



July 16, 2018

Shannon LaRocque, P.E.
Utilities Director
Village of Wellington
12300 Forest Hill Blvd.
Wellington, FL 33414

Ref. No.: B7704.10
Subject: South Shore Forcemain Replacement - Phase 1 – Design and Bid Phase Services Proposal

Dear Shannon:

We are submitting the attached *Proposal To Provide Design and Bid Phase Services for the South Shore Forcemain Replacement Phase 1 Project*. Please review the attached proposal and return one signed copy to our office as our authorization to proceed with the Scope of Services outlined in the proposal.

We will provide the Scope of Services for a lump sum fee of \$145,396.

If you have any questions please contact me at 683-3113, extension 216. Thank you for using Mock•Roos on this project. We look forward to working with you.

Sincerely,

MOCK, ROOS & ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read 'T. Biggs', is written over the printed name.

Thomas A. Biggs, P.E.
Executive Vice President

JRL:jeh
Enclosure
Copies: Bookkeeping

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Proposal To Provide Design and Bid Phase Services For South Shore Forcemain Replacement – Phase 1

Services to be provided by: Mock•Roos

Services provided to (Village): Village of Wellington

Proposal Date: July 16, 2018

Proposal Terms

Background

The Village plans to upgrade its existing forcemain in South Shore Boulevard due to its age and substandard material. The Village also desires to provide redundancy in its wastewater transmission system and to accommodate future growth in its utility service area. Mock•Roos recently completed a route study to address the Village's goals.

The South Shore Boulevard forcemain was constructed in the 1980s using PVC Class 160 pipe, which is inferior to typical construction materials used today. The pipeline is reaching 40 years of age and nearing the end of its useful life. The forcemain requires replacement due to its age and substandard material. The Mock•Roos study identified an alignment along South Shore Boulevard from Sheffield Street to Forest Hill Boulevard for a new forcemain. The Mock•Roos evaluation also included identifying a new forcemain from South Shore Boulevard along the C-6 Canal and Pierson Road to the Water Reclamation Facility to allow redundancy in the system and increased system capacity for future growth. The proposed forcemain improvements will redirect wastewater flow and impact existing lift stations. The impacted lift stations will require modifications.

A construction phasing plan was developed to divide the recommended routes into several phases that could be implemented in the Village's capital improvement plan. Phase 1 includes construction of the forcemain within South Shore Boulevard from Sheffield Street to Big Blue Trace. Phase 2 includes construction of the forcemain within South Shore Boulevard from Big Blue Trace to Forest Hill Boulevard. Phase 3 includes construction of the forcemain from South Shore Boulevard via the C-6 Canal and Pierson Road to the Water Reclamation Facility and necessary modifications to existing lift stations.

A. Project Description:

This project is to design a replacement forcemain in South Shore Boulevard from Sheffield Street to Big Blue Trace.

This portion of South Shore Boulevard contains an existing 8-inch wastewater forcemain that is nearing the end of its useful life. The replacement of the forcemain will allow the Village to provide redundancy in the system and accommodate future growth. The proposed forcemain pipe diameter

ranges from 8-inches to 18-inches. The proposed pipe route is approximately 8,500 linear feet. The proposed route is entirely within the Village's Roadway right-of-way.

Mock•Roos will provide engineering and related services and act as the Village's Engineer of Record for the above-described project as more specifically set forth below under **B. Scope of Services** below. Mock•Roos will utilize the services of Engenuity Group, Inc. to provide surveying and utility location services.

B. Scope of Services:

1. Preliminary Engineering

- a. Meet with the Village staff to review the scope of the project, general location of proposed improvements, and obtain the Village's input regarding expectations for the project.
- b. Provide a topographic survey of the area in the immediate vicinity of the proposed pipeline route and provide a base map of the survey data.
- c. Submit base drawing to local utilities for mark-up of their existing utilities. Plot utility locations received on the drawing base sheets.
- d. Provide and coordinate underground utility location services to confirm existing subsurface utility locations, as necessary to advance engineering design to 60% completion. Utilities will be located by utilizing ground penetrating radar supplemented by pot holes using an air/vacuum excavation method (including temporary surface restoration).
- e. Submit preliminary base sheets (approximately 20 sheets) to Village for review and comment.
- f. Meet with Village staff to review preliminary submittal and respond to questions or comments.

2. Design Phase Services:

- a. Develop one set of construction drawings (approximately 20 sheets) consisting of a cover sheet, key sheet, plan and profile sheets (20 scale), and detail sheets.
- b. Prepare technical specifications and a project manual for the project anticipated to be bid as a single project.
- c. Submit progress drawings at the 60-percent and 95-percent completion.
- d. Meet with the Village after each submittal to review progress drawings, discuss design options, and respond to questions.

- e. Estimate quantities and prepare an Engineer's Opinion of Probable Construction Cost.
 - f. Prepare a Health Department permit application package including attachments and submit for approval. (Village will pay application fees.) Prepare and submit responses to Health Department comments, if required.
 - g. Provide final design phase deliverables consisting of construction drawings, project specifications, and schedule of values in paper copies and electronic PDF files.
3. Bid Phase Services:
- a. Provide electronic PDF copies of the drawings and project manual for the Village to post on their web site and distribute to prospective bidders.
 - b. Assist Village in preparing responses to questions from prospective bidders during the bid period.
 - c. Assist Village to issue appropriate addendums, if necessary.
 - d. Attend the bid opening, review Village prepared bid tabulation, review the qualifications of the apparent low bidder, and provide the Village with a "Recommendation for Award".
 - e. Assist in preparing the construction contracts for execution including coordinating with the contractor for execution of the contracts.
 - f. Coordinate with the Village and the selected contractor to assist in awarding the contract.

C. Schedule

- 1. The following schedule goals are proposed for those tasks under Mock•Roos control. Note that certain review times and other factors are beyond Mock•Roos control and may result in additional time being justified.
 - a. Provide the Health Department permit application packages within six months of receiving our authorization to proceed. Note that this time frame is dependent on receiving timely comments (within two weeks) for the 60 and 95-percent progress submittals.
 - b. Respond to routine permit application comments within two-weeks of receipt. If there are significant changes or unreasonable demands contained in the comments, additional time may be necessary.

- c. Provide final design deliverables to the Village within two-weeks after receipt of all permits.
- d. Provide a “Recommendation for Award” of the construction contract within two-weeks of receipt of bids provided there are no unusual circumstances with the low bid that would require additional review time.

D. 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 signed authorization from the Village.

D. Fees and Rates:

1. The total fee to provide the Scope of Services on a lump sum basis for \$145,396.
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.

F. Acceptance and Authorization to Proceed:

1. This proposal is acceptable and Mock•Roos has authorization to proceed with the Scope of Services when Wellington issues a Purchase Order for this project.

**Village of Wellington
South Shore Forcemain Replacement - Phase 1**

Task Description	Labor Classification				Subtotal	Engenuity Group, Inc.	Total								
	Senior Project Manager	Senior Engineer	Engineer	Administrative Assistant											
Labor Hourly Billing Rate	\$160.00	\$155.00	\$93.00	\$50.00											
Total Hours	94	184	622	48											
1. Preliminary Engineering															
a Initial Client Coordination	3	4		2	\$ 1,200		\$ 1,200								
b Topo Survey/Prepare Base Map	2	8	60	4	\$ 7,340	\$ 16,590	\$ 23,930								
c Utility Coordination	2	8	24		\$ 3,792		\$ 3,792								
d Coordinate & Provide Subsurface Utility Exploration	2	16	16		\$ 4,288	\$ 25,000	\$ 29,288								
e Submit Preliminary Base Sheets (20)	1	4	40	2	\$ 4,600		\$ 4,600								
f Preliminary Review Meeting	2	2	4	2	\$ 1,102		\$ 1,102								
2. Design Phase Services															
a 60% Construction Drawings	24	40	200	4	\$ 28,840		\$ 28,840								
b 95% Construction Drawings	20	32	180	4	\$ 25,100		\$ 25,100								
b Technical Specification/Project Manual	4	16	16	8	\$ 5,008		\$ 5,008								
c Submit Progress Drawings 60-Percent and 95-percent	4	16	32	2	\$ 6,196		\$ 6,196								
d Follow-up Client Meetings	6	6	4	2	\$ 2,362		\$ 2,362								
e Cost Opinion	2	8	16	2	\$ 3,148		\$ 3,148								
f Permit Application	2	4	12	4	\$ 2,256		\$ 2,256								
g Final Deliverables	4		16	2	\$ 2,228		\$ 2,228								
3. Bid Phase Services															
a Submit Electronic/PDF Files	2	2	2	2	\$ 916		\$ 916								
b Assist Village Responses	2	2		2	\$ 730		\$ 730								
c Assist with Addendums	2	4			\$ 940		\$ 940								
d Bid Opening & Recommendation	4	8		2	\$ 1,980		\$ 1,980								
e Assist in Preparing Construction Contracts	4	4		2	\$ 1,360		\$ 1,360								
f Assist with Notice of Award	2			2	\$ 420		\$ 420								
Subtotal	\$ 15,040	\$ 28,520	\$ 57,846	\$ 2,400	\$ 103,806	\$ 41,590	\$ 145,396								
					<table border="1"> <tr> <td>Total Mock•Roos Labor</td> <td>\$ 103,806</td> </tr> <tr> <td>Reimbursable</td> <td></td> </tr> <tr> <td>Subconsultant</td> <td>\$ 41,590</td> </tr> <tr> <td>Project Total</td> <td>\$ 145,396</td> </tr> </table>		Total Mock•Roos Labor	\$ 103,806	Reimbursable		Subconsultant	\$ 41,590	Project Total	\$ 145,396	
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