

November 2, 2020

City of North Port, Utilities Department
Jennifer Fehrs, PE, Utilities Engineer
6644 W. Price Blvd., North Port, Florida 34291

Subject: Request for Letters of Interest - No. 2021-01 - City of North Port Water Pipeline Bridge Replacements – Haberland / Woodhaven /N. Toledo / Blade / Ortiz

Dear Ms. Fehrs:

Infrastructure Solution Services (ISS) is pleased to submit our Letter of Interest (LOI) to provide professional engineering services to the City of North Port Utilities (NPU). For more than 30 years, ISS personnel have been providing comprehensive design and related construction services to local governments throughout Florida for similar public utility infrastructure projects.

SECTION 1. PROJECT PLAN – UNDERSTANDING OF PROJECT & DELIVERABLES

ISS understands that NPU is seeking a professional engineering firm to provide design, permitting, bidding assistance, and limited construction phase services for its forthcoming Water Pipeline Bridge Replacements project, prior to the letting of Sarasota County's adjacent Ortiz Boulevard bridge project. ISS is committed to helping NPU meet its goals of repairing the area's watermain problems by replacing the existing bridge mounted ductile iron pipes with subaqueous (under the waterways) horizontal directional drilled upsized HDPE pipes at each of the bridges to eliminate the pipe across each bridge. We also understand that NPU is requesting assistance with permitting to include, but not limited to, Florida Department of Environmental Protection, Department of Health, and any other regulatory permits as applicable.

ISS understands that the specific services to be provided under this Task Order include the following deliverables:

- Kickoff meeting attendance, agenda, and minutes
- Topographical survey
- Data request list
- Coordination of regulatory permitting
- Design of the water main replacement
- Review 60% and 90% plans and specifications with NPU
- Final plans signed and sealed by a professional engineer licensed in Florida, permits, Technical Specifications, bid form, and Engineer's Opinion of Probable Construction Cost 16 weeks after the project kick-off meeting
- Attendance at pre-bid meeting and progress meetings with NPU as needed
- Assistance with bid review and recommendation of award
- Submittal review, responses to requests for information during construction, and change order assistance as needed
- After construction, certification of construction, signed and sealed record drawings, and project closeout

ISS senior construction managers, **Mr. Eddie Miller** and **Mr. David White**, both bring the City significant directional drilling experience. Mr. White will provide his directional drilling expertise during the design phase of the project to ensure efficient execution of these directional drills during the construction phase. He will go into the field with the ISS design team to develop the most cost-effective and environmentally safe solutions for the four bridge location directional bores identified. He will determine the preferred directional drill pit and receiving pit locations as it relates to the design / construction of these four water crossing locations.

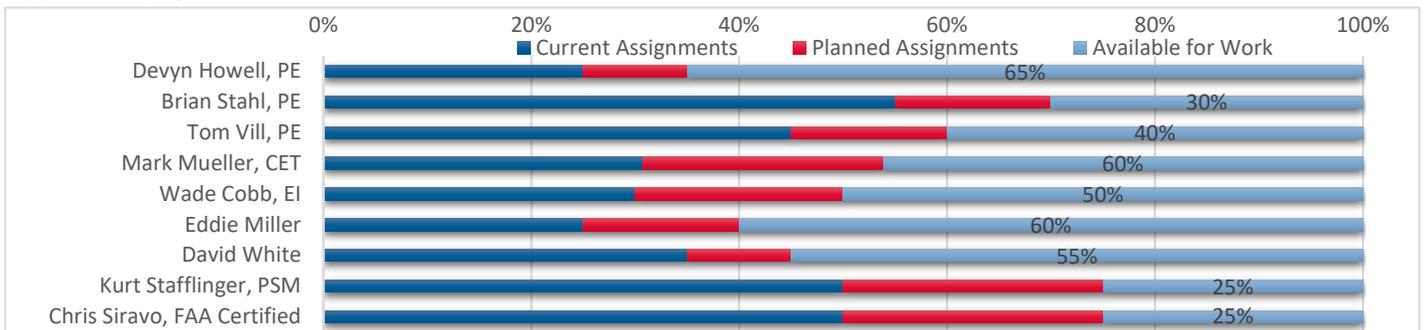
SECTION 2. ABILITY AND QUALIFICATIONS OF THE PROJECT TEAM

- **Devyn Howell, PE – Project Manager:** Ms. Howell is the ISS project manager and a senior engineer based out of our Sarasota office. Ms. Howell has over 17 years of experience in the design and construction of similar utility infrastructure improvement projects. She is accustomed to leading design, permitting, and construction management teams on complex utility projects. Prior to joining ISS, Ms. Howell worked for other consulting firms, providing her with a unique understanding of water system directional bore projects.

- **Brian Stahl, PE – Principal in Charge:** Mr. Stahl has a diverse background in the utility infrastructure engineering and construction field with more than 30 years of working for Florida local governments in the planning, funding assistance, design, permitting, and services during construction of projects including numerous similar transmission main directional drilling projects.
- **Thomas Vill, PE – Senior Utility Engineer:** Mr. Vill is an ISS principal with over 30 years of experience providing comprehensive professional engineering and related construction services to local governments throughout Florida for numerous similar utility infrastructure projects.
- **Mark Mueller, CET – Production Manager:** Mr. Mueller our Sarasota production manager has supported similar watermain replacement projects in and around the City of North Port for the past 36 years. He serves as the firm’s senior production manager for the Sarasota region which involves technical design expertise, and overall project execution and coordination. He has strong agency relationships on the local and district levels and has previously served as Chairman of Florida Department of Transportation’s District One Utility Liaison Committee. He has a successful track record of coordinating project permitting with local and state agencies.
- **Wade Cobb, EI – Project Engineer:** Mr. Cobb has over five years of experience working on public utility infrastructure design projects. Prior to earning his degree, Mr. Cobb worked in the construction industry for nine years on various multi-disciplinary projects. Mr. Cobb’s experience and construction background will allow him to effectively provide support during both the design and construction phases of the project.
- **Eddie Miller – Senior Construction Manager:** Mr. Miller has over 30 years of experience in utility and infrastructure management including engineering and construction oversight for similar watermain directional drill projects including providing oversight on one of the largest directional boring projects in the State of Florida, a \$12 million-dollar subaqueous pipe crossing project for the Peace River Manasota Regional Water Supply Authority which included 3,500 LF of 30” HDPE directional bore under Shell Creek and six miles of upland 24” ductile iron pipe. He has also supported numerous smaller watermain directional drilling projects over the course of his career.
- **David White – Senior Construction Manager, Directional Drilling Expert:** Mr. White has more than 35 years of experience in construction supervision and inspection, including full on-site construction management; effectively scheduling, monitoring, and inspecting all work from construction start to customer orientation. Mr. White has a strong background in horizontal directional drilling, having completed over 50 directional drilling projects at a prior firm until he joined ISS in 2018, and he is an expert directional drilling of mains.
- **Kurt Staffinger, PSM – Professional Land Surveyor:** Mr. Staffinger is a Professional Land Surveyor with more than 30 years of experience producing surveys for engineering purposes including similar local government water system directional drill projects.
- **Chris Siravo, FAA Certified – Field Crew / Surveyor:** Mr. Siravo has over 18 years of experience performing field surveys for similar water distribution system engineering projects for Florida local government entities.

SECTION 3. WORKLOAD AND AVAILABILITY

ISS has reviewed the current workload and projected availability of our proposed project team and has the capacity to support this project for the City of North Port. The table that follows provides the team member’s respective capacity to support this project.



SECTION 4. PROPOSED COST SAVING MEASURES

ISS has reviewed the City’s four water system directional drill project locations. Our project team met and discussed a cost saving idea to propose for the City’s consideration. ISS has very successfully used georeferenced aerial photogrammetry for data collection on water distribution projects. Use of this photogrammetry will expedite the field survey data collection and save costs to the City.



SECTION 5. PROJECT SCHEDULE

Task	Days	Duration	Start	End
City of North Port Water Pipeline Bridge Replacement Project	0	0	Tue, 12/1/2020	Tue, 12/1/2020
Surveying / Aerial Photogrammetry / Geotechnical	20	20	Tue, 12/1/2020	Mon, 12/21/2020
Pipeline Bridge Replacement 30% Concept & Tech Memo	10	30	Mon, 12/21/2020	Thu, 12/31/2020
Client Review	7	37	Thu, 12/31/2020	Thu, 1/7/2021
60% Plans	15	52	Thu, 1/7/2021	Fri, 1/22/2021
Client Review	7	59	Fri, 1/22/2021	Fri, 1/29/2021
90% Plans	15	74	Fri, 1/29/2021	Sat, 2/13/2021
Permits Submitted & Approved	36	95	Sat, 2/13/2021	Sun, 3/21/2021
Client Review	7	102	Sun, 3/21/2021	Sun, 3/28/2021
Final 100% Contract Documents (Meets 16 weeks)	6	108	Sun, 3/28/2021	Sat, 4/3/2021
Bid Phase Services	TBD	TBD	TBD	TBD
Construction Phase Services	TBD	TBD	TBD	TBD

SECTION 6. SIMILAR PROJECTS AND CLIENT REFERENCES

ISS encourages the City to contact the references provided below to gain insight to the high quality of our professional services. ISS is currently designing the Rustic Road 200 LF 12-inch water main directional drill under Salt Creek and Box Culvert Crossing.

Client & Contact Info	Relevant Projects Completed
Sarasota County Schools Paul Pitcher, Acting Director Ph: (941) 361-6680 Paul.Pitcher@sarasotacountychools.net	<ul style="list-style-type: none"> LaMarque Elementary Pedestrian Bridge North Chamberlain Boulevard Pedestrian Bridge
City of Sarasota, FL Mike DelRossi, GM Public Services Ph: (941) 365-2200 Michael.DelRossi@sarasotagov.com	<ul style="list-style-type: none"> City Continuing Services Contracts: 1) Water and Wastewater Utility Engineering, 2) Small Utilities and Small Public Works Engineering Selby Gardens Watermain Replacement was 4,000 LF of 8" Directional Bore Osprey Avenue Phase 1 Utility Improvements included 18-inch Directional Drill designs
City of West Melbourne, FL Scott Morgan - City Manager Ph: (321) 837-7777 smorgan@westmelbourne.org	<ul style="list-style-type: none"> Greensboro 12-inch HDPE transmission main project with an 80 ft directional drill under nearby canal water bodies
Brevard County Utilities Services Matt Prendergast, Assistant Util. Dir. Ph: (321) 633-2089 matthew.prendergast@brevardfl.gov	<ul style="list-style-type: none"> West Cocoa Pipeline Directional Drill on the W-5 and W-2 Transmission Main Project was two 50 ft directional drills crossing under canals

SECTION 7. SUBCONTRACTORS

Geotechnical (if required): Universal Engineering Sciences - Key Staff: Robert Gomez, PE; Meagan Gonzalez, PG

ISS looks forward to the opportunity to work with the staff at NPU and demonstrate the quality of our deliverables, on-time and in budget. ISS wants to build a positive professional relationship based on integrity, commitment, and very cost-effective production. Please let us know if NPU would like any clarifications to the information presented herein.

Respectfully,



Brian Stahl, PE
 Principal-in-charge
 Infrastructure Solution Services



Devyn Howell, PE
 Project Manager
 Infrastructure Solution Services



CONFLICT OF INTEREST FORM

F.S. §112.313 places limitations on public officers (including advisory board members) and employees' ability to contract with the City either directly or indirectly. Therefore, please indicate if the following applies:

PART I.

- I am an employee, public officer or advisory board member of the City
_____ (List Position or Board)

- I am the spouse or child of an employee, public officer or advisory board member of the City
Name: _____

- An employee, public officer or advisory board member of the City, or their spouse or child, is an officer, partner, director, or proprietor of Respondent or has a material interest in Respondent. "Material interest" means direct or indirect ownership of more than 5 percent of the total assets or capital stock of any business entity. For the purposes of [§112.313], indirect ownership does not include ownership by a spouse or minor child.
Name: _____

- Respondent employs or contracts with an employee, public officer or advisory board member of the City
Name: _____

- None of The Above

PART II:

Are you going to request an advisory board member waiver?

- I will request an advisory board member waiver under §112.313(12)
- I will NOT request an advisory board member waiver under §112.313(12)
- N/A

The City shall review any relationships which may be prohibited under the Florida Ethics Code and will disqualify any vendors whose conflicts are not waived or exempt.

BUSINESS NAME: Infrastructure Solution Services

NAME(PERSON AUTHORIZED TO BIND COMPANY): Brian Stahl, PE - Managing Member

SIGNATURE: 

THIS PAGE MUST BE SUBMITTED WITH LETTER OF INTEREST

DISCLOSURE FORM FOR CONSULTANT/ENGINEER/ARCHITECT

Please select only one of the following three options:

_____ Our firm has no actual, potential, or reasonably perceived, **financial*** or **other interest**** in the outcome of the project.

_____ Our firm has a potential or reasonably perceived **financial*** or **other interest**** in the outcome of the project as described here:

Our firm proposes to mitigate the potential or perceived conflict according to the following plan:

_____ Our firm has an actual **financial*** or **other interest**** in the outcome of the project as described here:

***What does "financial interest" mean?**

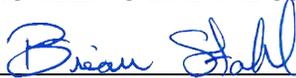
If your firm, or employee(s) of your firm working on the project (or a member of the employee's household), will/may be perceived to receive or lose private income depending on the government business choices based on your firm's findings and recommendations, this must be listed as a financial interest. An example would be ownership in physical assets affected by the government business choices related to this project. The possibility of contracting for further consulting services is not included in this definition and is not prohibited.

****What does "other interest" mean?**

If your firm, or employee(s) of your firm working on the project (or a member of the employee's household), will/may be perceived to have political, legal or any other interests that will affect what goes into your firm's findings and recommendations, or will be/may be perceived to be affected by the government business choices related to this project, this must be listed as other interest.

BUSINESS NAME: Infrastructure Solution Services

NAME (PERSON AUTHORIZED TO BIND THE COMPANY): Brian Stahl, PE - Managing Member

SIGNATURE:  **DATE:** November 2, 2020

Scrutinized Company Certification Form

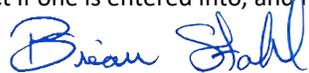
Company Name:	Infrastructure Solution Services		
Authorized Representative Name and Title:	Brian Stahl, PE - Managing Member		
Address:	7319 Merchant Court	City: Sarasota	State: FL ZIP: 34240
Phone Number:	941-526-0813	Email Address:	bstahl@infrastructuress.com

A company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with the City of North Port for goods or services of any amount if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Florida Statutes, section 215.4725, or is engaged in a boycott of Israel.

A company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with the City of North Port for goods or services of \$1 million or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to Florida Statutes, section 215.473, or with companies engaged in business operations in Cuba or Syria.

CHOOSE ONE OF THE FOLLOWING

- This bid, proposal, contract or contract renewal is for goods or services of less than \$1 million. As the person authorized to sign on behalf of the above-named company, and as required by Florida Statutes, section 287.135(5), I hereby certify that the above-named company is not participating in a boycott of Israel.
- This bid, proposal, contract or contract renewal is for goods or services of \$1 million or more. As the person authorized to sign on behalf of the above-named company, and as required by Florida Statutes, section 287.135(5), I hereby certify that the above-named company is not participating in a boycott of Israel, is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, and it does not have business operations in Cuba or Syria.

I understand that pursuant to Florida Statutes, section 287.135, the submission of a false certification may result in the termination of the contract if one is entered into, and may subject the above-named company to civil penalties, attorney's fees and costs.	
Certified By:	
	AUTHORIZED REPRESENTATIVE SIGNATURE
Print Name and Title:	Brian Stahl, PE - Managing Member
Date Certified:	November 2, 2020

Solicitation/Contract/PO Number (Completed by Purchasing): _____

VENDOR'S CERTIFICATION FOR E-VERIFY SYSTEM

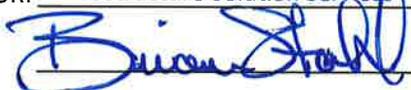
STATE OF: Florida

COUNTY OF: Brevard

The undersigned Vendor/Consultant/Contractor (Vendor), after being duly sworn, states the following:

1. Vendor is a person or entity that has entered into or is attempting to enter into a contract with the City of North Port (City) to provide labor, supplies, or services to the City in exchange for salary, wages or other remuneration.
2. Vendor has registered with and will use the E-Verify System of the United States Department of Homeland Security to verify the employment eligibility of:
 - a. All persons newly hired by the Vendor to perform employment duties within Florida during the term of the contract; and
 - b. All persons, including sub-contractors, sub-vendors or sub-consultants, assigned by the Vendor to perform work pursuant to the contract with the City.
3. If the Vendor becomes the successful Contractor who enters into a contract with the City, then the Vendor will comply with the requirements of Section 448.095, Fla. Stat. "Employment Eligibility", as amended from time to time.
4. Vendor will obtain an affidavit from all subcontractors attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien as defined in 8 United States Code, Section 1324A(H)(3).
5. Vendor will maintain the original affidavit of all subcontractors for the duration of the contract.
6. Vendor affirms that failure to comply with the state law requirements can result in the City's termination of the contract and other penalties as provided by law.

VENDOR: Infrastructure Solution Services (Vendor's Company Name)

 (Vendor signature)

Brian Stahl, PE (Vendor's name printed)

Managing Member (Title)

Sworn to and subscribed before me by means of physical presence or online notarization, this 29th day of January, 2021, 2021, by BRIAN STAHL, as MANAGING MEMBER.



Notary Public

Personally Known OR Produced Identification

Type of Identification Produced KNOWN



Charles Sherman
State of Florida
My Commission Expires 07/31/2023
Commission No. GG 345582