

City Utility Advisory Committee

MEMORANDUM TO: COMMITTEE MEMBERS

The following Agenda of Business has been prepared for consideration and action at the Regular Meeting of the City Utility Advisory Committee on **Monday, October 7, 2013 at 5:30 P.M. in the Council Chambers, 2nd Floor - 205 North Marion Avenue, Lake City, Florida.**

1. **Call to Order**
2. **Roll Call**
3. **Approval of Agenda**
4. **Public Comments**
5. **Minutes** – Board Meeting held Monday, December 17, 2012
6. **Old Business**
None
7. **New Business**
 - a. Water & Wastewater General Engineering Services – Staff Recommendation to Publish Request for Qualifications (RFQ).
 - b. St. Margarets Wastewater Treatment Plant (WWTP) Improvements.
 - c. Wastewater treatment and effluent reuse systems - Evaluation for improvements and additional capacity.
8. **Adjournment**

SUNDAY, OCTOBER 6, 2013

**NOTICE OF MEETING
ADVISORY UTILITY COMMITTEE MEETING
CITY OF LAKE CITY**

NOTICE IS HEREBY GIVEN that the Advisory Utility Committee for the City of Lake City, Florida will hold a meeting on Monday, October 7, 2013, at 5:30 P.M., in the Council Chambers located on the second floor of City Hall at 205 North Marion Avenue, Lake City, Florida.

THE PURPOSE OF THE MEETING IS AS FOLLOWS:

- Water and Wastewater Engineering Services
- St. Margarets Wastewater Treatment Plant Improvements
- Wastewater treatment and effluent reuse systems.

All interested persons are invited to attend.

CITY COUNCIL MEETING

THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA WILL MEET ON MONDAY, OCTOBER 7, 2013 AT 7:00 P.M. IN THE COUNCIL CHAMBERS LOCATED ON THE SECOND FLOOR OF CITY HALL AT 205 NORTH MARION AVENUE, LAKE CITY, FLORIDA

All interested persons are invited to attend.

SPECIAL REQUIREMENTS: If you require special aid or services for any of the meetings identified above, as addressed in the American Disabilities Act, please contact the City Manager's Office at (386) 719-5768.

AUDREY E SIKES, MMC
City Clerk

**ADVISORY UTILITY COMMITTEE
MEETING MINUTES
December 17, 2012 * 6:00 P.M. * CITY HALL**

The Advisory Utility Committee for the City of Lake City, met on December 17, 2012 at 6:00 P.M. in the Council Chambers on the second floor of City Hall located at 205 North Marion Avenue, Lake City, Florida.

MEMBERS

- George Ward – City Council Member – Chairman
- Eugene Jefferson – City Council Member
- Grayson Cason – Assistant City Manager – absent
- Dave Clanton – Executive Director of Utilities
- Walt Graham – Contractor
- Keith Hampton – Distribution and Collection Director
- Thomas Henry – Director of Public Works
- Wendell Johnson – City Manager
- Steve Roberts – Water Plant Director – absent
- Joe Sheldon – Gas Department Director

Staff Support

- Herbert Darby - City Attorney
- Audrey Sikes – City Clerk – Committee Secretary

1. CALL TO ORDER
Chairman Ward called the meeting to order at 6:00 PM.
2. ROLL CALL
Chairman Ward asked City Clerk Audrey Sikes to call roll. Attendance is indicated above.
3. APPROVAL OF AGENDA
Mr. Johnson made a motion to approve the agenda as presented. Mr. Graham seconded the motion and the motion carried on a voice vote.
4. MINUTES – Board Meeting held Monday, October 15, 2012
Mr. Jefferson made a motion to approve the October 15, 2012 minutes as presented. Mr. Clanton seconded the motion and the motion carried on a voice vote.
5. PUBLIC COMMENTS
None
6. NEW BUSINESS
 - A. City Stormwater Utility
Mr. Clanton made a motion to move forward with site assessment for non-residential properties then to come back to Advisory Utility Committee for further discussion. Mr. Jefferson seconded the motion and the motion carried on a voice vote.

B. Training

Mr. Clanton mentioned he would like to include a line item for operators training at a cost of \$3,000. Members concurred with recommendation.

7. ADJOURNMENT

There being no further business the meeting adjourned at 6:54 PM on a motion duly made and seconded.

Audrey E. Sikes, City Clerk


Meeting Date
10-7-13

CITY ADVISORY UTILITY COMMITTEE

AGENDA	
Section	7
Item No.	A

SUBJECT: Request for Qualifications (RFQ)
Engineering Services

DEPT. / OFFICE: Utilities

Originator: Stephen A. Roberts		
City Manager Wendell Johnson	 Executive Utility Director Stephen A. Roberts	Date 10/01/13
Recommended Action: Request Council approval to seek qualifications from Florida registered firms to provide Civil and Environmental consulting engineering services in support of the need for periodic improvements to the City's water and wastewater systems.		
Summary Explanation & Background: The selected firms will enter into a basic Contract for Civil/Environmental Engineering Services with the City and will provide services to the City on an "as need" basis under Supplemental Agreements to the basic Contract.		
Alternatives: Out source on an as need basis.		
Source of Funds: To be negotiated.		
Financial Impact: N/A		
Exhibits Attached:		

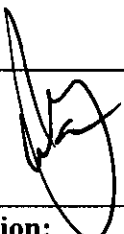
Meeting Date
10-7-13

CITY ADVISORY UTILITY COMMITTEE

AGENDA	
Section	7
Item No.	b.

SUBJECT: St. Margarets WWTP Improvements

DEPT. / OFFICE: Utilities

Originator: Stephen A. Roberts		
City Manager Wendell Johnson	 Executive Utility Director Stephen A. Roberts	Date 10/01/13
Recommended Action: Committee recommendation to City Council to approve extending Brandes Design-Build Base Bid for the St. Margarets WWTP Improvements until December 31, 2013.		
Summary Explanation & Background: The City opened bids for the subject project on August 27, 2013. Mittauer & Associates provided a recommendation to the City for contract award to Brandes Design-Build, Inc. Brandes Bid is valid for a period of 60 days thus being void on or about October 31, 2013. The City Staff has requested Brandes to extend their Bid offer for an additional period until December 31, 2013 and they have unofficially agreed. The additional time period is to allow for a thorough engineering evaluation of improvement and/or capacity expansion plans for the City's wastewater treatment and effluent reuse systems.		
Alternatives: Reject the Bid or accept the Bid. (Neither advised at the present time)		
Source of Funds: 2010 Utility Bond Revenue		
Financial Impact: \$4,299,100.00		
Exhibits Attached: Mittauer Letter "Recommendation of Award" dated 8/28/13		




MITTAUER
& ASSOCIATES, INC.
CONSULTING ENGINEERS &
PROJECT FUNDING SPECIALISTS

August 29, 2013

Via Email

580-1 WELLS ROAD
ORANGE PARK, FL 32073
PHONE: (904) 278-0030
FAX: (904) 278-0840
WWW.MITTAUER.COM

Mayor and City Council
City of Lake City
205 N. Marion Avenue
Lake City, FL 32055-3918

 10-2-13

RE: Recommendation of Award
St. Margarets WWTP Improvements
City of Lake City, Florida
Mittauer & Associates, Inc. Project No. 8904-11-2

Dear Mayor and City Council:

On August 27, 2013 at 2:00 p.m., the City opened bids for its St. Margarets Wastewater Treatment Plant Improvements project. A total of seven (7) bids were received. The bids ranged from a low of \$4,299,100.00 to a high of \$4,637,500.00 (see attached bid tabulation).


We have checked the qualifications and references of the low bidder, Brandes Design-Build, Inc., and they are satisfactory. Mittauer & Associates, Inc. has done several projects with Brandes Design-Build, Inc. and our experience has been positive. We recommend that the project be awarded as follows:

CONTRACTOR: Brandes Design-Build, Inc.
2151 NE Coachman Road
Clearwater, FL 33765
Tel: (727) 445-7544; Fax: (727) 445-7534
e-mail: kevin@brandesengineering.com

BASE BID AWARD AMOUNT: \$4,299,100.00

We look forward to providing construction phase services on this project. Contact me if you have any questions.

Sincerely yours,
Mittauer & Associates, Inc.


Timothy P. Norman, P.E.
Vice President of Environmental Services
TPN/mw
Enclosure

cc: Laurette Burks, City of Lake City [burksl@lcfla.com]
Hugh Van-Skyhawk, City of Lake City [vanskyhawkh@lcfla.com]
Steve Roberts, City of Lake City [robertss@lcfla.com]

ST. MARGARETS WWTP IMPROVEMENTS

City of Lake City, Florida

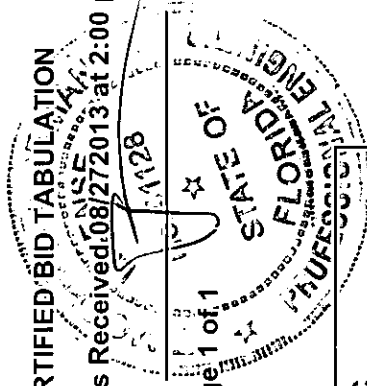
Mittauer & Associates, Inc. Project No. 8904-11-2

CERTIFIED BID TABULATION

Bids Received: 08/27/2013 at 2:00 p.m.

By: _____

Page 1 of 1



	A.	B.		C.		TOTAL BID (A+B+C)	
	Base Bid	Sand/Grit/Debris Removal from Existing Aeration and Digester Tanks		Removal and Replacement of Unsuitable Soils in Area of New Digester Tank			
		BID Unit Amt.	Unit (CY)	Bid Unit Amt	Unit (CY)		
1 Brandes Design-Build, Inc.	\$4,065,100.00	\$92.00	2,500	\$230,000.00	\$32.00	125	\$4,299,100.00
2 RTD Construction, Inc.	\$4,083,329.00	\$86.00	2,500	\$215,000.00	\$28.00	125	\$4,301,829.00
3 Ortega Industrial Contractors	\$4,008,845.00	\$148.03	2,500	\$370,075.00	\$28.80	125	\$4,382,520.00
4 TLC Diversified, Inc.	\$4,154,000.00	\$92.00	2,500	\$230,000.00	\$85.00	125	\$4,394,625.00
5 WPC Industrial Contractors LLC	\$4,256,000.00	\$55.00	2,500	\$137,500.00	\$30.00	125	\$4,397,250.00
6 Sawcross, Inc.	\$4,184,000.00	\$109.00	2,500	\$272,500.00	\$20.00	125	\$4,459,000.00
7 Wharton-Smith, Inc.	\$4,281,000.00	\$141.00	2,500	\$352,500.00	\$32.00	125	\$4,637,500.00

Katy McCrary

From: Janet OConnell
Sent: Friday, October 04, 2013 9:22 AM
To: Audrey Sikes; dgilliam@lakecityreporter.com; Eugene Jefferson; George Ward; Grayson Cason; Herbert Darby; Joe Sheldon; Joyce Bruner; Karl R. Burkhardt; Keith Hampton; Laurette Burks; Stephen Witt; Melinda Moses; Steve Roberts; Stew Lilker ; Thomas Henry; Walt Graham; Wendell Johnson; Hugh Van-Skyhawk; zackpaulk@gmail.com; zackpaulk@wal-mart.com
Cc: Katy McCrary; Diana Hunt; Marcia Bullard; Rebecca Matthews
Subject: Agenda for City Utility Advisory Committee Meeting 10-7-2013
Attachments: Utility Committee 10-7-13.pdf

Good Morning All,

Attached is the Agenda Packet for the Utility Advisory Committee Meeting scheduled for **Monday, October 7, 2013 at 5:30 PM**, Council Chambers, 2nd Floor, 205 North Marion Avenue, Lake City, Florida.

Have a good weekend.

Janet O'Connell
Administrative Assistant
City of Lake City
Wastewater Treatment Plant
527 SW St. Margarets St.
Lake City, FL 32025
(386) 758-5452 Phone
(386) 758-5462 Fax
oconnellj@lcfla.com