

# MOCK•ROOS

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## CONSULTING ENGINEERS

October 3, 2019

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

Ref. No.: B7710.10  
Subject: Wastewater Pump Station Upgrades (Nos. 48, 76, 10, and 79)

Dear Shannon:

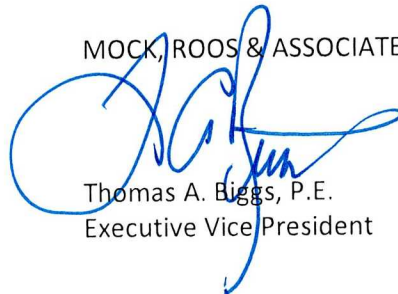
We are submitting the attached *Proposal to Provide Services for the Wastewater Pump Station Upgrades* (Nos. 48, 76, 10, and 79). Please review the attached documents and provide us with a signed authorization to proceed with the Scope of Services outlined in the proposal. Mock•Roos anticipates utilizing Smith Engineering Consultants, Inc. for electrical engineer services on this project and that Engenuity Group, Inc. will be providing the survey directly through the Village.

We will provide the Scope of Services on a lump sum basis for \$118,912.00 which includes the fees from our Electrical Subconsultant.

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.



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

TAB:jeh  
Enclosure  
Copies: Bookkeeping

## **Proposal To Provide Engineering Services for the Wastewater Pump Station Upgrades (Nos. 48, 76, 10 and 79)**

**Services to be provided by:** Mock•Roos

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

**Proposal Date:** October 3, 2019

### **Proposal Terms**

#### **A. Project Description:**

Wellington identified four of its existing wastewater pump stations for Fiscal Year 2020 with equipment that is approaching its useful life and will need to be replaced to improve the reliability of the facilities. Lift Station Nos. 48, 76, 10, and 79 will be upgraded to Wellington's new lift station standard. Wellington has requested that Mock•Roos provide the engineering services necessary for the design and bidding of the upgrades. Wellington intends to bid and construct the upgrades for all four pump stations as a single project. The scope of the improvements to be designed will be based on the report titled "Wastewater Pump Station Condition Assessment" dated August 2017. The project will include the installation of Emergency Power Generators at all four stations.

Mock•Roos will perform the following scope of services:

#### **B. Scope of Services:**

##### **Task 1 – Design Phase Services**

1. Review existing record drawings for each 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 site visits 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 at each site. Incorporate available record data and contact information into the construction documents as appropriate.
4. Prepare and submit a 30-percent complete contract document progress set for Wellington review. The 30-percent submittal will include drawings depicting the overall scope of work for each of the lift stations and updated Engineer's Opinion of Construction Cost. At Wellington's request, attend one comment review meeting with Wellington staff.

5. Prepare and submit a 60-percent complete contract document progress set for review utilizing Survey of each Pump Station provided by Wellington. 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.
6. Prepare and submit a 95-percent complete contract document progress set (Permit Submittal) 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 and provide Wellington with two signed and sealed sets of construction drawings for Wellington's submittal to the Building Department for permitting. Coordinate permit requirements with PBCHD and if required by the PBCHD, assist the Village to obtain an permit by providing design calculations, and drawings as necessary.
7. Prepare and submit 100-percent (Bid Submittal) 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 Bid Submittal and an electronic copy of contract documents for Wellington's use bidding the project.
8. Provide the design phase services of an electrical engineer to assist with the tasks above.

#### **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 Contractor with up to 2 sets of Contract Documents for use during construction, 3 signed and sealed sets of Construction Drawings for use in Contractor's Building Department permit application submittal and for the Contractor's records, and provide one CD containing the Project AutoCAD drawings for the Contractor's use to prepare Record Drawings for the project.

#### **Assumptions**

1. Wellington will pay all permit application fees.
2. Health Department Construction Permit requirement is not anticipated.
3. No title searches are anticipated for any of the lift stations.
4. Wellington to provide Boundary and Topographic Survey for each Lift Station site.

**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 \$118,912.00.
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 Pump Station Upgrades (Nos. 2, 4, 16, 30, 54, and 80)**

Task Description		Labor Classification					Subtotal	Subconsultant	Total
		Senior Project Manager	Project Manager	Senior Engineer	Engineer	Administrative Assistant			
Labor Hourly Billing Rate		\$160.00	\$144.20	\$155.00	\$93.00	\$50.00			
Total Hours		50	178	178	428	33			
1	Design Phase Services								
1.1	Review Existing Record Drawings / Assessment Analysis	2	8	4	4	2	\$ 2,566		\$ 2,566
1.2	Site Visits/Discuss Issues	2	4	4		3	\$ 1,667		\$ 1,667
1.3	Coordinate with Utilities	4	8	2	16		\$ 3,592		\$ 3,592
1.4	30-Percent Contract Documents and Review Meeting	12	40	80	140		\$ 33,108		\$ 33,108
1.5	60-Percent Contract Documents and Review Meeting	8	30	30	120	6	\$ 21,716		\$ 21,716
1.6	95-Percent Contract Documents / Permitting and Review Meeting	8	24	30	100	6	\$ 18,991		\$ 18,991
1.7	100-Percent Contract Documents	4	20	20	40	6	\$ 10,644		\$ 10,644
1.8	Electrical Subconsultant	4	24	8	8	2	\$ 6,185	\$ 15,000	\$ 21,185
Design Phase Services Subtotal:							\$	113,468	
2	Limited Bid Phase Services								
2.1	Assist Village with Responding to RFI's	2	8			4	\$ 1,674		\$ 1,674
2.2	Evaluate Bid Submittals and Letter of Recommendation	2	8			2	\$ 1,574		\$ 1,574
2.3	Contract Documents	2	4			2	\$ 997		\$ 997
Limited Bid Phase Services Subtotal:							\$	4,244	
Subtotal		\$ 8,000	\$ 25,668	\$ 27,590	\$ 39,804	\$ 1,650	\$ 102,712	\$ 15,000	\$ 117,712

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