

**TAB 5**



# City of Palmetto Agenda Item

**Meeting Date**

2/21/11

**Presenter:** Allen R. Tusing, Director

**Department:** Public Works

**Title:**

Ward 1 Phase 2 Infrastructure Project COP Job# 05- 436  
Lombardo, Foley & Kolarik- Work Assignment #6

**Background:**

Recently, the Public Works Department held a preconstruction meeting for the Ward 1 Phase 2 Infrastructure Project with the apparent low bidder Gator Grading & Paving. Due to recent events and proximity with Giffels Webster Engineering (GWE) who performed the engineering services for final design and permitting, staff has decided to use the City Engineer, Lombardo Foley & Kolarik (LFK) located in Palmetto to perform construction services for this project.

Currently there is \$43,000 budgeted for engineering construction phase services for this project.

<b>Budgeted Amount:</b>	\$43,000.00	<b>Budget Page No(s):</b>		<b>Available Amount:</b>	\$43,000.00	<b>Expenditure Amount:</b>	\$0.00
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**Additional Budgetary Information:** The City has been awarded CDBG funding in the amount of \$750,000.

<b>Funding Source(s):</b>		<b>Sufficient Funds Available:</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>Budget Amendment Required:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>Source:</b>	
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<b>City Attorney Reviewed:</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<b>Advisory Board Recommendation:</b>	<input type="checkbox"/> For <input type="checkbox"/> Against <input checked="" type="checkbox"/> N/A	<b>Consistent With:</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
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**Potential Motion/ Direction Requested:** Authorize the Mayor execute Work Assignment #6 with Lombardo, Foley & Kolarik to perform construction phase services for the Ward 1 Phase 2 project

**Staff Contact:** Allen R. Tusing, Director

**Attachments:**  
- LFK: Work Assignment #6  
- GWE Services Termination Letter



# WARD 1 PHASE II INFRASTRUCTURE PROJECT

COP Job # 05- 436

## SCOPE OF SERVICES

### Construction Services Phase

1. The ENGINEER shall attend a pre-construction conference and may provide clarifications of plans and specifications as questions arise. It shall be the responsibility of the ENGINEER to provide services necessary to assure that the project is constructed in reasonable conformity with the plans, specifications, and contract provisions.
  
2. Assist the CITY with interpretation of the plans, specifications, contract provisions and review and approval shop drawings. The ENGINEER shall consult with the CITY when an interpretation involves complex issues or may impact the cost and duration of performing the work.
  
3. Assist the CITY with analyzing changes to the plans, specification, or contract provisions and extra work which appears to be necessary to carry out the intent of the contract. The ENGINEER will assist the CITY to determine if a change or extra work is necessary and such work is within the scope and intent of the original contract. Recommend such changes to the CITY for approval.
  
4. Assist the CITY with monitoring the project to the extent necessary to determine whether construction activities violate the requirements of the permits. Notify the Contractor of any violations or potential violations and require his immediate resolution of the problem. To perform this work LF&K's intent is to make periodic visits to the site and observe progress and quality of the executed work and determine in general if the work is proceeding in accordance with plans and specifications. LF&K will keep the Client informed of the progress of the work and will endeavor to guard the Client against defects and deficiencies in the work of the Contractor.
  
5. Upon completion of construction the ENGINEER shall forward to the agencies certified as-built record drawings as provided by the Contractor. The ENGINEER shall prepare the required certification of completion letters to Florida Department of Environmental Protection (FDEP), CITY certifications for Utility work and other permitting agencies as required.

### **Survey Control**

The Contractor will be responsible for the layout of construction. Certified Record drawings (as-builts) will be supplied to the ENGINEER upon completion.

### **Deliverables**

Certificate of completion letters based on Record drawings prepared by others for the respective agencies.

### **Project Schedule**

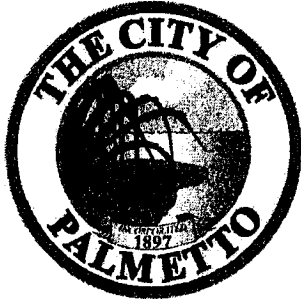
LF&K has assumed a 240 day construction schedule.

### **Key Personnel**

- Robert J. Lombardo, P.E.
- John R. Foley, P.E.

### **Items to be furnished by the City**

The City will provide any information regarding property ownership, existing development plans for adjacent areas and utility as-builts. The City will also provide the services of a geotechnical, lighting, landscape, irrigation, or environmental consultant if required.



Department of Public Works  
600 17<sup>th</sup> Street West  
Palmetto, Florida 34221  
Phone: (941) 723-4580 FAX: (941) 723-4539  
Suncom: 599-4580

January 19, 2011

Jonathan H. Cole, P.E., Vice President  
Giffels- Webster Engineers, Inc.  
900 Pine Street, Suite 225  
Englewood, Florida 34223

**Subject: Ward 1 Phase 2 Infrastructure Project  
Work Assignment No. 4  
COP Job # 05- 436**

Dear Mr. Cole:

The city appreciates the work that your firm has performed on the Ward I Phase II project. This project has been around since 07 and many things has changed and due to your proximity the City has chosen to use the City Engineer located in Palmetto for construction services to complete this project. Please discontinue any further efforts associated with Work Assignments 3 and 4 connected with this project.

If there are any questions, please feel free to contact me at (941) 723-4580.

Sincerely,

Allen R. Tusing, Director  
Public Works Department

Cc: Shirley Groover Bryant, Mayor  
Jim Freeman, City Clerk  
Frank Woodard II, Deputy Director, Engineering & Project Mgmt.  
Karen Simpson, Deputy Clerk of Finance