



November 19, 2021
Revised December 15, 2021

Shannon LaRocque, P.E.
Village of Wellington
12300 Forest Hill Boulevard
Wellington, FL 33414

Ref. No.: WE013.00
Subject: Wastewater Lift Station No. 16 Rehabilitation – Design and Bid Phase Services

Dear Shannon:

We are submitting the attached *Proposal to Provide Services for the Wastewater Lift Station No. 16 Rehabilitation – Design and Bid Phase Services*. Please review the attached documents and provide us with a signed 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 \$70,620.

If you have any questions, please contact me at 683-3113, extension 275. Thank you for using Mock•Roos on this project. We look forward to working with you.

Sincerely,

MOCK, ROOS & ASSOCIATES, INC.

John Carnes, P.E.
Senior Project Manager

TAB:tsm
Enclosure
Copies: Bookkeeping

**Proposal To Provide Design and Bid Phase Engineering Services
for the
Wastewater Lift Station No. 16 Rehabilitation**

Services to be provided by: Mock•Roos

Services provided to (“Wellington”): Village of Wellington

Proposal Date: November 19, 2021
Revised December 15, 2021

Proposal Terms

A. Scope of Services:

Wellington is working on gravity sanitary improvements adjacent to Lift Station No. 16. During the improvements it was determined that the existing influent pipe to the lift station needed to be replaced and the existing lift station should be rehabilitated at the same time. Wellington has requested that Mock•Roos provide the engineering services necessary for the design and bidding of these improvements. The design will be based on the report titled “*Wastewater Pump Station Condition Assessment*” dated August 2017.

Lift Station No. 16 is located on the south side of Wellington Trace, adjacent to the parking lot of the Corporate Center, approximately one quarter of a mile east of the intersection of Wellington Trace and Greenview Shores Boulevard. The lift station consists of a below grade wetwell and valve vault with a concrete site slab and above grade electrical panels, antenna, and emergency by-pass connections. The station has 6-foot fencing that is screened on all sides and a 16-foot wide, screened gate for access to the station from the concrete driveway connection to Wellington Trace. The concrete wetwell has a round lower section with a square concrete chimney that connects the lower wetwell to the top slab with a diamond plated double leaf access hatch. The wetwell contains three (3) 20 HP electric submersible pumps. The below grade concrete valve vault has a concrete top slab with a diamond plated double leaf hatch. The valve vault contains three (3) discharge pipes, each with a new check valve and new gate valve that discharge into a common header after leaving the vault. The option for emergency by-pass pumping is provided by two above grade pump outs located within the fenced area.

The triplex pump station accepts gravity flow from a service area whose major contributors include the Courtyard Shops at Wellington, the Wellington Marketplace, and Sugar Pond Manor (Mulberry Place, Hyacinth Place) of Wellington Trace and its Satellite Lift Station Nos. 007, 008, 017, 018, 019, 020, and 035.

The wastewater flows are collected from the major contributors through a 6” PVC forcemain, which feeds directly into the wetwell, and three main gravity sewer systems, which feed into a common manhole upstream of the lift station and then discharge through a 14” DIP into the north side of the wetwell. Collected wastewater is then pumped from the lift station into an 8” HDPE pipe, which becomes an 8” DIP, to an 18” PVC forcemain that is routed east along the south side of Wellington Trace through a series of increasing forcemains to the Village’s Water Reclamation Facility.

The general design configuration will be per Wellington's current lift station standards. Detailed below is the initial concept of the work that is to be designed for the rehabilitation Lift Station No. 16:

Site Improvement

- Install New Fence Around Station
- Install Concrete Pad
- Install 1.5" Water Service (outside of slab)
- Construct Access Drive
- Trim or Remove Landscaping as Needed
- Clean and Replace Corrosion Barrier for Terminal Manhole
- Replace Influent Pipe
- Isolation Valves to be Placed within Fenced in Area

Wet Well

- Replace Top Slab and Hatch, Include Fall Protection
- Remove Wetwell Rectangular Section and Replace with Round
- Replace Fillet in Wetwell
- Clean and Coat Wet Well
- Replace Cable Rack
- Replace Pump Controls with Radar Sensor and High Water Float

Pumps

- Replace Pumps (In-Kind)
- Replace Pump Rails
- Replace Base Elbow, Discharge Pipe, 90° Bend
- Pipe to the Exterior of the Valve Vault with HDPE

Valve Vault and Discharge Piping

- Replace Valve Vault (if needed)
- Grout/Slope Bottom of Valve Vault to Drain Efficiency
- Coat Walls and Bottom of Vault with Corrosion Resistant Surfacing Material
- Replace Discharge Pipe from Wetwell to 3-Ft Beyond the Limits of the Concrete Pad
- Replace Isolation Valves
- Replace Check Valves
- Install Emergency By-Pass (add check valves for forcemain connection)
- Install Tap and Conduit for Pressure Gauge and Pressure Instrument

Controls and Electrical Service

- Replace Control Panel
- Replace Controls and Starter, Electrical Components, Alarms, and Lights
- Replace RTU, Pole, and Antenna
- New Service Meter and PIT
- New Disconnect and Conductor
- New Emergency Power Generator and Automatic Transfer Switch

Mock•Roos will perform the following scope of services:

B. Scope of Services:

Task 1 – Design Phase Services

1. Review existing record drawings for the lift station site as provided by Wellington.
2. Coordinate with Wellington lift station staff to confirm existing conditions have not changed since the Condition Assessment Report's site visit and to obtain additional information from Wellington's Operations and Maintenance staff pertaining to current issues, concerns and limitations.
3. Call in a Sunshine State One Call Design Ticket and coordinate with the utility companies that are identified on the ticket to have infrastructure located near the site. Incorporate available record data and contact information into the construction documents as appropriate.
4. Limited topographic survey of the site (approximately 40'x40') with sufficient detail of visible fixed improvements to provide the data for the design services will be provided by the Village. Mock•Roos will develop the provided survey into a basemap for the project.
5. Prepare and submit a 30-percent contract document progress set for Wellington review. The 30-percent submittal will include drawings depicting the overall scope of work for the lift station and an Engineer's Opinion of Probable Construction Cost. At Wellington's request, attend one comment review meeting with Wellington staff.
6. Prepare and submit a 60-percent contract document progress set for Wellington review. The 60-percent submittal will include Construction Drawings and updated Engineer's Opinion of Construction Cost. At Wellington's request, attend one comment review meeting with Wellington staff.
7. Prepare and submit a 95-percent contract document progress set for review by Wellington. The 95-percent submittal will include Construction Drawings, Specifications, an updated Engineer's Opinion of Probable Construction Cost, and Bid Form. At Wellington's request, attend one comment review meeting with Wellington staff. Address comments as appropriate prepare a digitally signed and sealed set of construction drawings for permitting coordination. Coordinate

with Palm Beach County Health Department (PBCHD) to confirm that the project is exempt from permitting due to the proposed improvements generally being in-kind.

8. Prepare and submit 100-percent contract documents to Wellington staff for use in bidding the project. The 100-percent submittal will include Construction Drawings, Specifications, Bid Form, Other Special Conditions, Scope of Work, and a recommendation for time of completion and liquidated damages. Provide Wellington with two signed and sealed hard copies of the contract documents and an electronic copy of contract documents for Wellington's use bidding the project.
9. Provide the design phase services of an electrical engineer to assist with the above tasks.
10. Provide the design phase services of a structural engineer following the 60% submittal to prepare a 95% and 100% submittal including the design of the conversion of the top of the wetwell from rectangular to round and the top slab.

Task 2 – Limited Bid Phase Services

1. Assist Wellington in responding to RFI's pertaining to the Contract Documents.
2. Assist with the review and evaluation of bid submittals for the project and provide Wellington with Letter of Recommendation of Award for the project.
3. Provide the Village with a digitally signed and sealed set and up to two (2) sets of Contract Documents for use during construction. Provide the Project AutoCAD files in the Current Version of AutoCAD for the contractor's use to prepare Record Drawings for the project.

Assumptions

1. Wellington will pay all permit application fees.
2. A Health Department permit is not anticipated, the project is anticipated to be exempt.
3. No title searches, easement exhibits, sketch and legal descriptions, or easement coordination is anticipated.
4. The Village provided survey for the area in front of the lift station for the "Wellington Trace Emergency Sewer Repair" project. The Village provide the supplemental survey for the lift station site which will have sufficient detail for Mock•Roos to use as a base for the design.

C. Additional Services:

1. Any services not included in the Scope of Services will be considered Additional Services.
2. Construction Administration can be negotiated after receipt of bids

3. 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 \$70,620.
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
Wastewater Lift Station No. 16 Rehabilitation**

		Labor Classification					Subtotal	Subconsultant	Total
Task Description		Senior Project Manager	Project Manager	Senior Professional Engineer	Project Engineer I	Senior Administrative Assistant			
Labor Hourly Billing Rate		\$200.00	\$165.00	\$185.00	\$115.00	\$70.00			
Total Hours		22	54	86	156	38			
1 Design Phase Services									
1.1	Review Existing Record Drawings/Assessment Analysis	2	2	2	4	2	\$ 1,700		\$ 1,700
1.2	Site Visits/Discuss Issues	2		4	4	2	\$ 1,740		\$ 1,740
1.3	Coordinate with Utilities		2	2	8		\$ 1,620		\$ 1,620
1.4	Review Survey and Develop Basemap	2	4	4	16	2	\$ 3,780		\$ 3,780
1.5	30-Percent Contract Documents and Review Meeting	2	8	20	60		\$ 12,320		\$ 12,320
1.6	60-Percent Contract Documents and Review Meeting	2	4	10	40	8	\$ 8,070		\$ 8,070
1.7	95-Percent Contract Documents/Permitting and Review Meeting	4	10	40	20	8	\$ 12,710		\$ 12,710
1.8	100-Percent Contract Documents	2	2	4	4	8	\$ 2,490		\$ 2,490
1.9	Electrical Subconsultant						\$ -	\$ 7,000	\$ 7,000
1.10	Structural Subconsultant						\$ -	\$ 13,800	\$ 13,800
Design Phase Services Subtotal:							\$	65,230	
2 Limited Bid Phase Services									
2.1	Assist Village with Responding to RFI's	2	8			4	\$ 2,000		\$ 2,000
2.2	Evaluate Bid Submittals and Letter of Recommendation	2	8			2	\$ 1,860		\$ 1,860
2.3	Contract Documents	2	6			2	\$ 1,530		\$ 1,530
Limited Bid Phase Services Subtotal:							\$	5,390	
Subtotal		\$ 4,400	\$ 8,910	\$ 15,910	\$ 17,940	\$ 2,660	\$ 49,820	\$ 20,800	\$ 70,620
Total Mock•Roos Labor							\$	49,820	
Subconsultant							\$	20,800	
Project Total							\$	70,620	

The spreadsheet is a fee cost estimate based on specific labor classifications as noted.