

**BOARD OF PUBLIC WORKS AND SAFETY
Agenda Request Form**

(Form B-01-2012)

Organizations and individuals are asked to submit a request form and supporting documents to be placed on the agenda. You will be contacted by the City confirming the date of the meeting in which your request will be heard. Please make sure that your contact information is accurate in case we need to get in touch with you. The Board of Works meets on the 1st and 3rd Monday of each month at 5:00 p.m. in City Hall located at 70 E. Monroe Street.

Date Submitted:	11/08/21		
Contact Information:			
Requested by:	Sally Brown		
On Behalf of Organization or Individual			
		Wessler Engineering	
Telephone:	317-736-3640		
Email address:	sbrown@franklin.in.gov		
Mailing Address:	796 South State Street, Franklin, IN 46131		
Describe Request			
Asking for approval of Task Order No. 12 for Wessler Engineering to prepare bid package/provide bid phase services for the US 31 Sanitary Sewer Interceptor Rehabilitation Project (pre-design construction cost estimate \$1,340,000) in an amount not to exceed \$77,700.00.			
List Supporting Documentation Provided:			
Task Order #12			
Photos of Sanitary Sewer Condition			
Who will present the request?			
Name:	Brent Siebenthal, Wessler Engineering	Telephone:	317-788-4551

In order for an individual and/or agency to be considered for new business on the Board of Works agenda, this reservation form and supporting documents must be received in the Mayor's office no later than 4:00 p.m. on the Wednesday before the meeting.

TASK ORDER

Project: On-Call Wastewater Engineering Services
Task Order No: 12 – US 31 Sanitary Sewer Interceptor Rehabilitation Bid Package
Issued To: Wessler Engineering, Inc.

All work shall be performed in accordance with the Agreement between the City of Franklin, Indiana (OWNER) and Wessler Engineering executed May 5, 2014.

I. Project Description

Prepare a bid package for the rehabilitation of the US 31 Sanitary Sewer Interceptor including point repairs and approximately 9,200 LF of 8-inch to 24-inch cured-in-place pipe (CIPP) lining and bypass flow management. Provide bid phase services to assist OWNER in the procurement of a construction contract to perform this work.

II. Scope of Services – Basic Services

1. Prepare a draft bid package for the PROJECT consisting of front end documents, technical specifications, schedules of work, and construction plans.
2. Coordinate with CIPP contractor(s) regarding the required number and extent of point repairs required in order for the CIPP lining to be completed.
3. Coordinate with bypass flow contractor regarding the requirements and estimated costs for bypass flow management during construction.
4. Call in utility locates and perform topographic surveys at point repair locations for the development of point repair site plans.
5. Determine the properties where rights of entry may be required to support construction access and construction.
6. Review draft bid package with OWNER. Address OWNER review comments and prepare final bid package.
7. Assist in advertising for and obtaining Bids for the Work.
8. Maintain a record of prospective Bidders to whom Bid Documents have been issued. Coordinate and process prospective Bidders payments for the Bid Documents.
9. Conduct a pre-Bid conference and prepare minutes of the meeting for distribution.
10. Respond to Bidder's questions and issue Addenda as appropriate to clarify, correct, or change the Bid Documents.
11. Provide information or assistance needed by OWNER in the course of any negotiations with Bidders.
12. Consult with OWNER as to the acceptability of subcontractors, suppliers, and other individuals and entities proposed by Bidders for those portions of the Work as to which such acceptability is required by the Bid Documents.

13. Attend the Bid opening, prepare Certified Bid tabulation, and assist OWNER in evaluating Bids. Prepare and submit a Bid Summary letter to OWNER.
14. Assemble and assist OWNER in awarding contract documents for the Work.
15. Prepare a Notice of Award to the successful contractor, award instruction letter, and Construction Agreement.

III. Project Schedule

Submit Draft Bid Package - December 22, 2021
Submit Final Bid Package - January 10, 2021

Present to Board of Works for Approval to Advertise for Bid – January 17, 2021

The above schedule assumes execution of this task order on November 15, 2021.

IV. Compensation

Compensation for Basic Services as defined in Article II shall be based on the actual labor and expenses incurred in performing the services at the Engineer's Hourly Rate and Reimbursable Expense Schedule in effect at the time the services are performed, at an estimated fee not-to-exceed \$77,700.00.

V. Project Staff

The anticipated Project Staff is listed below. As the work items performed under this Task Order can vary, other Staff may be utilized depending upon the assignment and the area of specialty of the Wessler Staff.

Principal Engineer	Brent Siebenthal, P.E.
Project Manager	Joe Bartos, P.E.
Engineer	Aaron Payne, E.I.
Field Services Manager II	Brad Robertson

Accepted By:

WESSLER ENGINEERING, INC.



Brent A. Siebenthal, P.E.
President

Attest: _____

Joe Bartos, P.E.
Project Manager

Date: November 15, 2021

ADDRESS FOR GIVING NOTICE:

Wessler Engineering, Inc.
6219 S. East Street
Indianapolis, IN 46227

Authorized By:

CITY OF FRANKLIN, INDIANA



Honorable Steve Barnett, Chairman
Board of Public Works & Safety

Attest: _____

Jayne Rhoades
Clerk-Treasurer

Date: _____, 2021

ADDRESS FOR GIVING NOTICE:

City of Franklin
Department of Public Works
796 South State Street
Franklin, Indiana 46131

FEE JUSTIFICATION

<u>FEE JUSTIFICATION</u>	MAW	ADG	ANW	JB	BAR	JRW	ALA	RLN	JWN	CAS	REM	DMK
Project Name: US 31 Interceptor Rehabilitation	BAS	JMW	SAA	NKC				DCT				
	MKA	JKB	MQT									
Project Number:	RWH		RGL									
	DLL		ACH									
Project Manager: JKB	CAH		AJP									
Prepared By: BAS												
Reviewed By:												
Total Hours	28	119	196	8	40	72	12	4	4	48	48	22

[illegible][illegible]

LABOR AND EXPENSE	
	\$77,683.00

\$76,455.00

TOTAL LABOR & EXPENSE

\$77,683.00