

ST. PETERSBURG CITY COUNCIL

Consent Agenda

Meeting of October 21, 2021

TO: The Honorable Ed Montanari, Chair and Members of City Council

SUBJECT: A Resolution authorizing the Mayor or his designee to execute Task Order No. 21-01-MCL/MP(S) to the architect/engineering agreement dated August 27, 2021 between the City of St. Petersburg, Florida and McLaren Technical Services, Inc. ("A/E") for A/E to provide data collection and review, technical peer review, an engineer's estimate and coordination with the City related to the Marina Redevelopment Project in an amount not to exceed \$176,080.96 (ECID Project No. 21077-119, Oracle No. 16695); approving a supplemental appropriation in the amount of \$177,000 from the unappropriated balance of the Marina Capital Projects Fund (4043) to the Marina Facility Improvements FY19 Project (16695); and providing an effective date.

EXPLANATION: The City would like to evaluate the cost of construction and scheduling requirements associated with the Downtown Marina Redevelopment Project for the construction to be privately contracted through the City.

This project will evaluate the structural integrity of the current seawalls, bulkheads, and surrounding structures to develop an accurate cost estimate for the redevelopment of the Central and South Basins of the St. Petersburg Municipal Marina. The A/E will review and validate the proposed scope of work provided by Safe Harbor Development and prepare a cost estimation report to be used for budgeting. This cost estimate and schedule will be used to determine the feasibility of a City initiated Marina Redevelopment Project.

On August 27, 2021, the City of St. Petersburg, Florida and McLaren Technical Services, Inc. ("A/E") entered into an architect/engineering agreement for A/E to provide miscellaneous professional services for Municipal Marinas and Port projects.

Task Order No. 21-01-MCL/MP(S) in the amount of \$176,080.96 shall provide professional engineering services including but not limited to data collection & review, technical peer review, engineer's estimate and coordination with the City for the Municipal Marina Redevelopment. Task Order includes a \$10,000 allowance to be authorized if any unforeseen conditions are experienced while performing the work.

Task Order No. 21-01-MCL/MP(S) includes the following phases and associated not to exceed costs respectively:

Data Collection & Review	\$	32,545.82	(New)
Technical Peer Review	\$	35,490.10	(New)
Engineer's Estimate	\$	58,096.54	(New)
Coordination with City	\$	39,948.50	(New)
Allowance	\$	10,000.00	(New)

Total	\$	176,080.96	
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The A/E cost estimate will be provided to Council to compare the projected cost of a City controlled Marina Redevelopment Project to the previously submitted proposal from Safe Harbor Development.

If it is decided by Council that the City will move forward with a City initiated project, an RFQ will be issued for design and construction services.

RECOMMENDATION: Administration recommends authorizing the Mayor or his designee to execute Task Order No. 21-01-MCL/MP(S) to the architect/engineering agreement dated August 27, 2021 between the City of St. Petersburg, Florida and McLaren Technical Services, Inc. (“A/E”) for A/E to provide data collection and review, technical peer review, an engineer’s estimate and coordination with the City related to the Marina Redevelopment Project in an amount not to exceed \$176,080.96 (ECID Project No. 21077-119, Oracle No. 16695); approving a supplemental appropriation in the amount of \$177,000 from the unappropriated balance of the Marina Capital Projects Fund (4043) to the Marina Facility Improvements FY19 Project (16695); and providing an effective date.

COST/FUNDING/ASSESSMENT INFORMATION: Funds will be available following a supplemental appropriation in the amount of \$177,000 from the unappropriated balance of the Marina Capital Projects Fund (4043) to the Marina Facility Improvements FY19 Project (16695).

ATTACHMENTS: Resolution
Task Order No. 21-01-MCL/MP(S)

RESOLUTION 2021-_____

A RESOLUTION AUTHORIZING THE MAYOR OR HIS DESIGNEE TO EXECUTE TASK ORDER NO. 21-01-MCL/MP(S) TO THE ARCHITECT/ENGINEERING AGREEMENT DATED AUGUST 27, 2021 BETWEEN THE CITY OF ST. PETERSBURG, FLORIDA AND MCLAREN TECHNICAL SERVICES, INC. ("A/E") FOR A/E TO PROVIDE DATA COLLECTION AND REVIEW, TECHNICAL PEER REVIEW, AN ENGINEER'S ESTIMATE AND COORDINATION WITH THE CITY RELATED TO THE MARINA REDEVELOPMENT PROJECT IN AN AMOUNT NOT TO EXCEED \$176,080.96 (ECID PROJECT NO. 21077-119, ORACLE NO. 16695); APPROVING A SUPPLEMENTAL APPROPRIATION IN THE AMOUNT OF \$177,000 FROM THE UNAPPROPRIATED BALANCE OF THE MARINA CAPITAL PROJECTS FUND (4043) TO THE MARINA FACILITY IMPROVEMENTS FY19 PROJECT (16695); AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of St. Petersburg, Florida and McLaren Technical Services, Inc. ("A/E") entered into an architect/engineering agreement on August 27, 2021 for A/E to provide miscellaneous professional services for Municipal Marina and Port Projects; and

WHEREAS, Administration desires to issue Task Order No. 21-01-MCL-MP(S) for A/E to provide data collection and review, technical peer review, an engineer's estimate and coordination with the City related to the Marina Redevelopment Project in an amount not to exceed \$176,080.96, which amount includes a \$10,000 allowance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of St. Petersburg, Florida that the Mayor or his designee is hereby authorized to execute Task Order No. 21-01-MCL-MP(S) to the architect/engineering agreement dated August 27, 2021 between the City of St. Petersburg, Florida and McLaren Technical Services, Inc. ("A/E"), for A/E to provide data collection and review, technical peer review, an engineer's estimate and coordination with the City related to the Marina Redevelopment Project in an amount not to exceed \$176,080.96.

BE IT FURTHER RESOLVED that there is hereby approved from the unappropriated balance of the Marina Capital Projects Fund (4043) the following supplemental appropriation for FY22:

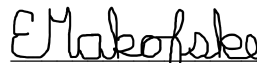
<u>Marina Capital Projects Fund (4043)</u>	
Marina Facility Improvements FY19 Project (16695)	\$177,000

This resolution shall become effective immediately upon its adoption.

Approved by:



City Attorney (Designee) 00589592



Budget Director

MEMORANDUM

CITY OF ST. PETERSBURG

Engineering and Capital Improvements Department

DATE: October 21, 2021

TO: The Honorable Ed Montanari, Chair, and City Councilmembers

FROM: Brejesh Prayman, P.E., Director
Engineering & Capital Improvements Department

RE: Consultant Selection Information
Firm: McLaren Technical Services, Inc.
Task Order No. 21-01-MCL-MP(S) in the amount of \$176,080.96

This memorandum is to provide information pursuant to City Council Policy and Procedures Manual, Chapter 3, Section I(F.) for agenda package information.

1. Summary of Reasons for Selection

The project involves site assessment, cost estimating, scope verification and scheduling for the Municipal Marina Redevelopment project by McLaren Technical Services Inc.

Safe Harbor Development has completed preliminary investigation and design of the Marina Redevelopment project and provided the City with a proposal for the developer to complete the work. The work to be done by McLaren Technical Services Inc. is an analysis of the previous assessment with cost estimation and scheduling in comparison with the Safe Harbor proposal for the work to be completed and owned by the City of St. Petersburg. Based on the time difference between the Safe Harbor Development and the current status the A/E will perform the above requested services.

McLaren Technical Services, Inc. has significant experience in the assessment, design, permitting and construction phase activities of marina and port facilities.

This is the first Task Order issued under the 2021 Master Agreement.

2. Transaction Report listing current work – See Attachment A

ATTACHMENT A

Transaction Report for

McLaren Technical Services, Inc.

Miscellaneous Professional Services for Multimodal Studies, Evaluations and Projects

A/E Agreement Effective - August 27, 2021

A/E Agreement Expiration - July 14, 2025

Task Order No.	Project No.	Project Title	NTP Issued	Authorized Amount
01	21077-119	Marina Redevelopment	Pending	
			Total:	0.00

TASK ORDER 21-01-MCL-MP(S)
MARINA REDEVELOPMENT
MUNICIPAL MARINA AND PORT PROJECTS
PROJECT NO. 21077-119

This Task Order No. 21-01-MCL-MP(S) is made and entered into this _____ day of _____, 2021, pursuant to the ARCHITECT/ENGINEERING AGREEMENT FOR MISCELLANEOUS PROFESSIONAL SERVICES dated August 27, 2021 ("Agreement") between McLaren Technical Services, Inc. ("A/E"), and the City of St. Petersburg, Florida ("City"), and upon execution shall become a part of the Agreement.

I. DESCRIPTION OF PROJECT

- The project is located at the Central Basin and South Basin of the St. Petersburg Municipal Marina.
- This work is being performed to provide the City with a construction cost estimate and construction schedule for the Safe Harbor Development, LLC Concept Marina Design if the City were to self-perform the construction for the marina.
- The scope of services provided by the A/E includes observation of structural conditions at existing structure to remain as verification of repair quantities and current conditions as compared to provided reports.

II. SCOPE OF SERVICES

The scope of services includes the following:

Task 1 – Documentation Review:

- The A/E will review the provided Concept Marina Design documents, criteria suitability, inspection findings, and overall plan.
- The A/E will coordinate with the Safe Harbor Development, LLC team and other firms that were involved with the Concept Marina Design to obtain answers to questions for the cost estimate.

Task 2 – Structural Observation:

- The A/E will visit the marina to view the condition of existing items to remain and will gather onsite information to assist with the cost estimate.
- Observations will be summarized in a brief field report to be provided to the City. The field report will comment on current conditions as compared to provided reports.

Task 3 – Engineer's Estimate:

- The A/E will develop a line item construction cost estimate and construction schedule. Quantities and unit pricing will be included in the estimate for the items listed in the Safe Harbor Development, LLC Concept Marina Design. Any items identified by the

A/E that should be considered by the City but differ from the Safe Harbor Development, LLC estimate will be included in the A/E estimate.

- Public and private data will be researched regarding construction costs and schedules for Concept components.
- The estimate will be provided in a memorandum with opinion of probable construction cost and schedule. Back-up documentation used to develop the construction cost and schedule will be provided. Documentation will include sources for researched public and private data, any information obtained from outreach to contractors, and the field report provided during Task 2.
- The target for the opinion of probable construction cost and schedule will be Estimate Class 3 or -20% to +30% expected accuracy range as shown in the table below.

ESTIMATE CLASS	Primary Characteristic	Secondary Characteristic			
	LEVEL OF PROJECT DEFINITION Expressed as % of complete definition	END USAGE Typical purpose of estimate	METHODOLOGY Typical estimating method	EXPECTED ACCURACY RANGE Typical variation in low and high ranges [a]	PREPARATION EFFORT Typical degree of effort relative to least cost index of 1 [b]
Class 5	0% to 2%	Concept Screening	Capacity Factored, Parametric Models, Judgment, or Analogy	L: -20% to -50% H: +30% to +100%	1
Class 4	1% to 15%	Study or Feasibility	Equipment Factored or Parametric Models	L: -15% to -30% H: +20% to +50%	2 to 4
Class 3	10% to 40%	Budget, Authorization, or Control	Semi-Detailed Unit Costs with Assembly Level Line Items	L: -10% to -20% H: +10% to +30%	3 to 10
Class 2	30% to 70%	Control or Bid/Tender	Detailed Unit Cost with Forced Detailed Take-Off	L: -5% to -15% H: +5% to +20%	4 to 20
Class 1	50% to 100%	Check Estimate or Bid/Tender	Detailed Unit Cost with Detailed Take-Off	L: -3% to -10% H: +3% to +15%	5 to 100

Notes:

[a] The state of process technology and availability of applicable reference cost data affect the range markedly. The +/- value represents typical percentage variation of actual costs from the cost estimate after application of contingency (typically at a 50% level of confidence) for given scope.

[b] If the range index value of "1" represents 0.005% of project costs, then an index value of 100 represents 0.5%.

Estimate preparation effort is highly dependent upon the size of the project and the quality of estimating data and tools.

Task 4 – Coordination with the City:

- At the beginning of the project the A/E will meet with the City via a virtual kickoff meeting to confirm quality and grade of key components of the provided Redevelopment Concept.
- The A/E will provide bi-weekly updates via email to the City.
- At the end of the project the A/E will meet with the City via a virtual meeting to discuss/present the results of the provided construction cost estimate, construction schedule, and site visit observations of current conditions as compared to provided reports.

III. SCHEDULE

Work under this Task Order shall begin no later than 10 days from Notice to Proceed.

The following timeframes are proposed for the various tasks:

	<u>Number of Days from NTP</u>
Task 1 – Documentation Review	10
Task 2 – Structural Observation	20
Task 4 – Engineer’s Estimate	50
Task 4 – Coordination with the City	60

IV. A/E'S RESPONSIBILITIES

- The A/E will provide a construction cost estimate and schedule for the Safe Harbor Development, LLC Concept Marina Design if the City were to self-perform the construction for the marina.

V. CITY'S RESPONSIBILITIES

- The City will provide access to documentation for the Safe Harbor Development, LLC Concept Marina Design.
- The City will provide points of contact for the Safe Harbor Development, LLC team and other firms that were involved with the Concept Marina Design for questions from the A/E.
- The City will provide digital versions of the drawing files used to create the conceptual drawings, in AutoCAD format.
- The City will provide contractor bid sheets (all responding) for City projects over the past three years, in spreadsheet format.
- The City will provide overall project schedules as related to procurement processes that will affect the timing of repairs to existing structure for the South Basin. Additional time until repairs are made is expected to result in more extensive corrosion and deterioration of South Basin structures which will translate to additional repair costs.

VI. DELIVERABLES

- Task 1 – Documentation Review – No Deliverables
- Task 2 – Structural Observation – Provide a short field report summarizing observations and commenting on current conditions as compared to provided reports.
- Task 3 – Engineer’s Estimate – Provide a memorandum with probable construction cost and schedule. Provide back-up documentation used to develop the construction cost and schedule. Documentation will include sources for researched public and private data, any information obtained from outreach to contractors, and the field report provided during Task 2.

Task 4 – Coordination with the City – Provide the City meeting minutes via email for the virtual kickoff meeting and virtual results meeting. Provide the City bi-weekly updates via email.

VII. A/E'S COMPENSATION

For Tasks 1 through 4, the City shall compensate the A/E the lump sum amount of \$166,080.96.

This Task Order establishes an allowance in the amount of \$10,000 for additional services not identified in the Scope of Services. Additional services may be performed only upon receipt of prior written authorization from the City and such authorization shall set forth the additional services to be provided by the A/E. The cost for any additional services shall not exceed the amount of the allowance set forth in this Task Order.

The total Task Order amount is **\$176,080.96**, per Appendix A.

VIII. PROJECT TEAM

McLaren Technical Services, Inc. – Primary Consultant, Project Management and Marine Cost Estimating

Applied Technology & Management Inc. - Subconsultant, Marine Cost Estimating

McKim & Creed - Subconsultant, Site Civil/Upland Cost Estimating

Hall Engineering Group - Subconsultant, Utility Systems (Marina) Cost Estimating

IX. MISCELLANEOUS

In the event of a conflict between this Task Order and the Agreement, the Agreement shall prevail.

IN WITNESS WHEREOF the Parties have caused this Task Order to be executed by their duly authorized representatives on the day and date first above written.

ATTEST

CITY OF ST. PETERSBURG, FLORIDA

By: _____
Chandrasana Srinivasa
City Clerk

By: _____
Brejesh Prayman, P.E., Director
Engineering & Capital Improvements

(SEAL)

APPROVED AS TO FORM FOR CONSISTENCY
WITH THE STANDARD TASK ORDER.
NO OPINION OR APPROVAL OF THE SCOPE
OF SERVICES IS BEING RENDERED BY
THE CITY ATTORNEY'S OFFICE

By: _____
City Attorney (Designee)

McLaren Technical Services, Inc.
(Company Name)

By: Stephen A. Famularo
(Authorized Signatory)

Stephen Famularo, PE, D.PE
Vice President – Marine Engineering

(Printed Name and Title)

Date: September 27, 2021

WITNESSES:

By: Andrew Habel
(Signature)

Andrew Habel, P.E., S.E.

(Printed Name)

By: William J. McCarthy III
(Signature)

William J. McCarthy III

(Printed Name)

APPENDIX A
Work Task Breakdown
City of St. Petersburg
Marina Redevelopment
Project No. 21077-119

I. Manpower Estimate: All Tasks

Direct Labor Rates Classifications		Principal	Lead Technical Specialist	Senior Associate	Associate	Sr. Engineer	Staff Engineer	Engineer I/II	Project Coordinator	Total Hours	Labor Cost
Direct Salary		\$ 80.92	\$ 65.00	\$ 64.74	\$ 62.64	\$ 48.10	\$ 38.46	\$ 33.50	\$ 27.71		
Multiplier 2.97		\$ 159.41	\$ 128.05	\$ 127.54	\$ 123.40	\$ 94.76	\$ 75.77	\$ 66.00	\$ 54.59		
Billing Rates ¹		\$ 240.33	\$ 193.05	\$ 192.28	\$ 186.04	\$ 142.86	\$ 114.23	\$ 99.50	\$ 82.30		
TASK											
1	Documentation Review	2		8	24	16		64	24	138	\$ 17,112.82
2	Technical Peer Review	2			32	16		40	8	98	\$ 13,358.10
3	Engineer's Estimate	2			20		16	144	8	190	\$ 21,015.54
4	Coordination with The City	10			54		8	72	24	168	\$ 22,502.50
Totals		16	0	8	130	32	24	320	64	594	\$ 73,988.96

II. Fee Calculation


Task	Labor Cost	Expenses ²	Subconsultant Services	Mark-up on Subconsultant Services ³	Total Cost Without Allowance
1	\$17,112.82	\$0.00	\$14,030.00	\$1,403.00	\$32,545.82
2	\$13,358.10	\$0.00	\$20,120.00	\$2,012.00	\$35,490.10
3	\$21,015.54	\$0.00	\$33,710.00	\$3,371.00	\$58,096.54
4	\$22,502.50	\$0.00	\$15,860.00	\$1,586.00	\$39,948.50
Total	\$73,988.96	\$0.00	\$83,720.00	\$8,372.00	\$166,080.96

III. Fee Limit

Lump Sum Cost	\$166,080.96
Allowance⁴	\$10,000.00
Total:	\$176,080.96

IV. Notes:

1. Rates and Multiplier per contract.
2. Project expenses are included in hourly rates (per contract).
3. Includes 10 percent markup of SUBCONSULTANT (per contract).
4. Allowance to be used only upon City's written authorization.

 <div style="text-align: center;"> -- City of St. Petersburg Authorization Request -- General Authorization </div>					Request #
					130058
Name:	Johnson, Sarah B	Request Date:	07-OCT-2021	Status:	APPROVED

Authorization Request	
Subject:	Council - 10/21
Message:	21077-119 - McLaren - Marina Re-Development - Task Order
Supporting Documentation:	McLaren - Marina Re-Development - Task Order - Final.pdf

	Approver	Completed By	Response	Response Date	Type
0	Johnson, Sarah B		SUBMITTED	07-OCT-2021	
1	Prayman, Brejesh B	Prayman, Brejesh B	APPROVE	07-OCT-2021	User Defined
2	McKee, Stacey Pevzner	Griffin, Christopher Michael	APPROVE	07-OCT-2021	User Defined
3	Tankersley, Claude Duval	Tankersley, Claude Duval	APPROVE	08-OCT-2021	User Defined