



City of Grand Island

Tuesday, November 10, 2020

Council Session

Item G-7

#2020-277 - Approving Award of Professional Engineering Consulting Services for Sanitary Sewer Rehabilitation– Various Locations; Project No. 2020-S-8

Staff Contact: John Collins, P.E. - Public Works Director

Council Agenda Memo

From: Keith Kurz PE, Assistant Public Works Director

Meeting: November 10, 2020

Subject: Approving Award of Professional Engineering Consulting Services for Sanitary Sewer Rehabilitation– Various Locations; Project No. 2020-S-8

Presenter(s): John Collins PE, Public Works Director

Background

A Request for Qualifications (RFQ) for engineering consulting services for Sanitary Sewer Rehabilitation- Various Locations of the City was advertised in the Grand Island Independent on September 3, 2020. The RFQ was also sent to sixteen (16) potential firms by the Engineering Division of the Public Works Department.

Public Works is taking a proactive approach in rehabilitating sanitary sewer throughout the City to avoid failures. This project will fix known pipe breaks on sewer mains in difficult to access locations. The first part of the engineering work will be for investigation and conceptual design. Various alternatives will be looked at to fix known issues, such as open cut repairs or pipe lining solutions. Existing conditions of the pipe with video inspections, local site conditions, and property owners will be reviewed and evaluated.

There will be future amendments for final design, bidding and construction services once a proper method for repair is established in each of the four (4) locations being evaluated.

Discussion

Two (2) submittals were opened on September 24, 2020, reviewed and scored.

Using the evaluation criteria set out in the Request for Qualifications the submittal from JEO Consulting Group, Inc. of Grand Island, Nebraska was scored as the highest ranking firm. Negotiations with the selected firm resulted in an agreed upon amount of \$28,645.00 for such services.

Funds for the consulting services are in the approved 2020/2021 Wastewater Division budget.

Alternatives

It appears that the Council has the following alternatives concerning the issue at hand. The Council may:

1. Move to approve
2. Refer the issue to a Committee
3. Postpone the issue to future date
4. Take no action on the issue

Recommendation

City Administration recommends that the Council approve the award of Professional Engineering Consulting Services for Sanitary Sewer Rehabilitation– Various Locations; Project No. 2020-S-8 to JEO Consulting Group, Inc. of Grand Island, Nebraska for an amount not to exceed \$28,645.00.

Sample Motion

Move to approve the award of the proposal.



Stacy Nonhof, Purchasing Agent

*Working Together for a
Better Tomorrow, Today*

**REQUEST FOR PROPOSAL
FOR 2021 CAPITAL IMPROVEMENT PROJECTS**

RFP DUE DATE: September 24, 2020 at 4:15 p.m.
DEPARTMENT: Public Works
PUBLICATION DATE: September 3, 2020
NO. POTENTIAL BIDDERS: 16

PROPOSALS RECEIVED

JEO Consulting Group
Grand Island, NE

HDR
Des Moines, IA

Leo A Daly
Omaha, NE

Benesch
Grand Island, NE

Olsson, Inc.
Lincoln, NE

cc: John Collins, Public Works Director
Jerry Janulewicz, City Administrator
Stacy Nonhof, Purchasing Agent

Catrina DeLosh, Admin. Asst. PW
Patrick Brown, Finance Director
Keith Kurz, Asst. Public Works Director

P2230



**AGREEMENT
BETWEEN OWNER AND ENGINEER
FOR
PROFESSIONAL SERVICES**

THIS IS AN AGREEMENT effective as of _____ (“Effective Date”) between City of Grand Island (“Owner”) and JEO Consulting Group, Inc. (“Engineer”).

Owner’s project, of which Engineer’s services under this Agreement are a part, is generally identified as follows:

Sanitary Sewer Rehabilitation at Various Locations (“Project”).

JEO Project Number: 201752.00

Owner and Engineer further agree as follows:

ARTICLE 1 - SERVICES OF ENGINEER

1.01 Scope

- A. Engineer shall provide, or cause to be provided, the services set forth herein and in Exhibit A.

ARTICLE 2 - OWNER’S RESPONSIBILITIES

2.01 Owner Responsibilities

- A. Owner responsibilities are outlined in Section 3 of Exhibit B.

ARTICLE 3 - COMPENSATION

3.01 Compensation

- A. Owner shall pay Engineer as set forth in Exhibit A and per the terms in Exhibit B.
- B. The Standard Hourly Rates Schedule shall be adjusted annually (as of approximately January 1st) to reflect equitable changes in the compensation payable to Engineer. The current hourly rate schedule can be provided upon request.

ARTICLE 4 - EXHIBITS AND SPECIAL PROVISIONS

4.01 Exhibits

Exhibit A – Scope of Services
Exhibit B – General Conditions

4.02 Total Agreement

A. This Agreement (consisting of pages 1 to 2 inclusive, together with the Exhibits identified as included above) constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

Owner: City of Grand Island

Engineer: JEO Consulting Group, Inc.



By: Roger G. Steele

By: Michael E. Schultes, PE

Title: Mayor

Title: Project Manager

Date Signed: _____

Date Signed: October 27, 2020

Address for giving notices:

Address for giving notices:

City Hall

JEO Consulting Group, Inc.

100 E. First St.

308 West 3rd Street

Grand Island, NE 68801

Grand Island, NE 68801

EXHIBIT A
Scope of Services
Grand Island Sanitary Sewer Rehabilitation – Various Locations
JEO Project No. 201752.00

PROJECT UNDERSTANDING:

The primary objective of this project is to improve the sanitary sewer system in several areas in need of rehabilitation. Proposed improvements include 3 or possibly 4 specific locations where the clay tile sanitary sewer main has cracked and crushed into an oval shape. An evaluation of pipe rehabilitation technique will be completed, but initial information suggested that open cut repairs will be necessary in tough to access sewer main locations. Project generally includes sanitary sewer video review, evaluation of rehabilitation techniques, site access and easement need identifications, possible geotechnical investigation, dewatering, sewer by-pass pumping, traffic control plans, and related needs for sewer improvement plans and specifications for these areas. A site map is included for reference.

SCOPE OF SERVICES:

1 PHASE 1: PROJECT MANAGEMENT:

1.1 GENERAL PROJECT MANAGEMENT

- a. Coordination.
 - i. Coordination with internal teams.
 - ii. Management of project scope of services and schedule.
 - iii. Coordination with sub consultants.
 - iv. Coordination of meetings with the City of Grand Island.
 - v. Coordination with ancillary jurisdictions.
 1. These include possible conflicting utility companies.
- b. Project Invoicing of work completed by JEO staff and subconsultants monthly.
- c. Monthly progress reports to be submitted with invoices monthly.

2 PHASE 2: INVESTIGATION AND PRELIMINARY DESIGN

2.1 INVESTIGATION AND CONCEPT PLANS

- a. Review sewer videos provided by the City of Grand Island.
- b. Field review sewer problem areas to determine severity of the visible existing surface conflicts. This involves contacting those property owners with the sewer main in their back yard to visit with them about the possible need to access the sewer main and to observe the likely conflicts. City will be notified and can join these field visits.
- c. Consult with a CIPP contractor to review the areas in question and assess the pros, cons, and risks of possibly using trenchless technologies for sewer repairs.
- d. Review possible by-pass pumping route.
- e. Review possible dewatering implication and discharge piping route.
- f. Review possible traffic control plan.
- g. Review need for a geotechnical investigation.
- h. Review possible easement needs.
- i. Draft concept plans showing improvements options. Concept plans to be an aerial pdf drawing of the area.

- j. Draft a concept level opinion of cost for the improvement options.
- k. Meet with City of Grand Island staff to review improvement options and the implications to the improvement techniques.
- l. Finalize concept plans based on review meeting comments.

2.2 PRELIMINARY DESIGN

- a. Perform Topographic Survey of needed areas.
 - i. Perform easement research.
 - ii. Contact affected landowners to inform them of the topo survey needs and gain site access.
 - iii. Submit One Call for utility locates.
 - iv. Obtain topographic survey showing surface and utility conflicts.
- b. Prepare Base Map of the topographic survey and easement limits into AutoCAD for use in Design.
- c. Incorporate Concept Plan improvements into AutoCAD.
- d. Draft 30% complete plans showing the anticipated limits of construction and easement needs. Plans to include either a layout or description of the by-pass pumping, dewatering, and traffic control implications. Possible detour routing maps on aerial sheets.
- e. Draft a 30% complete opinion of cost.
- f. Perform an internal 30% QA/QC of the 30% complete plans.
- g. Meet with City of Grand Island staff to review 30% plans.
- h. Revise plans based on review meeting notes.

EXCLUSIONS:

- Corps 404, wetland delineation or other environmental permitting.
- SWPPP preparation, administration, and inspections.
- Final Design, Geotechnical, Easement acquisition services, Bidding, & Construction Services (to be negotiated later).
- Any permit fees associated with permit applications.
- Special meetings and meetings not outlined in the Scope of Services.
- Additional CCTV Video. All video to be provided by the City of Grand Island.

SCHEDULE:

Anticipated NTP: November 11, 2020

2.1	Investigation and Concept Plans	30 Days from Notice to Proceed
2.2	Preliminary Design	60 Days from Concept Plan Finalization

PROJECT FEE SUMMARY:

Phase 1 Project Management	\$4,965.00
Phase 2 Investigation and Preliminary Design	\$23,680.00
Task 2.1 Investigation and Concept Plans.....	\$11,200.00
Task 2.2 Preliminary Design	\$12,480.00
 TOTAL.....	 \$28,645.00

All fees are hourly not to exceed the contract total.

JEO CONSULTING GROUP INC ■ JEO ARCHITECTURE INC

1. SCOPE OF SERVICES: JEO Consulting Group, Inc. (JEO) shall perform the services described in Exhibit A. JEO shall invoice the owner for these services at the fee stated in Exhibit A.

2. ADDITIONAL SERVICES: JEO can perform work beyond the scope of services, as additional services, for a negotiated fee or at fee schedule rates.

3. OWNER RESPONSIBILITIES: The owner shall provide all criteria and full information as to the owner's requirements for the project; designate and identify in writing a person to act with authority on the owner's behalf in respect to all aspects of the project; examine and respond promptly to JEO's submissions; and give prompt written notice to JEO whenever the owner observes or otherwise becomes aware of any defect in work.

Unless otherwise agreed, the owner shall furnish JEO with right-of-access to the site in order to conduct the scope of services. Unless otherwise agreed, the owner shall also secure all necessary permits, approvals, licenses, consents, and property descriptions necessary to the performance of the services hereunder. While JEO shall take reasonable precautions to minimize damage to the property, it is understood by the owner that in the normal course of work some damage may occur, the restoration of which is not a part of this agreement.

4. TIMES FOR RENDERING SERVICES: JEO's services and compensation under this agreement have been agreed to in anticipation of the orderly and continuous progress of the project through completion. Unless specific periods of time or specific dates for providing services are specified in the scope of services, JEO's obligation to render services hereunder shall be for a period which may reasonably be required for the completion of said services.

If specific periods of time for rendering services are set forth or specific dates by which services are to be completed are provided, and if such periods of time or date are changed through no fault of JEO, the rates and amounts of compensation provided for herein shall be subject to equitable adjustment. If the owner has requested changes in the scope, extent, or character of the project, the time of performance of JEO's services shall be adjusted equitably.

5. INVOICES: JEO shall submit invoices to the owner monthly for services provided to date and a final bill upon completion of services. Invoices are due and payable within 30 days of receipt. Invoices are considered past due after 30 days. Owner agrees to pay a finance charge on past due invoices at the rate of 1.0% per month, or the maximum rate of interest permitted by law.

If the owner fails to make any payment due to JEO for services and expenses within 30 days after receipt of JEO's statement, JEO may, after giving 7 days' written notice to the owner, suspend services to the owner under this agreement until JEO has been paid in full all amounts due for services, expenses, and charges.

6. STANDARD OF CARE: The standard of care for all services performed or furnished by JEO under the agreement shall be the care and skill ordinarily used by members of JEO's profession practicing under similar circumstances at the same time and in the

same locality. JEO makes no warranties, express or implied, under this agreement or otherwise, in connection with JEO's services.

JEO shall be responsible for the technical accuracy of its services and documents resulting therefrom, and the owner shall not be responsible for discovering deficiencies therein. JEO shall correct such deficiencies without additional compensation except to the extent such action is directly attributable to deficiencies in owner furnished information.

7. REUSE OF DOCUMENTS: Reuse of any materials (including in part plans, specifications, drawings, reports, designs, computations, computer programs, data, estimates, surveys, other work items, etc.) by the owner on a future extension of this project, or any other project without JEO's written authorization shall be at the owner's risk and the owner agrees to indemnify and hold harmless JEO from all claims, damages, and expenses including attorney's fees arising out of such unauthorized use.

8. ELECTRONIC FILES: Copies of Documents that may be relied upon by the owner are limited to the printed copies (also known as hard copies) that are signed or sealed by JEO. Files in electronic media format of text, data, graphics, or of other types that are furnished by JEO to the owner are only for convenience of the owner. Any conclusion or information obtained or derived from such electronic files shall be at the user's sole risk.

a. Because data stored in electronic media format can deteriorate or be modified inadvertently or otherwise without authorization of the data's creator, the party receiving electronic files agrees that it shall perform acceptance tests or procedures within 30 days, after which the receiving party shall be deemed to have accepted the data thus transferred. Any errors detected within the 30 day acceptance period shall be corrected by the party delivering the electronic files. JEO shall not be responsible to maintain documents stored in electronic media format after acceptance by the owner.

b. When transferring documents in electronic media format, JEO makes no representations as to long term compatibility, usability, or readability of documents resulting from the use of software application packages, operating systems, or computer hardware differing from those used by JEO at the beginning of the project.

c. The owner may make and retain copies of documents for information and reference in connection with use on the project by the owner.

d. If there is a discrepancy between the electronic files and the hard copies, the hard copies govern.

e. Any verification or adaptation of the documents by JEO for extensions of the project or for any other project shall entitle JEO to further compensation at rates to be agreed upon by the owner and JEO.

9. SUBCONSULTANTS: JEO may employ consultants as JEO deems necessary to assist in the performance of the services. JEO shall not be required to employ any consultant unacceptable to JEO.

10. INDEMNIFICATION: To the fullest extent permitted by law, JEO and the owner shall indemnify and hold each other harmless and their respective officers, directors, partners, employees, and consultants from and against any and all claims, losses, damages, and expenses (including but not limited to all fees and charges of

JEO CONSULTING GROUP INC ■ JEO ARCHITECTURE INC

engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) to the extent such claims, losses, damages, or expenses are caused by the indemnifying parties' negligent acts, errors, or omissions. In the event claims, losses, damages, or expenses are caused by the joint or concurrent negligence of JEO and the owner, they shall be borne by each party in proportion to its negligence.

11. INSURANCE: JEO shall procure and maintain the following insurance during the performance of services under this agreement:

- a. Workers' Compensation: Statutory
- b. Employer's Liability
 - i. Each Accident: \$500,000
 - ii. Disease, Policy Limit: \$500,000
 - iii. Disease, Each Employee: \$500,000
- c. General Liability
 - i. Each Occurrence (Bodily Injury and Property Damage): \$1,000,000
 - ii. General Aggregate: \$2,000,000
- d. Auto Liability
 - i. Combined Single: \$1,000,000
- e. Excess or Umbrella Liability
 - i. Each Occurrence: \$1,000,000
 - ii. General Aggregate: \$1,000,000
- f. Professional Liability:
 - i. Each Occurrence: \$1,000,000
 - ii. General Aggregate: \$2,000,000
- g. All policies of property insurance shall contain provisions to the effect that JEO and JEO's consultants' interests are covered and that in the event of payment of any loss or damage the insurers shall have no rights of recovery against any of the insureds or additional insureds thereunder.
- h. The owner shall require the contractor to purchase and maintain general liability and other insurance as specified in the Contract Documents and to cause JEO and JEO's consultants to be listed as additional insured with respect to such liability and other insurance purchased and maintained by the contractor for the project.
- i. The owner shall reimburse JEO for any additional limits or coverages that the owner requires for the project.

12. TERMINATION: This agreement may be terminated by either party upon 7 days prior written notice. In the event of termination, JEO shall be compensated by owner for all services performed up to and including the termination date. The effective date of termination may be set up to thirty (30) days later than otherwise provided to allow JEO to demobilize personnel and equipment from the site, to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble project materials in orderly files.

13. GOVERNING LAW: This agreement is to be governed by the law of the state in which the project is located.

14. SUCCESSORS, ASSIGNS, AND BENEFICIARIES: The owner and JEO each is hereby bound and the partners, successors, executors, administrators and legal representatives of the owner and JEO are hereby bound to the other party to this agreement and to the partners, successors, executors, administrators and legal representatives (and said assigns) of such other party, with respect to all covenants, agreements and obligations of this agreement.

a. Neither the owner nor JEO may assign, sublet, or transfer any rights under or interest (including, but without limitation, monies that are due or may become due) in this agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment shall release or discharge the assignor from any duty or responsibility under this agreement.

b. Unless expressly provided otherwise in this agreement: Nothing in this agreement shall be construed to create, impose, or give rise to any duty owed by the owner or JEO to any contractor, contractor's subcontractor, supplier, other individual or entity, or to any surety for or employee of any of them.

c. All duties and responsibilities undertaken pursuant to this agreement shall be for the sole and exclusive benefit of the owner and JEO and not for the benefit of any other party.

15. PRECEDENCE: These standards, terms, and conditions shall take precedence over any inconsistent or contradictory language contained in any proposal, contract, purchase order, requisition, notice to proceed, or like document regarding JEO's services.

16. SEVERABILITY: Any provision or part of the agreement held to be void or unenforceable shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon the owner and JEO, who agree that the agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

17. NON-DISCRIMINATION CLAUSE: Pursuant to Neb. Rev. Stat. § 73-102, the parties declare, promise, and warrant that they have and will continue to comply fully with Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C.A § 1985, et seq.) and the Nebraska Fair Employment Practice Act, Neb. Rev. Stat. § 48-1101, et seq., in that there shall be no discrimination against any employee who is employed in the performance of this agreement, or against any applicant for such employment, because of age, color, national origin, race, religion, creed, disability or sex.

18. E-VERIFY: JEO shall register with and use the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee pursuant to the Immigration Reform and Control Act of 1986, to determine the work eligibility status of new employees physically performing services within the state where the work shall be performed. Engineer shall require the same of each consultant.

RESOLUTION 2020-277

WHEREAS, the City Of Grand Island invited submittals for professional engineering consulting services for Sanitary Sewer Rehabilitation- Various Locations; Project No. 2020-S-8, according to the Request For Qualifications (RFQ) on file with the Engineering Division of the Public Works Department; and

WHEREAS, on September 24, 2020 submittals were received, reviewed, and evaluated in accordance with established criteria in the RFQ; and

WHEREAS, JEO Consulting Group, Inc. of Grand Island, Nebraska submitted qualifications in accordance with the terms of the Request for Qualifications and all statutory requirements contained therein and the City Procurement Code with the work performed at an amount not to exceed \$28,645.00.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF GRAND ISLAND, NEBRASKA, that the submittal from JEO Consulting Group, Inc. of Grand Island, Nebraska for professional engineering consulting services for Sanitary Sewer Rehabilitation- Various Locations; Project No. 2020-S-8 is hereby approved.

BE IT FURTHER RESOLVED, that the Mayor is hereby authorized and directed to execute such agreement on behalf of the City of Grand Island.

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Adopted by the City Council of the City of Grand Island, Nebraska, November 10, 2020.

Roger G. Steele, Mayor

Attest:

RaNae Edwards, City Clerk

Approved as to Form	☐ _____
November 6, 2020	☐ City Attorney