



KESHAVARZ
— & ASSOCIATES —
CIVIL ENGINEERING | SURVEYING | CONSULTING

Village of Wellington (VOW)
12300 Forest Hill Boulevard
Wellington, FL 33414

May 8th, 2019

Project No. 19-1263

Attention: Ms. Shannon LaRocque, P.E., Utilities Director

Reference: Polo Club Neighborhood Water and Wastewater Assessment
Village of Wellington, Florida

Dear Ms. LaRocque:

Based on your request, we are enthusiastically presenting you with this proposal for professional services. It is our understanding that the Village of Wellington (VOW) wishes to proactively and methodically repair and/or replace its water and wastewater network. This work is being planned for neighborhoods selected by the VOW. You have requested our firm to provide a proposal for engineering services in relation to the Polo Club Neighborhood. The attached Exhibits 1 and 2, obtained from VOW GIS files, highlight the neighborhoods and quantify the existing water and wastewater systems.

It is our intent to perform a study of the subject systems and provide a report to the VOW that includes a condition assessment of the existing systems, recommendations for repairs and replacements, prioritization of the neighborhoods, engineering and surveying costs and "Opinions of Probable Construction Costs" for the proposed water and wastewater system improvements.

Our assumptions are as follows based on discussions with the VOW:

- Hydraulic modeling of systems is not necessary.
- Wholesale size on size water system replacement. No service conversions or replacements on private property.
- Wastewater pipe repairs assumed to be through lining or size on size replacement or spot repairs as necessary.
- Evaluate all accessible and visible manholes (166).
- Sewer force main evaluation has not been included.
- Video the entire gravity sewer main system (34,500 linear feet) and a sampling of the laterals (85). The line video will provide indications of inflow and infiltration (I&I). Laterals will be videoed based on the results of the above main line video review and laterals selected by the VOW based on operations and maintenance (O&M) history and other factors.
- No smoke testing is necessary.
- Available GIS data, design drawings and record drawings will be provided by the VOW.



- Existing Water Main material determination and size will be based on record drawings and field verification by the VOW.
- Recommendations for water main replacement will be based on existing material types, operations and maintenance history and input provided by the VOW.
- Public outreach will be coordinated with the VOW. Placement of signage in the neighborhood, VOW website notices and other community advisories shall be provided by the VOW. Door hanger notifications will be provided and placed in the field by our office and our Sub consultant.

The general scope of our work will comprise, at a minimum, the following steps;

PRELIMINARY INVESTIGATION AND CLIENT COORDINATION

1. Collect information and data on existing systems (GIS, design drawings, record drawing). Available data will be examined resulting in a macro level understanding of the subject system and opportunities and constraints relating to the assessment of the systems and recommendations for replacements or rehabilitation. Conduct preliminary site reviews.
2. Conduct interviews and review records with O&M personnel regarding previous repairs, issues and concerns on both the water and wastewater systems. Take full advantage of the institutional knowledge readily available within VOW's internal departments, particularly the Utility Department.
3. Inquire about other potential upcoming community improvements and incorporate as necessary. We will strongly encourage communication between the various VOW departments who own and maintain the physical assets in the affected corridors to coordinate upcoming improvements to minimize disruption in these neighborhoods.
4. Prepare maps and exhibits depicting the extent of the systems to be evaluated including a manhole numbering system by lift station service area for review by the VOW to finalize the scope for the work to be provided by sub consultant.
5. Review and finalize field inspection scope for the sewer system and discuss procedural items and report data and format.
6. Prepare, review and maintain schedule for overall project.
7. Identify and implement, in consultation with the VOW, public notification requirements.
8. Provide consistent updates and meet with the VOW as necessary to maintain a high level of understanding regarding the progress and direction of the process.

INVESTIGATION AND REPORT PHASE

1. Conduct community outreach, in coordination with the VOW, to notify residents regarding water and particularly wastewater system evaluation during the study phase.



2. Implement field inspections and assessment of the sewer main, manholes and laterals as follows:
 - Conduct a wastewater system investigation. All work shall be conducted in accordance with NASSCO procedures with under the direction of NASSCO certified personnel. Video and evaluate the condition of the sewer main lines, manholes and sewer laterals through the services of a sub consultant with proven experience in this field. Those results will then become an efficient tool to identify laterals with I&I condition which warrant further investigation and videoing under a separate proposal if deemed necessary.
 - Coordinate with VOW O&M personnel to review and discuss the findings in the video assessment to compare with previously identified system problems/repairs.
 - Identify general limits of sewer repairs or rehabilitation. Quantify type and extent of the corrective action required such as point repairs, slip lining or replacement of long runs of the main line.
3. Conduct potable water system review and confirm approach to wholesale replacement. Attempt to find opportunities to save existing networks that are newer and installed with higher grade materials. Coordinate and collaborate with O&M staff. Considerations for upsizing smaller existing water mains will be reviewed with the VOW personnel and incorporated into the proposed recommendations if desired. No additional research, modeling or investigations are included in this scope regarding the water system beyond the wholesale size on size replacement of the mains. No private service conversions or replacements are intended to occur as a part of this scope.
4. Prepare schematic layout of proposed water system improvements (size, material, layout, etc.) and present on GIS based exhibit for discussions with VOW staff and cost estimating purposes. Prepare schematic layout of proposed sanitary sewer improvements/repairs on a GIS based exhibit.
5. Prioritize portions of the neighborhood and repairs based on coordination with and collaboration on same with O&M staff and based on condition assessment.
6. Create, monitor and maintain a schedule for the work affecting the neighborhood in connection with both systems as prioritized in the step above.
7. Conduct a second round of site reviews after all above steps have been completed, preferably accompanied by VOW staff from relevant departments, to observe firsthand the existing conditions of affected neighborhoods/corridors.
8. Prepare “Opinions of Probable Construction Costs” including soft costs for water and wastewater system improvements.
9. Prepare a Report to include all above information by:
 - Preparing an executive summary.
 - Summarizing the findings with a condition assessment.
 - Providing a summary of the proposed repairs and replacements including schematics as required.
 - Providing a phased or prioritized schedule for the subject neighborhoods.
 - Providing estimated cost data for the proposed activities.
10. Assist VOW staff in presenting the report to elected officials, if necessary.



Our fees for the subject services shall be as follows:

Sanitary Sewer Field Assessment (Granite Inliner as attached hereto)	\$ 99,957.50
Engineering Analysis (Keshavarz & Associates, Inc.)	\$ 106,017.00
Community Outreach, if required.	\$ 2,010.00
Expenses	<u>\$ 5,000.00</u>
Polo Club Neighborhood Water and Wastewater Assessment	\$ 212,984.50

We certainly appreciate the opportunity to present you with this proposal. Upon authorization, we will do our best to be an effective member of your team of professionals.

Respectfully,
KESHAVARZ & ASSOCIATES, INC.

Maziar Keshavarz, P.E.
President

Polo Club Neighborhood Water and Wastewater Assessment

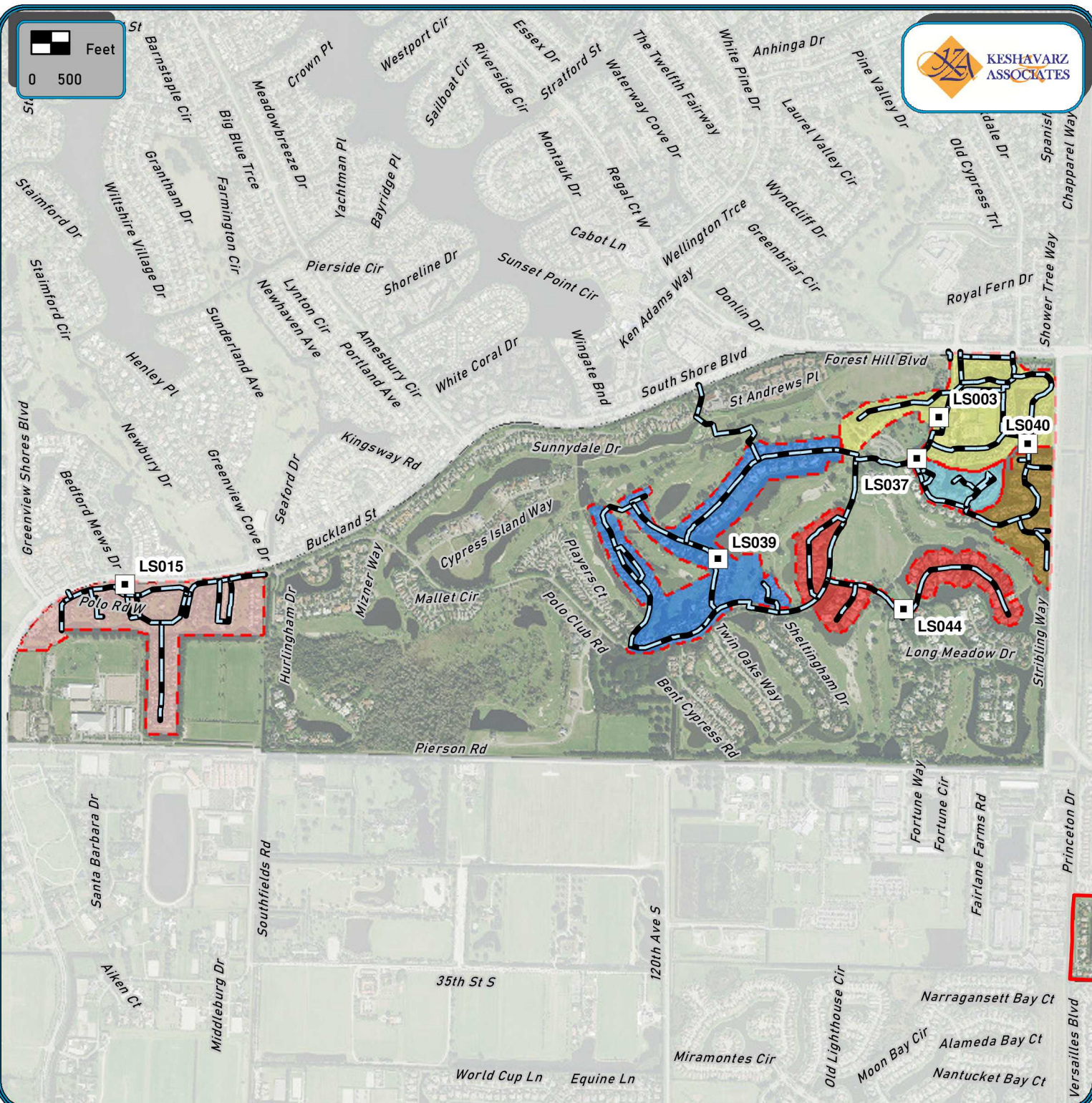
Project No.19-1263

	Sr. Project Manager (PE) / Senior Survey (PSM) \$/hr	Project Manager (PE) \$/hr	Sr. Engineer (PE) / Surveyor (PSM) \$/hr	Engineer (EI) / Surveyor (LSIT) \$/hr	Senior Inspector \$/hr	AutoCAD Designer \$/hr	2 Person Survey Crew \$/hr	Administrative Assistant \$/hr	Total Hours by Subtask	Total Sub- Consultant Fees	Total Prime Consultant Fees
	\$180.00	\$155.00	\$130.00	\$103.00	\$113.00	\$82.00	\$135.00	\$72.00			
TASK 1: Preliminary Investigation and Client Coordination											
1. Collect Existing System Data; Conduct Preliminary Site Reviews	8	8	8	0	0	0	0	2	26		\$3,864.00
2. Conduct Interviews and Review Records with O&M Personnel	8	8	0	0	0	0	0	2	18		\$2,824.00
3. Coordination with VOW for Potential Community Improvements	4	0	0	0	0	0	0	2	6		\$864.00
4. Prepare Maps and Exhibits to Determine Evaluation Areas	4	16	16	0	0	32	0	4	72		\$8,192.00
5. Review and Finalize Field Inspection Scope for Sewer System	6	8	8	0	0	0	0	2	24		\$3,504.00
6. Prepare, Review and Maintain Schedule	8	8	0	0	0	0	0	2	18		\$2,824.00
7. Identify and Implement Public Notification Requirements	8	4	0	0	0	0	0	4	16		\$2,348.00
8. Provide Updates and Meetings with VOW on Progress and Direction	32	32	16	0	0	0	0	8	88		\$13,376.00
TOTAL Hours Task 1:	78	84	48	0	0	32	0	26	268		
FEE Estimate	\$14,040.00	\$13,020.00	\$6,240.00	\$0.00	\$0.00	\$2,624.00	\$0.00	\$1,872.00			\$37,796.00
TASK 2: Investigation and Report Phase											
1. Community Outreach	6	6	0	0	0	0	0	0	12		\$2,010.00
2. Implement Field Inspections and Assessment of Sewer Main, Manholes and Laterals	24	32	12	0	0	0	0	12	80	99,957.50	\$11,704.00
3. Conduct Potable Water System Review and Coordinate with O&M	6	11	8	0	0	0	0	4	29		\$4,113.00
4. Finalize Water Main Material Type, Repairs and Other Data, Preparation of AutoCAD based exhibits	4	14	16	0	0	27	0	6	67		\$7,616.00
5. Prioritize Portions of Neighborhood and Repairs with O&M Collaboration	8	12	12	0	0	0	0	6	38		\$5,292.00
6. Create, Monitor and Maintain Schedule	4	4	0	0	0	0	0	2	10		\$1,484.00
7. Conduct 2nd Round Site Reviews with VOW Staff	6	4	0	0	0	0	0	2	12		\$1,844.00
8. Prepare "Opinions of Probable Construction Costs"	4	12	36	0	4	0	0	4	60		\$8,000.00
9. Prepare a Report of Findings	24	52	74	0	0	0	0	20	170		\$23,440.00
10. Presentation and submittal of Draft and Final Report to Client	12	8	8	0	0	0	0	4	32		\$4,728.00
TOTAL Hours Task 2:	98	155	166	0	4	27	0	60	510		
FEE Estimate	\$17,640.00	\$24,025.00	\$21,580.00	\$0.00	\$452.00	\$2,214.00	\$0.00	\$4,320.00		\$99,957.50	\$70,231.00
Total Prime Consultant Professional Services Hours	176	239	214	0	4	59	0	86	778	\$99,957.50	
Total Prime Consultant Professional Services Fees	\$31,680.00	\$37,045.00	\$27,820.00	\$0.00	\$452.00	\$4,838.00	\$0.00	\$6,192.00			\$108,027.00
Prime Consultant Professional Services											\$108,027.00
SubConsultant: Sanitary Sewer Lateral Inspections											\$99,957.50
Reimbursables (copies, prints, mileage, etc.)											\$5,000.00
TOTAL FEE											\$212,984.50






VILLAGE OF WELLINGTON

Polo Club Existing Water System (Exhibit 1)



Legend

-  Water System Study Area
 Lift Station
 Ex. Water Main

Total Length of Water Main = 44,776 LF



Polo Club

VILLAGE OF WELLINGTON

Existing Sanitary Sewer System (Exhibit 2)



Legend

- Sanitary System Study Area
- Ex. Sanitary Gravity Main
- Lift Station
- Sewer Manhole (166)
- Ex. Sanitary Force Main

Total Length of Gravity Main = 34,018 LF



Granite Inliner
2531 Jewett Lane
Sanford, FL 32771

T 407.472.0014
graniteconstruction.com

REVISED PROPOSAL

DATE: May 8, 2019

SUBMITTED TO: Keshavarz Associates
711 N. Dixie Highway, Suite 201
West Palm Beach, FL 33401
Attn: Mark A. Williams, P.E.
Senior Vice President

PROJECT: Village of Wellington, Polo Club

We propose hereby to furnish material and labor - complete in accordance with specifications below, for the sum of

Ninety-Nine Thousand Nine Hundred Fifty-Seven Dollars and Fifty Cents (\$99,957.50)

Payment terms - 100% within thirty (30) days upon completion and acceptance.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specifications below involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation insurance. Note: This proposal may be withdrawn by us if not accepted within thirty days.

We hereby submit specifications and estimates as follows:

Granite Inliner shall supply all equipment, materials and labor to perform the work as follows:

DESCRIPTION	QTY	UNIT	PRICE	TOTAL
Sewer main cleaning and TV Inspection (6" thru 12")	34,500	LF	\$1.53	\$52,785.00
Mechanical root or grease removal (12" and smaller)	345	LF	\$0.50	\$172.50
Mechanical tuberculation/concrete removal (12" & smaller)	35	LF	\$20.00	\$700.00
Bypass pumping (6" thru 12" sewer)	2	Set Up	\$50.00	\$100.00
Maintenance of traffic - residential street	40	EA	\$50.00	\$2,000.00
Sewer lateral TV inspection from main up to 30LF (4" & 6" laterals, 6" thru 12" mains)	85	EA	\$200.00	\$17,000.00
Sewer lateral TV inspection from main beyond 30LF (any size main)	500	LF	\$2.30	\$1,150.00
Sewer lateral TV setup charge, less than three inspections in the run	10	EA	\$115.00	\$1,150.00
Manhole inspections	166	EA	\$150.00	\$24,900.00
			TOTAL	\$99,957.50

NOTES:

1. Proposal subject to the execution of a mutually agreeable subcontract.
2. Others to provide access to all structures.
3. Contractor to provide metered water for cleaning.
4. Contractor to provide dumpsite, if required, for debris removed from pipe.
5. If payment is not received within 30 days of invoice a 1.5% monthly finance charge will be assessed on all outstanding balances.
6. Proposal does not include bonds or permit fees. Bonds if required will be invoiced at 2% of the total. Permit fees, if any, will be invoiced at cost.

Signature 
Christopher Hee, Project Manager

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance _____ Authorized Signature _____