MOCK • ROOS
CONSULTING ENGINEERS

February 7, 2018

Jonathan Reinsvold, P.E.
Senior Engineer
Village of Wellington
12300 Forest Hill Boulevard
Wellington, FL 33414

Ref. No.: B6710.10
Subject: C-11 and C-15 Canal Culvert Crossings and Bridle Trail Improvements
Engineering During Construction Services

Dear Jonathan:

We are submitting the attached *Proposal to Provide Engineering During Construction Services for the C-11 and C-15 Canal Culvert Crossing and Bridle Trail Improvements Project*. Please review the attached documents and return one signed copy of the *Proposal* to our office as our authorization to proceed with the Scope of Services outlined in the proposal.

We will provide the Scope of Services on a lump sum basis for $39,304. Please note that this fee is based on the Contractor's approved Contract Timeframe of 180 calendar days.

If you have any questions please contact me at 683-3113, extension 293. Thank you for using Mock•Roos on this project. We look forward to working with you.

Sincerely,

MOCK, ROOS & ASSOCIATES, INC.

Garry Gruber, P.E.
Senior Vice President

GGG:jeh
Enclosure
Copies: Bookkeeping

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Proposal To Provide Engineering During Construction Services
C-11 and C-15 Canal Culvert Crossing and Bridle Trail Improvements

Services to be provided by: Mock•Roos

Services provided to ("Wellington"): Village of Wellington

Proposal Date: February 7, 2018

Proposal Terms

A. Project Description:

Wellington plans to move forward with construction of its C-11 and C-15 Canal Culvert Crossing and Bridle Trail Improvements project. It is assumed that the contract timeframe will be 150 days for Substantial Completion and 180 days for Final Completion.

Mock•Roos will perform engineering during construction services as outlined in **B. Scope of Services** below:

B. Scope of Services:

Task 1 – Attend a pre-construction meeting with the Contractor, Wellington, and Mock•Roos. Wellington staff will prepare agenda, conduct meeting and prepare and distribute meeting minutes.

Task 2 – Provide Mock•Roos staff to review Contractor's fabrication shop drawing and engineering submittals for conformance with the Contract Documents.

Task 3 – Attend up to 4 construction meetings between the Contractor, Wellington, and Mock•Roos during the construction period. Wellington staff will prepare agenda, conduct meeting and prepare and distribute meeting minutes.

Task 4 – Provide a Mock•Roos field representative (up to 3 trip per week, average of 3 hours per trip including travel time, for 17 weeks of active construction and an additional 3 hours per week for 4 weeks for punchlist work) to perform site observations of the Contractor's Work during the construction period. Prepare and review Mock•Roos field observation reports.

Task 5 – Perform the services of a project engineer to perform periodic site observations of the work activities for conformance with the Contract Documents. A total of 16 hours is included in this proposal.

Task 6 – Review, recommend, and prepare minor field directive changes and/or contingency expenditures, as requested by the Contractor or Wellington. Services related to major changes or change order proposals will be negotiated at that time.

Task 7 – Provide review and payment recommendations for the Contractor's pay application (a total of 6 are anticipated).

Task 8 – Perform one "Substantial Completion" with the Contractor, Mock•Roos, and Wellington for facilities and develop Punchlist for correction by Contractor.

Task 9 – Perform one "Final Completion Walk-Through" with the Contractor, Mock•Roos, and Wellington to review final punchlist has been completed.

Task 10 – Provide limited coordination with Wellington and the Contractor throughout Project duration of the above tasks.

Task 11 – Assist Wellington with project closeout, including review of Contractor submitted report drawings and closeout paperwork.

C. Additional Services:

1. Any services not included in the Scope of Services will be considered Additional Services.

2. Additional Services can be provided upon Mock•Roos receiving a revised scope of services and approved purchase order from Wellington.

D. Fees and Rates:

1. The total fee to provide the Scope of Services on a lump sum basis for $39,304.

2. Mock•Roos can provide Additional Services at the Mock•Roos hourly rates in effect at that time, plus any reimbursable expenses, or for an agreed upon lump sum fee.

E. Conditions:

1. In case of discrepancies, the terms of this proposal supersede those of previous agreements.

2. Lump Sum Fee is based on the Contractor's approved Contract Timeframe of 180 calendar days. If the Contractor's schedule extends beyond this timeframe, and additional scope and fee will be approved.

F. Acceptance and Authorization to Proceed:

1. This proposal is acceptable and Mock•Roos has authorization to proceed with the Scope of Services.

MOCK•ROOS

Signed: 2/7/18

Name: Garry G. Gruber, P.E.

Title: Senior Vice President

Date: February 7, 2018

C-11 and C-15 Canal Culvert Crossings and Bridle Trail Improvements
Engineering During Construction Phase Services

Task Description	Senior Project Manager	Sr. Project Engineer	Engineer	Senior Field Representative	Senior Administrative Assistant	Subtotal
Labor Hourly Billing Rate	$160.00	$155.00	$93.00	$105.00	$50.00	
Scope of Services						
1 Pre-Construction Meeting & Minutes	3	3		3	2	$ 1,360
2 Process Shop Drawings		4	12		2	$ 1,836
3 Biweekly Progress Meetings and Minutes (4)	12	4			4	$ 2,740
4 Construction Field Observation and Reports	8			174	20	$ 20,550
5 Periodic Site Observations by the Engineer		16			4	$ 2,680
6 Field Change Directives	1	8	12		1	$ 2,566
7 Review Pay Application & Recommendation Letter (6)	2		6		3	$ 1,028
8 Substantial Completion Walk-Through / Punch List	1	8		4	1	$ 1,870
9 Final Completion Walk-Through / Follow-up	1	4		4	1	$ 1,250
10 Project Management/Coordinate Contract/Village	10				1	$ 1,650
11 Close Out	1	4	8		1	$ 1,574
Subtotal	$ 6,240.00	$ 7,905.00	$ 3,534.00	$ 19,425.00	$ 2,000.00	

Total Mock•Roos Direct Labor	$ 39,104.00
	$ 200.00
	$ 39,304.00