

Agmt

RESOLUTION NO. 2013-784

**A RESOLUTION APPROVING AN AGREEMENT FOR PROFESSIONAL DESIGN-BUILD SERVICES IN THE AMOUNT OF \$180,000 BETWEEN THE CITY OF TAMPA AND SOLUTIONWERKS, INC., IN CONNECTION WITH CONTRACT NO. 13-C-00024; HOWARD F. CURREN AWTP NO. 2 HIGH PURITY OXYGEN GENERATOR REHABILITATION DESIGN-BUILD PROJECT; AUTHORIZING THE MAYOR OF THE CITY OF TAMPA TO EXECUTE SAME; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, via the competitive selection process in accordance with Florida Statutes Section 287.055, Consultants' Competitive Negotiation Act and consistent with Federal procurement policies, the City of Tampa (CITY) selected SOLUTIONWERKS, Inc., (FIRM) to provide professional Design-Build services in connection with Contract 13-C-00024; Howard F. Curren AWTP No. 2 High Purity Oxygen Generator Rehabilitation, (PROJECT) as detailed in the Agreement for Initial Design-Build services (AGREEMENT); and

**WHEREAS**, the CITY desires to enter into an agreement with the FIRM to provide certain professional Design-Build services; and

**WHEREAS**, it is in the best interest of the City of Tampa to enter into this AGREEMENT.

**NOW, THEREFORE,**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TAMPA, FLORIDA:**

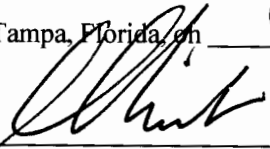
**Section 1.** That the Agreement for Design-Build services between the City of Tampa and SOLUTIONWERKS, Inc. in connection with Contract 13-C-00024; HFC AWTP No. 2 High Purity Oxygen Generator Rehabilitation as detailed in said AGREEMENT, a copy of which is attached hereto and made part hereof, is authorized and approved in its entirety or in substantially similar form.

**Section 2.** That the Mayor of the City of Tampa is authorized and empowered to execute, and the City Clerk to attest and affix the official seal of the City of Tampa to, said AGREEMENT on behalf of the City of Tampa.

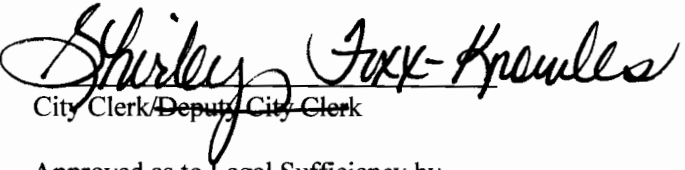
**Section 3.** That funds in the amount of \$180,000 for these services are available for the PROJECT in the Budget of the City of Tampa for the Fiscal Year ending September 30, 2014, from the Wastewater Capital Construction Fund Account.

**Section 4.** That other proper officers of the City of Tampa are authorized to do all things necessary and proper in order to carry out and make effective the provisions of this Resolution, which shall take effect immediately upon its adoption.

**PASSED AND ADOPTED** by the City Council of the City of Tampa, Florida, on OCT 17 2013.

  
\_\_\_\_\_  
Chairman/~~Chairman Pro Tem~~, City Council

ATTEST:

  
\_\_\_\_\_  
City Clerk/~~Deputy City Clerk~~

Approved as to Legal Sufficiency by  
Justin R. Vaske, Assistant City Attorney

**AGREEMENT FOR DESIGN-BUILD SERVICES**  
**Initial Design-Build**

THIS AGREEMENT, made and entered into at Tampa, Florida, this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_, by and between the CITY OF TAMPA, a municipal corporation of the State of Florida, hereinafter referred to as "CITY", the address of which is 315 East Kennedy Boulevard, Tampa, Florida 33602, and SOLUTIONWERKS, INC., a corporation existing under the laws of the State of Pennsylvania, hereinafter referred to as "FIRM", the address of which is 1150 Glenlivet Drive, Suite C-30, Allentown, PA 18106-3127.

**WITNESSETH:**

**WHEREAS**, the CITY desires to engage the FIRM to perform certain professional engineering services pertinent to such work which shall be referred to as Contract 13-C-00024; Howard F. Curren AWTP No. 2 High Purity Oxygen Generator Rehabilitation "PROJECT" in accordance with this Agreement; and

**WHEREAS**, the FIRM desires to provide such Design-Build services in accordance with this Agreement.

**NOW, THEREFORE**, in consideration of the mutual covenants, promises, representations and considerations to be kept, performed and paid, the parties hereto agree for themselves, their successors and assigns, as follows:

**I. GENERAL SCOPE OF THIS AGREEMENT**

A. The relationship of the FIRM to the CITY shall be that of an independent professional Design-Builder for the PROJECT; and the FIRM shall provide the professional design-build and technical services required under this Agreement in accordance with acceptable architectural/engineering/construction practices and ethical standards.

B. Any additional services to be provided by the FIRM after completion of the initial Design-Build services shall be set out in detail by subsequent Agreement.

C. The Guaranteed Maximum Price proposal to be prepared and provided by the FIRM in accordance with this Agreement shall be used as a basis for negotiating the future Agreement for Construction Services. A Construction Fee not to exceed six percent (6%) shall be used in the calculation of the Total Project Cost.

D. The scope of services to be provided is indicated in **Exhibit A**.

**II. DATA AND SERVICES TO BE PROVIDED BY THE CITY**

The CITY shall provide:

A. Available plans and specifications of existing construction.

B. Ground topography.

**III. PERIOD OF SERVICE**

A. The FIRM shall begin work promptly after receipt of a fully executed copy of the Agreement. All work shall be completed within 136 days after issuance of the Notice to Proceed.

B. The FIRM's services called for under this Agreement shall be completed provided that, if the FIRM's services are delayed for reasons beyond the FIRM's control, the time of performance shall be adjusted appropriately.

**IV. GENERAL CONSIDERATIONS**

A. All original sketches, tracings, drawings, computations, details, design calculations, specifications and other documents and plans that result from the FIRM's services under this Agreement shall become and remain the property of the CITY upon receipt of payment by the FIRM from the CITY for services rendered in connection with the preparation of said sketches, tracings, etc. Where such documents are required to be filed with governmental agencies, the FIRM will furnish copies to the CITY upon request.

B. The CITY acknowledges that the materials cited in Paragraph IV. A. above, which are provided by the FIRM, are not intended for use in connection with any project or purpose other than the PROJECT and purpose for which such materials were prepared without prior written consent and adaptation by the FIRM shall be at the CITY's sole risk, and the FIRM shall have no responsibility or liability therefor.

C. Any use by the CITY of such materials in connection with a project or purpose other than that for which such materials were prepared without prior written consent and adaptation by the FIRM shall be at the CITY's sole risk, and the FIRM shall have no responsibility or liability therefore.

**V. COMPENSATION**

The CITY shall compensate the FIRM for the initial Design-Build engineering services performed under this Agreement an upper limit of \$180,000.00 to be billed in accordance with **Exhibit B**.

**VI. PAYMENT**

Payments shall be made upon presentation of the FIRM's approved invoice.

**VII. RECORDS**

Records for Personnel Expenses shall be kept on a generally recognized accounting basis and shall be available to the CITY or its authorized representative at mutually convenient times.

With respect to all matters covered by this Agreement, records will be made available for examination, audit, inspection, or copying purposes at any time during normal business hours at a location within Hillsborough County, Florida as often as the City, HUD, representatives of the Comptroller General of the United States or other federal agency may reasonably require. FIRM will permit same to be examined and excerpts or transcriptions made or duplicated from such records, and audits made of all contracts, invoices, materials, records of personnel and of employment and other data relating to all matters covered by this Agreement. The City's right of inspection and audit shall obtain likewise with reference to any audits made by any other agency, whether local, state or federal. FIRM shall retain all records and supporting documentation applicable to this Agreement for five (5) years from the date of submission of the annual performance report to HUD. If any litigation, claim, negotiation, audit, monitoring, inspection or other action has been started before the expiration of the required record retention period, records must be retained until completion of the action and resolution of all issues which arise from it, or the end of the required period, whichever is later.

**VIII. PERSONNEL**

The FIRM represents that it has or will secure, at its own expense, all personnel required in performing the services under this Agreement. All personnel engaged in the work shall be fully qualified and shall be authorized or permitted under State and local law to perform such services. No person who is serving sentence in a penal or correctional institution shall be employed on work under this Agreement. The FIRM further certifies that all of its employees assigned to serve the CITY have such knowledge and experience as required to perform the duties assigned to them. Any employee of the FIRM who, in the opinion of the CITY, is incompetent, or whose conduct becomes detrimental to the work, shall immediately be removed from association with the certain professional engineering services under this Agreement.

**IX. SUSPENSION, CANCELLATION OR ABANDONMENT**

Suspension, cancellation or abandonment of this Agreement shall be necessitated if any of the following occur: disclosure of CITY confidential information, procedures or activities; failure of the FIRM to aggressively, adequately, timely and appropriately perform the services required by this Agreement to the satisfaction of the CITY, or other similar cause.

In the event the PROJECT is suspended, cancelled or abandoned at the CITY's sole discretion, the FIRM shall be given fifteen (15) days prior written notice of such action and shall be compensated for the professional services provided and reimbursable expenses incurred up to the date of suspension, cancellation or abandonment in an amount mutually agreed to by the CITY and FIRM and supported by back-up documentation.

Upon suspension, cancellation or abandonment of the PROJECT by the CITY, the FIRM shall immediately cease work, deliver all original sketches, tracings, drawings, computations, details, design calculations, specifications and other documents and plans that result from the FIRM's services under this Agreement, and shall be compensated for its services rendered up to the time of such suspension, cancellation or abandonment on a quantum meruit basis; and the CITY shall have no further financial obligation to the FIRM.

**X. TERMINATION**

**A. Termination for Cause.**

In the event that the FIRM shall for any reason or through any cause not have completed performance within the time fixed for performance under this Agreement; or any representation or warranty made under Article XII of this Agreement shall prove to be untrue in any material respect; or the FIRM shall otherwise be in default under this Agreement; or the FIRM has subcontracted, assigned, delegated, transferred its rights, obligations or interests under this Agreement without the CITY's consent or approval; or the FIRM has filed bankruptcy, become insolvent or made an assignment for the benefit of creditors, or a receiver, or similar officer has been appointed to take charge of all or part of FIRM assets; or the FIRM disclosed CITY confidential information, procedures or activities; or the FIRM fails to aggressively, adequately, timely and appropriately perform the services required by this Agreement to the satisfaction of the CITY, or other similar cause.

Then the CITY may provide five (5) days written notice that the conduct of the FIRM is such that the interests of the CITY are likely to be impaired or prejudiced, stating the facts upon which the opinion is based. Then the CITY may upon fifteen (15) days written notice, and at the end of the (15) days terminate this Agreement for cause (herein "Termination Date"). Upon that termination for cause, the FIRM shall be entitled to compensation for services properly and satisfactorily performed through the date of such termination for cause. However, no allowance shall be included for termination expenses. In the event of such termination for cause, the FIRM shall be entitled to receive just and equitable compensation for any satisfactory work performed as of the Termination Date; however, FIRM shall not be compensated for any anticipatory profits that have not been earned as of the date of the Termination Date. All work accomplished by FIRM prior to the Termination Date shall be documented. In the event the project is terminated for cause pursuant to this Article, the FIRM shall deliver all original sketches, tracings, drawings, computations, details, design calculations, specifications and other documents and plans that result from the FIRM's services under this Agreement. The aforementioned original sketches, tracings, drawings, computations, details, design calculations, specifications and other documents and plans shall be without restriction on future use by the CITY. Notwithstanding the above or any section herein to the contrary, FIRM shall not be relieved of liability to the CITY for damages sustained by the CITY by virtue of any breach of the Contract by FIRM.

**B. Termination for Convenience.**

The CITY may reduce the scope of work or terminate work under this Agreement or amendment to this Agreement without cause; in the event of such scope reduction or termination other than for cause, the CITY shall compensate the FIRM for services properly performed through the date of such reduction in scope or termination, which date shall be fixed in written notice from the CITY and which date shall be not sooner than fifteen (15) days after notice. Notwithstanding such termination or reduction in scope, the CITY shall be entitled to receive from the FIRM upon request any and all information related to the PROJECT and the CITY shall preserve and protect all such information and assure ready access thereto by the FIRM in connection with resolution of the amount due to

the Firm. The CITY, at its own discretion, shall be entitled to direct the FIRM to terminate any or all the FIRM's subcontracts or subconsulting agreements. In the event the project is terminated for convenience pursuant to this Article, the FIRM shall deliver all original sketches, tracings, drawings, computations, details, design calculations, specifications and other documents and plans that result from the FIRM's services under this Agreement. The aforementioned original sketches, tracings, drawings, computations, details, design calculations, specifications and other documents and plans shall be without restriction on future use by the CITY.

**XI. INSURANCE**

The FIRM, at its own cost and expense, shall effect and maintain at all times during the life of this Agreement insurance, in accordance with that indicated in **Exhibit C**.

**XII. INTERESTS OF MEMBERS OF THE CITY**

No member of the governing body of the CITY and no other officer, employee, or agent of the CITY who exercise any functions or responsibilities in connection with the carrying out of the Project to which this Agreement pertains shall have any personal interest, direct or indirect, in this Agreement.

**XIII. INTEREST OF THE FIRM**

The FIRM covenants that it presently has no interest and shall not acquire any interest, direct or indirect, in any project to which this Agreement pertains or any other interest which would conflict in any manner or degree with its performance of any contracted service hereunder. The FIRM further covenants that in the performance of this Agreement no person having such interest shall be employed.

The FIRM warrants that he or she has not employed or retained any company or person, other than a bona fide employee working solely for the FIRM to solicit or secure this Agreement and that he or she has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the FIRM any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement.

The FIRM shall disclose any clients that may either conflict with or affect its independent judgment when performing any work for the City of Tampa covered by this Agreement. Failure of the FIRM to disclose the above professional conflict of interest may result in termination of this Agreement and may require the return of all payments, if any, made to the FIRM from the CITY. If, in its sole discretion, the City of Tampa determines that a professional conflict of interest is deemed to exist, the FIRM shall be in default of this Agreement.

**XIV. COMPLIANCE WITH LAWS**

A. The FIRM shall comply with the applicable requirements of State laws and all Ordinances of the City of Tampa as amended from time to time.

B. If the PROJECT involves E.P.A. Grant eligible work, the CITY and the FIRM agree that the provisions of 40 CFR, Part 35, Appendix C-1, shall become a part of this Agreement and that such provisions shall supersede any conflicting provisions of this Agreement for work performed.

C. If the PROJECT involves work under other Federal or State Grantors or Approving Agencies, the CITY and the FIRM shall review and approve the applicable required provisions or any other supplemental provisions as may be included in the Agreement.

D. The FIRM shall assist the City in complying with all applicable terms and conditions of the government grants under Title XIII, Subchapter C, Part I of the Omnibus Budget Reconciliation Act of 1993 (26 U.S.C. 1391, et seq.) and under Title I of the Housing and Community Development Act of 1974 (PL 93-383), 24 CFR Part 570 et seq.

E. The FIRM agrees to comply with the requirements of the Secretary of Labor in accordance with the

Davis-Bacon Act as amended, the provisions of Contract Work Hours and Safety Standards Act (40 U.S.C. 327 *et seq.*) and all other applicable Federal, state and local laws and regulations pertaining to labor standard insofar as those acts apply to the performance of this Agreement.

F. Truth-In-Negotiation Certification: The FIRM certifies that the wage rates and other factual unit costs supporting the compensation are accurate, complete, and current at the time of the execution of the Agreement of which this Certificate is a part. The original price and any additions thereto shall be adjusted to exclude any significant sums by which the City determines the Agreement amount was increased due to inaccurate, incomplete, or non-current wage rates and other factual unit costs and that such original Agreement adjustments shall be made within one (1) year following the end of the Agreement.

**XV. ASSIGNABILITY**

The FIRM shall not assign or transfer any interest in this Agreement without consent from the City; provided, however, that the claim for money due or to become due the FIRM from the CITY under this Agreement may be assigned to a bank or other financial institution or to a Trustee in Bankruptcy. Notice of any such assignment shall be furnished promptly to the CITY.

**XVI. EQUAL EMPLOYMENT**

During the performance of this Agreement or any related Work Order, the FIRM shall:

A. Not discriminate against any employee or applicant for employment because of race, color, religion, age, sex, handicap, or national origin. The FIRM shall take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, age, sex, handicap, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The FIRM shall post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

B. In all solicitations or advertisements for employees placed by or on behalf of the FIRM, it must state that all qualified applicants will receive considerations for employment without regard to race, color, religion, age, sex, handicap, or national origin.

**XVII. EQUAL BUSINESS OPPORTUNITY PROGRAM**

A. See **Exhibit D** for Tampa's Equal Business Opportunity Program Procedures.

B. The FIRM shall demonstrate good faith effort toward the utilization of City of Tampa Certified Women/Minority Business subcontractors, subconsultants or suppliers.

C. The CITY shall make available a list of Certified Women/Minority Enterprises.

D. The FIRM shall report to the CITY its subcontractors/subconsultants/suppliers solicited or utilized as required by **Exhibit D**.

E. At the time of the submission of invoices, the FIRM shall submit to the CITY a report (Exhibit D) of all subcontractors, subconsultants or suppliers utilized with their final contract amounts and any other reports or forms as may be required by the CITY.

**XVIII. CODE OF ETHICS**

In connection with this Agreement, the FIRM hereby covenants and agrees that it shall comply with all applicable government laws, statutes, rules and regulations including, without limitation, the City of Tampa's Code of Ethics. Pursuant to Section 2-522 of the City of Tampa Code, the FIRM acknowledges that if it fails to comply with

the City of Tampa's Code of Ethics, such a failure shall render this Agreement voidable by the City and subject the FIRM to debarment from any future City contracts or agreements.

**XIX. NEGATION OF AGENT OR EMPLOYEE STATUS**

FIRM shall perform this Agreement as an independent consultant and nothing contained herein shall in any way be construed to constitute FIRM or the assistants of FIRM to be representative, agent, subagent, or employee of CITY or any political subdivision of the State of Florida. FIRM certifies FIRM's understanding that CITY is not required to withhold any federal income tax, social security tax, state and local tax, to secure worker's compensation insurance or employer's liability insurance of any kind or to take any other action with respect to the insurance or taxes of FIRM and assistants of FIRM.

In no event and under no circumstances shall any provision of this Agreement make CITY or any political subdivision of the State of Florida liable to any person or entity that contracts with or that provides goods or services to FIRM in connection with the Services the FIRM has agreed to perform hereunder or otherwise, or for any debts or claims of any nature accruing to any person or entity against FIRM; and there is no contractual relationship, either express or implied, between CITY or any political subdivision of the State of Florida any person or any political subdivision of the State of Florida any person or entity supplying any work, labor, services, goods or materials to FIRM as a result of the provisions of the Services provided by Consultant hereunder or otherwise.

**XX. SEVERABILITY**

If any item or provision to this Agreement is held invalid or unenforceable by a court of competent jurisdiction, the remainder of the Agreement shall not be affected and every other term and provision of this Agreement shall be deemed valid and enforceable to the extent permitted by law.

**XXI. CHOICE OF LAW**

The laws of the State of Florida (without giving effect to its conflicts of law principles) govern all matters arising out of or relating to this Agreement, including, without limitation, its interpretation, construction, performance and enforcement.

**XXII. DESIGNATION OF FORUM**

Any part bringing a legal action or proceeding against any other party arising out of or relating to this Agreement may bring the legal action or proceeding in the United States District Court for the Middle District of Florida, Tampa Division or in any court of the State of Florida sitting in Tampa.

**XXIII. AUTHORIZATION**

Each party represents to the other that such has authority under all applicable laws to enter into an agreement containing each covenants and provisions as are contained herein, that all of the procedural requirements imposed by law upon each part for the approval and authorization of this Agreement have been properly completed, and that the persons who have executed the Agreement on behalf of each party are authorized and empowered to execute said Agreement.

**XXIV. ENTIRE AGREEMENT**

This Agreement sets forth the entire agreement between the parties and there are no promises or understandings other than those stated herein. Exhibits to this Agreement shall be deemed to be incorporated by reference as though set forth in full herein. In the event of a conflict or inconsistency between this Agreement and the provisions in the incorporated Exhibits, and unless otherwise specified herein, then this Agreement will prevail.

**XXV. INDEMNIFICATION**

**A. Indemnity.** In case any action at law or suit in equity may or shall be brought against the CITY or any of its officers, agents, or employees for or on account of the failure, omission, or neglect of the FIRM or its

subcontractors, employees, or agents, to do or perform any of the covenants, acts, matters, or things undertaken to be done or performed by the FIRM or its subcontractors, employees, or agents, or from any injuries done to property or persons and caused by the negligence or breach of contract of the FIRM or its subcontractors, employees, or agents, or in any other manner arising out of the negligent performance of the Work required under the Contract Documents or this Agreement by the FIRM then, to the extent such suit or action is due to the fault or neglect of the FIRM or its subcontractors, employees or agents, the FIRM shall defend the CITY in such action or suit as if said actions or suits have been brought directly against the FIRM; and the FIRM shall also indemnify and save harmless the CITY, its officers, agents, and employees from any and all loss, cost or damage whatever arising out of such actions or suits, in like manner and to all intents and purposes as if said actions or suits have been brought directly against the FIRM, but only to the extent such suit or action is due to the fault or neglect or breach of contract of the FIRM or its subcontractors, employees or agents. The FIRM shall not be required to defend, indemnify or hold harmless the CITY for any acts, omissions, or negligence of the city, the CITY's employees, agents, or separate contractors.

B. Liens and Judgments. The FIRM shall and does hereby assume all liability for and agrees to indemnify the CITY or its representatives against any or all loss, costs, damages, and liability for any or by reason of any lien, claims or demands, either for materials purchased or for work performed by laborers, mechanics, and others and from any damages, costs, actions, or causes of action and judgments arising from injuries sustained by mechanics, laborers, and other person by reason of accidents or otherwise, to the extent caused by the negligence or breach of contract of said Firm, or its subcontractors, agents, employees, or workmen.

C. Indemnity from Other Contractors. Upon request by the FIRM, and to the extent the CITY is able under its agreement with other contractors, the CITY shall cause any other contractor who may have a contract with CITY to perform work in the areas where work will be performed under this Agreement, to agree to indemnify the FIRM, subcontractors or anyone employed directly or indirectly by any of them or anyone for whose acts any of them may be liable and hold them harmless from all claims for bodily injury and property damage that may arise from that contractor's operations. Such provisions shall be in a form satisfactory to the FIRM, but limited to the extent such liability or damage arises from neglect or breach of such separate contractor. If the FIRM makes a written request for such indemnity from other contractors employed by the CITY, the FIRM will have a corresponding obligation to the CITY's other contractors.

## **XXVI. ESTOPPEL/WAIVER**

No waiver of any provisions of this Agreement shall be effective unless it is in writing, signed by the party against whom it is asserted and any such waiver shall only be applicable to the specific instance in which it relates and shall not be deemed to be a continuing waiver.

The failure of the CITY to enforce any term or condition of this Agreement shall not constitute a waiver or estoppel of any subsequent violation of this Agreement.

## **XXVII. AUDIT REQUIREMENTS**

In the event, that during the period of this Agreement, FIRM expends more than \$500,000.00 in federal funds in an operating year from this and other federal grants, FIRM shall, at its own cost and expense, cause to be carried out an independent audit. The audit shall be completed and a copy furnished to the CITY, within the earlier of thirty (30) calendar days after receipt of the auditor's report(s) or nine (9) months after the end of the audit period, unless a longer period is agreed to in advance by the CITY. For purposes of this Agreement, an operating and/or audit year is the equivalent to the FIRM's fiscal year. The determination of when Grant Funds are expended is based on when the activity related to the expenditure occurs.

The audit shall be conducted in compliance with the Office of Management and Budget Circular No. A-133, as amended and 24 CFR Parts 84 and 85, as applicable, which are made a part of this Agreement by reference thereto. In the event the audit shows that the entire funds disbursed hereunder, or any portion thereof, were not expended in accordance with the conditions of this Agreement, FIRM shall be held liable for reimbursement to the CITY of all funds not expended in accordance with these applicable regulations and Agreement provisions within thirty (30) calendar days after the CITY has notified FIRM of such non-compliance. Said reimbursement shall not preclude the CITY from taking any other action as provided herein.



If expenditure does not exceed \$500,000.00 during an operating year, FIRM shall provide the CITY with its annual financial statement within ninety (90) days of the end of its operating year. Said financial statement shall be prepared by an actively licensed certified public accountant.

**XXVIII. DEFAULT**

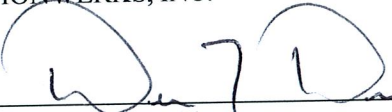
In accordance with 24 CFR 85.43, a default shall consist of any use of Grant Funds for a purpose other than as authorized by this Agreement, noncompliance with any provision in all Articles herein, any material breach of the Agreement, failure to comply with the audit requirements as provided herein, or failure to expend Grant Funds in a timely or proper manner. A cancellation for default pursuant to this Article shall not impair or limit the CITY's remedy for the FIRM's breach of warranty to the extent of work performed, not for errors or omissions in the professional engineering services prior to cancellation.

**XXIX. BUDGET APPROPRIATIONS**

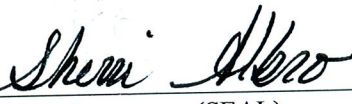
The CITY is subject to Section 1666.241, Florida Statutes, and is not authorized to contract for expenditures in any fiscal year except in pursuance of budgeted appropriations. With respect to this Agreement, the City has budgeted and appropriated sufficient monies to fund the CITY's obligations under this Agreement. The obligations of the CITY hereunder shall not constitute a general indebtedness of the CITY within the meaning of the Florida Constitution.

IN WITNESS WHEREOF, the CITY has caused these presents to be executed in its name by its Mayor, and attested and its official Seal to be hereunto affixed by its City Clerk, and the FIRM has hereunto set its hand and Seal in TRIPLICATE, the day and year first written above.

SOLUTIONWERKS, INC.

By:   
Dennis L. Derr, President

ATTEST:

  
~~Corporate Secretary~~ (SEAL)  
Sherrri Albrow - Financial Manager

CITY OF TAMPA, FLORIDA

By: \_\_\_\_\_  
Bob Buckhorn, Mayor (SEAL)

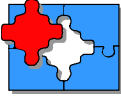
ATTEST:

By: \_\_\_\_\_  
Shirley Foxx-Knowles, City Clerk

Approved as to Legal Sufficiency and authorized by Resolution No. 201\_\_-\_\_\_\_.

\_\_\_\_\_  
Justin R. Vaske, Assistant City Attorney





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EXHIBIT A

**Contract 13-C-00024**  
**HFCAWTP #2 High Purity Oxygen Generator**  
**Rehabilitation Design-Build**

**Phase I**  
**Oxygen Generator Assessment**  
**Draft Scope of Work**  
**Rev. 19 July 2013**

**Background:**

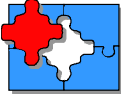
The following has been excerpted from the City of Tampa Request for Quotations for this project:

The Howard F. Curren AWTP currently has two cryogenic oxygen generation plants to produce high purity oxygen for carbonaceous BOD removal in the activated sludge treatment system. Both plants were originally designed and manufactured by Air Products Inc. and were rated to produce 60-tpd. Only Plant No. 1 is currently in operation. The Plant No. 2 has been out of service for over 8-years and requires several improvements in order for the plant to be placed back into service. Although, one plant has sufficient capacity to produce the current oxygen demands for treatment plant process, a second plant is needed to provide a back-up system and allow the other plant to be placed out of service for maintenance and other routine repairs.

The scope of the project shall include, but may not be limited to the following:

Phase I of the project will include a complete assessment of the No. 2 cryogenic oxygen generation plant to determine the condition of the various components and the required repairs and improvements needed to rehabilitate the plant and allow the plant to be placed into operation. A report on the findings of the assessment will be provided to the City. The report will provide a list of required and/or recommended improvements and the associated costs. The report shall provide alternatives for reducing the cost of the rehabilitation, improving of the operating efficiency of the system, and extending the plant's operating life.

Following is a draft scope of work for the assessment of the No. 2 plant as stipulated in the RFQ.



## **Scope of Work:**

### **General**

Many of the sections below refer to the disassembly of equipment for inspection and/or testing. Following completion of that work, the equipment will be re-assembled as necessary to protect it from any further deterioration prior to rehabilitation, but re-assembly may only be partial in order to minimize the labor-hours required.

Any equipment, vessels, hatch covers, etc. that are opened for inspection will be protected from the elements. No water, condensation, or dew will be allowed to enter.

A written inventory of all parts and equipment to be replaced will be developed during the assessment.

### **Air Compression System**

The inlet air filter housing will be inspected for corrosion or other damage to determine if it is still serviceable. It is anticipated that the filter elements will be replaced during the rehabilitation project.

The air compressor will be partially disassembled to inspect both rotating and stationary elements to determine the extent of degradation. It is known from photos previously provided by plant personnel that there is rust on and pitting of the gearing. It must be determined if the compressor can be rebuilt and, if so, what parts will be required, or, if the damage is excessive, a new compressor may be required. This work, if authorized, will be subcontracted to a compressor specialist.

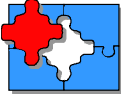
The existing air compressor is rated for 80 TPD; the rehabilitated system only needs to be designed for about 40 TPD. According to treatment plant personnel, there is a set of wheels in the warehouse to convert the compressor to 60 tpd. These wheels will be inspected to determine if they can be used.

If a new compressor is needed, this should be supplied with a new motor as well. Conversely, if the compressor is salvageable, the drive motor will be inspected and electrically tested to verify its fitness for re-use. If it is deemed fit for re-use, it will, nonetheless, be recommended for refurbishment. This work, if authorized, will be subcontracted to a motor specialist.

The motor to compressor coupling will be inspected to determine its serviceability.

The oil demister will be inspected and energized, if possible, to determine if it is operable and salvageable.

The vibration monitoring system will be checked electrically and inspected. The response at each vibration probe will be verified.



The first stage intercooler tube bundle has been removed by treatment plant personnel and is located on-site. Second stage intercooler needs to be removed. Both stages of the intercooler tube bundles should be inspected to determine if they can be re-used.

The aftercooler bonnets and tube bundle will be disassembled, inspected, and leak checked. Based on reports from Treatment plant personnel, the after cooler needs to be replaced. There are multiple tubes that are plugged and some tubes may have ruptured and brass plugs installed. Detailed inspection may not be necessary. However, some inspection is required to confirm these reports.

Also, as part of the evaluation to determine alternatives to improve operating efficiency of the system, it may be better to replace the existing compressor with a smaller more efficient compressor that more closely matches the oxygen demands for the treatment plant.

The MAC lube oil cooler will be inspected.

### **Inlet Air Piping**

The carbon steel air piping between the inlet air filter and compressor, and between the compressor discharge and all the downstream equipment, including the aftercooler, defrost heater, and switch valves will be inspected with a borescope and disassembled and further inspected as necessary to verify its condition and cleanliness.

The air/water separator will be inspected for corrosion. The wall thickness will be verified ultrasonically.

All of the inlet air piping and carbon steel accessories must be free of loose rust and scale prior to restart of the plant.

### **Switch Valves**

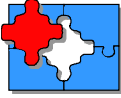
There is only one switch valve still in place. There are new valves in at the treatment plant and it may be possible to re-use the old actuators. The new valves and old actuators will be inspected to determine if they can be used.

Instrument air will be applied to all (air and nitrogen) switch valve actuators to determine if they are serviceable. The solenoids will also be tested electrically and pneumatically.

The switch valve building has deteriorated. This will be inspected and recommendations made for rehabilitation.

### **Cold Box**

The cold box will be visually inspected to identify any corrosion or mechanical defects. Valve and inspection panels in critical areas will be removed to verify the condition of the rock wool insulation and to facilitate leak checking of the process circuits. The adsorber valves and piping will be cleared of insulation for inspection and leak checking.



Silica gel will be drained from the crude and guard adsorbers and inspected for water contamination.

Process circuits will be pressurized and leak checked with dry nitrogen. The copper lines between the face of the cold box and the vent stack will be leak checked up to the block valve.

Absorption valves may need to be replaced before process piping can be tested for leaks.

Fin samples will be pulled from the main heat exchanger for off-site laboratory analysis. The fin analysis is recommended to verify the condition of the heat exchanger which is a key indicator of its remaining useful life. The fin sampling will be subcontracted to a qualified aluminum welder. The analysis of the results will be by Solutionwerks.

The adsorber regeneration heater will be tested electrically to determine its serviceability.

All valve and pipe penetration boots will be inspected to determine if replacement is necessary.

The cold end check valves will be removed to verify their serviceability.

All sample taps will be opened and blown thru to verify the condition of sample lines.

The waste nitrogen vent silencer will be inspected for corrosion and the accumulation of debris.

The cold box purge system will be inspected and tested to verify that it flows properly.

### **Turbine**

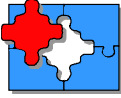
The turbine will be removed and inspected. The inlet guide vane actuator will be stroked/tested.

The turbine piping will be inspected with a borescope to determine the extent of water and/or oil contamination. The blower loading valves will be checked for operability. Blower pipe couplings will be inspected.

The lube oil reservoir will be inspected internally, including any oil in the reservoir. Depending on the condition of the oil and reservoir, the lube oil pump will be inspected and, if possible, run to determine its condition. If the oil and reservoir are unsuitable for circulation, draining of the oil and further disassembly of piping, valves, pump, etc. on the lube oil skid may be necessary.

The lube oil cooler will be disassembled for inspection and leak checking.

Turbo expander silencer needs to be inspected.



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### **LOX Back-up System**

The LOX back-up storage and vaporization system is shared by both cryogenic plants. If desired by the City, Solutionwerks will inspect this system, including vacuum checks of the storage tanks, and make recommendations for repair and/or refurbishment. The piping insulation in this area has, for example, been observed to be in poor condition.

The coating for the LOX storage tank will be inspected.

### **GOX Pipeline**

The gaseous oxygen (carbon steel) pipeline from the cold box face to the cross-over block valve with the No. 1 plant will be inspected internally with a borescope to verify its condition and to ensure it is free of contaminants and/or loose debris.

### **Disposal Vaporizer**

The disposal vaporization system will be inspected and, depending on its observed condition, possibly leak checked as well.

### **Back-up Instrument Air**

The back-up instrument air compressor and all related accessories will be inspected. Instrument air lines to all field devices will be blown out and checked for water and debris.

### **Valves**

All manual and automatic valves throughout the plant will be fully stroked to verify their condition and operability. Automatic valves will, if possible, be stroked from their respective loop controllers to verify the operation and condition of positioners, I/P's, and any other loop devices. Manual valves and gear operators will be inspected to verify their serviceability. It is assumed that all valve bodies will be rebuilt during the rehabilitation, so minimal effort will be expended to verify leak integrity.

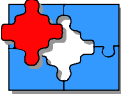
Safety relief valves will be visually inspected to gauge their condition. These valves will be recertified during the rehabilitation but any valves observed to be in poor mechanical condition will be recommended for replacement.

The Air Products valve summary will be verified and the condition of each device noted in the summary.

### **Instrumentation**

It is assumed that the rehabilitation will include an upgrade to a PLC based control system. Minimal effort, then, will be expended on verification of the control system integrity. All devices that may potentially be re-used with the new control system, such as transmitters, switches, RTD's, etc. will be checked and verified.





The plant analyzers will be inspected and checked electrically. They will also be checked for functionality and their potential compatibility with an upgraded PLC control system. The calibration gas supply manifolds and tubing will also be inspected.

The Air Products instrument summary will be verified and the condition of each device noted in the summary.

### **Pipe Insulation**

All insulated lines and their supports will be inspected and their condition documented.

### **Electrical System**

The switchgear, motor control center, and all power wiring will be checked to verify condition, continuity, and for any ground faults. This work will be subcontracted to an electrical specialist.

### **Documentation**

Solutionwerks will prepare a list of all agreed upon tasks in a spreadsheet format and use that as a guide to ensure that all tasks are completed during the assessment. Solutionwerks will document all of its findings both in writing and photographically and will furnish a detailed report to the City upon completion of the field inspection work. The report will include a description of the condition of each item of equipment along with recommended action during the refurbishment phase of the project.

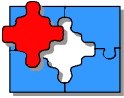
The report will be submitted to the City for preliminary review without cost information. The City will be invited to add or delete work from the list based on its own experience with and records of the plant maintenance and operations.

After the scope of work has been preliminarily agreed upon, Solutionwerks will develop a definitive estimate of the cost to complete the recommended refurbishment work with a breakdown by either task or equipment. During the development of this cost estimate, Solutionwerks will make a concerted effort to identify minority and/or disadvantaged businesses that may potentially participate in the refurbishment work and invite them to offer proposals as appropriate. Solutionwerks and the City will then meet to review and determine the final scope of rehabilitation work to be performed and the associated Guaranteed Maximum Price.

Upon authorization of funding and approval to proceed, Solutionwerks will undertake the agreed upon rehabilitation work for the City.

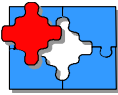
The final assessment report will include options for reducing the cost of repairs, improving operating efficiency and extending the life the system. These options will include the associated cost and a cost benefit analysis.

In addition, the current oxygen demands for the treatment plant are about 40 TPD. Since the existing system is sized for 80/60 TPD with minimal ability to turn down the output, the system is oversized and inefficient. The assessment of the system will



include an evaluation of the ability to reduce the capacity of the system to match actual demands. This evaluation will include the associated costs and potential operational savings





## **STANDARD BILLING RATES**

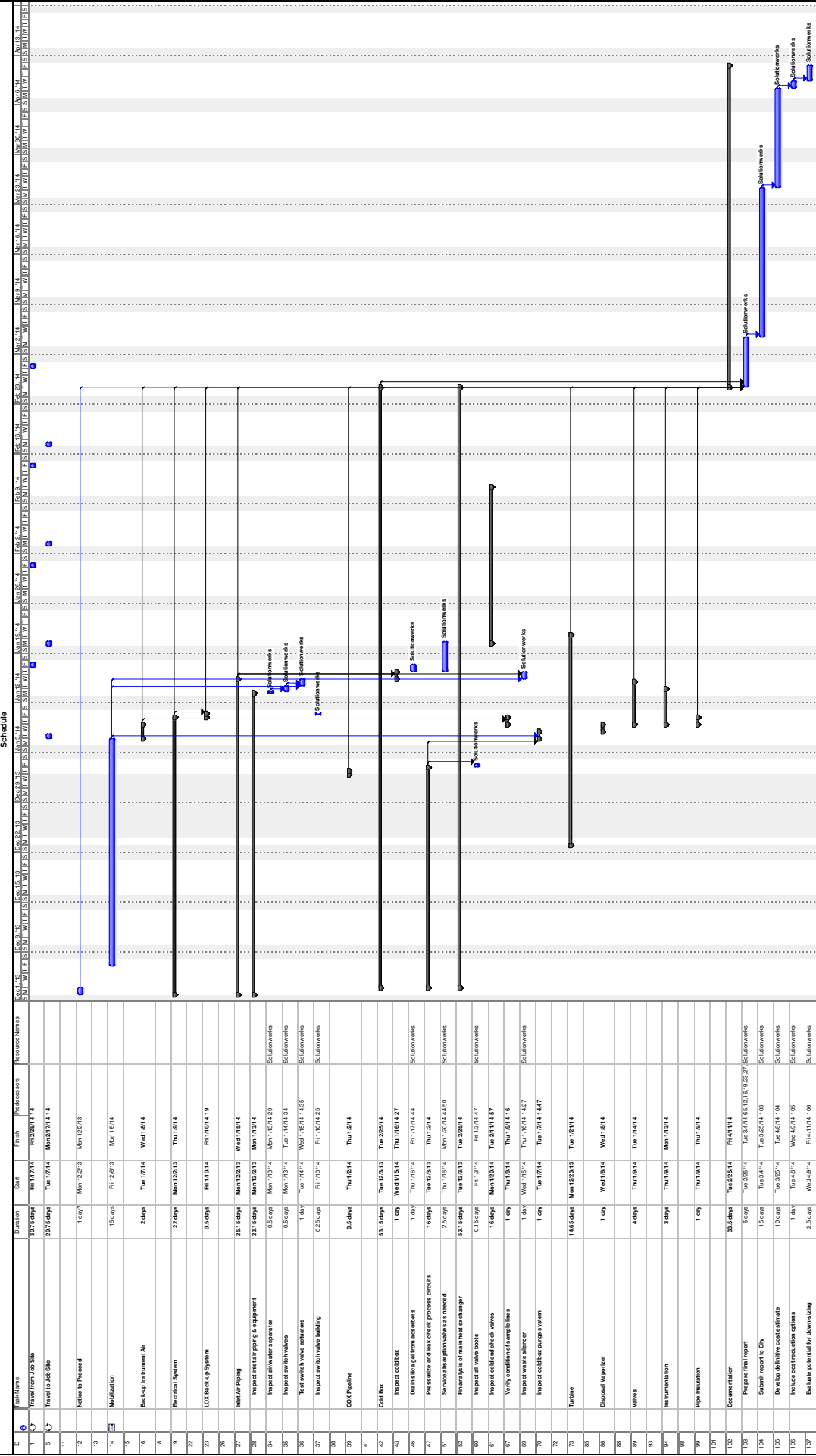
**EFFECTIVE 1/1/2013 to 12/31/2013**

The following standard rates will apply to any work, including travel and stand-by time, outside the scope of Solutionwerks' fixed price proposals.

- Daily rates are based on an 8 hour work day
- Add 25% for overtime beyond 8 hours
- Add 50% for weekends and holidays
- Travel time is limited to 8 hours per travel day

Engineering Consulting	\$165/hr.
Project Manager	\$155/hr.
Field Services Advisor	\$147/hr.
Field Services Technician	\$128/hr.
Administrative Support	\$70/hr.
Subcontract Labor	Cost plus 20%
Tool Trailer	\$130/day
Truck Mileage w/o Trailer	\$.65/mile
Truck Mileage w/ Trailer	\$.72/mile
Public Transportation	Cost plus 5%
Living Expenses	Cost plus 5%
Purchased Equipment/Materials	Cost plus 15%

City of Tampa  
Phase I Cryogenic Oxygen Plant  
Evaluation for Rehabilitation  
Schedule



ID	Task Name	Duration	Start	Finish	Predecessors	Resource Name(s)
1	Travel from Job Site	30.5 days	08/26/13	09/25/13		
2	Travel to Job Site	29.5 days	08/26/13	09/24/13		
3	Notice to Proceed	1 day	09/25/13	09/25/13		
4	Mobilization	15.5 days	09/25/13	10/10/13		
5	Back-up Instrument Air	2 days	10/10/13	10/12/13		
6	Boilered System	2.5 days	10/12/13	10/14/13		
7	LOX Back-up System	0.5 days	10/14/13	10/14/13		
8	Inlet Air Piping	25.5 days	10/14/13	11/09/13		
9	Inspect inlet air piping & equipment	23.5 days	10/14/13	11/07/13		
10	Inspect air/water separator	0.5 days	11/07/13	11/07/13		
11	Inspect air/water valves	0.5 days	11/07/13	11/07/13		
12	Test air/water actuators	1 day	11/07/13	11/08/13		
13	Inspect air/water valve building	0.5 days	11/08/13	11/08/13		
14	COX Pipeline	0.5 days	11/08/13	11/08/13		
15	Cold Box	53.5 days	11/08/13	01/01/14		
16	Inspect cold box	1 day	01/01/14	01/01/14		
17	Draw blue print from submers	1 day	01/01/14	01/01/14		
18	Pressure test and leak check process circuits	16 days	01/01/14	01/17/14		
19	Service absorption valves as needed	25.5 days	01/01/14	02/05/14		
20	Final analysis of main heat exchanger	53.5 days	01/01/14	02/23/14		
21	Inspect air/water boots	0.5 days	02/23/14	02/23/14		
22	Inspect cold end check valves	16 days	02/23/14	03/10/14		
23	Verify condition of sample lines	1 day	03/10/14	03/10/14		
24	Inspect waste streamer	1 day	03/10/14	03/10/14		
25	Inspect cold box argon system	1 day	03/10/14	03/10/14		
26	Turbine	14.5 days	03/10/14	03/24/14		
27	Disposal Vaporizer	1 day	03/24/14	03/24/14		
28	Valves	4 days	03/24/14	03/28/14		
29	Instrumentation	3 days	03/28/14	03/31/14		
30	Pipe Installation	1 day	03/31/14	03/31/14		
31	Documentation	33.5 days	03/31/14	05/04/14		
32	Prepare final report	5 days	05/04/14	05/09/14		
33	Submit report to City	15.5 days	05/09/14	06/24/14		
34	Draw-up as-fabricate cost estimate	10.5 days	06/24/14	07/04/14		
35	Include cost reduction options	1 day	07/04/14	07/04/14		
36	Evaluate potential for downsizing	2.5 days	07/04/14	07/06/14		



EXHIBIT B

COST ESTIMATE

CITY OF TAMPA  
 WASTEWATER TREATMENT PLANT  
 TAMPA, FLORIDA  
 PHASE I -- CRYOGENIC OXYGEN PLANT REFURBISHMENT  
 REV. 9/5/2013

**BILLING RATES:**

- Engineering Consulting \$ 165.00 per hr.
- Project Manager \$ 155.00 per hr.
- Field Services Advisor \$ 147.00 per hr.
- Field Services Technician \$ 128.00 per hr.
- Administrative Support \$ 70.00 per hr.
- Subcontract Labor Administrative Fee 20%
- Tool Trailer \$ 130.00 per day
- Truck Mileage w/o Trailer \$ 0.65 per mile
- Truck Mileage w/ Trailer \$ 0.72 per mile
- Public Transportation Administrative Fee 5%
- Living Expenses Administrative Fee 5%
- Purchased Equipment/Materials Administrative Fee 15%

**GENERAL TASK DATES:**

Plant Assessment and Refurbishment Work Scope Definition  
 To Be Determined

**ITEM:**

**Air Compression System**

ITEM:	QUANTITY	UNIT OF MEASURE	UNIT COST	ADMINISTRATIVE MARK UP	TOTAL COST	COMMENTS
Inspect inlet air filter housing for corrosion or other damage to determine if it is still serviceable.	2	Hours	\$165.00	1.00	\$330.00	
Partially disassemble the air compressor and inspect both rotating and stationary elements to determine the extent of degradation. Reassemble after inspection.	0	N/A	N/A	N/A	N/A	Task deleted from scope. MAC will be replaced.
The existing air compressor is rated for 80 TPD; the rehabilitated system only needs to be designed for about 40 TPD. A spare set of 60 TPD wheels on hand will be inspected and investigated to determine if they can be used.	0	N/A	N/A	N/A	N/A	Task deleted from scope. MAC will be replaced.
Inspect the motor to compressor coupling to determine its serviceability.	0	N/A	N/A	N/A	N/A	Task deleted from scope. MAC will be replaced.
Energize, if possible, and inspect the oil demister to determine if it is operable and salvageable.	0	N/A	N/A	N/A	N/A	Task deleted from scope. MAC will be replaced.
Inspect and electrically check the vibration monitoring system. Verify the response at each vibration probe.	0	N/A	N/A	N/A	N/A	Task deleted from scope. MAC will be replaced.
Inspect and leak check both intercooler tube bundles to determine their suitability for placement back into service. The first stage bundle has been removed by treatment plant personnel and is located on-site. The second stage intercooler will be removed.	0	N/A	N/A	N/A	N/A	Task deleted from scope. MAC will be replaced.
Removal of tube bundle; reinstall	0	N/A	N/A	N/A	N/A	Task deleted from scope. MAC will be replaced.
Tube testing equipment	0	N/A	N/A	N/A	N/A	Task deleted from scope. MAC will be replaced.
Air compressor rental	0	N/A	N/A	N/A	N/A	Task deleted from scope. MAC will be replaced.
Air compressor delivery charge	0	N/A	N/A	N/A	N/A	Task deleted from scope. MAC will be replaced.
Air compressor hose	0	N/A	N/A	N/A	N/A	Task deleted from scope. MAC will be replaced.
Disassemble, inspect and leak check the aftercooler bonnets and tube bundle. Based on reports from Treatment plant personnel, the after cooler needs to be replaced. There are multiple tubes that are plugged and some tubes may have ruptured and brass plugs installed. Detailed inspection may not be necessary, however, some inspection is required to confirm these reports.	0	N/A	N/A	N/A	N/A	Task deleted from scope. MAC will be replaced.
Tube testing equipment	0	N/A	N/A	N/A	N/A	Task deleted from scope. MAC will be replaced.
Air compressor rental	0	N/A	N/A	N/A	N/A	Task deleted from scope. MAC will be replaced.
Air compressor delivery charge	0	N/A	N/A	N/A	N/A	Task deleted from scope. MAC will be replaced.
Air compressor hose	0	N/A	N/A	N/A	N/A	Task deleted from scope. MAC will be replaced.

	0	N/A	N/A	N/A	N/A	N/A	N/A	Task deleted from scope. MAC will be replaced.
Disassemble and inspect the MAC lube oil cooler; reassemble.								
Determine optimal sizing for a new replacement main air compressor	8	Hours	\$165.00			1.00	\$1,320.00	
Conduct turndown performance test of No. 1 cryogenic plant	32	Hours	\$165.00			1.00	\$5,280.00	
Investigate current compressor product offerings with manufacturers								
<b><u>Inlet Air Piping</u></b>								
Disassemble as needed and complete a borescope inspection of the carbon steel air piping between the inlet air filter and compressor, and between the compressor discharge and all the downstream equipment, including the aftercooler, defrost heater, and switch valves as necessary to verify its condition and cleanliness.	16	Hours	\$128.00			1.20	\$2,457.60	
Mechanical labor	1	Days	\$825.00			1.20	\$990.00	
Borecope rental	8	Hours	\$165.00			1.00	\$1,320.00	
Solutioworks supervision/inspection	4	Hours	\$165.00			1.00	\$660.00	
Inspect the air/water separator for corrosion. Verify the wall thickness ultrasonically.								
Remove (one valve) and inspect one switch valve still in place. Inspect new valves and old actuators in storage to determine if they can be reused..	4	Hours	\$165.00			1.00	\$660.00	
Apply instrument air to air and nitrogen switch valve actuators to determine if they are serviceable. Test solenoids electrically and pneumatically.	8	Hours	\$165.00			1.00	\$1,320.00	
Inspect the switch valve building that has deteriorated and make recommendations for refurbishment.	2	Hours	\$165.00			1.00	\$330.00	
<b><u>Cold Box</u></b>								
Inspect the cold box and identify any corrosion or mechanical defects. Remove valve and inspection panels in critical areas and verify the condition of the rock wool insulation to facilitate leak checking of the process circuits. Clear the adsorber valves and piping of insulation for inspection and leak checking.	32	Hours	\$165.00			1.00	\$5,280.00	
Mechanical labor	16	Hours	\$165.00			1.00	\$2,640.00	
Solutioworks' supervision and inspection								
Drain silica gel from the crude and guard adsorbers and inspect for water contamination.	16	Hours	\$128.00			1.00	\$2,048.00	
Disposal of silica gel	1	Lot	\$500.00			1.00	\$500.00	
Pressurize process circuits and leak check with dry nitrogen. Leak check the copper lines between the face of the cold box and the vent stack up to the block valve.	16	Hours	\$165.00			1.00	\$2,640.00	
Air compressor rental	1	Days	\$180.00			1.20	\$180.00	
Air compressor delivery charge	1	Days	\$95.00			1.20	\$114.00	
Air compressor hose	1	Days	\$13.00			1.20	\$15.60	
Remove and replace (or rebuild if possible) absorption valves as necessary to test process piping for leaks.	40	Hours	\$128.00			1.00	\$5,120.00	
Pull fin samples from the main heat exchanger for off-site laboratory analysis. The fin analysis will be used to verify the condition of the heat exchanger which is a key indicator of its remaining useful life. Analyze the results.								
Aluminum welding subcontract	1	Lot	\$5,000.00			1.20	\$6,000.00	Subcontract to aluminum welding specialist
Rockwool removal	8	Hours	\$128.00			1.20	\$1,228.80	
Solutioworks supervision	8	Hours	\$165.00			1.20	\$1,584.00	
Lab analysis	1	Lot	\$400.00			1.20	\$480.00	
Report preparation	8	Hours	\$165.00			1.20	\$1,584.00	
Test the adsorber regeneration heater electrically to determine its serviceability.	4	Hours	\$128.00			1.00	\$512.00	
Inspect all valve and pipe penetration boots to determine if replacement is necessary.	1	Hours	\$165.00			1.00	\$165.00	
Remove the cold end check valves and verify their serviceability.	16	Hours	\$128.00			1.00	\$2,048.00	
Boom lift rental	1	Days	\$1,000.00			1.20	\$1,200.00	
Rockwool and valve removal	16	Hours	\$135.00			1.20	\$2,592.00	
Solutioworks supervision	4	Hours	\$165.00			1.00	\$660.00	



**Instrumentation**

Check and verify all devices that may potentially be re-used with an upgraded PLC control system, such as transmitters, switches, and RTD's.

Inspect and electrically check plant analyzers. Check for functionality and potential compatibility with an upgraded PLC control system. Inspect the calibration gas supply manifolds and tubing.

Verify the Air Products instrument summary and note the condition of each device in the summary.

16	Hours	\$ 165.00	1.00	\$2,640.00
4	Hours	\$ 165.00	1.00	\$660.00
8	Hours	\$ 165.00	1.00	\$1,320.00
2	Hours	\$ 165.00	1.00	\$330.00
1	Lot	\$ 5,000.00	1.20	\$6,000.00
8	Hours	\$ 165.00	1.00	\$1,320.00

Inspect all insulated lines and their supports and document their condition.

**Electrical System**

Check the switchgear, motor control center, and all power wiring to verify condition, continuity, and for any ground faults.

Solutionworks' supervision

**Documentation**

Prepare a list of all agreed upon tasks in a spreadsheet format and use that as a guide to ensure that all tasks are completed during the assessment. Document findings both in writing and photographically and furnish a detailed report to the City upon completion of the field inspection work. The report will include a description of the condition of each item of equipment along with recommended action during the refurbishment phase of the project.

40	Hours	\$ 165.00	1.00	\$6,600.00
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Submit the report to the City for preliminary review without cost information. The City will be invited to add or delete work from the list based on its own experience with and records of the plant maintenance and operations.

1	Hours	\$ 165.00	1.00	\$165.00
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After the scope of work has been preliminarily agreed upon, develop a definitive estimate of the cost to complete the recommended refurbishment work with a breakdown by either task or equipment. During the development of this cost estimate, Solutionworks will make a concerted effort to identify minority and/or disadvantaged businesses that may potentially participate in the refurbishment work and invite them to offer proposals as appropriate. Meet with the City to review and determine the final scope of rehabilitation work to be performed and the associated Guaranteed Maximum Price.

80	Hours	\$ 165.00	1.00	\$13,200.00
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Include options in the final assessment report for reducing the cost of repairs, improving operating efficiency and extending the life of the system. These options will include the associated cost and a cost benefit analysis.

0	Hours	\$ 165.00	1.00	\$0.00
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The current oxygen demands for the treatment plant are about 40 TPD. Since the existing system is sized for 80/60 TPD with minimal ability to turn down the output, the system is oversized and inefficient. Include an evaluation in the assessment of the ability to reduce the capacity of the system to match actual demand. Include the associated costs and potential operational savings.

**Total Hours**

20	Hours	\$ 165.00	1.00	\$3,300.00
581.0	Man-Hours			
72.6	Man-Days			
14.5	Man-weeks			
10	Round Trips			

**Overhead Expenses**

120	Hours	\$ 165.00	1.05	\$20,790
10	Round Trip	\$ 500.00	1.05	\$5,250
500	Miles	\$ 0.62	1.05	\$326
36	Days	\$ 10.00	1.05	\$381
73	Nights	\$ 110.00	1.05	\$8,388
87	Days	\$ 40.00	1.05	\$3,660
36	Days	\$ 75.00	1.05	\$2,860
109	Gallons	\$ 5.00	1.05	\$572
73	Days	\$ 10.00	1.05	\$763
1	Lot	\$ 500.00	1.05	\$525

**Total Cost, With Overheads**

**Recommended Contingency**

**Total Cost With Overheads and Contingency**

**\$150,000**

**20%**

**\$180,000**

## CITY OF TAMPA INSURANCE REQUIREMENTS

During the life of the award/contract the Awardee/Contractor shall provide, pay for, and maintain insurance with companies authorized to do business in Florida, with an A.M. Best rating of B+ (or better) Class VII (or higher), or otherwise be acceptable to the City if not rated by A.M. Best. All insurance shall be from responsible companies duly authorized to do business in the State of Florida.

All commercial general liability insurance policies (and Excess or Umbrella Liability Insurance policies, if applicable) shall provide that the City is an additional insured as to the operations of the Awardee/Contractor under the award/contract including the additional insured endorsement, the subrogation waiver endorsement, and the Severability of Interest Provision. In lieu of the additional named insured requirement, if the Awardee/Contractor's company has a declared existing policy which precludes it from including additional insureds, the City may permit the Contractor to purchase an Owners and Contractors Protective Liability policy. Such policy shall be written in the name of the City at the same limit as is required for General Liability coverage. The policy shall be evidenced on an insurance binder which must be effective from the date of issue until such time as a policy is in existence and shall be submitted to the City in the manner described below as applicable to certificates of insurance.

The insurance coverages and limits required must be evidenced by a properly executed Acord 25 Certificate of Insurance on form or its equivalent. Each Certificate must be personally manually signed by the Authorized Representative of the insurance company shown in the Certificate with proof that he/she is an authorized representative thereof. Thirty days' written notice must be given to the City of any cancellation, intent not to renew, or reduction in the policy coverages, except in the application of the aggregate liability limits provisions. Should any aggregate limit of liability coverage be reduced, it shall be immediately increased back to the limit required by the contract. The insurance coverages required herein are to be primary to any insurance carried by the City or any self-insurance program thereof.

The following coverages are required:

A. Commercial General Liability Insurance shall be provided on the most current Insurance Services Office (ISO) form or its equivalent. This coverage must be provided to cover liability arising from premises and operations, independent contractors, products and completed operations, personal and advertising injury, contractual liability, and XCU exposures (if applicable). Completed operations liability coverage shall be maintained for a minimum of one-year following completion of work. The amount of Commercial General Liability insurance shall not be less than the amount specified.

(a) \$1,000,000 per occurrence and a \$2,000,000 general aggregate for projects valued at \$2,000,000 or less. General aggregate limit for projects over that price shall equal or exceed the price of the project. An Excess or Umbrella Liability insurance policy can be provided to meet the required limit. Risk Management may be contacted for additional information regarding projects of this nature.

B. Automobile Liability Insurance shall be maintained in accordance with the laws of the State of Florida, as to the ownership, maintenance, and use of all owned, non-owned, leased, or hired vehicles. The amount of Automobile Liability Insurance shall not be less than the amount specified.

(a) \$500,000 combined single limit each occurrence bodily injury & property damage- for projects valued at \$100,000 and under

(b) \$1,000,000 combined single limit each occurrence bodily injury & property damage – for projects valued over \$100,000

C. Worker's Compensation and Employer's Liability Insurance shall be provided for all employees engaged in the work under the contract, in accordance with the Florida Statutory Requirements. The amount of the Employer's Liability Insurance shall not be less than:

(a) \$500,000 bodily injury by accident and each accident, bodily injury by disease policy limit, and bodily injury by disease each employee – for projects valued at \$100,00 and under

(b) \$1,000,000 bodily injury by accident and each accident, bodily injury by disease policy limit, and bodily injury by disease each –for projects valued over \$100,000

D. Excess Liability Insurance or Umbrella Liability Insurance may compensate for a deficiency in general liability, automobile, or worker's compensation insurance coverage limits. If the Excess or Umbrella policy is being provided as proof of coverage, it must name the City of Tampa as an additional insured (**IF APPLICABLE**).

E. Builder's Risk Insurance, specialized policy designed to cover the property loss exposures that are associated with construction projects. The amount of coverage should not be less than the amount of the project. **(IF APPLICABLE)**.

F. Installation Floater- a builder's risk type policy that covers specific type of property during its installation, is coverage required for highly valued equipment or materials such as compressors, generators, or other machinery that are not covered by the builder's risk policy **(IF APPLICABLE)**.

G. Longshoreman's & Harbor Worker's Compensation Act/Jones Act coverage shall be maintained for work being conducted upon navigable water of the United States. The limit required shall be the same limit as the worker's compensation/employer's liability insurance limit **(IF APPLICABLE)**.

H. Professional Liability shall be maintained against claims of negligence, errors, mistakes, or omissions in the performance of the services to be performed and furnished by the Awaradee/Contractor or any of its subcontractors when it acts as a DESIGN PROFESSIONAL. The amount of coverage shall be no less than amount specified **(IF APPLICABLE)**.

(a) \$1,000,000 per incident and general aggregate. Note all claims made policies must provide the date of retroactive coverage.

The City may waive any or all of the above referenced insurance requirements based on the specific nature of goods or services to be provided under the award/contract.

ADDITIONAL INSURED - The City must be included as an additional insured by on the general and (Excess or Umbrella liability policies) if applicable. Alternatively, the Contractor may purchase a separate owners protective liability policy in the name of the City in the specified amount as indicated in the insurance requirements.

CLAIMS MADE POLICIES - If any liability insurance is issued on a claims made form, Contractor agrees to maintain uninterrupted coverage for a minimum of one year following completion and acceptance of the work either through purchase of an extended reporting provision, or through purchase of successive renewals with a retroactive

date not later than the beginning of performance of work for the City. The retroactive date must be provided for all claims made policies.

CANCELLATION/NON-RENEWAL - Thirty (30) days written notice must be given to the City of any cancellation, intent to non-renew or material reduction in coverages (except aggregate liability limits). However, ten (10) days notice may be given for non-payment of premium. Notice shall be sent to the City of Tampa Department of Public Works, 306 E. Jackson Street, Tampa, FL 33602.

NUMBER OF POLICES - General and other liability insurance may be arranged under single policies for the full amounts required or by a combination of underlying policies with the balance provided by an excess or umbrella liability insurance policy.

WAIVER OF SUBROGATION - Contractor waives all rights against City, its agents, officers, directors and employees for recovery of damages to the extent such damage is covered under the automobile or excess liability policies.

SUBCONTRACTORS - It is the Contractor's responsibility to require all subcontractors to maintain adequate insurance coverage.

PRIMARY POLICIES - The Contractor's insurance is primary to the City's insurance or any self insurance program thereof.

RATING - All insurers shall be authorized to do business in Florida, and shall have an A.M. Best rating of B+ (or better), Class VII (or higher), or otherwise be acceptable to the City if not rated by A.M. Best.

DEDUCTIBLES - The Contractor is responsible for all deductibles. In the event of loss which would have been covered but for the presence of a deductible, the City may withhold from payment to Contractor an amount equal to the deductible to cover such loss should full recovery not be obtained under the insurance policy.

INSURANCE ADJUSTMENTS - These insurance requirements may be increased, reduced, or waived at the City's sole option with an appropriate adjustment to the Contract price.

Document updated on 12/22/2009 by RLD (Risk Management)



## **EXHIBIT D**

### City of Tampa's Equal Business Opportunity Program Procedures for Construction Management and Design-Build Projects

- Prior to the time goals are set, the Construction Manager (CM) or the Design-Builder (D-B) provides information on subcontract packages planned (via the Project Task Worksheet) and their sequencing.
- The CM (or D-B) participates in a meeting to establish aspirational goals for SLBE or W/MBE subcontractor participation for the project.
- For each subcontracting package to be bid, the CM (or D-B) confirms with the MBD Office, the list of available SLBE or W/MBE firms to be solicited.
- The CM (or D-B) documents notification of all potential subcontractors, including the SLBE or W/MBE firms identified above
- The CM (or D-B) receives, opens, and tabulates subcontract bid results. The City, including representatives of the managing department and the MBD Office, may be present for the bid openings or to review the bids submitted.
- The CM (or D-B) provides to the City, a tabulation of all bids received and its determination of the lowest responsive/responsible bidder. If bids received exceed contracted Guaranteed Maximum Price, CM (or D-B) advises City as to how they will proceed. If re-bidding is selected, notification at least equal to the original solicitation will occur.
- As all subcontracts are executed, final copies are provided to the City. Where participation is achieved via sub-subcontractors and/or suppliers, the CM (or D-B) provides the City with copy of executed agreement or purchase order as documentation.
- During construction, monitoring activities may including but may not be limited to, subcontractor payment reports to be submitted with pay requests, prior approval by the MBD Office and the managing departments, of any replacement of SLBE or W/MBE subcontractors, and a report of final amounts paid to all subcontractors.

# Procurement Guidelines To Implement Minority & Small Business Participation

## Underutilized WMBE Sub-Contractors / Sub-Consultants By Industry Category

	Construction	Construction-Related	Professional	Non-Professional	Goods
<b>SUB WORK</b>	Black	Black	Black	Black	Black
		Asian	Hispanic	Asian	Asian
		Native Am.	Asian	Native Am.	Native Am.
		Woman	Native Am.		Woman
			Woman		

### Purpose

Use this form to determine which WMBEs are underutilized for a particular industry (i.e. only Black owned businesses are currently underutilized in the construction industry).

### Policy

The Guidelines apply to formal procurements and solicitations. WMBE participation will be narrowly-tailored. Applicable policies may include subcontracting goals and up to 10 rating points for subconsulting arrangements.

### Index

- **Black** = Black/African-American Business Enterprise
- **Hispanic** = Hispanic Business Enterprise
- **Asian** = Asian Business Enterprise
- **Native Am.** = Native American Business Enterprise
- **Woman** = Woman Business Enterprise (Caucasian)

### Industry Categories

**Construction** is defined as new construction, renovation, restoration, maintenance of public improvements and underground utilities.

**Construction-Related Services** are defined as architecture, professional engineering, landscape architecture, design build, construction management services, or registered surveying and mapping.

**Professional Services** are defined as attorney, accountant, medical doctor, veterinarian, miscellaneous consultant, etc.

**Non-Professional Services** are defined as lawn maintenance, painting, janitorial, printing, hauling, security guard, etc.

**Goods** are defined as all supplies, materials, pipes, equipment, machinery, appliances, and other commodities.



Page 1 of 4 DMI – Solicited/Utilized
City of Tampa –DMI -Schedule of All Sub-(Contractors/Consultants/Suppliers) Solicited
(FORM MBD-10)

Contract No.: RFQ 13-C-00024 Contract Name: HFCAWTP #2 High Purity Oxygen Generator Rehabilitation
Contractor Name: Solutionwerks, Inc. Address: 1150 Glenlivet Drive, Suite C-30, Allentown, PA 18106
Federal ID: 23-3047834 Phone: 513-939-9380 Fax: 610-391-0845 Email: Dennis.Derr@Solutionwerks.com

- X No Firms were contacted/solicited for this contract.
X No Firms were contacted because: No women owned or minority businesses are available to participate in this phase of the project
[] See attached documents with supplemental information.

NIGP Code General Categories: Buildings = 909, General = 912, Heavy = 913, Trades = 914, Architects = 906, Engineers & Surveyors = 925, Supplier = 912-77

This DMI Schedule Must Be Submitted with the Bid or Proposal (Do Not Modify This Form)

Table with 6 columns: S = SLBE, W=WMBE, Federal ID, Company Name, Address, Phone & Fax, Type of Ownership, Trade or Services, NIGP Code, Contact Method, Quote or Resp. Rec'd Y/N.

It is hereby certified that the information provided is an accurate and true account of contacts and solicitations for sub – contracting opportunities on this contract. This form must be completed and submitted with the bid or proposal. Modifying or failing to sign DMI forms may result in Non-Compliance and/or deemed non-responsive.

Signed [Signature] Name/Title: Dennis L. Derr Date: 20 September 2013
MBD 10 rev. 02/01/13

Note: Detailed Instructions for completing this form are on the next page



## Instructions for completing The Sub-(Contractors/Consultants/ Suppliers) Solicited Form (Form MBD-10)

**This form must be submitted with all bids or proposals.** All subcontractors (regardless of ownership or size) solicited and subcontractors from whom unsolicited quotations were received must be included on this form. The instructions that follow correspond to the headings on the form required to be completed. Note: Ability or desire to self-perform all work shall not exempt the prime from Good Faith Efforts when Goal has been established.

- **Contract No.** This is the number assigned by the City of Tampa for the bid or proposal.
- **Contract Name.** This is the name of the contract assigned by the City of Tampa for the bid or proposal.
- **Contractor Name.** The name of your business.
- **Address.** The physical address of your business.
- **Federal ID.FIN.** A number assigned to your business for tax reporting purposes.
- **Phone.** Telephone number to contact business.
- **Fax.** Fax number for business.
- **Email.** Provide email address for electronic correspondence.
- **No Firms were contacted/solicited for this contract.** Checking the box indicates that a pre-determined Subcontract Goal was not set by the City resulting in your business not using subcontractors and will self-perform all work. If during the performance of the contract you employ subcontractors, the City must pre-approve subcontractors. Use of the “Sub-(Contractors/Consultants/Suppliers) Payments” form must be submitted with your invoices. Note: Certified SLBE or WMBE firms bidding as Primes are not exempt from outreach and solicitation of subcontractors.
- **No Firms were contacted because.** Provide brief explanation why no firms were contacted/solicited.
- **See attached documents.** Check box, if after you have completed the DMI Form in its entirety, you are providing any additional documentation relating to the form. All DMI data not submitted on the MBD Form-10 must be in the same format and have all requested data from MBD Form-10 included.

The following instructions are for information of any and all subcontractors solicited.

- **“S” = SLBE, “W” = WMBE.** Enter “S” for firms Certified by the City as Small Local Business Enterprises and/or “W” for firms Certified by the City as Women/Minority Business Enterprise.
- **Federal ID.FIN.** A number assigned to a business for tax reporting purposes. This information is critical in proper identification of the subcontractor.
- **Company Name, Address, Phone & Fax.** Provide company information for verification of payments.
- **Type of Ownership.** Indicate the Ethnicity and Gender of the owner of the subcontracting business.
- **Trade, Services, or Materials** Indicate the trade, service, or material provided by the subcontractor. NIGP codes are listed at top section of document.
- **Contact Method L=letter, F=fax, E=Email, P=Phone.** Indicate with letter the method of soliciting for bid.
- **Quote or Resp. (response) Rec’d (received) Y/N.** Indicate “Y” Yes if you received a quotation or if you received a response to your solicitation. Indicate “N” No if you received no response to your solicitation from the subcontractor.

If any additional information is required or you have any questions, you may call the Minority Business Development Office at (813) 274-5522.



Page 3 of 4DMI – Solicited/Utilized
City of Tampa –DMI Schedule of Sub-(Contractors/Consultants/Suppliers) to be Utilized
(FORM MBD-20)

Contract No.: RFQ 13-C-00024 Contract Name: HFCAWTP #2 High Purity Oxygen Generator Rehabilitation
Contractor Name: Solutionwerks, Inc. Address: 1150 Glenlivet Drive, Suite C-30, Allentown, PA 18106
Federal ID: 23-3047834 Phone: 513-939-9380 Fax: 610-391-0845 Email: Dennis.Derr@Solutionwerks.com

- [ ] See attached documents.
[ ] No Subcontracting (of any kind) will be performed on this contract.

NIGP Code General Categories: Buildings = 909, General = 912, Heavy = 913, Trades = 914, Architects = 906, Engineers & Surveyors = 925, Supplier = 912-77

This DMI Schedule Must Be Submitted with the Bid or Proposal (Do Not Modify This Form)

Enter "S" for firms Certified as Small Local Business Enterprises, "W" for firms Certified as Women/Minority Business Enterprise

Table with 6 columns: S/W, Federal ID, Company Name/Address/Phone & Fax, Type of Ownership, Trade/Services/Materials/NIGP Code, Amount of Quote/Letter of Intent, Percent of Scope/Contract %.

Total Subcontract/Supplier Utilization \$
Total SLBE Utilization \$
Total WMBE Utilization \$
Percent SLBE Utilization of Total Bid/Proposal Amt. % Percent WMBE Utilization of Total Bid/Proposal Amt. %

It is hereby certified that the following information is a true and accurate account of utilization for sub-contracting opportunities on this contract. This form must be completed and submitted with the bid or proposal. Modifying or failing to sign DMI forms may result in Non-Complianceand/or deemed non-responsive.

Signed: [Signature] Name/Title: Dennis L. Derr Date: 20 September 2013

MBD 10 rev. 02/01/13
Note: Detailed Instructions for completing this form are on the next page



Page 4 of 4DMI – Solicited/Utilized  
Instructions for completing The Sub-(Contractors/Consultants/ Suppliers) to be Utilized Form  
(Form MBD-20)

***This form must be submitted with all bids or proposals. All subcontractors projected to be utilized must be included on this form.***

- **Contract No.** This is the number assigned by the City of Tampa for the bid or proposal.
- **Contract Name.** This is the name of the contract assigned by the City of Tampa for the bid or proposal.
- **Contractor Name.** The name of your business.
- **Address.** The physical address of your business.
- **Federal ID.FIN.** A number assigned to your business for tax reporting purposes.
- **Phone.** Telephone number to contact business.
- **Fax.** Fax number for business.
- **Email.** Provide email address for electronic correspondence.
- **No Subcontracting (of any kind) will be performed on this contract.** Checking box indicates your business will not use subcontractors when no Subcontract Goal has been set by the City, but will self-perform all work. When subcontractors are utilized during the performance of the contract, the “Sub-(Contractors/Consultants/Suppliers) Payments” form must be submitted with your invoices. Note: Certified SLBE or WMBE firms bidding as Primes are not exempt from outreach and solicitation of subcontractors.
- **See attached documents.** Check if you have provided any additional documentation relating to the utilization of subcontractors.
- 

The following instructions are for information of Any and All subcontractors to be utilized.

- **Federal ID.FIN.** A number assigned to a business for tax reporting purposes. This information is critical in proper identification of the subcontractor.
- **“S” = SLBE, “W” = WMBE.** Enter “S” for firms Certified by the City as Small Local Business Enterprises and/or “W” for firms Certified by the City as Women/Minority Business Enterprise.
- **Company Name, Address, Phone & Fax.** Provide company information for verification of payments.
- **Type of Ownership.** Indicate the Ethnicity and Gender of the owner of the subcontracting business.
- **Trade, Services, or Materials (NIGP code if Known)** Indicate the trade, service, or material provided by the subcontractor. NIGP codes are available at <http://www.tampagov.net/mbd>.
- **Amount of Quote, Letters of Intent** (required for both SLBEs and WMBEs)
- **Percent of Work/Contract.** Indicate the percent of the total contract price the subcontract(s) represent.
- **Total Subcontract/Supplier Utilization.** – Provide total dollar amount of all subcontractors/suppliers projected to be used for the contract. (Dollar amounts may not apply to CCNA proposals.)
- **Total SLBE Utilization.** Provide total dollar amount for all projected SLBE subcontractors/Suppliers used for this contract. (Dollar amounts may not apply to CCNA proposals.)
- **Total WMBE Utilization.** Provide total dollar amount for all projected WMBE subcontractors/Suppliers used for this contract. (Dollar amounts may not apply to CCNA proposals.)
- **Percent SLBE Utilization.** Total amount allocated to SLBEs divided by the total bid amount. (Dollar amounts may not apply to CCNA proposals.)
- **Percent WMBE Utilization.** Total amount allocated to WMBEs divided by the total bid/proposal amount. (Dollar amounts may not apply to CCNA proposals.)

If any additional information is required or you have any questions, you may call the Minority Business Development Office at (813) 274-5522.