

Appendix A

Nampa's Zone D Sewer Rehab – FY25

Scope of Services

Date: March 4, 2024

Project Name: Zone D Sewer Rehab FY25

Consultant Name: Jacobs Engineering Group

Consultant Company Address: 999 W Main St suite 1200, Boise, ID 83702

Consultant Project Manager/Contact Information: Nicole Fletcher/nicole.fletcher@jacobs.com

Contract Amount: \$99,984 (T/M NTE)

Duration: 8 months

Project Understanding

Nampa has contracted with Jacobs to develop design and construction documents for a capital improvement project for the collections system located in asset management Zone D. Nampa has identified approximately 10,000 LF of main line and 28 manholes for repair or replacement. It is expected that approximately 50% of these assets will be designed following the asset assessments and recommendations, or 5,000 LF and 14 manholes. Selection of the assets will be made during Task 2.

Nampa's preference would be for the mains and manholes to be rehabilitated by trenchless pipe lining and spray rock, however, there is infrastructure that will likely need to be replaced for upsizing or asset condition. Project design will occur in FY24, while construction is expected to occur in FY25.

This scope of work is expected to include:

- Topographic surveying and supplemental base mapping
- Assessment of Zone D main lines and manholes scheduled for rehab
- Civil engineering drawings for mains and manholes selected for rehab or replacement
- Bidding and construction assistance

The scope of services proposed are listed below and described in detail in the task descriptions.

Task 1. Project Management

Objective. Project management will include coordination, internal Jacobs' schedule and budget management, progress reporting and invoicing, and project administration. Upon Notice to Proceed (NTP), Jacobs will coordinate with City of Nampa to commence work.

Jacobs will facilitate an in-person kick-off meeting following NTP authorization.

Deliverables.

- Meeting Agendas and Meeting Notes
- Monthly Progress Reports
- Monthly Invoicing, delivered electronically via email.
- Kick-off meeting

The city of Nampa will provide Jacobs any information relevant to the tasks outlined in this scope of work and may included:

- CCTV footage and inspection reports
- As-built record drawings
- Geotechnical reports
- Manhole inspection template
- GIS data
- Property and owner contact information needed to gain site access for survey
- Site access form template
- Documentation on infrastructure failures and SSO's
- Front end bid document templates
- 2023 Nampa Standard Construction Specifications
- 2023 Nampa Process and Policies Manual

Task 2. Pre-Design Investigation and Data Analysis

Objective. The goal of this project is to rehab the scheduled mains and manholes to extend the life of the infrastructure and repair structural integrity. In some cases, rehabbing the infrastructure will not be possible or cost will drive replacement. Tasks accomplished under this section will steer asset selection and design decisions.

Approach. Preliminary site evaluation and analysis of existing data will provide insight into rehab and replacement options to steer the asset selection, optimizing the value of these improvements.

Task 2.1 Manhole Assessment

Jacobs field inspector will be on-site for one (1) day conducting inspections of the 28 manholes or access structures Nampa has identified for replacement. Jacobs will not exceed inspection time of one day without prior approval from the City.

Jacobs will conduct an above ground manhole inspection of each accessible structure. Standardized inspection forms utilized by the city will be used for the inspection. The

assessment will consist of observable features. Images will be recorded to include, at a minimum, the general site location, top-side looking down into the structure, and major defects.

A condition rating will be assigned to each manhole component and may include the cover, frame, frame seal, chimney, corbel, wall, flush tank, pipe seals, bench and trough.

Task 2.2 CCTV Analysis

Jacobs will utilize a condition assessment software to analyze Nampa's CCTV footage. The software will identify standard sewer defect codes, while tracking and analyzing defect locations and their severity. Analysis will lead to comprehensive asset scoring. Results will be reviewed by a Jacobs for accuracy and completeness.

Task 2.3 Asset Recommendations and Selection

Jacobs will compile asset assessment and analysis data into a rehabilitation and replacement recommendation report. Recommendations will be presented in three (3) categories, based on priority of rehab/replacement, and design limitations.

Task 2.4 Topographic Survey

Jacobs will survey assets selected through Task 2.3. Jacobs surveyor will be on-site for three (3) days conducting survey and will not exceed this duration without prior approval from the City. The following items will be included in the survey.

- Top of manhole (rim) elevation
- Invert elevations of pipes (in and out)
- Pipe diameter
- Pipe material
- Permanent structures and impedances to construction that are missing from data obtained by the design team

Task 2 Deliverables

- Manhole assessment report
- Mainline CCTV analysis
- Rehabilitation and replacement recommendations

Task 2 Assumptions

- Nampa will provide available as-builts within one (1) week of task order execution.
- A geotechnical report is not available, and this scope does not include an investigation. Conservative assumptions will be taken in the structural design of the CIPP liner.
- Mainline condition analysis will utilize the CCTV inspection footage provided by the city, no additional mainline investigation is included in this scope. If additional CCTV inspection is required, the City of Nampa will perform this work. Additional footage analysis will be billed at the same rate as the initial analysis.
- Topographic survey will establish control points using Nampa's wireless survey station and monuments adjacent to the site. The following geodetic datums will be used:

- Horizontal Datum: North American Datum 1983 (NAD 83)
- Vertical Datum: North American Vertical Datum 1988 (NAVD 88)
- Design of point repair locations will be based on the CCTV analysis, the City’s inspection logs, city GIS data and third party utility services data.
- Design will show existing utilities as they are represented on data provided by the city and third party utility services.
- Jacobs will coordinate with third party utility services to obtain their records for the areas included in the project.
- CCTV footage provided by Nampa will only be used for engineering analysis and services
- Prior to manhole inspections, Nampa will locate each manhole to ensure accessibility.
- During manhole inspection and survey, Nampa will assist the inspection and survey teams in locating and opening manhole and access structures, and by providing any traffic control including lane closures or flagging if needed.
- Traffic control and permitting will not be provided by Jacobs.
- Jacobs will contact dig-line 72hrs prior to topographic survey.
- Manholes on either side of main lines scheduled for replacement will be surveyed.
- Confined space entry is not included in the scoped work. This includes both the manhole assessment and topographic survey.
- Jacobs will utilize the city’s manhole inspection form. The city will provide a blank template for use at least 48hrs prior to the scheduled inspection date.
- This scope does not include any structural analysis of Nampa infrastructure.
- Nampa will coordinate site access for manholes outside of Nampa’s ROW prior to the manhole assessment.
- Jacobs will coordinate notification of property owners where private property access is required for survey. An allowance of 2 hours has been provided for coordination with property owners, to include 16 mailers.
- Public outreach will be provided by Nampa as needed, unless otherwise described in this scope.

Task 3. Design of Sewer Main and Manhole Rehab

Objective. The goal of this project is to rehab the scheduled mains and manholes to extend the life of the infrastructure and repair structural integrity. In some cases, rehabbing the infrastructure will not be possible or cost will drive replacement. All efforts will be made during design to limit impact to customers and traffic flow throughout construction.

Approach. Preliminary site evaluation and analysis of existing data will steer the design for this rehabilitation and replacement project.

Task 3.1 Design

Data gathered through this scope will be used to guide the project design. The design will consider asset condition and cost of rehab vs replacement when recommending an alternative to CIPP rehab. Design will be submitted to the city for review at 30% and 90% completion, followed by a 100% design submission.

Jacobs will meet with the city between 30% and 90% design deliverables. In the event of major design changes between the 30% and 90% design deliverables, Jacobs will coordinate with the city via email to confirm city preference.

Task 3.2 Cost Estimate

This scope will include preliminary and final construction cost estimates. Preliminary cost estimates will be provided with the 30% and 90% design deliverables. The final cost estimate will be included with the 100% design and bid package submittal.

Task 3.3 Bid Documents

Front end bid documents and forms will be assembled from the templates provided by Nampa. Bid documents will be submitted for review with the 90% design drawings.

Task 3.4 Bid Assistance

At the city's request, Jacobs will respond to questions that arise from contractors during the bidding process and provide addendums to the bid documents that result from these inquiries.

Jacobs will attend the City's pre-bid meeting as a resource to answer any contractor questions.

Task 3 Deliverables

- Preliminary and final cost estimates for construction
- 30% design
- 30% and 90% design review meetings
- 90% design
- 100% design
- Bid documents
- Up to two (2) addendums

Task 3 Assumptions

- Nampa will provide updated bid and contract documents. Jacobs will update template documents with project information and provide up to 5 (five) special provisions.
 - Among the special provisions, Jacobs will provide specs for bypass pumping and contractor responsibilities for inspecting, cleaning, and reconnecting sewer service lines if verbiage is not already included in the front-end docs.
- Nampa will provide available as-built plans for mains and manholes scheduled for repair or replacement.
- Specifications for this project are the 2020 Idaho Standards for Public Works Construction (ISPWC) and the 2023 Nampa Standard Construction Specifications.

- One hour design review meetings will be held virtually.
- Jacobs will provide up to two (2) addendums to the bid documents following bid advertisement.
- All mains less than 8" will be upsized to 8".
- The drawings will not include traffic control plans. The contractor will be responsible for providing finalized traffic control plans and procuring all necessary permits associated with traffic control and construction.
- Design will incorporate rehab of assets when possible, open cut point repair design will be limited to an as-needed basis.
- Nampa will complete their review of 30% and 90% deliverables within 2 weeks (14 days) following transmission.
- Eight (8) sets of bid documents and full-sized plans will be delivered to the NDSC building upon completion.
- The city will facilitate the pre-bid meeting. An agenda and meeting notes will not be provided.
- City will provide QPLE review and DEQ coordination if required.

Task 4. Construction Assistance

Objective. Provide Nampa with construction assistance throughout the construction phase of the project by reviewing construction documents, inspecting the site, and attending progress meetings. Record drawings will also be provided through this task. Scope of services for this work will be provided through an addendum to this scope and is expected to be executed during the bid advertisement process.

Appendix B

Schedule and Budget

The proposed schedule includes expected project dates and durations. Work will begin as soon as this agreement is executed and will proceed based on the work plan shown in Table 1. If the Notice to Proceed date is issued later than that estimated below, the remaining milestone dates will be adjusted accordingly.

Table 1. WWTP Renaming and Identity Proposed Schedule

	Start Date	End Date
Task 1. Project Management	20-Feb-2024	30-Sep-2024
Task 2. Pre-Design Investigation and Data Analysis	21-Feb-2024	29-Mar-2024
2.1 Manhole Assessment	21-Feb-2024	01-Mar-2024
2.2 CCTV Analysis	21-Feb-2024	01-Mar-2024
2.3 Asset Recommendations and Selection	04-Mar-2024	15-Mar-2024
2.4 Topographic Survey	18-Mar-2024	29-Mar-2024
Task 3. Design of Sewer Main and Manhole Rehab	01-Apr-2024	30-Sep-2024
3.1 Design	01-Apr-2024	30-Sept-2024
3.1.1 30% Design	01-Apr-2024	21-Jun-2024
3.1.2 90% Design	24-Jun-2024	30-Aug-2024
3.1.3 Final Design	02-Sept-2024	30-Sept-2024
3.2 Cost Estimate	06-May-2024	30-Sept-2024
3.3 Bid Documents	13-May-2024	30-Sept-2024
3.4 Bid Assistance	30-Sept-2024	08-Nov-2024
Task 4. Construction Assistance	11-Nov-2024	30-Sept-2025

Compensation

Table 2 provides an estimated breakdown of the budget level of effort and costs associated with this scope of work. Compensation for this task order will be on a Time and Materials Basis, with the not-to-exceed amount indicated in Table 2.

The Engineer will make reasonable efforts to complete the work within the total budget. Nampa will compensate Jacobs Engineering Group Inc. for its services and reimbursable expenses as defined in this scope on a not-to-exceed basis of the total listed in Table 2. If any tasks are required to complete the work outlined in this scope and not identified within this scope, an addendum will be negotiated that describes the required task and compensation required for completion.

Table 2. Nampa Zone D Sewer Rehab FY25 Cost Breakdown

	Cost
Task 1. Project Management	\$9,118
Task 2. Pre-Design Investigation and Data Analysis	\$15,051
Task 3. Design of Sewer Main and Manhole Rehab	\$75,815
TOTAL COST	\$99,984