



MEMORANDUM

To: George Garrett, City Manager
From: Steve Suggs P.E., Project Manager
Date: May 24th, 2024
Re: COM Sombrero Blvd Drainage - Schedule
CC: Jared Weaver, Dan Saus

Project Schedule: Sombrero Blvd Drainage

Design Phase:

1. Design Kick-off (Completed)
2. 30% Design (Completed)
3. Potential Design Directions Report with Estimated Construction Cost (Completed)
4. 60% Design & Initial Permit Applications (0 - 4 weeks):
 - 60% Design Completion: [Date: Week 4]
 - Initial Permits Application (SFWMD & FDEP):[Concurrent with 60% Design, Date: Week 4]
 - Technical Specifications Start: [Date: Week 4]
5. 90% Design (5 - 6 weeks):
 - 90% Design Completion: [Date: Week 6]
- 6.100% Design (7 weeks):
 - 100% Design Completion: [Date: Week 7]

Permitting Phase:

7. Permit Review Process (12 weeks):
 - Initial Review by SFWMD & FDEP: [June 1, 2024 - June 30, 2024, Date: Week 5-9]
 - Update Plans Based on RAI: [July 1, 2024 - July 5, 2024, Date: Week 10]
 - Re-review by SFWMD & FDEP: [July 6, 2024 - August 4, 2024, Date: Week 11-14]
 - Permit Issuance: [August 5, 2024 - September 4, 2024, Date: Week 15-18]

Bidding Phase:

8. Prepare Bid Documents:
 - Bid Documents Preparation: [Start at 60% Design Completion, Date: Week 4-6]
9. Competitive Procurement:

- Bids Out: [July 21, 2024, Date: Week 7]
- Bids Evaluation: [September 4, 2024 - September 11, 2024, Duration: 45 days for bids, 1 week for evaluation]

10. City Council Approval:

- Recommendation of Award: [Next City Council Meeting, typically 2nd Tuesday after bid evaluation, Date: September 17, 2024]

Post-Approval Phase:

11. Contract Finalization:

- Insurance, P&P Bonds, Agreement Signed: [Date: September 18, 2024 - October 1, 2024, Duration: 2 weeks]

12. Notice to Proceed (NTP) & Pre-Construction Meeting:

- NTP Issued: [Date: October 2, 2024]
- Pre-Construction Meeting: [Within 14 days of NTP, Date: October 3, 2024 - October 16, 2024]

Construction Phase:

13. Construction Start:

- Start of Construction: [Date: October 17, 2024]

14. Construction Duration:

- Estimated Construction Duration: [8-12 months, Date: October 17, 2024 - October 17, 2025]

Detailed Timeline (Dates based on project start date):

1. 60% Design & Initial Permits Application: [June 1, 2024 - June 29, 2024]
2. 90% Design: [June 30, 2024 - July 13, 2024]
3. 100% Design: [July 14, 2024 - July 20, 2024]
4. Permit Review Process: [June 1, 2024 - September 4, 2024]
5. Bids Out: [July 21, 2024]
6. Bids Evaluation: [September 4, 2024 - September 11, 2024]
7. City Council Meeting for Award: [September 17, 2024]
8. Insurance, Bonds, and Agreement Signed: [September 18, 2024 - October 1, 2024]
9. NTP Issued: [October 2, 2024]
10. Pre-Construction Meeting: [October 3, 2024 - October 16, 2024]
11. Construction Start: [October 17, 2024]
12. Construction Completion (8-12 months): [June 2025 - October 2025]

This schedule is tentative and is shown as what WEC will try to achieve however, permitting may take longer than described and some items may change depending on how the design progresses. Please realize this is a rough draft at an accelerated timeline.