

## INDIVIDUAL PROJECT ORDER NUMBER 2023-03

Describing a specific Agreement between Kimley-Horn and Associates, Inc. (Kimley-Horn), and The City of Ocala (the City) in accordance with the terms of the Master Agreement for Continuing Professional Services dated September 25, 2022, which is incorporated herein by reference.

### ***Identification of Project:***

Project: Forcemain Design from LS 5 to LS 17

Client: City of Ocala

Project Manager: Alan Garri, P.E.

### ***Project Understanding:***

Under this IPO, the City has requested Kimley-Horn to design a new forcemain to route the existing wastewater flows from Lift Station (LS) No.5 to LS 17 and the required pump upgrades for LS 38, LS 88, and LS 57. The proposed improvements are as identified in recommendation No 9 of the "City of Ocala Wastewater Master Plan" dated August 2019, prepared by Kimley-Horn under a separate Project Order.

Specifically, the City has requested Kimley-Horn to prepare the construction documents and assist the City with bidding and construction phase services for the following project elements:

1. Design and permitting of approximately 9,000 linear feet of new 18-inch forcemain from LS 5 to LS 17. The design will be separated into 3 separate construction phases.
  - a. Phase 1 will consist of the FM along SW 17<sup>th</sup> Street from LS 5 to SW 18<sup>th</sup> Ave.
  - b. Phase 2 will consist of the FM along SW 17<sup>th</sup> Street from SW 18<sup>th</sup> Ave to SW 21<sup>st</sup> Circle.
  - c. Phase 3 will consist of the FM along SW 19<sup>th</sup> Ave from SW 21<sup>st</sup> Circle to LS 17.
2. Design and permitting of lift station modification plans and pump upgrades for LS No.38, LS No. 57, and LS No.88.
3. The general location and route of the proposed improvements is shown on attached Exhibit A.

### ***Specific Scope of Basic Services:***

#### Task 1 – Data Collection, Coordination, Project Management

- A. Kimley-Horn will prepare for and attend a project design kick off meeting with City Staff, District Staff, and any other stakeholders identified by the City for attendance. Project objectives, schedule, communication protocols, and base information will be discussed.
- B. Kimley-Horn will utilize relevant data collected previously for the development of the design of this project.
- C. Kimley-Horn will schedule and conduct up to 3 regular progress meetings with the attendees of the kickoff meeting. Meeting agendas and minutes will be prepared for all kickoff and progress meetings.

- D. Kimley-Horn will coordinate with the survey and geotechnical subconsultants throughout the project to facilitate the collection and review of the appropriate information associated with their scope of services.

#### Task 2 – Subconsultant and Design Support Services

Kimley-Horn will utilize a qualified local subconsultant to perform the required geotechnical services. Kimley-Horn will utilize in house electrical engineers for the electrical design of the lift station modifications. The City of Ocala will provide the survey for the project.

- A. The geotechnical subconsultant will provide the following services:
- 1) 10 soil borings at areas determined by Kimley-Horn to depths of 10 to 20 feet below existing grade along the proposed forcemain route.
  - 2) Borings will be tested per ASTM Standards and classified per the Unified Soil Classification Group System.

#### Task 3 – Engineering Design and Permitting

- A. Kimley-Horn will prepare engineering design plans, prepared to industry standards and the level of detail required by the utility provider and permitting agencies, of the proposed lift station and sewer transmission system improvements for the project. These plans will generally consist of the following elements:
- 1) Cover Sheet, Key Map, and General Notes
  - 2) Plan and Profile Sheets for the Forcemain Extension
  - 3) Lift Station Rehabilitation Design Sheets for LS No. 38, LS 57, and LS No. 88
  - 4) Utility Details
  - 5) Electrical Details
  - 6) General Construction Details
- B. Kimley-Horn will prepare and submit 60% and 90% engineering design plans for review by the City prior to completion and submission of the final engineering plans. Kimley-Horn will respond to requests for additional information associated with each submittal.
- C. Kimley-Horn will utilize Sunshine One Call to verify the name, contact person and telephone number for all utility companies located within the project area. These utility contacts will be shown on the cover sheet of the plans.
- D. Following City standard procedures, Kimley-Horn will coordinate with the identified utility owners for potential conflicts along the proposed forcemain route.
- E. Kimley-Horn will conduct the required permitting activities with the Florida Department of Environmental Protection for a Sewer Collection System Permit.
- 1) Kimley-Horn will coordinate and attend a preapplication meeting with the FDEP.

- 2) Kimley-Horn will submit form 62-604.300(8)(a) to notify/apply for the construction of a domestic wastewater collection/transition system under the general permit associated with Rule FAC 62-604.
  - 3) Kimley-Horn will respond to normal and typical requests for additional information from FDEP.
  - 4) The City will pay the Permit Application Fee
- F. Kimley-Horn will conduct the recommended permit exemption activities with the St Johns River Water Management District (SJRWMD) for an ERP Exemption Verification.
- 1) Kimley-Horn will coordinate and attend a preapplication meeting with the SJRWMD.
  - 2) Kimley-Horn will submit form 62-330.050(1) to request verification of permit exemption under Rule 62-330.051 (4)(d) to SJRWMD.
  - 3) The City will pay the permit application fee
- G. Kimley-Horn will conduct the required permitting activities with FDOT for a FDOT Utility Permit Application.
- 1) Kimley-Horn will prepare a FDOT Utility Permit application in compliance with the latest version of the FDOT Utility Accommodation Manual.
  - 2) Kimley-Horn will coordinate and attend a preapplication meeting with FDOT District 5.
  - 3) Kimley-Horn will submit a utility permit application to FDOT via the electronic permit submittal portal.
  - 4) Kimley-Horn will respond to normal and typical requests for additional information from FDOT.
  - 5) The City will pay the permit application fee
- H. Kimley-Horn will conduct the required permitting activities with CSX for Utility Crossing Application Package.
- 1) Kimley-Horn will prepare a CSX Utility Permit application.
  - 2) Kimley-Horn will coordinate and attend a preapplication meeting with CSX officials.
  - 3) Kimley-Horn will submit a utility permit application to CSX.
  - 4) Kimley-Horn will respond to normal and typical requests for additional information from CSX.
  - 5) The City will pay the permit application fee

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Task 4 – Bid Administration Assistance and Construction Phase Services

- A. Kimley-Horn will prepare bid packages consisting of plans and technical specifications. The City will provide the contractual documents for the front end of the specifications.
- B. Kimley-Horn will prepare a bid form and opinion of probable cost.
- C. Kimley-Horn will assist the City in preparing the bid advertisement.
- D. Kimley-Horn will review requests for additional information submitted by the bidding contractors and assist the City in preparing bid addenda.
- E. Kimley-Horn will review the bid responses and tabulate the results. Kimley-Horn will provide the City with a written bid tabulation record along with a selection recommendation.
- F. Kimley-Horn will attend a Pre-Construction Conference prior to commencement of Work at the Site. Kimley-Horn will provide the selected contractor with three complete sets of project documents along with copies of the appropriate permits, notices, and documents.
- G. Kimley-Horn will make up to nine site visits as directed by City in order to observe the progress of the work. Such observations will not be exhaustive or extend to every aspect of Contractor's work. Observations will to be limited to spot checking, selective measurement, and similar methods of general observation. Based on information obtained during site visits, Kimley-Horn will evaluate whether Contractor's work is generally proceeding in accordance with the Contract Documents, and Kimley-Horn will keep the City informed of the general progress of the work. The City will perform daily construction observation and inspection and provide.  

Kimley-Horn will not supervise, direct, or have control over Contractor's work, nor shall Kimley-Horn have authority to stop the Work or have responsibility for the means, methods, techniques, equipment choice and usage, schedules, or procedures of construction selected by Contractor, for safety programs incident to Contractor's work, or for any failure of Contractor to comply with any laws. Kimley-Horn does not guarantee the performance of any Contractor and has no responsibility for Contractor's failure to perform its work in accordance with the Contract Documents.
- H. Kimley-Horn will recommend to City that Contractor's work be disapproved and rejected while it is in progress if, on the basis of its observations, Kimley-Horn believes that such work will not produce a completed Project that generally conforms to the Contract Documents.
- I. Kimley-Horn will respond to reasonable and appropriate Contractor requests for information and issue necessary clarifications and interpretations of the Contract Documents. Any orders authorizing variations from the Contract Documents will be made by City.
- J. Kimley-Horn will review and approve or take other appropriate action in respect to Shop Drawings and Samples and other data which Contractor is required to submit, but only for conformance with the information given in the Contract Documents. Such review and approvals or other action will not extend to means, methods, techniques, equipment choice and usage, schedules, or procedures of construction or to related safety programs.
- K. Kimley-Horn will evaluate and determine the acceptability of substitute/"or-equal" materials and equipment proposed by Contractor in accordance with the Contract Documents.

- L. Kimley-Horn will participate in a final site visit and walk through with the City. Kimley-Horn will prepare the close out documents including as-built certifications. As-builts to be provided by the Contractor.

**Deliverables:**

Kimley-Horn will provide the following deliverables associated with this project:

1. Agendas and Minutes for all progress meetings
2. One PDF copy of the Draft Engineering Design Plans and specifications.
3. One PDF and hard copy of the Final Engineering Design Plans and specifications.
4. Copies of all permits issued under this Project Order.
5. All project close-out documentation.

**Schedule:**

Kimley-Horn will provide the services described in the Scope of Services in an expeditious manner based on an agreed upon schedule. The design and permit application submittals will be completed as expeditiously as possible.

**Additional Services if Required:**

Services not specifically stated in the scope of services above are not included. Compensation for additional services will be agreed to prior to their performance.

**FEE AND EXPENSE**


Kimley-Horn will perform the Scope of Services in for a lump sum fee of \$198,831.28. All permitting, application, and similar project fees will be paid directly by the City. A breakdown of the fee per task is provided in the Attached Table A.

Attachments: Table A

ACCEPTED:  
THE CITY OF OCALA, FLORIDA

KIMLEY-HORN AND ASSOCIATES, INC.

BY: \_\_\_\_\_

BY:  \_\_\_\_\_  
Amber L. Gartner, P.E.

TITLE: \_\_\_\_\_

TITLE: Vice President

DATE: \_\_\_\_\_

DATE: April 19, 2023






**TABLE A  
COST ESTIMATE FOR SERVICES**

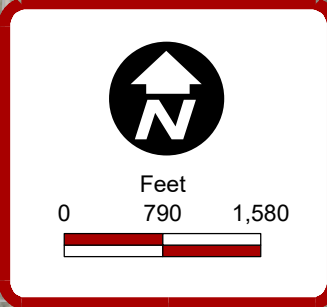
PROJECT: Force Main Extension from LS 5 to LS 17  
 CLIENT: CITY OF OCALA  
 KHA PM: Alan Garri, P.E.  
 BASIS FOR ESTIMATE: COUNCIL-APPROVED HOURLY RATES, CONTRACT #ENG/210895

SHEET: 1 of 1  
 DATE: 2/10/2023

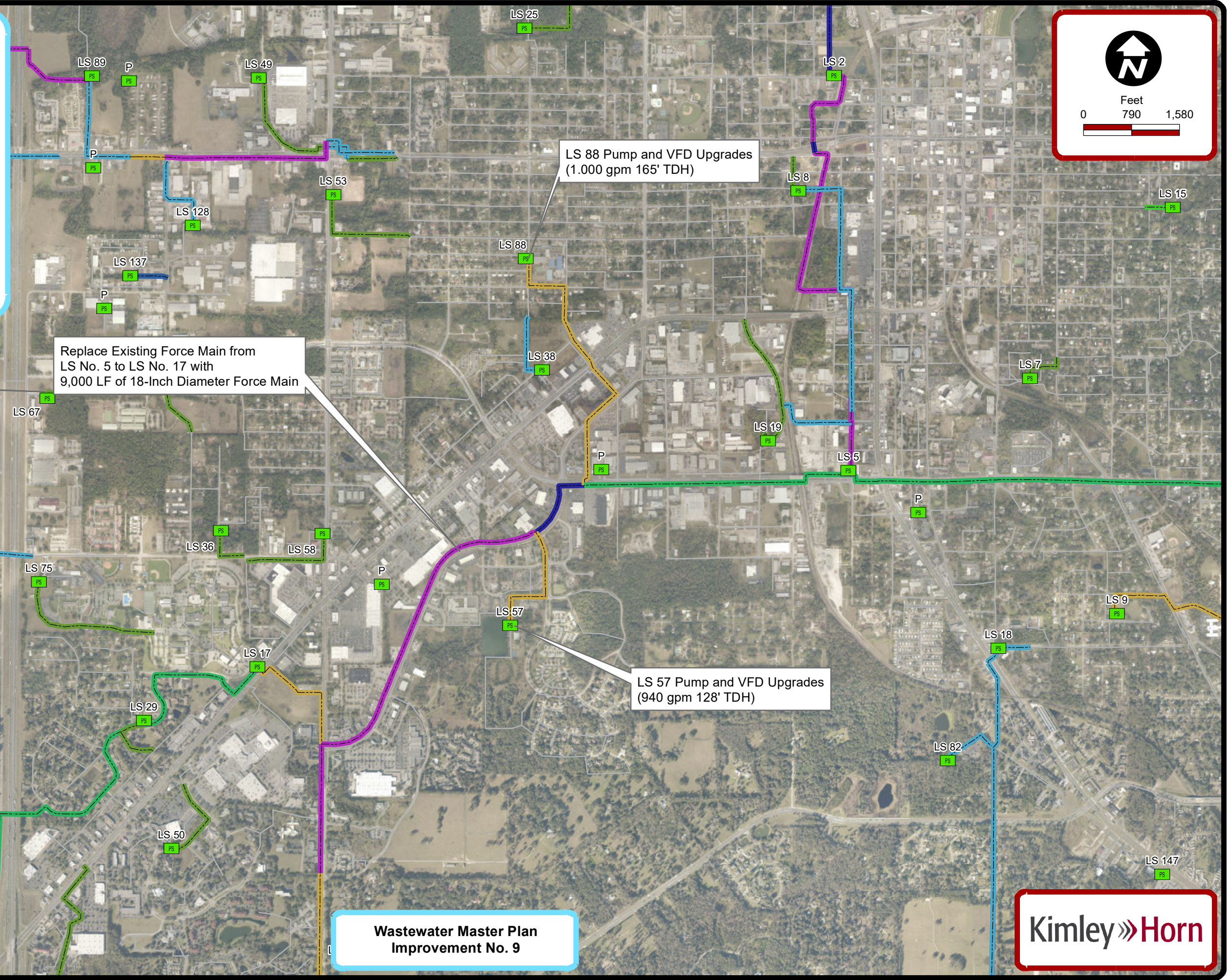
		DIRECT LABOR (MAN-HOURS)																			
NO.	DESCRIPTION	Project Manager	Chief Engineer	Senior Engineer	Project Engineer	Engineer	Engineering Intern	Chief Planner	Senior Planner	Senior Landscape Architect	Landscape Architect	Landscape Architect Intern	Chief Designer	Senior Surveyor & Mapper	Party Chief	Rod Person Chain Person	Senior Specialist	Secretary/ Clerical	LABOR HOURS	SUB (\$)	LABOR TOTAL
1.0	Data Collection, Coordination, Project Management	8	18	24	30	60	60												200.0		\$ 38,072.60
2.0	Subconsultant and Design Support Services			12	12								8						32.0	\$ 8,800.00	\$ 6,820.96
3.0	Engineering Design and Permitting	8	8	80	96	120	180					180							672.0		\$ 120,544.52
4.0	Bid Administration and Construction Phase Services	4	8	16	20	36	50												134.0		\$ 24,593.20
<b>SUB TOTAL:</b>																				<b>\$ 8,800.00</b>	<b>\$ 190,031.28</b>
<b>GRAND TOTAL:</b>																				<b>\$</b>	<b>198,831.28</b>

# CITY OF OCALA WASTEWATER MASTER PLAN

- |  |  |
|--|--|
|  WRF Location       |  12-Inch Force Main |
|  Lift Station       |  14-Inch Force Main |
|  Gravity Main       |  16-Inch Force Main |
|  2-Inch Force Main  |  18-Inch Force Main |
|  4-Inch Force Main  |  20-Inch Force Main |
|  6-Inch Force Main  |  24-Inch Force Main |
|  8-Inch Force Main  |  30-Inch Force Main |
|  10-Inch Force Main |  |



Feet  
0 790 1,580



Replace Existing Force Main from LS No. 5 to LS No. 17 with 9,000 LF of 18-Inch Diameter Force Main

LS 88 Pump and VFD Upgrades (1,000 gpm 165' TDH)

LS 57 Pump and VFD Upgrades (940 gpm 128' TDH)