

SEWER AUTHORITY MID-COASTSIDE

RESOLUTION NO. 2-95

A RESOLUTION APPROVING AND AUTHORIZING EXECUTION OF CONTRACT FOR ENGINEERING ASSISTANCE FOR REMOVAL OF THE MONTARA PUMP STATION UNDERGROUND FUEL STORAGE TANK AND INSTALLATION OF AN ABOVE GROUND FUEL STORAGE TANK

RESOLVED, by the Board of Directors of the Sewer Authority Mid-Coastside, San Mateo County, California, as follows:

WHEREAS, this Board desires to remove the Sewer Authority Mid-Coastside (Authority) Montara Pump Station underground fuel storage tank and install an above ground fuel storage tank; and

WHEREAS, there has been presented to this Board a proposed contract by and between the Authority and John Carollo Engineers for engineering assistance for removal of the Montara Pump Station underground fuel storage tank and installation of an above ground fuel storage tank;

NOW, THEREFORE, IT IS FOUND, DETERMINED AND ORDERED as follows:

1. The above recitals are true and correct.
2. That certain contract entitled "Engineering Assistance for Removal of the Montara Pump Station Underground Fuel Storage Tank and Installation of an Above Ground Fuel Storage Tank", by and between the Authority and John Carollo Engineers is hereby approved by this Board.
3. The Chairperson is hereby authorized and directed to execute the contract on behalf of the Authority, and the Secretary is hereby authorized and directed to countersign same.

* * * * *

I hereby certify that the foregoing is a full, true and correct copy of the Resolution duly passed and adopted by the Board of Directors of the Sewer Authority Mid-Coastside, San Mateo County, California, at a regular Board meeting thereof held on the 24th day of April, 1995, by the following vote of its members:

AYES, Members: **Okonek, Pastorino, Donovan, Wall, Briody.**

NOES, Members: **None.**

ABSENT, Members: **Prosser.**

ABSTAIN, Members: **Hall.**


Chairperson
Sewer Authority Mid-Coastside


Secretary
Sewer Authority Mid-Coastside

TASK ORDER NO. 10

ENGINEERING ASSISTANCE FOR REMOVAL OF THE MONTARA PUMP
STATION UNDERGROUND FUEL STORAGE TANK AND INSTALLATION OF AN
ABOVE GROUND FUEL STORAGE TANK

SEWER AUTHORITY MID-COASTSIDE
AND
JOHN CAROLLO ENGINEERS

This Task Order No. 10 is issued by the Sewer Authority Mid-Coastside (Authority) and accepted by John Carollo Engineers (Engineer) pursuant to the mutual promises, covenants and conditions contained in the Agreement between the above named parties dated October 18, 1991.

PURPOSE

To provide needed engineering services related to assisting the Authority in removing the underground fuel storage tank at the Montara Pump Station and installing an above ground fuel storage tank..

SCOPE OF SERVICES

The scope of services consist of the following tasks:

Task 1 - Review of Vendor Request for Proposal (RFP).

Assist Authority staff in preparing a request for proposal for competitive bidding by selected vendors. Assistance will be limited to reviewing Authority's RFP for biddability and completeness.

The RFP will identify requirements for removal of the existing Montara Pump Station 2000 gallon underground fuel storage tank and the installation of a 500 gallon above ground fuel storage tank.

Task 2 - Review Vendor Bids and Select Vendor.

Review vendor bids for completeness and verify that the bid proposal has adequately responded to the RFP. Provide input to Authority staff in selecting a vendor based on the bids received:

Task 3 - Prepare Contract.

Assist Authority staff by providing an example contract and reviewing the vendor contract prepared by Authority staff.

Task 4 - Review Vendor Submittal.

Perform technical review of vendor submittal.

Task 5 - Site Visits.

Perform two site visits to inspect the diesel tank installation.

EFFECTIVE DATE

Task Order No. 10 is effective as of April 24, 1995 .

PAYMENT TO ENGINEER

Payment to the Engineer shall be on an hourly basis in accordance with the fee schedule included in the attached April 18, 1995 proposal from John Carollo Engineers. A budget cost ceiling, as detailed in the attached proposal Cost Estimate table, is hereby established for Engineer's services and will not be exceeded except for Authority requested changes in Engineer's services.

TIME OF COMPLETION

Task Order No. 10 shall be completed within 60 days following the Authority's notice to proceed.

IN WITNESS WHEREOF, duly authorized representatives of the Authority and the Engineer have executed Task Order No. 10 by the Authority and acceptance by the Engineer.

JOHN CAROLLO ENGINEERS

SEWER AUTHORITY MID-COASTSIDE

By Walter A. Bishop
Walter A. Bishop
Partner

By Bonnie A. Maybury Okonek
Bonnie Okonek
Authority Board Chairperson

By Janet P. ...
Partner

By Lou Waki
Lou Waki
Authority Board Secretary



JOHN CAROLLO ENGINEERS

PHOENIX, AZ • WALNUT CREEK, CA
SANTA ANA, CA • EL PASO, TX
SAN BERNARDINO, CA • VISALIA, CA
SAN DIEGO, CA • BAKERSFIELD, CA
FRESNO, CA • SALT LAKE CITY, UT
SACRAMENTO, CA • SAN JOSE, CA
LAS VEGAS, NV • PORTLAND, OR

RECEIVED

APR 19 1995

SEWER AUTHORITY MID-COASTSIDE

April 18, 1995

Sewer Authority Mid-Coastside
1000 N. Cabrillo Highway
P. O. Box 3100
Half Moon Bay, CA 94019

Attention: Mr. Gary Valladao, Manager

Subject: Proposal for Engineering Services - Montara Pump Station

Gentlemen:

Thank you for requesting our proposal for services related to assisting Sewer Authority Mid-Coastside (SAM) in replacing the diesel fuel storage tank at the Montara Pump Station.

Per our discussions on April 5, we understand that SAM intends to solicit bids from at least three vendors to design and construct the replacement tank. The underground fuel tank will be replaced with an above ground tank. Our scope of services will include assistance to SAM staff, but they will not include preparation of design documents. Specifically, our proposed scope will consist of the following tasks:

Task 1 - Review of Vendor Request for Proposal (RFP). Assist SAM staff in preparing a request for proposals for competitive bidding by selected vendors. Assistance will be limited to reviewing SAM's RFP for biddability and completeness.

Task 2 - Review Vendor Bids and Select Vendor. Review vendor bids for completeness and verify that the bid proposal has adequately responded to the RFP. Provide input to SAM staff in selecting a vendor based on the bids received.

Task 3 - Prepare Contract. Assist SAM staff by providing an example contract and reviewing the vendor contract prepared by SAM staff.

Task 4 - Review Vendor Submittal. Perform technical review of vendor submittal.

Task 5 - Site Visits. Perform two site visits to inspect the diesel tank installation.

Mr. Gary Valladao, Manager
Sewer Authority Mid-Coastside
April 18, 1995
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Our proposal cost ceiling for this project is \$4,600. Please refer to the attached cost breakdown.

Please call if you have any questions.

Very truly yours,

JOHN CAROLLO ENGINEERS


Walter A. Bishop, Jr.


Michael J. Britten

WAB:MJB:dlt

Sewer Authority Mid-coastside Montara Pump Station Fuel Tank Replacement

COST ESTIMATE

John Carollo Engineers

18-Apr-95

Task	Partner	Project Manager EVIII	Engineer EII	Structural Engineer EV	Electrical Engineer EV	Inspector EA5	Drafter	Word Processor	Total	Cost
1 - Review Vendor RFP's		4					2	1	7	\$766
2 - Review Vendor Bids		2						1	3	346
3 - Assistance in Preparing Contract	1	2						1	4	511
4 - Review Vendor Submittal		2	4	4	4			1	15	1,531
5 - Site Visits						16		2	18	1,422
Totals	1	10	4	4	4	16	2	6	47	\$4,600
										(rounded)
Fee Schedule Rates	\$165.00	141.5	\$77.75	109.25	109.25	\$81.00	\$68.50	\$62.75		

JOHN CAROLLO ENGINEERS
FEE SCHEDULE

As of March 1, 1995
Northern California

	<u>Hourly Rate</u>
Engineers/Scientists (E/S)	
(E/S) I	\$63.75
(E/S) II	77.75
(E/S) III	87.75
(E/S) IV	96.25
(E/S) V	109.50
(E/S) VI	121.00
(E/S) VII	128.75
(E/S) VIII	141.50
Partner	165.00
Engineering Aides (EA)	
(EA) I	33.00
(EA) II	52.25
(EA) III	60.75
(EA) IV	69.00
(EA) V	81.00
(EA) VI	90.00
(EA) VII	102.75
Engineering Technicians (ET)	
(ET) I	43.50
(ET) II	45.00
(ET) III	55.50
(ET) IV	60.25
(ET) V	68.50
(ET) VI	77.75
(ET) VII	85.25
Support Staff	
Office Aides	27.25
Clerical	41.75
Word Processor	62.75
Computer	
Computer Equipment (PC)	10.00
Word Processor (Processing Time)	10.00
CAD/Graphics (Processing Time)	15.00