

MOCK • ROOS

CONSULTING ENGINEERS

November 18, 2021

Mr. Jonathan Reinsvold, PE
Village of Wellington
12300 Forest Hill Blvd.
Wellington, FL 33414

Ref. No.: WE009.00
Subject: Wellington Tennis Center Expansion

Dear Jonathan:

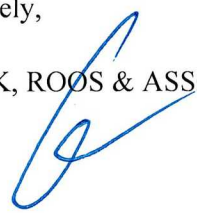
Enclosed is our Proposal to Provide Engineering Services for the *Wellington Tennis Center Expansion*. Please review the proposal and issue a notice to proceed/Purchase Order (PO) as our authorization to proceed with the Scope of Services outlined in the proposal.

We will provide the Scope of Services for a lump sum fee of \$133,530.

If you have any questions, please contact me at 683-3113, extension 293. Thank you and we look forward to working with you.

Sincerely,

MOCK, ROOS & ASSOCIATES, INC.



Garry G. Gruber, P.E.
Senior Vice President

GGG:tsm

Copies: Bookkeeping

**Proposal To Provide Engineering Services
for the
Wellington Tennis Center Expansion**

Services to be provided by: Mock•Roos

Services provided to: Village of Wellington

Proposal Date: November 18, 2021

Proposal Terms

A. Project Description:

Wellington has requested that Mock•Roos provide planning, preliminary and final engineering design, permitting and bid phase services for an expansion to the Wellington Tennis Center on Lyons Road. It is our understanding that the expansion will include three (3) new clay courts, three (3) new hard courts, twelve (12) pick ball courts, and potential other amenities such as a shade canopy with drinking fountain. Mock•Roos will provide the services outlined below in B. Scope of Services.

B. Scope of Services:

1. Prepare basemap of existing site based on original construction drawings and contractor provided as-builts. A limited topographic survey is not required for this project and is not included.
2. Attend initial site meeting with Village staff at the Wellington Tennis Center to review existing conditions, site constraints and space availability. Attend up to two (2) site meetings with Village staff to review other local Tennis Centers to identify potential desired improvements and/or configurations.
3. Develop and review up to three (3) alternative court layouts for Village staff consideration. Colored layouts will include court location and configuration, modifications to existing facilities such as drainage, sanitary sewer, irrigation, etc. Prepare ball-park conceptual Engineer's Opinion of Probable Construction Cost (EOPCC) for each alternative for comparison.
4. Meet with the Village staff to review each alternative layout to receive and incorporate comments. Village will select one alternative court layout for Mock•Roos to proceed with design services.
5. Prepare one (1) final mathematized site plan based on Village comments. This will consist of verifying dimensions and layout. No formal site plan approval process is required for this project.

6. Design paving, grading and drainage for the site expansion, including walkways and court drainage. It is anticipated that the drainage system will utilize the existing drainage system as much as possible. It is also anticipated that modifications to the onsite Lake and/or detention area and drainage trunkline will be incorporated into the final design.
7. Design modifications to the sanitary sewer to accommodate the site expansion. Prepare water design to provide service to potential amenities such as a shade canopy with drinking fountain. This task includes coordination with Palm Beach County Water Utilities Department (PBCWUD), if required. Design improvements for an expanded irrigation system for courts. It is assumed the existing well and treatment system will be sufficient.
8. Design electrical which will include lighting for the site improvements and any necessary electrical distribution design in support of the additional lighting. Light poles and fixtures will match those that presently exist on the other courts. Provide the services of an electrical engineer. Coordinate with FPL regarding extended electrical service requirements. prepare Photometrics Plans and respond to comments.
9. Prepare construction drawings and specifications for an expanded irrigation system. It is assumed the existing well and treatment system will be sufficient. Submit 60% and 90% complete civil construction documents to Village for review and comment. Attend review meeting with Village staff. Incorporate comments and submit final 100% complete civil construction documents.
10. Prepare and submit permit application (modifications) to SFWMD for drainage modifications. Coordinate with PBCWUD/PBCHD (if required). No PBCHD is anticipated for the project. All applications fees will be paid directly by the Village.
11. Prepare EOPCC for improvements at 60%, 90% and 100% complete intervals.
12. Prepare technical specifications for Village's use in bidding the project. Village will prepare the front-end documents for the project.
13. Provide project management and quality control throughout the design phase of this project. Providing ongoing coordination with Village staff during the design phase including conference calls, email correspondence, project updates, design coordination, etc.
14. Provide limited bid phase services, including:
 - a. Attend prebid meeting
 - b. Assist with issuing addendums
 - c. Review submitted bids
 - d. Provide a Recommendation of Award

C. Additional Assumptions:

1. Geotechnical investigations are not required for this project and are not included.
2. Landscaping improvements, if any, will be performed directly by the Village and are not included.

3. Any structures selected by the Village, such as a shade canopy, will be specified as a pre-engineered product and will not be designed by Mock•Roos.

D. Additional Services:

1. Any services not included in the Scope of Services will be considered Additional Services.
2. Any design changes, schedule changes, drawing changes, or other project changes requested by the Village will be considered Additional Services.
3. Additional Services can be provided upon Mock•Roos receiving signed authorization from the Village.

E. Fees and Rates:

1. Mock•Roos will complete the Scope of Services for the lump sum fee of \$133,530.
2. Mock•Roos can provide Additional Services at the Mock•Roos rates in effect at that time, plus any reimbursable expenses, or for an agreed upon lump sum fee.

F. Acceptance and Authorization to Proceed:

1. This proposal serves as a supplement to the general agreement between Mock•Roos and Wellington currently in effect as the date of authorization to proceed with the Scope of Services outlined above. In case of discrepancies, the terms of this proposal supersede those of previous agreements. This authorization becomes valid upon Mock•Roos receiving a notice to proceed/Purchase Order (PO).

MOCK•ROOS

Signed:  11/18/21

Name: Garry G. Gruber, P.E.

Title: Senior Vice President

Date: November 18, 2021

Village of Wellington Tennis Center Expansion

	Labor Classification							Total
	Project Director	Senior Project Manager	Senior Project Engineer	Professional Engineer	Project Engineer I	Sr. Admin. Assistant	Subconsultant	
Labor Hourly Billing Rate	\$225.00	\$200.00	\$185.00	\$165.00	\$115.00	\$70.00		
Total Hours	50	116	210	72	320	15		
Task Description								
1 Prepare base map				8	40			\$ 5,920
2 Initial Site Meeting / Local Tennis Center Visits	10	10	10			1		\$ 6,170
3 Develop up to three (3) alternative layouts	8	8	24	8	32	1		\$ 12,910
4 Meet with Village staff to review alternative layouts	4	4	4			1		\$ 2,510
5 Prepare final mathematized site plan		4	12		20			\$ 5,320
6 Design paving, grading and drainage	4	8	32		40			\$ 13,020
7 Design sanitary sewer, water and irrigation modifications		8	24	16	40	1		\$ 13,350
8 Design electrical and lighting	2	8	8		20	2	\$10,500	\$ 16,470
9 Prepare Construction Drawings/Meetings	4	20	48	8	120	1		\$ 28,970
10 Permitting	2	4	8	16		2		\$ 5,510
11 EOPCC		2	8	16		2		\$ 4,660
12 Technical Specifications	4	8	20			2		\$ 6,340
13 Project Management/Quality Control	8	24				1		\$ 6,670
14 Limited Bid Phase Services	4	8	12		8	1		\$ 5,710
Project Total								\$ 133,530