



July 7, 2023

Gary Nadeau
Kimley-Horn and Associates, Inc
1777 Main Street, Suite 200
Sarasota FL 34236
Telephone: 941-379-7600
E-mail: gary.nadeau@kimley-horn.com

RE: Continuing Contract 2020-58-10 Professional Engineering Services Continuing Services contracts for City of North Port Utilities Department

Mr. Nadeau:

CONTRACT NO. 2020-58-10 Professional Engineering Services Continuing Services for City of North Port Utilities Department expires October 13, 2023. By mutual agreement, this contract may be extended for an additional one (1) year term, through October 13, 2024, under the same terms and conditions with an option to adjust hourly rates upon first renewal based upon and substantiated by the Producer Price Index for Engineering Services in the North Port market area. If requesting an increase, please return the new hourly rates and the PPI documentation with this letter.

Fiscal Year Funding: It is understood that all Work Assignments under this contract are subject to fiscal year appropriation of funds by Commission.

Please respond below and e-mail this letter back to me at your earliest convenience, as I will need your signed approval to formalize the renewal, provided both parties agree.

If you have any questions regarding this, please do not hesitate to contact me.

Yours Truly,
Geoff Thomas

Geoff Thomas,
Contract Administrator I
P: 941.429.7102
F: 941.429.7173
E-Mail: gthomas@northportfl.gov

APPROVED FOR FIRST RENEWAL THRU October 13, 2024

GARY J. NADEAU
Print Name (Authorized to Bind Firm)

Date: 7/13/23

Gary J. Nadeau
Sign Name (authorized to Bind)



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Purchasing: 941.429.7170, 4970 City Hall Boulevard, North Port, FL 34286

ATTACHMENT B – FEE SCHEDULE

HOURLY BILLING RATE SCHEDULE

Kimley-Horn and Associates, Inc.		
Title	Description	Rate
Analyst	Entry level w/engineering degree	\$140-210
Professional	Entry level Professional Engineer	\$195-\$245
Senior Professional I	Licensed Professional Engineer w/12+ years of post-registration experience	\$230-\$290
Senior Professional II	Professional Engineer w/20+ years of post-registration experience	\$280-\$315
Technical Support	Entry level technical support w/ HS degree or equivalent, non-registered, non-degreed	\$85-\$120
Senior Technical Support	10+ years of design experience, non-registered, non-degreed	\$130-\$200
Support Staff	Entry level support staff, non-registered, non-degreed	\$90-\$120

END OF ATTACHMENT B

ATTACHMENT A**RLI #2024-01****TO THE CONTRACT FOR CATEGORY 1 PROFESSIONAL ENGINEERING SERVICES BETWEEN
THE CITY OF NORTH PORT
AND KIMLEY-HORN AND ASSOCIATES, INC.
FOR THE CITY OF NORTH PORT 2024 WATER DISTRIBUTION SYSTEM IMPROVEMENTS****PROJECT DESCRIPTION**

North Port Utilities ("NPU" or "Client") owns and operates an extensive potable water distribution system within the City of North Port. Several areas of the distribution system have dead-ends and require additional segments of water main to loop the system, thereby reducing flushing efforts and improving water quality. Specific system improvements include installation of approximately 6,800 linear feet of 6-inch water main in various areas throughout the City to complete the loops, water services to existing homes and vacant parcels, and fire hydrants. NPU has retained Kimley-Horn ("Consultant") to provide design, permitting, bid phase, construction phase and certification services for potable water distribution system improvements for the areas listed below; the lengths listed for each street are approximate:

- Le May Lane from Town Terrance to South Cranberry Boulevard (740 ft)
- Marcella Terrace from Oracle Lane to Seagull Lane (430 ft)
- Radcliff Avenue from S Salford Boulevard to Paloma Street (310 ft)
- Sahara Lane from S Cranberry Boulevard to Brickell Drive (1,600 ft)
- Snowflake Lane from Cynthia Terrace to S Chamberlain Boulevard (900 ft)
- Wall Lane from Towton Lane to Briant St (1,760 ft)
- Yacolt Ave from Rival Terrace to N Cranberry Boulevard (1,050 ft)

SCOPE OF SERVICES

The Consultant will provide the services specifically set forth below.

TASK 1: PROJECT MANAGEMENT AND DATA COLLECTION

- A. The Consultant will facilitate a kick-off meeting with NPU staff to review the scope, budget, schedule, and reaffirm NPU's goals. Following the meeting, the Consultant will generate and distribute a meeting summary to attendees.
- B. Data Collection will consist of the following tasks:
 1. The Consultant will collect and review asbuilts, publicly available project area data (e.g. existing utility information), and other applicable reports and planning documents. NPU will make available existing drawings, reports, studies, technical analyses, location and extent of utility easements along the proposed pipeline corridor, and other documents relevant to the design.

2. The Consultant will perform one (1) site visit to each of the water main looping sites to confirm existing conditions and project limits.
 3. The Consultant will request a design ticket through Sunshine 811 to identify utility agencies/owners in the project area and contact each to request information available on their utilities located along the route.
- C. Project Management and Coordination Meetings - The Consultant assumes there will be an average of one (1) hour per week over the project design duration of twenty-two (22) weeks for overall project management and coordination meetings.

TASK 2: SURVEYING AND SUBSURFACE UTILITY EXPLORATION (SUE) SERVICES

The Consultant will contract with a survey and Subsurface Utility Explorations (SUE) subconsultant to provide surveying and SUE services for the water main looping project areas. The services provided by the subconsultant will consist of the following tasks.

A. Surveying Services

1. A Topographic/Route Survey will be provided along each proposed pipe alignment. The approximate survey limits will extend from the road centerline to the right-of-way limits on the same side of the roadway as the proposed improvements (1/2 the right-of-way width) and 50 feet beyond the points of connection to existing water mains. The survey will locate and identify the following within the survey limits:
 - i. Driveways (size and type of material).
 - ii. Trees (by species, i.e., Oak, etc.) with a diameter at breast height (D.B.H.) greater than 4-inches.
 - iii. Above ground features within the survey limits including utility poles, above ground utilities, culverts, fence lines, wetland jurisdictional lines, soil borings and other visible features within the proposed pipeline corridor which are pertinent to design and construction activities.
 - iv. Appurtenances, paint marks, flagging and other indicators of the presence of underground utilities including SUE locates.
2. Apparent right-of-way lines will be determined in accordance with the existing monumentation and information supplied by NPU.
3. Site elevations will be taken at a maximum of 100-foot intervals, at grade breaks, at changes in direction on curbing/paving within the limits of the survey.
4. Benchmarks (Vertical Control) – All elevations established will be in feet, shall be referenced to existing published NGS/City of North Port benchmarks and shall refer to North American Vertical Datum (N.A.V.D.) of 1988. A minimum of two permanent Benchmarks, establishing vertical control for the project, will be placed where appropriate. Provide temporary benchmarks placed at intervals not to exceed 1,000 feet along the project route and outside of anticipated construction limits. All monumentation found or set shall be identified on the survey drawing(s).

5. All data will be referenced to the Florida State Plan Coordinates – North American Datum (NAD) 83/11 datum – Florida West Zone.
- B. Subsurface Utility Explorations (SUE)
1. Request permits as appropriate to allow work in existing public streets or rights-of-way for the purpose of marking, measuring, and recording the location of underground utilities.
 2. Provide traffic control within the work areas while designating and locating the subsurface utilities. Traffic control is to be maintained in accordance with applicable published standards.
 3. Provide up to fourteen (14) single test holes (VVH – verified vertical and horizontal) on identified utility conflicts (perpendicular and parallel to) the running line of the proposed water main as identified in the selected route. Test holes will be placed in natural earth where practical. The requested VVHs are intended for private utilities. It is understood NPU will perform their own VVHs on existing water and sanitary sewer mains.
 4. For each test hole, neatly cut and remove existing pavement or other surface material (not to exceed 225 square inches per cut). Excavate the material through the cut, down to the utility in a way that avoids damage to wrappings, coatings or other protective coverings of the utilities (i.e. vacuum/pressure excavations, hand digging, etc.). Backfill and compact with select material around the utility. Provide a restoration of the surface pavement, within the limits of the cut, at the time of the backfill.
 5. Mark information in the field and provide a copy of SUE field notes together with a Surveyor's Report containing VVH test hole information.

All work will be performed in accordance with the standards of practice outlined in Chapter 5J-17 of the Florida Administrative Code, pursuant to Section 472.027, Florida Statutes.

This scope of services does not include title searches. Utilization of the above equipment and methods is the industry recognized procedure for finding and locating underground utilities and features. Although effective and reliable, there is the possibility that all utilities may not be detected due to environmental conditions, soil conditions, water table, excessive depth, and/or feature makeup.

TASK 3: GEOTECHNICAL SERVICES

The Consultant will contract with a geotechnical subconsultant to evaluate the soil conditions of the proposed water main route. The services provided by the subconsultant will consist of the following tasks:

- A. Contact local underground utility agencies near the proposed boring locations and provide adequate clearance prior to field explorations.
- B. Provide limited maintenance of traffic control through signage and flag men for personnel and equipment safety.
- C. Perform geotechnical explorations at the proposed locations of pipeline as determined by the Consultant. A total of fourteen (14) Standard Penetration Tests (SPT) borings to depths of 10 feet each are requested to provide a reasonable understanding of subsurface conditions at the boring locations.

- D. Visually examine all recovered soil samples in the laboratory and perform laboratory tests on selected representative samples to develop the soil legend for the project using the Unified Soil Classification System, as appropriate. The laboratory testing will include percent passing the #200 sieve, Atterberg limits testing, organic and natural moisture content determination and corrosion series (Environmental tests) on selected samples.
- E. The geotechnical subconsultant will provide engineering evaluations and analyses that will include the following:
 - 1. Visual classification of the soils and general assessment of area geology based on experience, study of geological literature and boring information.
 - 2. Discuss design and/or construction considerations based on the soil and groundwater conditions developed from the borings including earthwork recommendations, dewatering, hard soil conditions, need for sheet piles or bracing in open cut areas, potential settlement from sheeting or compaction to above ground structures, etc. The geotechnical subconsultant will also provide soil design parameters including estimated soil strength and density parameters, internal friction angles, dry and wet densities, cohesion and earth pressure coefficients (active and passive).
 - 3. Address groundwater levels encountered in the borings performed and approximate seasonal high groundwater along the pipeline route.
 - 4. Recommendations for construction including a summary report which includes a summary of findings and analysis.

TASK 4: INTERMEDIATE DESIGN DRAWINGS (60% PHASE)

- A. The Consultant will prepare Intermediate design drawings consisting of the following;
 - 1. Cover Sheet, Index Map, Table of Contents and Legend.
 - 2. Survey Base Map showing apparent rights-of-way, existing utilities and existing easements, if applicable.
 - 3. Geotechnical investigation data and information.
 - 4. Horizontal and vertical alignment (Plan and Profile View) of the proposed water main.
- B. The Consultant shall prepare a set of draft technical specifications based on the most recent version of NPU's Standard Specifications. The Consultant will modify NPU's Standard Specifications and incorporate supplemental sections specific to the project. Recommended text changes to NPU's Standard Specifications will be shown using strikethroughs and underlines throughout the draft deliverable.
- C. The Consultant will prepare an Opinion of Probable Construction Cost (OPCC) associated with the Intermediate design drawings. Because the Consultant does not control the cost of labor, materials, equipment, or services furnished by others, methods of determining prices, or competitive bidding or market conditions, any opinions rendered as to costs, including but not limited to the costs of construction and materials, are made solely based on its judgment as a professional familiar with the industry. The Consultant cannot and does not guarantee that proposals, bids, or actual costs will not vary from its opinions of cost.

- D. The Consultant will send private utility companies with facilities within the proposed project limits a copy of the Intermediate design drawings for review and comment on location of existing facilities shown and to identify potential relocations. Comments from the private utility owners will be reviewed with NPU and incorporated in the subsequent design phase as appropriate.
- E. The Consultant will submit the Intermediate Design Drawings, draft Technical Specifications, and updated OPCC in PDF to the NPU project manager. Comments from NPU will be integrated into the Final Design Documents as discussed in the subsequent tasks. It is anticipated that comments will be obtained from NPU within the 2 weeks following the submittal date.
- F. The Consultant will facilitate an Intermediate design review meeting with NPU staff through MS Teams. Consultant will prepare a meeting summary and distribute to attendees.

TASK 5: PERMITTING SERVICES

- A. Consultant will prepare for and attend a pre-application meeting with the following permitting agencies below regarding their specific permitting requirements and agreements:
 - 1. Florida Department of Environmental Protection – Standard General Environmental Resource Permit Exemption Verification (Processed through FDEP).
 - 2. Florida Department of Environmental Protection – Permit to Construct PWS Component. (Processed through the Sarasota County Department of Health (DOH)).
- B. The Consultant will prepare each permit application described above along with the required supporting documents and submit draft permit applications to NPU for review prior to submittal to the appropriate regulatory agency. NPU will pay for all permit fees required for this portion of the work.

TASK 6: FINAL DESIGN DRAWINGS AND CONTRACT DOCUMENTS (90% PHASE and FINAL)

- A. The Consultant will prepare draft Final design documents (90%) in response to NPU's Intermediate design review comments. The deliverables will be as follows:
 - 1. Updated design drawings will include:
 - i. Information previously presented in the Intermediate design phase as well as as-built information from utility service providers if available;
 - ii. Subsurface Utility Engineering (SUE) data;
 - iii. Approximate surface restoration limits;
 - iv. Standard details and project specific details.
 - 2. Updated draft Technical Specifications.
 - 3. Refined OPCC with design and quantities from the draft Final design drawings.
- B. The Consultant will submit the draft Final design drawings (11" x 17"), draft technical specifications, and updated OPCC to the NPU project manager electronically in PDF. Comments from NPU will be integrated into the Final Design Documents as discussed in the subsequent tasks. It is

anticipated that comments will be obtained from NPU within the 2 weeks following the submittal date.

- C. The Consultant will facilitate a draft Final design review meeting with NPU staff through MS Teams. Consultant will prepare a meeting summary and distribute to attendees.
- D. The Consultant will incorporate NPU comments from the draft final design review into the Final Design Documents. The Final Design Documents will consist of the following:
 - 1. Final Design Drawings - One (1) signed and sealed hard copy set of the plans (11"x17") and one (1) electronically signed and sealed set of plans in PDF. One (1) thumb drive containing the AutoCAD files for the drawings in AutoCAD 2022 format.
 - 2. Technical Specifications - One (1) electronically signed and sealed set of specifications in PDF. One (1) set of final technical specifications in MS Word Format.
 - 3. Blank bid form in MS Excel format.
 - 4. Final OPCC.
 - 5. Construction duration schedule.

TASK 7: BID PHASE SERVICES

The Consultant will coordinate with NPU to provide the following bid phase services for the project:

- A. Provide electronic copies and unbound bid documents to NPU. The Consultant will review general and supplemental contract conditions (provided by NPU) for consistency with the technical specification requirements.
- B. The Consultant will respond to up to two (2) requests for information (RFI) from bidders regarding interpretation and clarification of bid documents and will assist with preparation of addenda as appropriate.
- C. In conjunction with NPU, the Consultant will attend a pre-bid meeting for prospective bidders for the project.
- D. Based on the responsive bids submitted, the Consultant will contact and review references and prepare a contractor qualification and recommendation letter to NPU.
- E. Upon completion of the bid phase, the Consultant shall develop and provide conformed sets of the construction documents that will include any changes that were made during the bid phase to NPU. Consultant will also provide one (1) thumb drive containing the AutoCAD drawings of the conformed construction documents in AutoCAD 2022 format.

TASK 8: ENGINEER OF RECORD SERVICES DURING CONSTRUCTION

- A. The Consultant will attend a pre-construction conference with the Contractor and NPU staff to discuss contract requirements and responsibilities.
- B. The Consultant will review and provide written response to Shop Drawings and other data which Contractor is required to submit within the time specified in the Contract Documents, but only for conformance with the NPU standards and information given in the Contract Documents. Such

review and approvals or other action will not extend to means, methods, techniques, equipment choice and usage, sequences, schedules, or procedures of construction or to related safety precautions and programs.

- C. The Consultant will provide written response to reasonable and appropriate Contractor questions for up to four (4) requests for information (RFIs) and issue necessary clarifications and interpretations of the Contract Documents to NPU as appropriate to facilitate the orderly completion of Contractor's work. Any orders authorizing variations from the Contract Documents will be made by NPU.
- D. The Consultant shall log receipt of, and review and respond to, RFI's and Shop Drawings.
- E. The Consultant will review and make recommendations related to Change Orders submitted or proposed by the Contractor.
- F. The Consultant shall determine the acceptability, subject to NPU approval, of material substitutions proposed by the Contractor.
- G. The Consultant will conduct up to fourteen (14) periodic site visits, which includes the Substantial Completion walkthrough, to determine if work generally conforms to the construction documents prepared by the Consultant. At such times, record information will be confirmed using the Contractor's field red-lined set of Construction Documents.
- H. The Consultant will review and provide comments for the forms and supporting documentation for substantial completion and final completion punch-lists prepared by the Contractor.
- I. Based upon as-built information provided by the Contractor, the Consultant will prepare draft record drawings by incorporating the as-built data into the plan view of the conformed construction drawings. The draft record drawings will be submitted to NPU electronically in PDF for review and comment. The Consultant will incorporate comments from the draft record drawing review into the final record drawing submittal, which will consist of the following:
 - 1. One (1) electronic copy on a thumb drive in AutoCAD 2022 and PDF.
 - 2. Two (2) sets of hard copy (11"x17"), signed and sealed record drawings.

NPU RESPONSIBILITIES

NPU will be responsible for the following:

- A. Providing requested information, if available.
- B. Provide information from concurrent design and construction projects within the project limits, details of which will be incorporated into interim design documents for this project.
- C. Assigning a Project Manager, who will serve as the primary point of contact for the Consultant during the project.

FEES & EXPENSES

Kimley-Horn will perform the services in Tasks 1 – 8 for the total lump sum fee below. Individual task amounts are informational only. All permitting, application, and similar project fees will be paid directly by the Client.

TASK	DESCRIPTION	FEE
1	PROJECT MANAGEMENT AND DATA COLLECTION	\$9,942
2	SURVEYING AND SUE UTILITY EXPLORATIONS (OUTSIDE SERVICES)	\$73,290
3	GEOTECHNICAL SERVICES (OUTSIDE SERVICES)	\$9,800
4	INTERMEDIATE DESIGN SERVICES (60% PHASE)	\$31,018
5	PERMITTING SERVICES	\$5,578
6	FINAL DESIGN SERVICES AND CONTRACT DOCUMENTS (90% PHASE AND FINAL)	\$30,195
7	BID PHASE SERVICES	\$7,352
8	ENGINEER OF RECORD SERVICES DURING CONSTRUCTION	\$38,574
TOTAL LUMP SUM FEE		\$205,749

Lump sum fees will be invoiced monthly based upon the overall percentage of services performed. Payment will be due within 25 days of your receipt of the invoice and should include the invoice number and Kimley-Horn project number.

ADDITIONAL SERVICES

Additional services not specifically addressed in the scope of services that can be provided include, but are not limited to, the following:

- City of North Port Site Development Review (SDR) permitting process
- Environmental services that will consist of the following tasks:
 - Data collection and review of readily available and pertinent data prior to conducting field reviews.
 - Field Delineation of Wetland Lines/Wetland Characterization
 - General Wildlife Survey and summary of findings in a brief memorandum
 - Pending results of the general wildlife survey, the following tasks may be performed as additional services:
 - This task may include a 15% gopher tortoise survey to determine if an additional 100% survey and potentially a FWC gopher tortoise relocation permit is needed. Consultant will conduct a 15% percent gopher tortoise (*Gopherus polyphemus*) survey (consistent with the April 2008 Gopher Tortoise Permitting Guidelines and subsequent revisions as published by the FWC) within appropriate habitat within the project limits. All identified gopher tortoise burrows within 25 feet of the surveyed area will be flagged, individually labeled, and classified by activity status according to FWC guidelines. Additionally, all burrow locations will be recorded using a hand-held GPS capable of sub-meter accuracy.

- The project site falls within the USFWS Consultation Area for the Florida Bonneted Bat. Kimley-Horn will conduct a site visit to conduct a cavity and roost habitat survey for the Florida Bonneted Bat which will include visually inspect trees and snags for evidence of cavities. Locations of cavities, hollows, or other suitable structures found on-site will be recorded using a Global Positioning System (GPS) unit. Cavities, hollows, or other suitable structures will be visually reviewed using a video camera probe to assess the cavity contents.
- Environmental Permitting Services
- Gopher tortoise relocation permits prior to construction

**ATTACHMENT B
PRODUCTION SCHEDULE**

SERVICES	Duration (Calendar Days)	START DATE	END DATE
PROJECT MANAGEMENT AND COORDINATION	154	January 23, 2024	June 25, 2024
SURVEYING AND SUE SERVICES (OUTSIDE SERVICES)	70	January 23, 2024	April 2, 2024
GEOTECHNICAL EXPLORATION (OUTSIDE SERVICES)	60	January 23, 2024	March 23, 2024
INTERMEDIATE DESIGN SERVICES (60% PHASE)	70	January 23, 2024	March 8, 2024
PERMITTING SERVICES	70	March 8, 2024	May 17, 2024
FINAL DESIGN SERVICES AND CONTRACT DOCUMENTS (90% AND FINAL PHASE)	84	January 23, 2024	May 17, 2024
BID PHASE SERVICES	TBD	-	-
ENGINEER OF RECORD SERVICES DURING CONSTRUCTION	TBD	-	-

**ATTACHMENT C
PERSON-HOUR ESTIMATE**

PROJECT WORK PLAN PERSON-HOUR ESTIMATE

Project Name: NPU Water Main Looping Project
 Project Number: 2024-01
 Date Prepared: 12/14/2023
 Estimated By: Madeline Kender

KHA Task # Subtask ID Number	KHA Task Name Subtask Name/Description	Senior Professional I	Professional	Analyst	Senior Technical Support	Technical Support	Support Staff	Total
		\$ 256.00	\$ 195.00	\$ 145.00	\$ 145.00	\$ 80.00	\$ 90.00	
1.0	PROJECT MANAGEMENT AND COORDINATION							
	Kick-Off Meeting	2	2	4				8
	Data Collection (record review, site visits, etc.)		8	18				26
	Project Management & Coordination Meetings		22					22
	Subtotal (Hours)	2	32	22	0	0	0	56
	Task Total (Fee)	\$512	\$6,240	\$3,190	\$0	\$0	\$0	\$9,942
2.0	SURVEYING AND SUE SERVICES (SUBCONSULTANT)							
	Task Total (Fee)							\$73,290
3.0	GEOTECHNICAL SERVICES (SUBCONSULTANT)							
	Task Total (Fee)							\$9,860
4.0	INTERMEDIATE DESIGN SERVICES (60% PHASE)							
	Design Drawings	6	32	60	4	50	4	156
	Technical Specifications	3	6	18			6	33
	Engineer's Opinion of Probable Cost	2	3	10				15
	Review Meeting with City	2	3	6				11
	Subtotal (Hours)	13	44	94	4	50	10	215
	Task Total (Fee)	\$3,328	\$8,550	\$13,630	\$580	\$4,000	\$900	\$31,018
5.0	PERMITTING SERVICES							
	FDEP PWS Permit	2	8	12			2	24
	FDEP ERP Exemption Verification	1	2	4			4	11
	Subtotal (Hours)	3	10	16	0	0	6	35
	Task Total (Fee)	\$768	\$1,950	\$2,320	\$0	\$0	\$540	\$5,578
6.0	FINAL DESIGN SERVICES AND CONTRACT DOCUMENTS (90% AND FINAL PHASE)							
	Draft Final Design Drawings	4	16	24		32	2	78
	Draft Final Technical Specifications	2	8	12			2	24
	Draft Final OPCC & Bid Form	2	4	8				14
	Draft Final Review Meeting	1	4	6				11
	Final Design Drawings	2	8	12		24	2	48
	Final Technical Specifications	2	4	8			2	16
	OPCC & Bid Form	1	4	6				11
	Construction Duration Schedule	1	1	4				6
	Subtotal (Hours)	15	49	80	0	56	8	208
	Task Total (Fee)	\$3,840	\$9,555	\$11,600	\$0	\$4,480	\$720	\$30,195

PROJECT WORK PLAN PERSON-HOUR ESTIMATE

Project Name: NPU Water Main Looping Project
 Project Number: 2024-01
 Date Prepared: 12/14/2023
 Estimated By: Madeline Kender

KHA Task # Subtask ID Number	KHA Task Name Subtask Name/Description	Senior Professional I	Professional	Analyst	Senior Technical Support	Technical Support	Support Staff	Total
		\$ 256.00	\$ 195.00	\$ 145.00	\$ 145.00	\$ 80.00	\$ 90.00	
7.0	BID PHASE SERVICES							
	RFI's	2	4	8	4		2	20
	Pre-bid meeting		2	2				4
	Bid Review, Tabulation, and Recommendations		2	6			2	10
	Conformed Design Drawings and Technical Specifications		2	6	4		2	14
	Subtotal (Hours)	2	10	22	8	0	6	48
	Task Total (Fee)	\$512	\$1,950	\$3,190	\$1,160	\$0	\$540	\$7,352
8.0	ENGINEER OF RECORD SERVICES DURING CONSTRUCTION							
	Pre-Construction Meeting		4	6	4		1	15
	Shop Drawings		20	40			2	62
	RFI's		6	8			6	20
	Change Orders	2	6	8			4	20
	Site Visits (14)		8	28	40			76
	Substantial Completion & Final Punch Lists		4	8	12			24
	Record Drawings	2	6	12		20	2	42
	Subtotal (Hours)	4	54	110	56	20	15	259
	Task Total (Fee)	\$1,024	\$10,530	\$15,950	\$8,120	\$1,600	\$1,350	\$38,574
	Grand Total (Fee)	\$9,984	\$38,805	\$49,880	\$9,860	\$10,080	\$4,050	\$205,749

2024-01 RLI Evaluation Form

Project:	Water Distribution Systems
RLI No.:	2024-01
Date of Ranking:	9/27/2023

Kimley Horn

<i>Evaluation Criteria</i>	<i>Value</i>	<i>MA</i>	<i>JF</i>	<i>DS</i>	<i>Score</i>
Understanding of Project/Deliverables	0-8	8	8	7	23
Expertise/Qualifications of Personnel	0-8	8	8	6	22
Availability of Personnel/Timeline	0-5	5	5	4	14
Evaluations/Experience on NPU projects	0-5	5	5	4	14
Proposed Cost Saving Measures	0-3	3	3	3	9
References/Required Forms	0-1	1	1	1	3
Total		30	30	25	85

CHA Consulting

<i>Evaluation Criteria</i>	<i>Value</i>	<i>MA</i>	<i>JF</i>	<i>DS</i>	<i>Score</i>
Understanding of Project/Deliverables	0-8	7	8	6	21
Expertise/Qualifications of Personnel	0-8	8	8	7	23
Availability of Personnel/Timeline	0-5	5	5	4	14
Evaluations/Experience on NPU projects	0-5	5	4	2	11
Proposed Cost Saving Measures	0-3	3	3	2	8
References/Required Forms	0-1	1	1	1	3
Total		29	29	22	80

Jones-Edmunds

<i>Evaluation Criteria</i>	<i>Value</i>	<i>MA</i>	<i>JF</i>	<i>DS</i>	<i>Score</i>
Understanding of Project/Deliverables	0-8	7	7	7	21
Expertise/Qualifications of Personnel	0-8	7	8	6	21
Availability of Personnel/Timeline	0-5	4	5	3	12
Evaluations/Experience on NPU projects	0-5	5	5	1	11
Proposed Cost Saving Measures	0-3	3	3	2	8
References/Required Forms	0-1	1	1	1	3
Total		27	29	20	76

ISS

<i>Evaluation Criteria</i>	<i>Value</i>	<i>MA</i>	<i>JF</i>	<i>DS</i>	<i>Score</i>
Understanding of Project/Deliverables	0-8	7	8	7	22
Expertise/Qualifications of Personnel	0-8	7	7	6	20
Availability of Personnel/Timeline	0-5	5	4	3	12
Evaluations/Experience on NPU projects	0-5	3	3	3	9
Proposed Cost Saving Measures	0-3	3	3	2	8
References/Required Forms	0-1	1	1	1	3
Total		26	26	22	74

Giffels-Webster

<i>Evaluation Criteria</i>	<i>Value</i>	<i>MA</i>	<i>JF</i>	<i>DS</i>	<i>Score</i>
Understanding of Project/Deliverables	0-8	7	8	7	22
Expertise/Qualifications of Personnel	0-8	8	8	6	22
Availability of Personnel/Timeline	0-5	5	4	3	12
Evaluations/Experience on NPU projects	0-5	5	5	1	11
Proposed Cost Saving Measures	0-3	3	3	2	8
References/Required Forms	0-1	1	1	1	3
Total		29	29	20	78

Statements of Non-Submittal received from: Stantec

August 25, 2023

City of North Port
 Utilities Department
 6644 W. Price Blvd.
 North Port, FL 34291

**RE: Request for Letters of Interest No. 2024-01;
 2024 Water Distribution System Improvements**

Dear Jennifer Fehrs, P.E. and Brittany Kammerer,

North Port Utilities (NPU) is continuing its annual water distribution system improvement program which includes seven individual water looping projects in Fiscal Year 24. This project directly benefits City residents through improved water quality, increased system pressures, and added fire protection. As a consultant contracted with the City under Contract 2020-58, Kimley-Horn would like to thank you for the opportunity to present our qualifications for professional engineering services to design, permit, and provide construction phase and certification services for the 2024 Water Distribution System Improvements project. We trust that NPU has experienced first-hand Kimley-Horn's reputation for exceptional client service. We are proposing a strong and diverse professional design team with significant experience in planning, design, and construction of residential water looping projects. Our team includes Madeline Kender, P.E. as your project manager who will be personally responsible for the timeliness and quality of professional services. Our understanding of the 2024 Water Distribution System Improvements and deliverables are as follows.



PROJECT UNDERSTANDING AND REQUIRED DELIVERABLES

Our team is extremely familiar with each of the looping locations and understands the required deliverables for this project will include:

- Kickoff meeting
- Data request list
- Attendance at progress meetings as needed, with meeting summaries
- Plans, specifications, and an Engineer's Opinion of Probable Cost at the 60%, 90%, and Final milestone deliverables
- Draft and final permit applications
- Bid tabulation and recommendation for contract award for construction
- Construction observation reports for site visits needed to certify water main improvements with FDEP
- Partial and final certifications for construction completion, submitted to FDEP with supporting bacteriological and pressure testing results
- Record drawings and AutoCAD drawings for incorporation into City's GIS

RELEVANT EXPERIENCE AND QUALIFICATIONS OF PERSONNEL



Madeline Kender, P.E.
Project Manager/Engineer of Record

60% AVAILABLE

Madeline has seven years of experience providing design, permitting, and construction phase services, specializing in water/wastewater engineering. Her specific project experience involves development of construction documents for water main extensions and replacements in residential areas and along major thoroughfares as well as permitting and construction phase services.



Ashley Miele, P.E.
Quality Assurance/Quality Control

45% AVAILABLE

Ashley has over 22 years of experience as project manager and engineer of record for various pipeline installations and rehabilitations. Ashley recently completed just over 23,000 LF of pipeline design and construction for the City of North Port and has extensive experience with the permitting process and technical specifications within the City.



Mike Bennett
Project Engineer

60% AVAILABLE

Mike is a project engineer that has been working with the local Sarasota office for over two years. He is well experienced with construction phase services and assists with document control and tracking submittals. Mike has been involved with various water distribution system projects including the Sarasota County Water Main Interconnect and the Honore Reclaim Water Main.



Seth Stone
CAD Designer

40% AVAILABLE

Seth has been working with the local Sarasota office for over two years and has extensive experience with plan and profile development for pipeline projects. Seth has great relationships with the local surveyors and has been instrumental with efficiently preparing construction documents. Seth is also well experienced with GIS and assists with exhibits and preliminary layouts.

IN-HOUSE EXPERTISE

Why choose Kimley-Horn

- Proximity to NPU
- Overlapping projects
- Design under one roof



50% AVAILABLE
Todd Hershfeld
Environmental Task Manager

- 18 years of experience
- Addressing environmental concerns and tree removal on the Blue Ridge-Salford North vacuum sewer project
- Conducts Threatened and Endangered (T&E) Species surveys
- Knowledge of County and State codes and regulations



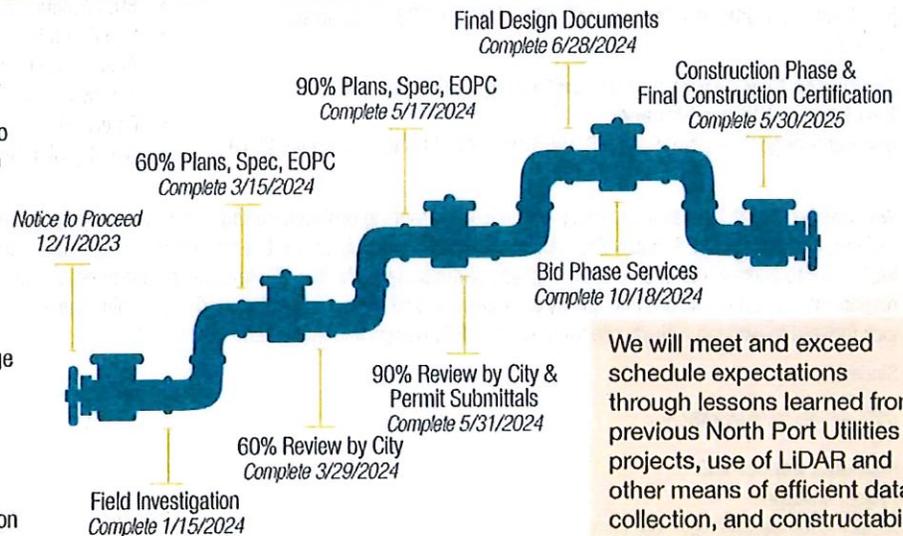
60% AVAILABLE
Ramon Diaz
Constructability and CEI Support

- 25 years of experience in design, and will conduct site visits to verify survey information and provide constructability reviews of drawings at project milestones
- Assists in pre-construction coordination, reviewing shop drawings and proposed construction schedules
- Onsite, upholds high expectations in construction for conformance with City standards

SCHEDULE

Our team will prepare one set of construction plans for the seven projects to reduce project schedule, permitting, fees and construction costs. With our teams experience on similar residential looping projects, we understand what is needed to complete this project efficiently. We know through lessons learned to include items such as:

- Collaborative process for tailoring technical specifications, easily tracking project-specific modifications for ease of City review
- Detailed bid forms
- Contract requirements for landscaping damage outside the right-of-way
- Construction staging and sequencing
- Sufficient communication and advance notifications to residents for interruptions to commutes
- Detailed temporary driveway access coordination
- Several other unique items that would typically get overlooked without residential experience



We will meet and exceed schedule expectations through lessons learned from previous North Port Utilities projects, use of LiDAR and other means of efficient data collection, and constructability reviews in design.

COST-SAVING MEASURES

FULL-SERVICE, IN-HOUSE CAPABILITIES

- No mark-up costs or additional time for communications between various companies and/or organizations
- In-house capabilities such as MOT, environmental services, landscape architecture, and surveying (LiDAR)

TECHNICAL EXPERTISE AND EXPERIENCE

- Kimley-Horn technical specialists available for project specific needs
- QA/QC and constructability reviews for both technical issues and client related priorities
- Prior experience successfully delivering on larger potable water conveyance projects for the City (Myakkahatchee, San Mateo, Warm Mineral Springs Utility Support)

ADVANCED TECHNOLOGIES

- Public Coordinate Tool (Proprietary) to enhance collaboration and streamline communication with the public and stakeholders
- Drone capabilities for aerial overviews and LiDAR for surveys

LEVERAGE LOCAL EXPERIENCE AND RELATIONSHIPS

- Local team in 100+ employee office in downtown Sarasota
- Existing relationships with local and state permitting agencies to help accelerate permitting schedules
- Proximity to sites reduces travel time
- Relationships with franchise utility owners and attendance on monthly Sunshine 811 coordination calls

PROJECT SPOTLIGHT

Emerald Harbor Utilities

Longboat Key, FL

Emerald Harbor consists of approximately 82 homes and is located on the northern end of Longboat Key. The development was constructed over 40 years ago and consists of aging infrastructure, including: seven lift stations, force main piping, gravity sewer system, water main, and water and sewer services. The roadway was resurfaced 15 years ago, but significant base deformation has occurred in some areas that has led to poor drainage. The Town of Longboat requested that Kimley-Horn prepare a scope of services to assist the Town with the replacement and rehabilitation of the infrastructure and roadway. **Ashley Miele, P.E.**, served as the project manager and **Madeline Kender, P.E.** oversaw development of design drawings and close-out procedures post-construction for Town acceptance.



The scope of services consisted of the rehabilitation of seven lift stations, force main piping, water main piping, and water and irrigation services. The roadway improvements consisted of milling and resurfacing all the roads within the development and three new roadway cross-sections to assist the development with problem areas of poor stabilization and drainage. Construction plans and technical specifications, as well as construction phase services were included. The project involved extensive coordination with the local utility department for future conduit placements, residents, the Town, and Construction Manager at Risk (CMAR).

REFERENCES

Sarasota County Peace River Interconnect and Potable Water Main

Ron Shaffalo, Utilities Design Manager, Capital Projects Dept.
rshaffalo@scgov.net; 941.254.3222 | Completion Date: Ongoing

Manatee County Force Main and Water Main End of Service Life Projects FY18

Jeff Streitmatter, Project Management Division Manager
jeff.streitmatter@mymanatee.org; 941.708.7450 ext. 7335 | Completion Date: 2019

Longboat Key Emerald Harbor Utility Replacement

Bert Warner, Utilities Manager
bwarner@longboatkey.org; 941.316.1988 ext. 2217 | Completion Date: 2019

RESIDENTIAL UTILITY EXPERIENCE

- Dixie Groves Water Main Replacement, Holiday FL
- Colonial Manor Water Main Replacement, Holiday, FL
- Orangewood/Buena Vista Water Main Replacement, Holiday, FL
- Lake Tarpon Water Main Replacement, Palm Harbor, FL
- Fairways of Capri Water Main Extensions, Venice, FL
- Venice MHP Water Service Line Replacement Phase 2, Venice, FL
- Colony Cove Water Main Replacement, Manatee County, FL
- 69th Avenue Water Main Loop, Manatee County, FL
- San Remo Shores Water Main Replacements, Manatee County, FL
- Anna Maria Island Northern and Southern Water Main Improvements, Manatee County, FL
- Emerald Harbor Utility Replacement, Longboat Key, FL
- Country Club Shores Phases 1-4, Longboat Key, FL

We envision a swift, successful delivery of these seven looping projects. Pulling in our partners to provide environmental assessments, constructability reviews, and our standard Quality Assurance and Control will help prevent construction changes and help ensure we're meeting permit requirements. We'll work to address comments at each phase of the project with the City to develop cost-effective solutions. As project manager, I will be personally responsible for the timeliness and quality of professional services. I am committed to providing the attention and dedication this project deserves and look forward to working with your team to successfully design and implement this project.

Sincerely,

Madeline Kender, P.E.
Project Manager
Madeline.Kender@kimley-horn.com

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: Kimley-Horn and Associates, Inc.

NAME(PERSON AUTHORIZED TO BIND COMPANY): Gary Nadeau, P.E., Senior Vice President

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:

Print Form

Clear All Fields

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?

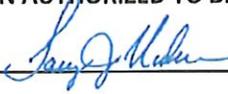
If your firm, or employee(s) of your firm working on the project (or a member of the employee's household), will/may be perceived to receive or lose private income depending on the government business choices based on your firm's findings and recommendations, this must be listed as a financial interest. 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: Kimley-Horn and Associates, Inc.

NAME (PERSON AUTHORIZED TO BIND THE COMPANY): Gary Nadeau, P.E., Senior Vice President

SIGNATURE:  DATE: 8/25/23

Scrutinized Company Certification Form

Company Name: Kimley-Horn and Associates, Inc.

Authorized Representative Name and Title: Gary Nadeau, P.E., Senior Vice President

Address: 1777 Main Street, Suite 200 City: Sarasota State: FL ZIP: 34236

Phone Number: 941.379.7600 Email Address: Gary.Nadeau@kimley-horn.com

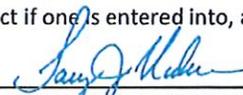
A company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with the City of North Port for goods or services of any amount if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized 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: Gary Nadeau, P.E., Senior Vice President

Date Certified: 8/25/23

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

VENDOR'S CERTIFICATION FOR E-VERIFY SYSTEM

The undersigned Vendor/Consultant/Contractor (Vendor), certifies 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 subcontractors or subconsultants, 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.
7. Vendor understands that pursuant to Florida Statutes, section 448.095, the submission of a false certification may result in the termination of the contract if one is entered into, and may subject the Vendor named in this certification to civil penalties, attorney's fees and costs.

VENDOR: Kimley-Horn and Associates, Inc. (Vendor's Company Name)

Certified By: 
AUTHORIZED REPRESENTATIVE SIGNATURE

Print Name and Title: Gary Nadeau, P.E., Senior Vice President

Date Certified: 8/25/23



CITY OF NORTH PORT

PROFESSIONAL ENGINEERING SERVICES FOR NPU
NO. 2020-58
THIS IS NOT AN ORDER

Date: 07/21/2023

Page: 1 of 3

CITY OF NORTH PORT
Utilities Department
6644 W. Price Blvd.
North Port, Florida 34291

Contact Person: Jennifer Fehrs, P.E., Utilities Engineer
Contact Phone: 941-223-4138
Contact Fax: 941-240-8022
Contact Email: jfehrrs@northportfl.gov

Reply No Later Than **August 25, 2023** @ 2:00 p.m. (EST)

REQUEST FOR LETTERS OF INTEREST NO. 2024-01

CITY OF NORTH PORT 2024 WATER DISTRIBUTION SYSTEM IMPROVEMENTS

The City of North Port Utilities Department (NPU) is currently accepting letters of interest from all the firms within Contract No. 2020-58, Category 2 for Professional Engineering Services for NPU. The 2024 Water Distribution System Improvements project design is budgeted for fiscal year 2024.

INTENT: It is the intention of NPU to secure professional engineering services to design, permit and provide for construction phase and certification services for the 2024 Water Distribution System Improvements project. The project will include looping of Lemay Lane, Marcella Terrace, Radcliff Avenue, Sahara Lane, Snowflake Lane, Wall Lane, Yacolt Avenue. GIS maps are included showing these areas to be looped.

BACKGROUND/SCOPE OF SERVICES:

BACKGROUND

NPU owns and operates an extensive water distribution system within the City of North Port. In some areas, the distribution system was constructed in a fashion where completed loops were not required. NPU has identified several areas where short pieces of additional water main will complete loops thus eliminating dead ends, reducing flushing and improving water quality.

SCOPE OF SERVICES

TASK 1- PROJECT MANAGEMENT AND COORDINATION

This task will include overall project management by the consultant and coordination with NPU, attendance at project meetings, assistance with any permitting coordination as needed. This task will include a project kickoff meeting with NPU staff to review the project, regulatory concerns, and any items pertinent to the progress of the project.

Additional data may be requested as needed. The firm will work with NPU staff to acquire the information. This may include phone calls, meetings, site visits and email communications with staff.

TASK 2 – DESIGN AND PERMITTING

The firm shall develop design drawings, technical specifications, and details for the water main loops on Lemay Lane, Marcella Terrace, Radcliff Avenue, Sahara Lane, Snowflake Lane, Wall Lane, Yacolt Avenue. The firm will prepare all permit applications necessary to execute construction of the project. The specifications will conform to the City's

procurement procedures and related front-end documents. The selected firm should use the NPU updated specifications and details, supplementing as necessary for a full set.

TASK 3 – BID SERVICES

The firm shall develop a detailed, line item, unit price all-inclusive bid form, non-standard contract documents, and an estimate of the construction time for use by NPU. The firm will develop an Engineer's Opinion of Probable Cost for use by NPU in the bidding process. The firm will attend a pre-bid meeting as necessary and assist the City in answering contractor questions via addenda during the bidding process. Upon receipt of bids, the firm will evaluate the bids and make an award recommendation to the City.

TASK 4 – CONSTRUCTION SERVICES AND CERTIFICATION

The firm will attend a preconstruction meeting, review submittals/shop drawings, evaluate requests for information (RFIs), change order (COs) requests, and provide limited construction observation in order to certify the project completion. The firm will use construction information provided by NPU, limited construction observation and information provided by the Contractor to finalize record drawings, complete construction certification forms and submit same to the regulatory agencies to certify the project for service.

TASK 5 – DELIVERABLES AND SCHEDULE

The firm shall provide an electronic copy, and one original hard copy of their 60% design plans, technical specifications and details within 20 weeks of the Kick-off meeting. The technical specifications, bid form and all other written material will be provided electronically in Microsoft Word format and portable document format (pdf). Any plans will be provided in (pdf) and in AutoCAD format. Once this contract is complete, the technical specifications, bid form and details will become property of NPU and the City of North Port.

DELIVERABLES

The deliverables to be provided for this project include the following:

- Kick-off meeting
- Data request list
- Attendance at progress meetings with the NPU as needed
- Design of water mains
- 60% and 90% design submittal (plans and specifications)
- Review 60% and 90% plans and specifications with NPU
- Permit applications
- Final design, permits, specifications and details, sixteen (16) weeks after Kick-off meeting for bidding
- Conformed Documents prior to construction
- Review of shop drawings/submittals, RFIs, and COs, as applicable
- After construction, certification of construction and record drawings

PROPOSAL REQUIREMENTS

Proposals shall include a project plan which specifies the firm's understanding of project and required deliverables; ability and relevant expertise/qualifications of the firm's personnel to be used in performing the service; availability of staff and ability to meet project schedule; the firm's proposed cost saving measures for the project, if any; and provide a schedule that will meet the timeline requirements of this project.

Engineers are to provide references for at least three (3) similar projects within the last five (5) years. Name, title, email and phone numbers are required for appropriate contact for each reference.

Proposals are to include the names of all subcontractors to be used on this project.

ATTACHMENTS

1. Statement of Non-Submittal
2. Conflict of Interest Form
3. Disclosure for Consultant, Engineer, Architect
4. City of North Port Proposed Water Main Looping- GIS maps

Please Note: The Conflict of Interest Form and Disclosure for Consultant, Engineer, and Architect **must be submitted** with proposals for consideration.

Any questions concerning this project must be submitted via email to both Jennifer Fehrs and Brittany Kammerer at jfehrs@northportfl.gov and bkammerer@northportfl.gov, respectively no later than **August 18, 2023**.

All firms within Contract No. 2020-58, Category 2, are encouraged to submit a letter (not to exceed three single-sided pages) that provides the above information and adequately expresses why it would be in the City's best interest to select the submitting firm(s).

**LETTERS OF INTEREST ARE TO BE DELIVERED TO THE UTILITIES DEPARTMENT
ON OR BEFORE **August 25, 2023** AT 2:00 P.M. (EST) VIA EMAIL TO:**

JENNIFER FEHRS: JFEHRS@NORTHPORTFL.GOV

AND

BRITTANY KAMMERER: BKAMMERER@NORTHPORTFL.GOV

STATEMENT OF NON-SUBMITTAL

If you **do not** intend to submit a bid on this service, please return this form (see information below) immediately.

We, the undersigned, have declined to submit a Letter of Interest for RLI No. 2024-01- City of North Port 2024 Water Distribution System Improvements.

- Insufficient time to respond to the Request for Bid.
- We do not offer this product/service.
- Unable to meet bond/insurance requirements.
- Specifications are unclear (explain below).
- OTHER (please specify below).

REMARKS: _____

COMPANY NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

TELEPHONE: _____ FAX: _____

E-MAIL ADDRESS: _____

SIGNATURE: _____ DATE: _____

PRINT NAME: _____

Note: Please email "Statement of Non-Submittal" to:

JENNIFER FEHRS: JFEHRS@NORTHPORTFL.GOV
AND
BRITTANY KAMMERER: BKAMMERER@NORTHPORTFL.GOV

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: _____

NAME(PERSON AUTHORIZED TO BIND COMPANY): 2020-58.10 - Continuing Contract for 

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:

[Print Form](#) [Clear All Fields](#)

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: _____

NAME (PERSON AUTHORIZED TO BIND THE COMPANY): _____

SIGNATURE: _____ DATE: _____

Scrutinized Company Certification Form

Company Name: _____			
Authorized Representative Name and Title: _____			
Address: _____	City: _____	State: _____	ZIP: _____
Phone Number: _____	Email Address: _____		

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: _____

Date Certified: _____

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

VENDOR'S CERTIFICATION FOR E-VERIFY SYSTEM

The undersigned Vendor/Consultant/Contractor (Vendor), certifies the following:

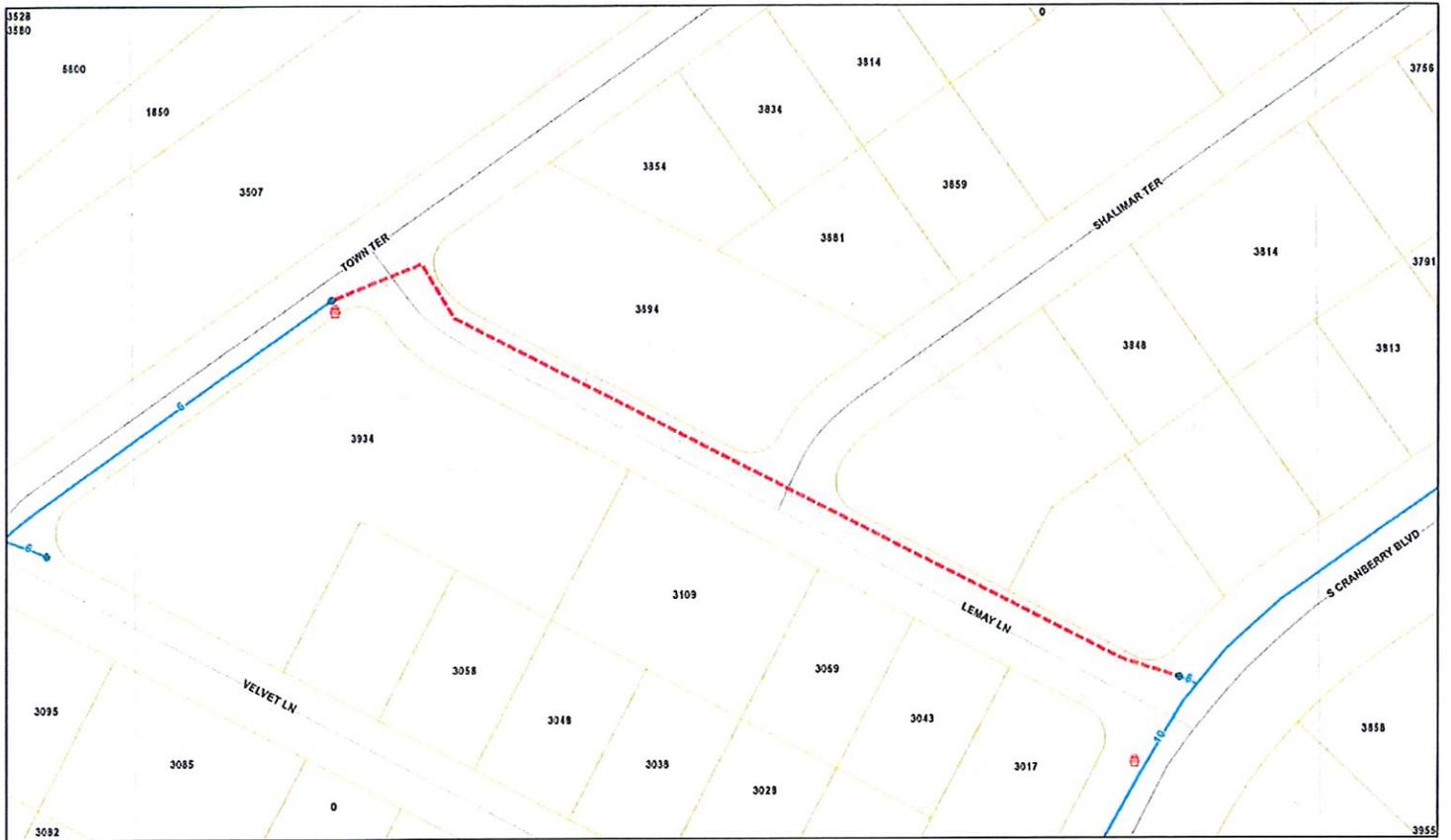
1. Vendor is a person or entity that has entered into or is attempting to enter into a contract with the City of North Port (City) to provide labor, supplies, or services to the City in exchange for salary, wages or other remuneration.
2. Vendor has registered with and will use the E-Verify System of 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 subcontractors or subconsultants, 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.
7. Vendor understands that pursuant to Florida Statutes, section 448.095, the submission of a false certification may result in the termination of the contract if one is entered into, and may subject the Vendor named in this certification to civil penalties, attorney's fees and costs.

VENDOR: _____ (Vendor's Company Name)

Certified By: _____
AUTHORIZED REPRESENTATIVE SIGNATURE

Print Name and Title: _____

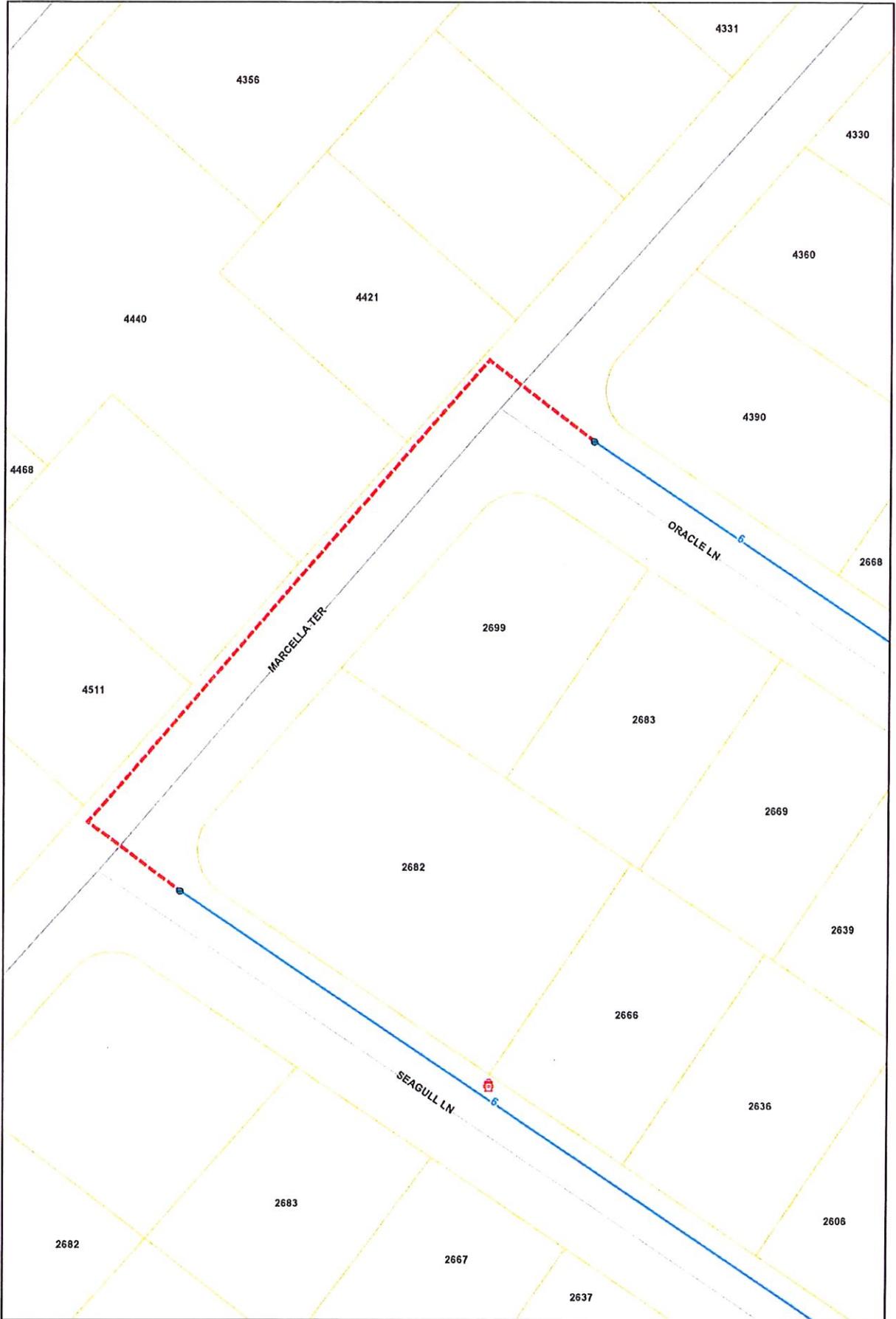
Date Certified: _____



**Lemay Ln
740 ft**

- Proposed Water Main
- Existing Water Mains





- - - Proposed Water Main
— Existing Water Mains

Marcella Ter
430 ft

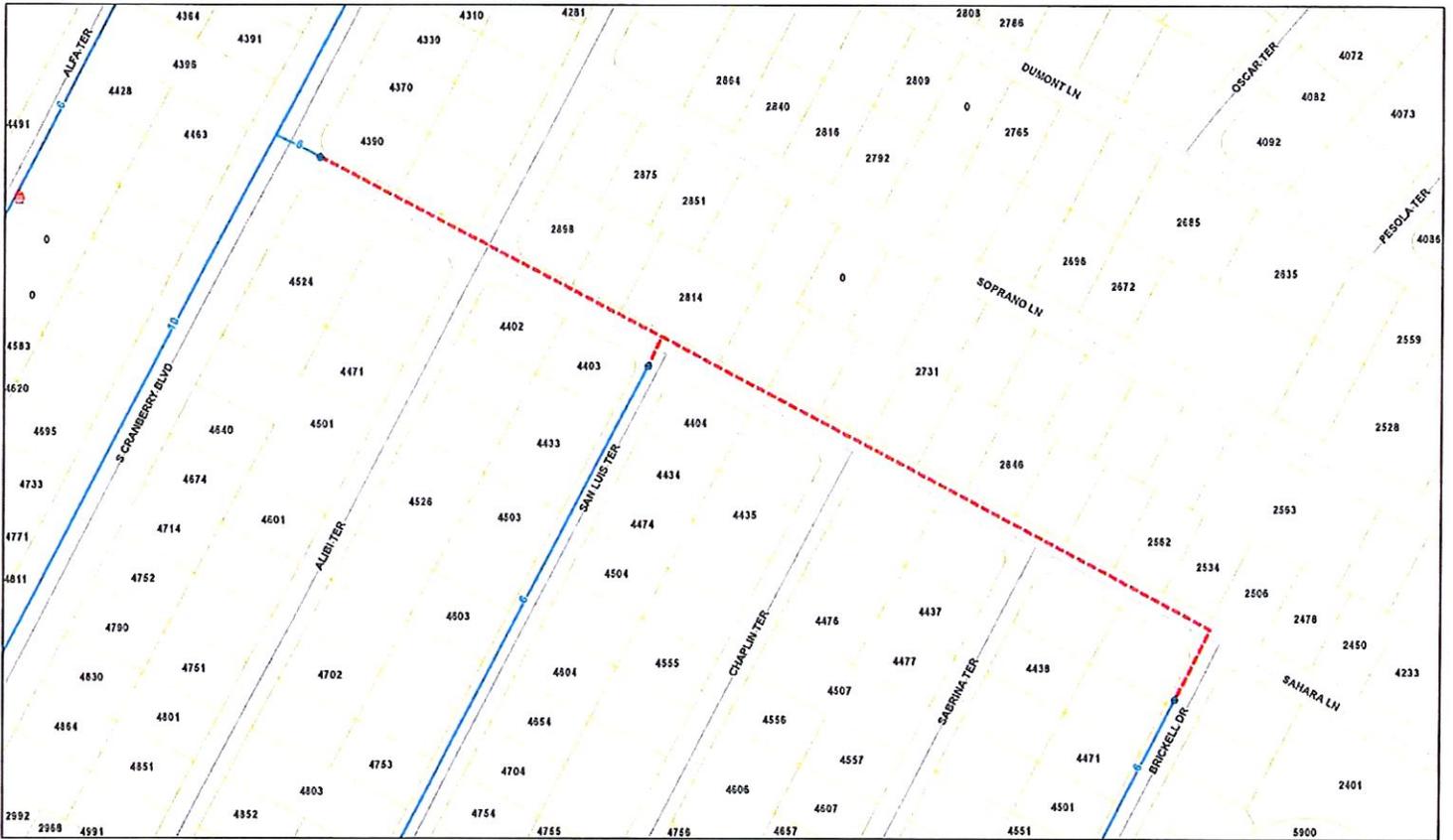




--- Proposed Water Main
 — Existing Water Mains

Radcliff Ave
310 ft

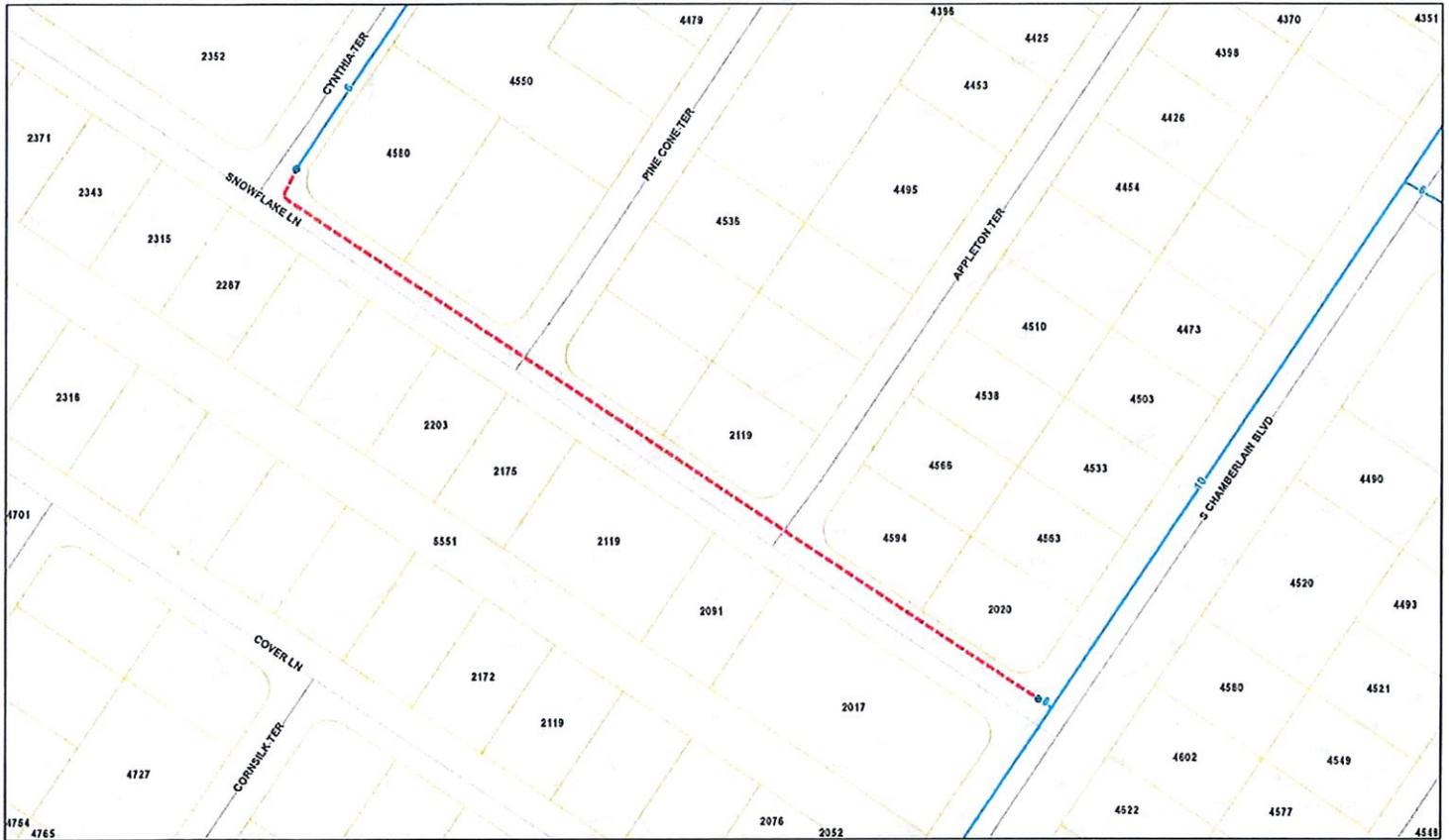




- - - - - Proposed Water Main
 ————— Existing Water Mains

Sahara Ln
1,600 ft

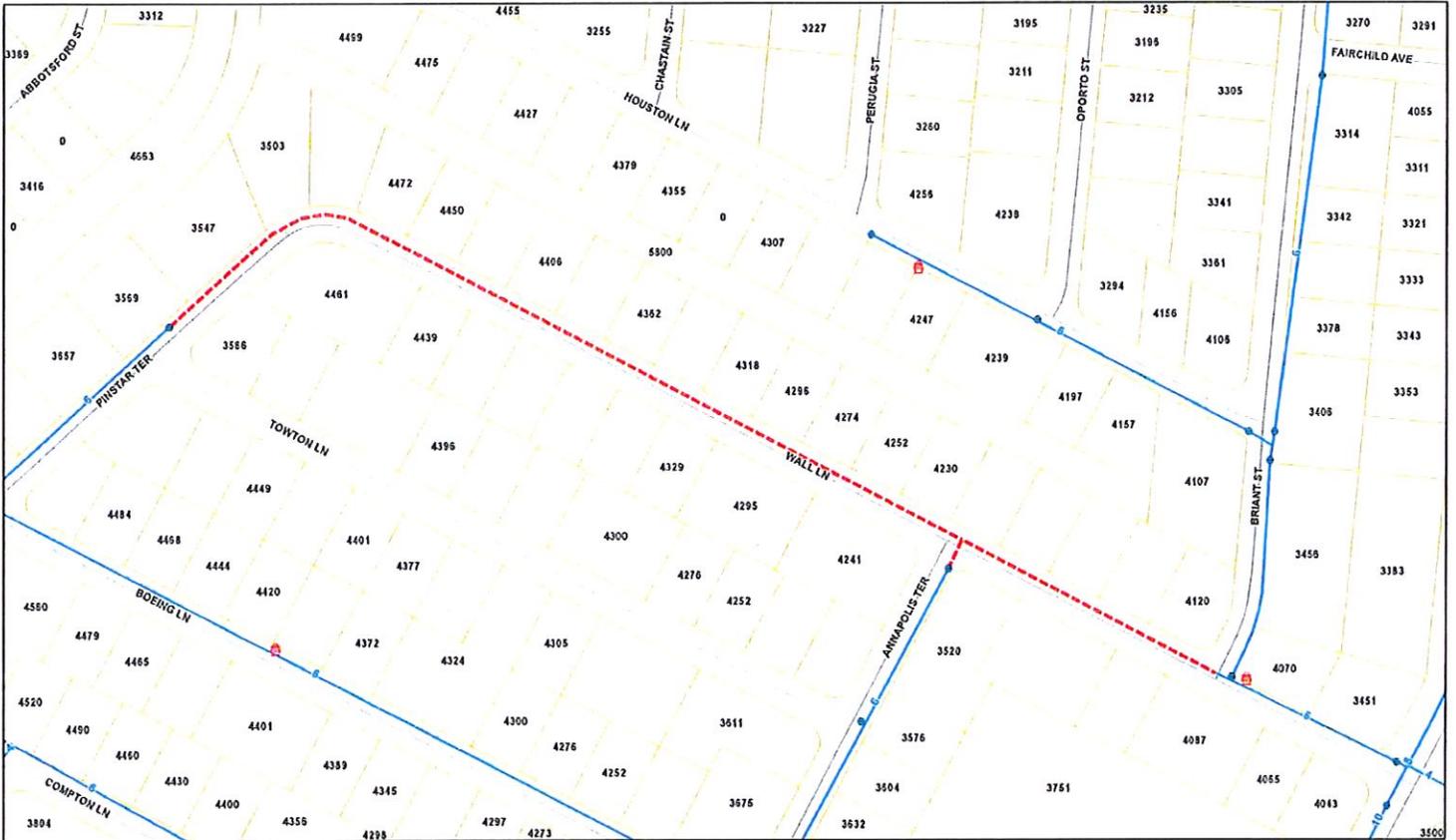




**Snowflake Ln
900 ft**

- - - - Proposed Water Main
- Existing Water Mains





- - - Proposed Water Main
- Existing Water Mains

Wall Ln
1,760 ft





Yacolt Ave
1,050 ft

- - - Proposed Water Main
- Existing Water Mains

