

Proposal to Provide
Engineering Services for
Water Treatment Plant High Pressure Pump #9 (HPP9)
Construction Phase Services

Services to be provided by: Kimley-Horn and Associates, Inc. (Kimley-Horn)

Services provided to: Village of Wellington (Village)

Proposal Date: December 4, 2025

This Work Authorization authorizes Kimley-Horn and Associates, Inc. to perform work set forth herein and is issued pursuant to the Agreement for Consulting Services, between the Village of Wellington ("Client" or "Village") and Kimley-Horn and Associates, Inc. ("Consultant" or "Kimley-Horn"). All terms and conditions of said Agreement are hereby incorporated and made part of this Work Authorization.

BACKGROUND

Kimley-Horn recently prepared drawings and specifications for the addition of High Pressure Pump #9 (HPP9) at Membrane Plant #2 (M2). This design included an additional feedwater pump, cartridge filter vessel, supporting electrical gear and instrumentation to pre-treat and pump raw water to any of the three (3) existing Nanofiltration (NF) trains. The deliverables were permitted through the Palm Beach County Health Department under 138260-361-WC and the improvements are ready for construction. The Village has elected to direct purchase the cartridge filter vessel, pump and Variable Frequency Drive (VFD) and is going to utilize their Construction Manager-At-Risk (CMAR), Wharton Smith, to construct the improvements.

Accordingly, the Village has requested Kimley-Horn prepare a scope of services to assist during the construction phase for the proposed improvements. The following scope of services is provided to attend meetings, review shop drawings, observe installation and startup testing for the additional feedwater pump.

SCOPE

Consultant will provide support and information in preparation of the building permit application for processing by the Village Building Department and provide electronic sets of signed/sealed drawings and specifications for submittal. The permitting process will be initiated by the CMAR.

Consultant will review and /or take other appropriate action with respect to Shop Drawings and Samples and other data which Contractor is required to submit, but only for conformance with the information given in the Contract Documents. Such review and approvals or other action will not extend to means, methods, techniques, equipment choice and usage, sequences, schedules, or procedures of construction or to related safety precautions and programs. It is anticipated that up to fifteen (15) shop drawings will be submitted and a 2nd resubmittal of a portion of those shop drawings will be required. This proposal assumes up to twenty (20) total shop drawing reviews will be required. Consultant will review the submittals and return copies to the Contractor and Owner.

Consultant will respond to a reasonable and appropriate Contractor requests for information and issue necessary clarifications and interpretations of the Contract Documents (estimated to be five or less) to Client as appropriate to the orderly completion of the Contractor's work. Any orders authorizing variations from the Contract Documents will be made by the Owner.

Consultant may recommend Work Change Directives or Change Orders to the Owner and will review and make recommendations related to Change Orders submitted or proposed by the Contractor (estimated to be two or less). Consultant will evaluate and determine the acceptability of substitute or "or-equal" materials and equipment proposed by Contractor in accordance with the Contract Documents, but subject to the provisions of applicable standards of state or local government entities (estimated to be four or less).

Consultant will attend a Pre-Construction Conference prior to commencement of work at the site and attend up to twelve (12) progress meetings at the work site, which is anticipated to occur over twelve (12) month duration. Since the Owner is utilizing their CMAR contractor to perform the work, this scope assumes the CMAR will prepare and distribute the meeting agendas and record and distribute minutes to the project team.

Consultant will provide on-site construction observation services during the construction phase. It is assumed that construction contract duration will be approximately 12 months, and observation will occur throughout that time frame. Consultant's representative will visit the site up to twenty (20) times during the expected 12-month construction duration. Such visits and observations by the Consultant's representative are not intended to be exhaustive or to extend to every aspect of Contractor's work in progress. Observations are to be limited to spot checking, selective measurement, and similar methods of general observation of the Work based on Consultant representative's exercise of professional judgment. Based on information obtained during such visits and such observations, Consultant's representative will evaluate whether Contractor's work is generally proceeding in accordance with the Contract Documents, and Consultant will keep Owner informed of the general progress of the Work. Consultant's field representative will prepare field reports of each site visit describing observations witnessed during site visits.

The purpose of Consultant representative's site visits will be to enable Consultant to better carry out the duties and responsibilities specifically assigned in this Agreement, and to provide the OWNER a greater degree of confidence that the completed Work will conform in general to the Contract Documents. Consultant shall not, during such visits or as a result of such observations of Contractor's work in progress, supervise, direct, or have control over Contractor's work, nor shall the Consultant have authority over or responsibility for the means, methods, techniques, equipment choice and usage, sequences, schedules, or procedures of construction selected by Contractor, for safety precautions and programs incident to Contractor's work, nor for any failure of Contractor to comply with laws and regulations applicable to Contractor's furnishing and performing the Work.

Consultant will recommend to the Owner that Contractor's work be disapproved and rejected while it is in progress if, on the basis of such observations, Consultant believes that such work will not produce a completed Project that conforms generally to Contract Documents.

Consultant will review up to twelve (12) contractor payment applications pencil copies and where necessary, provide feedback regarding the percentage of work complete. This scope does not include final payment application review or signed recommendation for payment as this is not typically performed for CMAR contracts.

Start-up of the new equipment will be facilitated by the Contractor. Consultant will observe startup of HPP9 upon completion of the construction improvements. It is assumed that up to two (2) days of startup testing will be required. Consultant will review and summarize startup data for new equipment prior to recommending Owner acceptance of said equipment.

Consultant will, promptly after notice from Contractor that it considers the entire Work ready for its intended use, in company with the Owner and Contractor, conduct a site visit to determine if the Work is substantially complete. Work will be considered substantially complete following satisfactory completion of all items with the exception of those identified on a final punch list. If after considering any objections of the Owner, Consultant considers the Work substantially complete, Consultant will notify the Owner and Contractor. Consultant anticipates completing the following items once the project is deemed substantially complete:

- Consultant will prepare and submit the construction completion certifications for the PBCHD permit if the construction is found to be in general accordance with the plans and specifications upon completion of the improvements
- Consultant will review contractor furnished red-lined record drawing information and operation and maintenance manuals as required under the certification of completion. Consultant will review the red-lined record drawings and note substantial deviations. Consultant will review and provide comments on the operation and maintenance manuals and project red-lined record drawings submitted by the contractor.

Multiple punch-lists will be prepared for the items that need to be completed for final closeout of the project. Consultant will provide up to two (2) site visits with the contractor to review the status of the completion of these punch-list items. The site visits will be used to determine if the completed Work of Contractor is generally in accordance with the Contract Documents and the final punch list so that Consultant may recommend, in writing, final payment to Contractor. Accompanying the recommendation for final payment, Consultant will also provide a notice that the Work is generally in accordance with the Contract Documents to the best of Consultant's knowledge, information, and belief based on the extent of its services and based upon information provided to Consultant upon which it is entitled to rely.

Consultant assumes that up to one (1) request for clearance from PBCHD will be required as part of this project. This request will be submitted to the PBCHD, consisting of certification application, pressure test results, and contractor red-lined record drawings if the work is found to be in general conformance with the plans and specifications.

Consultant will provide project management consisting of meeting attendance, coordination of Consultant's staffing on project, QA/QC, review of Contractor schedule, coordination with subconsultants, administrative work including filing of all documentation, meeting notes, letters, etc. It is estimated that approximately twenty-four (24) hours of administration time and twelve (12) hours of professional time will be required for this task.

Consultant will utilize Hillers Electrical Engineering (HEE) for professional services related to electrical engineering. HEE proposal for this project is included with this scope of services.

ADDITIONAL SERVICES

Any services not specifically provided for in the above scope, as well as any changes in the scope requested by the Village, will be considered additional services to this Work Authorization and will

be performed based on subsequent Work Authorizations approved prior to performance of the additional services.

COMPENSATION

Kimley-Horn will invoice the Village based on the following:

- Billing will be based on time and materials, plus reimbursable expenses, with a brief description of services provided
- The fee shall not exceed \$109,443.00 without prior approval from the Village
- Consultant will not provide additional services without prior approval from the Village

SCHEDULE

The Kimley-Horn fee structure assumes timely completion within the terms of the construction contract. Failure of the Client's contractor(s) to complete the projects within the original contract term may result in an adjustment to the Kimley-Horn's compensation, subject to mutual acceptance of the Client and the Kimley-Horn.

Accepted by:

Village of Wellington

Kimley-Horn and Associates, Inc.

Jason R. Lee, P.E.

Vice President

Date: _____

Date: 12/4/2025

[illegible]



HILLERS ELECTRICAL ENGINEERING, INC.

July 30, 2025

Mr. Nick Black, PE
Kimley-Horn and Associates, Inc.
1920 Wekiva Way, Suite 200
West Palm Beach, FL 33411

Subject: Village of Wellington Utilities– Water Treatment Plant High Pressure Pump No. 9
Construction Phase Services

Dear Nick:

Hillers Electrical Engineering, Inc. (HEE) is pleased to provide Kimley-Horn and Associates, Inc. (KHA) this proposal for engineering services during construction for the above referenced project. KHA and HEE have completed a design for the installation of High-Pressure Pump No.9 in Membrane Building No.2 including associated variable frequency drive, cartridge filter and instrumentation to support pump operation. The Village of Wellington Utilities (Village) has chosen to direct purchase the cartridge filter vessel, pump and variable frequency drive and use a construction manager-at-risk (CMAR) to perform the installation and furnishing of the remaining system components to complete the construction. This proposal is for services related to the electrical and instrumentation systems designed by HEE. Construction duration is expected to be twelve (12) months.

Our scope of work consists of the following:

Task 1 – Engineering During Construction Phase Services

- A. HEE will review electrical, instrumentation and control shop drawings, as well as mechanical process equipment shop drawings for coordination with electrical systems. The following shop drawings are expected:
 - a. 11245 Cartridge Filters
 - b. 11280 Control Valves
 - c. 11936 Vertical Turbine High Pressure Pump
 - d. 16050 Basic Electrical Materials
 - e. 16110 Raceways
 - f. 16120 Conductors
 - g. 16450 Grounding
 - h. 16480 Low Voltage Motor Control (Submittals for Owner Furnished Equipment and Contractor Furnished Materials)
 - i. 16485 Variable Frequency Drives (Submittals for Owner Furnished Equipment and Contractor Furnished Materials)
 - j. 16950 Electrical Testing
 - k. 17301 Instrumentation and Controls

Mr. Nick Black, PE

Subject: Village of Wellington Utilities–Water Treatment Plant Ammonia System Replacement Design and Procurement Phase Services

- B. HEE will aid KHA with responding to the following as related to the electrical, instrumentation and control systems designed by HEE:
 - a. Requests for Information (RFI) (maximum of five (5))
 - b. Requests for Clarifications (RFC) (maximum of three (3))
 - c. Recommendations for Work Change Directives (WCD) (maximum of one (1))
 - d. Recommendations for Change Orders (CO) (maximum of one (1)).
- C. Attend Pre-construction conference with KHA, Village and CMAR Contractor
- D. HEE will perform specialty inspections for electrical and instrumentation systems to determine that the construction work is being performed in accordance with the design documents. Up to twelve (12) inspections are budgeted.
- E. HEE will assist KHA with start-up and testing observation of the new systems. Three (3) start-up activities are anticipated and budgeted.
- F. HEE will assist KHA with substantial completion inspection and punch list generation. One (1) substantial completion inspection is budgeted.
- G. HEE will assist KHA with final completion inspection. One (1) final inspection is budgeted.
- H. Review redline drawings and operations and maintenance manuals furnished by the contractor.
- I. HEE will not review applications for payment by the contractor and anticipates KHA to perform these reviews.

Our proposed time and materials engineering services fees are:

\$34,278.00

HEE thanks Kimley-Horn and Associates, Inc. for the opportunity to assist with this project. Please do not hesitate to call me if you have any questions about this proposal or any other related matter.

Sincerely,



Mark E. Luther, PE

MEL/mel

Attachment

Village of Wellington Utilities Water Treatment High Pressure Pump No. 9
Kimley-Horn & Associates
HILLERS ELECTRICAL ENGINEERING, INC.
Scope Fee Breakdown -Construction Phase Services
Date: 07/30/25

	Rate	\$225.00	\$192.00	\$153.00	\$147.00	\$129.00	\$90.00	\$81.00	\$138.00	\$78.00				
PHASE OF WORK														
Construction Phase Services	Principal Hours		Chief Engineer Hours	Project Manager Hours	Professional Engineer Hours	Lead Engineer Hours	Designer Hours	CADD/ Technician Hours	Construction Coordinator Hours	Secretarial Hours	Total Task Hours	Expenses Cost	SUBTOTAL Cost	TASK TOTAL Cost
Shop Drawing Reviews	6				60						66		\$10,170.00	\$34,278.00
Pre-Construction Conference														
Requests for Information (RFI)	5				20				2		2		\$276.00	
Requests for Clarification (RFC)	3				18						25		\$4,065.00	
Work Change Directives (WCD)					4						21		\$3,321.00	
Change Orders (CO)	1				4						5		\$813.00	
Specialty Inspections									4		9		\$1,365.00	
Substantial Completion Inspection and Punch List									60		60		\$8,280.00	
Final Completion Inspection									8		8		\$1,104.00	
Start-Up and Testing									4		4		\$552.00	
Review Record Drawings/O&M Manuals					6				15		15		\$2,070.00	
									10		16		\$2,262.00	
Totals	16				112				103		231		\$34,278.00	\$34,278.00
Cost by Labor Rate	\$3,600.00				\$16,464.00				\$14,214.00				\$34,278.00	