline. We work out a timeline with them and make a good-faith agreement to abide to it. The upfront discussion usually limits the overall comments and having a true introduction to the project allows for the reviews to be knowledgeable of both the scope and goal of the project.

7. Where is your assigned staff's office located for this project and what is your response time to the site for resolution of design issues indentified during construction.

Fort Lauderdale, 1.25 hours

8. List past 5 years of litigation history

We provide below an updated summary of the claims (which we define as a lawsuit filed against us or a demand for arbitration) we have been party to over the course of the past 10 years.

Scott v. Hubbard Construction Co. (2009): This case involved a vehicular accident on a project where we provided C.E.I. Services. The claims against our firm in the case were quickly dismissed after we prevailed on a Motion for Summary Judgment.

Monroe v. Keith and Schnars (2008): This case brought by a former employee involved an allegation regarding overtime pay on which our company prevailed. The claim was dismissed and case resolved to our satisfaction.

*Facchina-Mcgaughan v. Keith and Schnars (*2008): We provided minor survey services for a General Contractor involved in the Miami Beach New World Symphony Expansion Project located at 1672 Drexel Avenue, Miami Beach, FL 33139. The Contractor's superintendent instructed our surveyors to use a point he pointed out as a reference to start the project layout, we complied with Contractor's instructions, and the Contractor later drove foundation piles in the wrong location and additional piling to remedy the situation. The Contractor's insurance company paid the Contractor's claim for the cost of the additional piling, but then filed an indemnity claim against us for the Contractor's deductible. We deny negligence.

*Budde v. Community Asphalt (*2005): We provided Construction Engineering Services (CEI) for a road project in Monroe County. During the project, a teenager who was drag racing at night at more than 100mph lost control of his car and collided with a pole located on the construction site. The driver was immediately killed. The case was settled out of court.

*Barrett v. Hubbard Construction (*2005): We provided Construction Engineering Services (CEI) for a road project in Duval County. During the project, a driver sped through the construction zone, failed to stop on the off ramp, and plowed into a pedestrian standing behind her disabled vehicle. The court granted our Motion for Summary Judgment.

9 .List # of design projects awarded to City in past 12 months and the total dollar amount.

One project - $48,400 in value.

10. Does your firm accept payment by Credit Card?

Yes

ADDENDUM ACKNOWLEDGMENT - Proposer acknowledges that the following addenda have been received and are included in his/her proposal:

Addendum Number	Date Issued
1	8/22

CERTIFICATION:

This E-Bid is submitted by: Name (print) Tanzer Kalayci who is an officer of the above firm duly authorized to sign proposals and enter into contracts. I certify that this E-Bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. I understand collusive bidding is a violation of State and Federal law and can result in fines, prison sentences, and civil damage awards. I agree to comply with all requirements stated in the specifications for this E-bid, the Terms and Conditions including amendments to Master Contract #20100050.

I agree to abide by all conditions of this E-Bid.:

T.H. Kalayci

Signature

President

Title

If a corporation renders this E-Bid, the corporate seal attested by the secretary shall be affixed below. Any agent signing this E-Bid shall attach to this form evidence of legal authority.

Witnesses:

Diana Byrd

If Corporation:

Keith and Schnars
Print Name of Corporation

By: _____
(President)

Attest: _____
(Secretary)

TRUTH-IN-NEGOTIATION CERTIFICATE AND AFFIDAVIT

STATE OF FLORIDA §
COUNTY OF ~~ST. LUCIE~~ BROWARD §

Before me, the undersigned authority, personally appeared affiant Tanzer Kalayci who being first duly sworn, deposes and says:

1. That the undersigned firm is furnishing this Truth in Negotiation Certificate pursuant to Section 287.055(5)(a) of the Florida Statutes for the undersigned firm to receive an agreement for professional services with the City of Port St. Lucie, St. Lucie County, Florida.

2. That the undersigned firm is a corporation which engages in furnishing professional architect and engineering services and is entering into an agreement with the City of Port St. Lucie, St. Lucie County, Florida to provide professional services for a project known as #20110115, Design and Permitting of Water, Wastewater and Telecommunications facilities and appurtenances for the Midway and Selvitz roadway improvements.

3. That the undersigned firm has furnished the City of Port St. Lucie, St. Lucie County, Florida a detailed analysis of the cost of the professional services required for the project.

4. That the wage rate information and other factual unit cost, which the undersigned firm furnished, were accurate, complete and current at the time the undersigned firm and the City of Port St. Lucie entered into the agreement for professional services on the project.

5. That the agreement which the undersigned firm and the City of Port St. Lucie entered into on this job contained a provision that the original agreement price and any additions thereto shall be adjusted to include any significant sums by which the City of Port St. Lucie determines the agreement price was increased due to inaccurate, incomplete or non-current wage rates or other factual unit cost and that all such agreement adjustments shall be made within one (1) year following the end of the agreement.

FURTHER AFFIANT SAYETH NAUGHT

Keith and Schnars
Name of Firm

By: President

The foregoing instrument was acknowledged before me by TANZER KALAYCI who has produced n/a as identification or is personally known to me.

WITNESS my hand and official seal in the State of County last aforesaid this 22nd day of August, 2011.

(SEAL)

Signature

JOI-PHYLE HALLEM
MY COMMISSION # DD 984318
EXPIRES: May 10, 2014
Bonded Thru Budget Notary Services

Notary Name (typed or printed)

Administration
Title or Rank

"A City for All Ages"

CITY OF PORT ST. LUCIE

Sealed Electronic Proposal #20110115
(E-Bid)

Design and Permitting of Water, Wastewater and Telecommunications facilities & appurtenances for the Midway & Selvitz Road Improvement Project

Prepared By:
Cheryl Shanaberger
Office of Management & Budget
121 SW Port St. Lucie Boulevard
Port St. Lucie, FL 34984-5099
772-871-7390
cheryls@cityofpsl.com

BID ADDENDUM # 2
BID # 20110115
Addendum Date: August 31, 2011

Design & Permitting for Midway and Selvitz

The evaluation committee met on August, 31, 2011 at 11 A.M. in the Office of Management and Budget, Room 390, 121 SW Port St. Lucie Blvd., Building A, Port St. Lucie, Florida and ranked the three firms below to start negotiations;

#1 Culpepper & Terpening Inc.
#2 Captec Engineering
#3 Creech

The question and answer session will be held on September 1, 2011 at 9 A.M. in the Office of Management and Budget, 121 SW Port St. Lucie Blvd., Bldg. A, Room 390, Port St. Lucie, Florida.

The format of the meeting will be

A. 3 minutes for introduction by the firm
B. 17 minutes for questions from committee members

A drawing will be held to establish the order of the Q & A. A projector and laptop will be available if needed. Also, please provide an electronic copy for the file of any handouts or power point presentations (you may email this to me).

Please contact me if you have any questions, at cheryls@cityofpsl.com or 772 871 7390.

Please note the meeting is September 1, 2011 at 9 A.M.

Thank you

BID ADDENDUM # 1
BID # 20110115
Addendum Date: 8/22/2011

Design and Permitting of Water, Wastewater and Telecommunications facilities & appurtenances for the Midway & Selvitz Road Improvement Project

Please make the following changes/modifications to the subject bid:

Page 2 of 16

Sealed Electronic Proposal #20110115 for the design and permitting of water, wastewater and telecommunications facilities and appurtenances for the Midway and Selvitz Roadway Improvement Project.. Project will be received by the Office of Management and Budget of the City of Port St. Lucie no later than August 23, 2011 at **1:30:00 p.m.** Specifications are attached.

Page 3 of 16:

**** Only electronic replies are required. No hard copies will be accepted. Please try to limit your entire submittal to no more than 5 mb.**

EVALUATION AND AWARD

Responses will be scored in the following manner:

	CRITERION
a) Assigned Staff Experience with W & WW on roadways	20 points
b) Firm Experience permitting, coordination with other utilities	25 points
c) Challenges meeting schedule	20 points
d) Challenges with design & permitting	25 points
e) Emergency Response Time	5 points
f) Accepts P-card	5 points
Total	**100 points**

NOTE: The bid opening date is unchanged.

Instructions to Bidder:

Each bidder must acknowledge receipt of any addenda on the Questionaire in order to have his/her proposal to be accepted.

"A City for All Ages"

CITY OF PORT ST. LUCIE

Sealed Electronic Proposal #20110115
(E-Bid)

Design and Permitting of Water, Wastewater and Telecommunications facilities & appurtenances for the Midway & Selvitz Road Improvement Project

Prepared By:
Cheryl Shanaberger
Office of Management & Budget
121 SW Port St. Lucie Boulevard
Port St. Lucie, FL 34984-5099
772-871-7390
cheryls@cityofpsl.com

NOTE: THIS REQUEST FOR AN E-BID IS ONLY FOR THE FOLLOWING CONSULTANTS WHO HOLD MASTER CONTRACT #20100050 WITH THE CITY:
American Consulting, Arcadis US Inc., Calvin, Giordano & Associates Inc., Captec Engineering Inc., Creech Engineers Inc., Culpepper & Terpening Inc., Hazen & Sawyer, Infrastructure Eng, Inc., Keith & Schnars P.A., Kimley-Horn & Associates.

INVITATION TO E-BID

Sealed Electronic Proposal #20110115 for the design and permitting of water, wastewater and telecommunications facilities and appurtenances for the Midway and Selvitz Roadway Improvement Project.. Project will be received by the Office of Management and Budget of the City of Port St. Lucie no later **3:30:00 p.m. on , 2011**. Specifications are attached.

All submittals must be received by the date and time specified above, when they will be opened and the names publicly read aloud. The proposal time must be and shall be scrupulously observed. Under no circumstances shall submittals uploaded to Demandstar.com after the time specified be accepted or considered. It is the sole responsibility of the Proposer to ensure that his or her submittal is uploaded on or before the closing date and time. The City shall in no way be responsible for delays caused by any power outages or internet failures. No exceptions will be made.

Electronic replies will be the **only** method allowed for Bidders to respond to this solicitation. All submittals must be compatible with Microsoft Office 2003. E-Bidding will be done through a secure locked box. Bidders can only view/submit their E-Bid and will not have access to any other Bidder's submittals. The Bidder's E-Bid may be changed at the Bidder's discretion until the due date and time have been reached at which time the Bidder will no longer change or have access to the electronic bid submittal. The City will then open the E-Bids. Bidders who are e-bidding for the first time are strongly encouraged to contact Demandstar at (800) 771-1712 or obtain assistance by e-mailing questions to supplierservices@onvia.com.

The City of Port St. Lucie reserves the right to reject any and all bids, to waive any and all informalities or irregularities, and to accept or reject all or any part of any bid as it may deem to be in the best interest of the citizens of the City.

All Terms and Conditions of the Master Contract #20100050 and amendments thereof shall apply to the contract issued from this proposal.

For the purpose of this bid, the term Bidder, E-Bidder, Proposer and Consultant may be used interchangeably.

Documents required for this E-Bid:
Competed Questionnaire

Submittal of E-Bid - All proposals shall be submitted by completing and returning the Questionnaire. The Questionnaire should be typed or printed and signed in black ink. All submittals are required to be electronic. No hard copies will be accepted.

A. Request Bid Specifications, #20110115 from Onvia, via phone 800-711-1712 or via internet www.cityofpsl.com

B. Download the Questionnaire and save to your hard drive, program is in Word 2003 Professional. Enter information requested on the Questionnaire.

C. Electronically sign the Questionnaire where indicated.

D. Upload and submit the Questionnaire for E-Bid #20110061 onto Demandstar by the due date and time. Acknowledge all Addenda on the Questionnaire.

E. Enter Zero on the web page for cost or you will receive and error message and your submittal will be denied.

**** Only electronic replies are required. No hard copies will be accepted. Please limit your entire submittal to no more than 5 mb.**

TENTATIVE SCHEDULE

It is the intent of the City to have this project completed within a limited time frame. Therefore, priority will be given to firms who recognize and display the ability to work within the restrictions of the following tentative schedule:

Review and Selection Process:

Advertisement with Onvia DemandStar	August 10 , 2011
Proposal Due	August 23, 2011 @ 1:30:0 P.M. EST
Evaluation Committee*	August 31, 2011 @ 11-12 A.M
Q & A*	September 1, 2011 @ 9 A.M.
Tentative City Council Short List Approval	September 12, 2011
Tentative Negotiations	September 15, 2011 @ 9 A.M.
Tentative City Council Contract Approval	September 26, 2011

*Committee will meet in the Conference Room (390) in the Office of Management & Budget at 11 am.
* Committee will meet in the Conference Room (390) in the Office of Management & Budget at 9 am.

EVALUATION AND AWARD

Responses will be scored in the following manner:

	CRITERION
MAXIMUM SCORE	
a) Assigned Staff Experience with W & WW on roadways	20 points
b) Firm Experience permitting, coordination with other utilities	25 points
c) Challenges meeting schedule	20 points
d) Challenges with design & permitting	20 points
e) Emergency Response Time	5 points
f) Firm Status	5 points
g) Accepts P-card	5 points
Total Maximum Points	**100**

The City's Office of Management & Budget (OMB) reserves the right to request any additional information needed for clarification from any proposer for evaluation purposes.

The Scope of Work

The City of Port St. Lucie is seeking the professional engineering services for the design and permitting of +/- 1.2 miles of water & wastewater utility relocations along Midway Road (between Selvitz Rd. & South 25th St.) and +/- 0.4 miles of water & wastewater utility relocations and/or adjustments (between Midway Rd. & Nassau Ln.), to accommodate the proposed Roadway Improvements of Midway Road & Selvitz Road. And is the intention of the City to incorporate the design into the St Lucie County Midway & Selvitz Road Bid Documents for Construction, as an alternate bid item.

The engineering services associated with the project shall include, but are not limited to, the design and permitting of a new 12" water main and a new low pressure force main (varying in size from 2-1/2" to 6") along Midway Road, the relocation of an existing potable water interconnect metering station on South 25th St, the relocation and/or adjustment of; an existing 8" water main; an existing 6" force main; and an existing 6" low pressure force main along Selvitz Road, and a proposed telecommunications conduit along both Midway Road & Selvitz Road. The design and permitting shall include; all associated water; wastewater; and/or telecommunication appurtenances; the abatement of the existing water and/or wastewater facilities relocated and/or adjusted along both Midway & Selvitz Road; the coordination of the proposed design with all other public and/or private utilities and the roadway design consultant for St. Lucie County; permitting of the proposed utility relocations and/or adjustments with all applicable regulatory agencies; project specification; and minimal post design services.

The engineer shall prepare a 90% complete set of construction drawings, based on the proposed 60% roadway design (CAD file to be supplied to engineer) within 6-weeks of Notice to Proceed, and 100% construction drawings addressing all regulatory and/or owner review comments, within 2-weeks of receipt of all comments. All drawing plan and profile views shall be prepared in the same scale and layout as the proposed roadway design. The engineer shall provide post design services including, but not limited to, the preparation of project specification; estimated quantities and costs with the 90% submittal and final quantities and estimated costs with the 100% submittal; pay items descriptions for all pay items, answer all questions related to the design drawings and/or project specifications during the bidding process, attend the project preconstruction meeting, and resolve design issues indentified during construction.

Deliverables supplied to the owner shall include:

- One (1) hard copy of 90% Construction Drawings
- One (1) PDF copy of 90% Construction Drawings
- One (1) AutoCad copy of 90% Construction Drawings
- Six (6) sets of signed and sealed 100% "Approved for Construction" Drawings
- One (1) PDF copy of 100% "Approved for Construction" Drawings
- One (1) AutoCad copy of 100% "Approved for Construction" Drawings

All Construction Drawings required for regulatory reviews shall be in addition to the above.

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QUESTIONNAIRE
E-Bid #20110115

Design and Permitting of Water, Wastewater and Telecommunications facilities & appurtenances for the Midway & Selvitz Road Improvement Project

It is understood and agreed that the following information is to be used by the City of Port St. Lucie to determine the qualifications of personnel and firm as presented in this document. The Proposer waives any claim against the City that might arise with respect to any decision concerning the qualifications of the Proposer or the personnel of the Proposer.

The undersigned attests to the truth and accuracy of all statements made on this questionnaire. Also, the undersigned hereby authorizes any public official, Consultant, Surety, bank material or equipment manufacturer or distributor, or any person, firm or corporation to furnish the City of Port St. Lucie any Pertinent information requested by the City deemed necessary to vary the information on this questionnaire.

Dated this _____ day of _____, 2011

_____
Name of Organization / Proposer

(This is a word document please add space as needed.)

1. Firm's office address, telephone, fax number, e-mail address and contact person for this project

_____
_____
_____
_____
_____

2. Detail of staff experience in designing water, wastewater, and telecommunication facilities, as part of a roadway improvement project.

Staff Name	Title	Years Exp	Company	Project Name & Description

(This is a word document add lines as needed)

3. Identify the staff assigned to the project and the scope of work to be performed.

Staff Name	Years with Company	Scope of Work

(This is a word document add lines as needed)

4. Identify your firm's procedures and experience with the coordination of the design and permitting with other utilities owners, and local governmental and regulatory agencies.

(This is a word document add lines as needed)

5. Identify the challenges associated with, and the proposed means of, meeting the milestone time frames of the 90% and 100% submittals.

6. Identify the challenges associated with the design and permitting of water, wastewater, and/or telecommunications as part of a roadway improvement project.

7. Where is your assigned staff's office located for this project and what is your response time to the site for resolution of design issues indentified during construction.

8. List past 5 years of litigation history

9 .List number of design projects awarded to City in past 12 months and the total dollar amount.

10. Does your firm accept payment by Credit Card?_____

ADDENDUM ACKNOWLEDGMENT - Proposer acknowledges that the following addenda have been received and are included in his/her proposal:

Addendum Number	Date Issued

CERTIFICATION:

This E-Bid is submitted by: Name (print)_____ who is an officer of the above firm duly authorized to sign proposals and enter into contracts. I certify that this E-Bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. I understand collusive bidding is a violation of State and Federal law and can result in fines, prison sentences, and civil damage awards. I agree to comply with all requirements stated in the specifications for this E-bid, the Terms and Conditions including amendments to Master Contract #20100050.

I agree to abide by all conditions of this E-Bid.:

_____ _____
Signature Title

If a corporation renders this E-Bid, the corporate seal attested by the secretary shall be affixed below. Any agent signing this E-Bid shall attach to this form evidence of legal authority.

Witnesses:

_____

_____

_____

_____

If Individual:

_____
Signature

_____
Print Name

If Partnership:

_____
Print Name of Firm

By: _____
(General Partner)

If Corporation:

_____
Print Name of Corporation

By: _____
(President)

Attest: _____
(Secretary)

SAMPLE
CITY OF PORT SAINT LUCIE
CONTRACT #20110115

This is a Time and Expense CONTRACT, executed this _____ day of _____, 2011 by and between the CITY OF PORT ST. LUCIE, FLORIDA, a municipal corporation, duly organized under the laws of the State of Florida, hereinafter called "City" party of the first part, , a Florida Corporation, Telephone No.() Fax No.) , hereinafter called "Engineer", party of the second part.

RECITALS

In consideration of the below agreements and covenants set forth herein, the parties agree as follows:

SECTION I
NOTICES & DESCRIPTION OF SERVICES TO BE PROVIDED

The scope of work that the Engineer has agreed to perform pursuant to E-bid #20110115 is the design and permitting of water, wastewater and telecommunications facilities and appurtenances for the Midway and Selvitz Roadway Improvement Project. All Terms and Conditions of the Master Contract #20100050 will apply.

Notices

All notices or other communications hereunder shall be in writing and shall be deemed duly given if delivered in person, sent by certified mail with return receipt request, email or fax and addressed as follows unless written notice of a change of address is given pursuant to the provisions of this Contract.

Engineer:

City Contract Administrator: Office of Management & Budget
Att: Cheryl Shanaberger, Deputy Director OMB
City of Port St. Lucie
121 SW Port St. Lucie, Blvd.
Port St. Lucie, FL. 34984
Telephone 772 871 7390 Fax 772 871 7337
Email: cheryls@cityofpsl.com

City Project Manager:

Description of Services

The Engineer will design and provide permitting of +/- 1.2 miles of water & wastewater utility relocations along Midway Road (between Selvitz Rd. & South 25th St.) and +/- 0.4 miles of water & wastewater utility relocations and/or adjustments (between Midway Rd. & Nassau Ln.), to accommodate the proposed Roadway Improvements of Midway Road & Selvitz Road. It is the intention of the City to incorporate the design into the St Lucie County Midway & Selvitz Road Bid Documents for Construction, as an alternate bid item.
The engineering services associated with the project shall include, but are not limited to, the design and permitting of a new 12" water main and a new low pressure force main (varying in size from 2-1/2" to 6") along

Midway Road, the relocation of an existing potable water interconnect metering station on South 25th St, the relocation and/or adjustment of; an existing 8" water main; an existing 6" force main; and an existing 6" low pressure force main along Selvitz Road, and a proposed telecommunications conduit along both Midway Road & Selvitz Road. The design and permitting shall include; all associated water; wastewater; and/or telecommunication appurtenances; the abatement of the existing water and/or wastewater facilities relocated and/or adjusted along both Midway & Selvitz Road; the coordination of the proposed design with all other public and/or private utilities and the roadway design consultant for St. Lucie County; permitting of the proposed utility relocations and/or adjustments with all applicable regulatory agencies; project specification; and minimal post design services.
The engineer shall prepare a 90% complete set of construction drawings, based on the proposed 60% roadway design (CAD file to be supplied to engineer) within 6-weeks of Notice to Proceed, and 100% construction drawings addressing all regulatory and/or owner review comments, within 2-weeks of receipt of all comments. All drawing plan and profile views shall be prepared in the same scale and layout as the proposed roadway design. The engineer shall provide post design services including, but not limited to, the preparation of project specification; estimated quantities and costs with the 90% submittal and final quantities and estimated costs with the 100% submittal; pay items descriptions for all pay items, answer all questions related to the design drawings and/or project specifications during the bidding process, attend the project preconstruction meeting, and resolve design issues indentified during construction.

Deliverables supplied to the owner shall include:

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- One (1) PDF copy of 100% "Approved for Construction" Drawings
- One (1) AutoCad copy of 100% "Approved for Construction" Drawings

All Construction Drawings required for regulatory reviews shall be in addition to the above.

SECTION II
TIME OF PERFORMANCE

Contract period shall commence _____, 2011, and terminate , 201, _____, calendar days. In the event all work required in the proposal specifications has not been completed by the specified date, the Engineer agrees to provide work as authorized by the Contract Supervisor until all work specified in the proposal specifications has been rendered.

SECTION III
COMPENSATION

This is a Time and Expense Contract. The total amount to be paid by the City to the Engineer is based on actual time spent on this project with an estimated amount of $. All Lump Sum Amounts are Not to Exceed amounts. The City will not pay for out-of-pocket expenses (Office & Utilities), subconsultant fees or any reimbursable expense.

The Engineering fees for Preliminary Design 1, Task 1.1 Design Survey:

	Est. hours	Rate	Est. Fee
Senior Project Manager			
Project Surveyor			
Survey Mngr			
CADD Technician			
Survey Field Crew			
Principal Eng			
TOTAL			

Total is a Not to Exceed amount that will be paid at actual time and expense

SECTION IV
CONFORMANCE WITH PROPOSAL

It is understood that the materials and/or work required herein are in accordance with the proposal made by the Engineer pursuant to the Request for Proposal and Specifications on file in the Office of Management and Budget of the City. All documents submitted by the Engineer in relation to said proposal, and all documents promulgated by the City for inviting proposals are, by reference, made a part hereof as if set forth herein in full.

SECTION V
INDEMNIFICATION/INSURANCE

To the extent permitted under Florida Statutes, the Engineer shall indemnify, defend, and hold harmless the City, its representatives, employees and elected and appointed officials, from and against all claims, cause, demands, legal fees, cost of action, losses, damages or other expenses occasioned by any negligent act, conduct, error or omission by the Engineer, or its agents, employees or sub-consultants, in the performance of this Contract. As consideration for this indemnity provision the Engineer shall be paid the sum of ten dollars ($10.00), which will be paid at execution of Contract.

The Engineer shall, on a primary basis and at its sole expense, agree to maintain in full force and effect at all times during the life of this Contract, insurance coverage, limits, including endorsements, as described herein.

The Engineer shall agree to maintain Workers' Compensation Insurance & Employers' Liability in accordance with Florida Statutes Chapter 440. Coverage must include Employers' Liability with a minimum limit of $100,000 each.

The Engineer shall agree to maintain Any Auto, Business Automobile Liability at a limit of liability not less than $500,000 each occurrence for all owned, non-owned and hired automobiles. In the event the Engineer does not own any automobiles the Business Auto Liability requirement shall be amended allowing Engineer to agree to maintain only Hired & Non-Owned Auto Liability. This amended requirement may be satisfied by way of endorsement to the Commercial General Liability, or separate Business auto Coverage form.

Commercial General Liability for public liability during the lifetime of this Contract shall have minimum limits of $1,000,000 per occurrence, $2,000,000 per aggregate, for Personal Injury, Bodily Injury, and Property Damage Liability. Coverage shall include Premises and/or Operations, Independent Contractors, Products and/or Complete Operations, Contractual Liability and Broad Form Property Damage Endorsements. Coverage shall not contain an exclusion or limitation endorsement for Contractual Liability or Cross Liability. All insurance policies shall be issued from a company or companies duly licensed by the State of Florida. All policies shall be on a per project occurrence-made basis; the City shall not accept claims-made policies. Specific endorsements will be requested depending upon the type and scope of work to be performed.

The Engineer shall agree to maintain Professional Liability, or equivalent Errors & Omissions Liability at a limit of liability not less than $1,000,000 Per Occurrence. When a self-insured retention (SIR) or deductible exceeds $10,000 the City reserves the right, but not the obligation, to review and request a copy of Engineer's most recent annual report or audited financial statement. For policies written on a "Claims-Made" basis, the Engineer warrants the retroactive date equals or precedes the effective date of this Contract. In the event the policy is canceled, non-renewed, switched to an Occurrence Form, retroactive date advanced, or any other event triggering the right to purchase a Supplemental Extended Reporting Period (SERP) during the life of this Contract, Engineer shall agree to purchase a SERP with a minimum reporting period not less than three (3) years.

Except as to Workers' Compensation and Employers' Liability, said Certificate(s) and Policies shall clearly state that coverage required by the contract has been endorsed to include the City of Port St. Lucie, a political subdivision of the State of Florida, its officers, agents and employees as Additional Insured with a CG 2026-Designated Person or Organization endorsement, or similar endorsement, to its Commercial General Liability and Automobile Liability Policies. The name for the Additional Insured endorsement issued by the insurer shall read "City of Port St. Lucie, political subdivision of the State of Florida, its officers, employees and agents, and Contract #20100061. The Certificate of Insurance and Policy shall unequivocally provide thirty (30) days written notice to the City prior to any adverse changes, cancellation, or non-renewal of coverage thereunder. Said liability insurance must be acceptable by and approved by the City as to form and types of coverage. In the event that the statutory liability of the City is amended during the term of this Contract to exceed the above limits, the Engineer shall be required, upon thirty (30) days written notice by the City, to provide coverage at least equal to the amended statutory limit of liability of the City.

Engineer shall agree by entering into this Contract to a Waiver of Subrogation for each required policy. When required by the insurer, or should a policy condition not permit an Insured to enter into a pre-loss agreement to waive subrogation without an endorsement then Engineer shall agree to notify the insurer and request the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or its equivalent. This Waiver of Subrogation requirement shall not apply to any policy where a condition to the policy specifically prohibits such an endorsement, or voids coverage should Engineer enter into such an agreement on a pre-loss basis.

It shall be the responsibility of the Engineer to insure that all subconsultants comply with the same insurance requirements referenced above.

All deductible amounts shall be paid for and be the responsibility of the Engineer for any and all claims under this Contract.

The Engineer may satisfy the minimum limits required above for Commercial General Liability, Business Auto Liability, and Employers' Liability coverage under Umbrella or Excess Liability. The Umbrella or Excess Liability shall have an Aggregate limit not less than the highest "Each Occurrence" limit for Commercial General Liability, Business Auto Liability, or Employers' Liability. When required by the insurer, or when

Umbrella or Excess Liability Policy is written on 'Non-Follow Form," the City shall be endorsed as an "Additional Insured.

The City, by and through its Risk Management Department, reserves the right, but not the obligation, to review and reject any insurer providing coverage.

SECTION VI
PROHIBITION AGAINST FILING OR MAINTAINING LIENS AND SUITS

Subject to the laws of the State of Florida and of the United States, neither Engineer nor any subconsultant, supplier of materials, laborer or other person shall file or maintain any lien for labor or materials delivered in the performance of this Contract against the City. The right to maintain such lien for any or all of the above parties is hereby expressly waived.

SECTION VII
WORK CHANGES

The City reserves the right to order work changes in the nature of additions, deletions or modifications without invalidating the Contract, and agrees to make corresponding adjustments in the Contract price and time for completion. All changes will be authorized by a written change order signed by the Director of OMB or his designee as representing the City. Work shall be changed and the contract price and completion time shall be modified only as set out in the written change order. Any adjustment in the contract price resulting in a credit or a charge to the City shall be determined by mutual agreement of the parties.

SECTION VIII
COMPLIANCE WITH LAWS

The Engineer shall give all notices required by and shall otherwise comply with all applicable laws, ordinances and codes and shall, at his own expense, secure and pay the fees and charges for all licensing required for the performance of his work. All materials furnished and work done is to comply with all local, state and federal laws and regulations.

SECTION IX
ADDITIONAL REQUIREMENTS

In the event of any conflict between the terms and conditions, appearing on any purchase order or work authorization issued relative to this Contract, and those contained in this Contract and the RFP herein referenced, the terms of this Contract and RFP herein referenced shall apply.

SECTION X
LICENSING

Engineer warrants that he possesses all licenses and certificates necessary to perform required work and is not in violation of any laws. Engineer warrants that his license and certificates are current and will be maintained throughout the duration of the contract.

SECTION XI
SAFETY PRECAUTIONS

Precaution shall be exercised at all times for the protection of persons, including employees, and property. All plans and construction must be ADA compliant. The safety provisions of all applicable laws and building and construction codes shall be observed. The selected Proposer will submit all proposals in compliance with the 28 C.F.R. § 35.151. Where ADA and Florida Building Codes do not agree the most stringent applies or ADA supersedes.

SECTION XII
ASSIGNMENT

Engineer shall not delegate or subcontract any part of the work under this Contract or assign any monies due him hereunder without first obtaining the written consent of the City.

SECTION XIII
TERMINATION

If the Engineer refuses or fails to prosecute the work with such diligence as will insure its completion within the time specified in this Contract, or as may be modified in accordance with this Contract, the City by written notice to the Engineer, may terminate Engineer's rights to proceed. On such termination, the City may take over the work and prosecute the same to completion, by contract or otherwise, and the Engineer and his sureties shall be liable, jointly and severely to the City for any additional cost incurred by it in its completion of the work.

The City may terminate this Contract with or without cause by giving the Engineer a thirty (30) days notice in writing. Upon delivery of said notice and upon expiration of the thirty (30) day period, the Engineer shall discontinue all services in connection with the performance of this Contract and shall proceed to cancel promptly all related existing third party contracts. Termination of the Contract by the City pursuant to this paragraph shall terminate all of the City's obligations hereunder. In the event of termination, the Engineer will be paid for all services rendered to the date of termination, all expenses subject to reimbursement hereunder.

SECTION XIV
LAW AND VENUE

This Contract is to be construed as though made in and to be performed in the State of Florida and is to be governed by the laws of Florida in all respects without reference to the laws of any other state or nation. The venue of any action taken pursuant to this Contract shall be in St. Lucie County, Florida.

SECTION XV
APPROPRIATION APPROVAL

The Engineer acknowledges that the City of Port Saint Lucie's performance and obligation to pay under this contract is contingent upon an annual appropriation by the City Council. The Engineer agrees that, in the event such appropriation is not forthcoming, this Contract may be terminated by the City and that no charges, penalties or other costs shall be assessed.

SECTION XVI
RENEWAL OPTION

Not Applicable

SECTION XVII
ENTIRE AGREEMENT

The written terms and provisions of this contract shall supersede all prior verbal statements of any official or other representative of the City. Such statements shall not be effective or be construed as entering into, or forming a part of, or altering in any manner whatsoever, this contract or contract documents.

SECTION XVIII
TRUTH-IN-NEGOTIATIONS

In accordance with the provisions of Section 287.055, Florida Statutes, the Engineer agrees to execute a truth-in-negotiations certificate and agrees that the original contract price and any additions may be adjusted to exclude any significant sums by which the contract price was increased due to inaccurate, incomplete or non-current wage rates and other factual unit costs.

SECTION XIV
CONFLICT OF INTEREST

The City hereby acknowledges that the Engineer may be performing professional services for private developers within the Treasure Coast area. Should a conflict of interest arise between providing services to the City and/or other clients, the Engineer shall terminate its relationship with the other client to resolve the conflict of interest. The City Manager shall determine whether a conflict of interest exists. At the time of each Project Proposal the Engineers shall disclose all of their Treasure Coast clients and related Scope of Work.

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TRUTH-IN-NEGOTIATION CERTIFICATE AND AFFIDAVIT

STATE OF FLORIDA §
COUNTY OF ST. LUCIE §

Before me, the undersigned authority, personally appeared affiant _____ who being first duly sworn, deposes and says:

1. That the undersigned firm is furnishing this Truth in Negotiation Certificate pursuant to Section 287.055(5)(a) of the Florida Statutes for the undersigned firm to receive an agreement for professional services with the City of Port St. Lucie, St. Lucie County, Florida.

2. That the undersigned firm is a corporation which engages in furnishing professional architect and engineering services and is entering into an agreement with the City of Port St. Lucie, St. Lucie County, Florida to provide professional services for a project known as #20110115, Design and Permitting of Water, Wastewater and Telecommunications facilities and appurtenances for the Midway and Selvitz roadway improvements.

3. That the undersigned firm has furnished the City of Port St. Lucie, St. Lucie County, Florida a detailed analysis of the cost of the professional services required for the project.

4. That the wage rate information and other factual unit cost, which the undersigned firm furnished, were accurate, complete and current at the time the undersigned firm and the City of Port St. Lucie entered into the agreement for professional services on the project.

5. That the agreement which the undersigned firm and the City of Port St. Lucie entered into on this job contained a provision that the original agreement price and any additions thereto shall be adjusted to include any significant sums by which the City of Port St. Lucie determines the agreement price was increased due to inaccurate, incomplete or non-current wage rates or other factual unit cost and that all such agreement adjustments shall be made within one (1) year following the end of the agreement.

FURTHER AFFIANT SAYETH NAUGHT

_____
Name of Firm

_____
By: President

The foregoing instrument was acknowledged before me by _____ who has produced _____as identification or is personally known to me.

WITNESS my hand and official seal in the State of County last aforesaid this _____ day of _____, 20__.

(SEAL)

_____
Signature

_____
Notary Name (typed or printed)

_____
Title or Rank

IN WITNESS WHEREOF, the parties have executed this contract at Port St. Lucie, Florida, the day and year first above written.

CITY OF PORT ST. LUCIE FLORIDA

By: _____
City Manager

ATTEST:
By: _____
City Clerk

By:_____
Authorized Representative of .)

State of:_____

County of:_____

Before me personally appeared: _____)
(please print)

Please check one:

Personally known _____

Produced Identification: _____
(type of identification)

Identification No. _____

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

WITNESS my hand and official seal, this _____ day of _____, 201.

_____
Notary Signature

Notary Public-State of _____ at Large.

My Commission Expires _____.
(*seal*

2010045

BID REQUEST / RFP REQUEST

Department: *Utility System* Department Technical Specialist: *David Koeppen* Extension: *873-6455*

Item/Description of Work Summary: ***Professional Engineering Services for the Design and Permitting of Water, Wastewater, and Telecommunications facilities and appurtenances for the Midway & Selvitz Road Roadway Improvement Project.***

Technical Specifications Attached: [ ] Yes [✓] No (must be submitted electronically in word or excel)
Technical documents must be in word in one file, no logos
Bid Reply, must be in excel and a separate file, no logos
Plans may be PDF but must be in one file, dated and numbered consecutively.

Date plans received approval by City Building Department *N/A*

Replacement: [ ] Yes [✓] No Budgeted Amount: ***$0.00*** Any grant funds being used *N/A*

If not budgeted, authorization from Director of OMB is required.

Account Number	Fund	Cost Center	Object Code	Project

Suggested Bidders (Use separate sheet if necessary): These will be added to DemandStar broadcast list.

Bidder Name	Address	Fax Number	Contact Person
All Contract #20100050 Venders			

Reason for purchase or service: ***The City of Port St Lucie is required to relocate and/or adjust the City's existing water and/or wastewater facilities to accommodate the St Lucie County, Midway & Selvitz Road Project and will need Professional Services for the Design & Permitting of this these relocations.***

If digging or trenching is required what is the depth? *N/A*

If work is in water, what is the depth? *N/A* Is the water navigable? *N/A*

If this is a building, how many stories? *N/A*

Department Head Approval

7/18/11
Date

INTEROFFICE MEMORANDUM

To: Cheryl Shanaberger, OMB Deputy Director

From: Jesus A. Merejo, Utility Systems Director

Subject: Midway Road Improvement Project - Professional Design and Permitting Services

Date: July 18, 2011

Overview:

St Lucie County is proposing roadway improvements to Midway (between Selvitz Road & South 25th Street), and Selvitz Road (between Midway Road & Nassau Lane), which will require the City to relocate, adjust, abandon, and/or remove +/- 1.2 miles of existing water and wastewater facilities along Midway Road, +/- 0.40 miles of existing water and wastewater facilities along Selvitz Road to accommodate the proposed roadway improvements.

Summary:

The relocation, adjustment, abandonment, and/or removal of the City's existing water and wastewater facilities will require the City to retain the services of a Profession Engineer for the design and permitting of the proposed relocations, adjustments, abandonment, and/or removal of the City's existing water and wastewater facilities..

Recommended Action:

The Utility Systems Department requests a "Request for Proposal" for Professional Civil Engineering Design & Permitting Services be requested from the entire continuing service contract Professional Engineers, Contract #20100050.

Estimated Expenditure: $90,000.00 **Estimated Contract Time:** 100-Days

Funds to cover these services are available in: T.B.D.

Attachments:

- (1) Bid/RFP Request Form
- (1) RFP Scope of Work and RFP Questions

Copy: Laney Southerly, P.E., Utility Engineering Manager
David Koeppen, C.I.P. Project Manager
Jeanette Thompson, Manager of Budget and Procurement
File: 24.0002

C. Electronically sign the Questionnaire where indicated.

D. Upload and submit the Questionnaire for E-Bid #20110061 onto Demandstar by the due date and time. Acknowledge all Addenda on the Questionnaire.

E. Enter Zero on the web page for cost or you will receive and error message and your submittal will be denied.

**** Only electronic replies are required. No hard copies will be accepted. Please limit your entire submittal to no more than 5 mb.** ***Do you want to request no Photo's?***

TENTATIVE SCHEDULE

It is the intent of the City to have this project completed within a limited time frame. Therefore, priority will be given to firms who recognize and display the ability to work within the restrictions of the following tentative schedule:

Review and Selection Process:

Advertisement with Onvia DemandStar	August 10, 2011
Proposal Due	August 23, 2011 @ 3:30:0 P.M. EST
Evaluation Committee*	August 31, 2011 @ 2:30 P.M
Q & A*	September 1, 2011 @ 9 A.M.
Tentative City Council Short List Approval	September 12, 2011
Tentative Negotiations	September 15, 2011 @ 9 A.M.
Tentative City Council Contract Approval	September 26, 2011

*Committee will meet in the Conference Room (390) in the Office of Management & Budget at 2:30 pm.

* Committee will meet in the Conference Room (390) in the Office of Management & Budget at 9 am.

EVALUATION AND AWARD

Responses will be scored in the following manner:

MAXIMUM SCORE	CRITERION
a) Assigned Staff Experience with W & WW on roadways	20 points
b) Firm Experience permitting, coordination with other utilities	25 points
b) Challenges meeting schedule	20 points
c) Challenges with design & permitting	20 points
d) Emergency Response Time	5 points
f) Firm History	5 points
g) Accepts P-card	5 points
Total Maximum Points	**100**

The City's Office of Management & Budget (OMB) reserves the right to request any additional information needed for clarification from any proposer for evaluation purposes.

The Scope of Work

The City of Port St. Lucie is seeking the professional engineering services for the design and permitting of +/- 1.2 miles of water & wastewater utility relocations along Midway Road (between Selvitz Rd. & South 25th St.) and +/- 0.4 miles of water & wastewater utility relocations and/or adjustments (between Midway Rd. & Nassau Ln.), to accommodate the proposed Roadway Improvements of Midway Road & Selvitz Road. And is the intention of the City to incorporate the design into the St Lucie County Midway & Selvitz Road Bid Documents for Construction, as an alternate bid item.

The engineering services associated with the project shall include, but are not limited to, the design and permitting of a new 12" water main and a new low pressure force main (varying in size from 2-1/2" to 6") along Midway Road, the relocation of an existing potable water interconnect metering station on South 25th St, the relocation and/or adjustment of; an existing 8" water main; an existing 6" force main; and an existing 6" low pressure force main along Selvitz Road, and a proposed telecommunications conduit along both Midway Road & Selvitz Road. The design and permitting shall include; all associated water; wastewater; and/or telecommunication appurtenances; the abatement of the existing water and/or wastewater facilities relocated and/or adjusted along both Midway & Selvitz Road; the coordination of the proposed design with all other public and/or private utilities and the roadway design consultant for St. Lucie County; permitting of the proposed utility relocations and/or adjustments with all applicable regulatory agencies; project specification; and minimal post design services.

The engineer shall prepare a 90% complete set of construction drawings, based on the proposed 60% roadway design (CAD file to be supplied to engineer) within 6-weeks of Notice to Proceed, and 100% construction drawings addressing all regulatory and/or owner review comments, within 2-weeks of receipt of all comments. All drawing plan and profile views shall be prepared in the same scale and layout as the proposed roadway design. The engineer shall provide post design services including, but not limited to, the preparation of project specification; estimated quantities and costs with the 90% submittal and final quantities and estimated costs with the 100% submittal; pay items descriptions for all pay items, answer all questions related to the design drawings and/or project specifications during the bidding process, attend the project preconstruction meeting, and resolve design issues indentified during construction.

Deliverables supplied to the owner shall include:

- One (1) hard copy of 90% Construction Drawings
- One (1) PDF copy of 90% Construction Drawings
- One (1) AutoCad copy of 90% Construction Drawings
- Six (6) sets of signed and sealed 100% "Approved for Construction" Drawings
- One (1) PDF copy of 100% "Approved for Construction" Drawings
- One (1) AutoCad copy of 100% "Approved for Construction" Drawings

All Construction Drawings required for regulatory reviews shall be in addition to the above.

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SAMPLE
CITY OF PORT SAINT LUCIE
CONTRACT #20110115

This is a Time and Expense CONTRACT, executed this _____ day of _____, 2011 by and between the CITY OF PORT ST. LUCIE, FLORIDA, a municipal corporation, duly organized under the laws of the State of Florida, hereinafter called "City" party of the first part, , a Florida Corporation, Telephone No.() Fax No.) , hereinafter called "Engineer", party of the second part.

RECITALS

In consideration of the below agreements and covenants set forth herein, the parties agree as follows:

SECTION I
NOTICES & DESCRIPTION OF SERVICES TO BE PROVIDED

The scope of work that the Engineer has agreed to perform pursuant to E-bid #20110115 is the design and permitting of water, wastewater and telecommunications facilities and appurtenances for the Midway and Selvitz Roadway Improvement Project. All Terms and Conditions of the Master Contract #20100050 will apply.

Notices

All notices or other communications hereunder shall be in writing and shall be deemed duly given if delivered in person, sent by certified mail with return receipt request, email or fax and addressed as follows unless written notice of a change of address is given pursuant to the provisions of this Contract.

Engineer:

City Contract Administrator: Office of Management & Budget
Att: Cheryl Shanaberger, Deputy Director OMB
City of Port St. Lucie
121 SW Port St. Lucie, Blvd.
Port St. Lucie, FL. 34984
Telephone 772 871 7390 Fax 772 871 7337
Email: cheryls@cityofpsl.com

City Project Manager: Do you want this portion completed now? If so I will be the PM.

Description of Services

The Engineer will design and provide permitting of +/- 1.2 miles of water & wastewater utility relocations along Midway Road (between Selvitz Rd. & South 25th St.) and +/- 0.4 miles of water & wastewater utility relocations and/or adjustments (between Midway Rd. & Nassau Ln.), to accommodate the proposed Roadway Improvements of Midway Road & Selvitz Road. It is the intention of the City to incorporate the design into the St Lucie County Midway & Selvitz Road Bid Documents for Construction, as an alternate bid item.
The engineering services associated with the project shall include, but are not limited to, the design and permitting of a new 12" water main and a new low pressure force main (varying in size from 2-1/2" to 6") along

Midway Road, the relocation of an existing potable water interconnect metering station on South 25th St, the relocation and/or adjustment of; an existing 8" water main; an existing 6" force main; and an existing 6" low pressure force main along Selvitz Road, and a proposed telecommunications conduit along both Midway Road & Selvitz Road. The design and permitting shall include; all associated water; wastewater; and/or telecommunication appurtenances; the abatement of the existing water and/or wastewater facilities relocated and/or adjusted along both Midway & Selvitz Road; the coordination of the proposed design with all other public and/or private utilities and the roadway design consultant for St. Lucie County; permitting of the proposed utility relocations and/or adjustments with all applicable regulatory agencies; project specification; and minimal post design services.
The engineer shall prepare a 90% complete set of construction drawings, based on the proposed 60% roadway design (CAD file to be supplied to engineer) within 6-weeks of Notice to Proceed, and 100% construction drawings addressing all regulatory and/or owner review comments, within 2-weeks of receipt of all comments. All drawing plan and profile views shall be prepared in the same scale and layout as the proposed roadway design. The engineer shall provide post design services including, but not limited to, the preparation of project specification; estimated quantities and costs with the 90% submittal and final quantities and estimated costs with the 100% submittal; pay items descriptions for all pay items, answer all questions related to the design drawings and/or project specifications during the bidding process, attend the project preconstruction meeting, and resolve design issues indentified during construction.

Deliverables supplied to the owner shall include:

- One (1) hard copy of 90% Construction Drawings
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- One (1) AutoCad copy of 90% Construction Drawings
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- One (1) PDF copy of 100% "Approved for Construction" Drawings
- One (1) AutoCad copy of 100% "Approved for Construction" Drawings

All Construction Drawings required for regulatory reviews shall be in addition to the above.

SECTION II

TIME OF PERFORMANCE

Contract period shall commence _____, 2011, and terminate, 201, _____, calendar days. In the event all work required in the proposal specifications has not been completed by the specified date, the Engineer agrees to provide work as authorized by the Contract Supervisor until all work specified in the proposal specifications has been rendered.

SECTION III
COMPENSATION

This is a Time and Expense Contract. The total amount to be paid by the City to the Engineer is based on actual time spent on this project with an estimated amount of $. All Lump Sum Amounts are Not to Exceed amounts. The City will not pay for out-of-pocket expenses (Office & Utilities), subconsultant fees or any reimbursable expense.

The Engineering fees for Preliminary Design 1, Task 1.1 Design Survey: