

CITY OF NORTH PORT

Utilities Department

North Port, Florida 34291

6644 W. Price Blvd.

CITY OF NORTH PORT

PROFESSIONAL ENGINEERING SERVICES FOR NPU NO. 2020-58

THIS IS NOT AN ORDER

1 of 3 Page:

12/13/2022

Date:

Contact Person: Mike Acosta, P.E., Engineering Manager

Contact Phone: 941-628-8079

Contact Email: macosta@northportfl.gov

Reply No Later Than: January 6, 2023 @ 2:00 p.m. (EST)

REQUEST FOR LETTERS OF INTEREST NO. 2023-09

MYAKKAHATCHEE CREEK SURFACE WATER TREATMENT PLANT RAW WATER PIPELINE AND PIPELINE INTERCONNECTION BETWEET THE GROUND STORAGE TANKS

The City of North Port Utilities Department (NPU) is currently accepting Letters of Interest from all the firms within Contract No. 2020-58, Category 1 Professional Engineering Services for NPU.

INTENT: It is the intention of NPU to secure professional engineering services to design and permit the replacement of the raw water pipeline and a new interconnect pipeline between the two ground storage tanks at the Myakkahatchee Creek Water Treatment Plant (MCWTP).

BACKGROUND/SCOPE OF SERVICES:

BACKGROUND

NPU owns and operates the MCWTP which consists of a 4.4 million gallon per day (MGD) surface water treatment plant and a 1.5 MGD reverse osmosis membrane (RO) treatment plant. The surface water portion of the plant is original with Train 1 constructed in 1964 and Train 2 constructed in 1974. The City has a multi-year capital improvement plan to begin to modernize some of the components of the MCWTP surface water treatment plant. In 2019, the City had a structural evaluation of the plant tankage from the flash mix to clearwells. The City is replacing the raw water pipeline and interconnect between the two ground storage tanks so they can be operated in series. The raw water main is an 18-inch diameter pipe approximately 330 linear feet in length and includes replacement of the pipeline from the splitter box to the flocculation chambers.

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 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 will design and permit, if necessary, the raw water pipeline and the ground storage interconnect pipeline at the MCWTP. This task will include Florida Department of Health (FDOH) permitting as well as any other permitting needed for the project.

TASK 3 – SPECIFICATIONS AND BIDDING SERVICES

The City's specifications and details will be used and any additional specifications and details necessary for the project will be supplied by the selected firm.

TASK 4 – 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 5 SERVICES DURING CONSTRUCTION AND FDOH CERTIFICATION

The firm will provide limited oversight during construction. The City will be actively involved in the inspection of the project as it proceeds. Upon completion, the firm will certify construction to FDOH, if necessary, to place the project into service.

TASK 6 – REPORT OF FINDINGS

The firm shall provide an electronic copy, and one original hard copy of their plans, technical specifications and details by 26 weeks after the Kickoff 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. 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:

- Kickoff meeting and meeting notes
- Data request list
- Attendance at progress meetings with the NPU as needed
- Design of pipelines
- Development of specifications
- Review plans and specifications with NPU, if necessary
- Engineer's estimate of probable cost
- Permit applications, if necessary
- Final design, permits (if necessary), specifications and details, twenty-six (26) weeks after Kick-off meeting
- Attend Pre-Bid meeting, if necessary
- Answer any requests for additional information during the bidding process for first phase of construction, if necessary
- Attend Pre-Construction Meeting
- Review shop drawings
- After construction, certification of construction (if necessary)
- Provide 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, if the firm believes the timeline is not realistic please say so in your response.

Firms 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 subconsultants and/or subcontractors to be used on this project.

ATTACHMENTS

1973 Plant expansion pipeline sheets (4)

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

Any questions concerning this project must be submitted via email to both Mike Acosta and Nicole Brown at macosta@northportfl.gov and nbrown@northportfl.gov, respectively no later than **December 30, 2022**.

All firms within Contract No. 2020-58 Category 1 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 January 6, 2023 AT 2:00 P.M. (EST) VIA EMAIL TO:

MIKE ACOSTA: MACOSTA@NORTHPORTFL.GOV

AND

NICOLE BROWN: NBROWN@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. 2023-09 – CITY OF NORTH PORT MYAKKAHATCHEE CREEK SURFACE WATER TREATMENT PLANT RAW WATER PIPELINE AND PIPELINE INTERCONNECTION BETWEET THE GROUND STORAGE TANKS

☐ Insufficient time to res	spond to the Request for Bid.				
☐ We do not offer this p	product/service.				
☐ Unable to meet bond/	/insurance requirements.				
☐ Specifications are unc	lear (explain below).				
☐ OTHER (please specify	y 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:					

MICHAEL ACOSTA: MACOSTA@CITYOFNORTHPORT.COM

AND

NICOLE BROWN: NBROWN@CITYOFNORTHPORT.COM

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:				
NAME (PERSON AUTHORIZED TO BIND THE COMPANY):				
SIGNATURE: DATE:				

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	u 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)			
will disc	N/A y shall review any relationships which may be prohibited under the Florida Ethics Code and qualify any vendors whose conflicts are not waived or exempt.			
BUSINESS NAME:				
NAME(PERSON AUTHORIZED TO BIND COMPANY):				
SIGNAT	URE:			

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 goods or services of any amount if, at the tim the company is on the Scrutinized Companies engaged in a boycott of Israel.	e of bidding on, submitting a propo	sal for, or entering into	o or renewing such contract,
A company is ineligible to, and may not, bid on goods or services of \$1 million or more if, at contract, the company is on the Scrutinized Collinary Petroleum Energy Sector List, created properations in Cuba or Syria.	the time of bidding on, submitting ompanies with Activities in Sudan Li	a proposal for, or ent st, the Scrutinized Com	ering into or renewing such opanies with Activities in the
operations in casa or syria.	CHOOSE ONE OF THE FOLLOWIN	<u>IG</u>	
This bid, proposal, contract or contract r on behalf of the above-named company, named company is not participating in a	and as required by Florida Statutes,		
This bid, proposal, contract or contract r on behalf of the above-named company, named company is not participating in a Scrutinized Companies with Activities in or Syria.	and as required by Florida Statutes, boycott of Israel, is not on the Scruti	section 287.135(5), I h nized Companies with	ereby certify that the above- Activities in Sudan List or the
I understand that pursuant to Florida Statute of the contract if one is entered into, and ma			
Certified By:AUTHORIZED REPRESENTATIVE SIGNA	ATURE		<u> </u>
Print Name and Title:			<u> </u>
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 renumeration.
- 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:		







