

PORT ST. LUCIE CITY COUNCIL  
AGENDA ITEM REQUEST

Meeting Date: June, 25, 2012

Public Hearing  Ordinance  Resolution  Motion

Item: #20110115, Design & Permit for Midway & Selvitz, add days & easement preparation

Recommended Action:

1). Approve Amendment #1 to Contract #20110115 to Culpepper & Terperning, Inc., for \$830.00 and add 365 calendar days to prepare and submit the sketch and legal description of the required easement at the intersection of Midway Road & 25<sup>th</sup> Street.

Exhibits: Department memo attached [ X ] yes [ ] no

Copies of the Amendment, Engineer Memo and Department Memo

Summary Explanation/Background Information: The original schedule has changed substantially due to property acquisitions for the project by other agencies. Therefore, additional time is needed to complete the original scope of services. Also, the original scope did not provide for the preparation and acquisition of utility easements that is necessary to continue with the project.

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: CA City Manager concurs with award: 

Department requests 0 minutes to make a presentation.

Submitted by:

*Jesus Merejo*

Director of Utilities

Date Submitted: 6/19/12

**RECEIVED**

JUN 19 2012

City Manager's Office

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## INTEROFFICE MEMORANDUM

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To: Cheryl Shanaberger, OMB Deputy Director  
From: Jesus A. Merejo, Utility Systems Director  
Subject: Midway Road Improvement Project  
Professional Design and Permitting Service  
Contract #20110115 – Amendment #1  
Date: June 18, 2012

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In association with the St Lucie County, Midway Road and Selvitz Road Roadway Improvement Project the City has retained the services of Culpepper & Terpening, Inc. for the Design and Permitting of the City's water and wastewater facilities, to accommodate the County's Roadway Improvements, as outlined in Contract #20110115.

As part Contract #20110115, Culpepper & Terpening, Inc. Services were to adhere to a preliminary project schedule for the Midway Road and Selvitz Road Roadway Improvement Project. However St Lucie County's original schedule has changed substantially, due to property acquisitions for the project, and as such Culpepper & Terpening, Inc. will be unable to complete the original scope of services, including Design, and Post Design Bidding and Construction Services, within the original contract time.

In addition to the above, the original Contract #20110115 Scope of Service did not provide a Scope for the preparation of; and/or acquisition of; Utility Easements. As the Roadway and Utility Designs have progressed it has become necessary for the existing Utility Easement within a parcel of land owned by St. Lucie County at the S/W corner of Midway Road and South 25<sup>th</sup> Street to be modified and/or expanded to accommodate the Designs.

Pursuant to the above, Culpepper & Terpening has submitted a proposed Contract #20110115 – Amendment #1 in the amount of \$830.00 for a Change in Scope of Services for the preparation of a Sketch and Legal Description for the Utility Easement referenced above and for an additional 365-Calander Days to complete the original Scope of Service outlined in Contract #20110115, based on the unknowns of the final project schedule.

The Utility Systems Department has reviewed the proposed Contract #20110115 – Amendment #1 and concurs with the request and asks that the Amendment be presented to the City Council for approval at the next available City Council Meeting.

Original Contract Expenditure:	<b>\$94,750.00</b>	Original Contract Time:	<b>363-Days</b>
Amendment Expenditure:	<b>\$ 830.00</b>	Amendment Contract Time:	<b>365-Days</b>
Revised Contract Expenditure:	<b>\$95,580.00</b>	Revised Contract Time:	<b>728-Days</b>

Funds to cover these services are available in: **4453316-563004-Y1122**

Attachments:

- (1) copy of Culpepper & Terpening, Inc. Contract #2011015 – Amendment Request

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



**CULPEPPER & TERPENING, INC.**  
CONSULTING ENGINEERS | LAND SURVEYORS

June 18, 2012

Job No. 11-233  
Contract Correspondence  
Sender's Email: [smatthes@ct-eng.com](mailto:smatthes@ct-eng.com)

VIA: **Email**  
*Original via U.S. Mail*

Ms. Cheryl Shanaberger  
Deputy Director OMB  
City of Port St Lucie  
Office of Management of Budget  
121 SW Port St Lucie Blvd  
Port St Lucie, FL 34984

**RE: Amendment No. 1 to Contract # 20110115  
Utility Design for Midway & Selvitz Road  
Utility Easement Sketch & Legal Description**

Dear Ms. Shanaberger:

Culpepper & Terpening, Inc. is please to present our proposed cost to provide the sketch and description for the proposed utility easement to be located at the intersection of Midway Road and 25<sup>th</sup> Street. The fee to perform the work will be \$830.00 based upon the following hourly rates as established in our base contract:

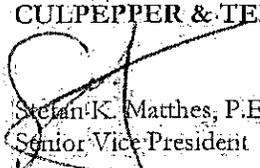
**Task 7.1: Sketch & Legal Description**

	Est. Hours	Rate	Est. Fee
Senior Project Manager	1	\$175	\$175.00
Senior Project Surveyor	1.5	\$160	\$415.00
CADD Technician	4	\$60	\$240.00
<b>GRAND TOTAL AMOUNT</b>			<b>\$830.00</b>

It should also be noted that the amendment for the work should also includes an additional 365 days of time to our contract. Currently, the original scope of services cannot be completed under the original schedule as the County is in the process of completing property acquisition for the project and will not be in a position to provide completed plans until after the acquisition process has been completed.

We trust that this submittal is of assistance with the processing of the requested amendment. We would also like to thank the City for this opportunity and as always should you have any questions, please feel free to contact our office.

Sincerely,  
**CULPEPPER & TERPENING, INC.**

  
Stefan K. Matthes, P.E.  
Senior Vice President

cc: Mr. David Koepfen, PSLUSD

11-233 PSL0MB, 004, Shanaberger, Midway & Selvitz; Fee Proposal Sketch & Description.doc

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2980 SOUTH 25TH STREET FT. PIERCE, FL 34981 | (772) 464-3537 | FAX: (772) 464-9497

# Contract #20110115 Amendment #1

Contract #20110115 Amendment #1

Date:

Contract Title: Design & permit for Midway & Selvitz

Contractor's Name: Culpepper & Terpening Inc.

Current Expiration: September 30, 2012

New Expiration: September 30, 2013

The following modifications to the Terms and Conditions contained in Contract #20110115 between Culpepper & Terpening Inc. dated October 11, 2011 and the City of Port St. Lucie are hereby incorporated and made a part of that Contract.

The Engineer shall prepare and submit the sketch and legal description of the required easement at the intersection of Midway Road & 25<sup>th</sup> Street.

## SCOPE OF SERVICES:

### **Task 7.1: Sketch & Legal Description**

The Engineer shall prepare and submit to the City a sketch and legal description of the property required to record a utility easement at the intersection of Midway Road and South 25<sup>th</sup> Street. The legal description shall be on property currently owned by St. Lucie County for the installation of a water main and associated appurtenances.

TIME OF PERFORMANCE: The original contract period started October 3, 2011, with a completion date of September 30, 2012. This change order adds 365 calendar days for a new total Contract Time of 728 days.

## COMPENSATION:

Payment for services shall be provided on a monthly basis based upon the percentage of work completed.

### **Task 7.1: Sketch & Legal Description**

	Est. Hours	Rate	Est. Fee
Senior Project Manager	1	\$175	\$175.00
Senior Project Surveyor	1.5	\$160	\$415.00
CADD Technician	4	\$ 60	\$240.00

**GRAND TOTAL OF AMENDMENT** **\$830.00**

1. All other terms and conditions of the original contract and/or Addenda apply

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 Culpepper & Terpening Inc.

State of: \_\_\_\_\_

County of: \_\_\_\_\_

Before me personally appeared: \_\_\_\_\_  
(please print)

Personally known \_\_\_\_\_

or Produced Identification: \_\_\_\_\_  
(type of identification)

Identification No. \_\_\_\_\_

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 \_\_\_\_\_, 2012.

\_\_\_\_\_  
Notary Signature

Notary Public-State of \_\_\_\_\_ at Large

My Commission Expires \_\_\_\_\_.

(seal)