



MOCK • ROOS

CONSULTING ENGINEERS

December 14, 2020

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

Ref. No.: C0707.00
Subject: C-8 Forcemain Replacement Project

Dear Shannon:

We are submitting the attached *Proposal To Provide Design and Bid Phase Services for the C-8 Forcemain Replacement 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 \$53,826.00.

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:tsm
Enclosure
Copies: Bookkeeping

Proposal To Provide Design and Bid Phase Services For C-8 Forcemain Replacement Project

Services to be provided by: Mock•Roos

Services provided to (Village): Village of Wellington

Proposal Date: December 14, 2020

Proposal Terms

Background

The Village plans to upgrade its existing forcemain in the C8 Canal right-of-way due to its inadequate size to handle future wastewater flows from the Village Royale Development. Mock•Roos completed a route study to address the Village's flow requirement goal and impacts on the Village wastewater transmission system.

A. Project Description:

This project is to design a replacement forcemain in C8 Canal right-of-way from the terminus of the recently constructed 16" Forcemain from Village Royale near C-28 canal to South side of the LS 92 site.

This portion of the C8 Canal contains an existing 12-inch wastewater forcemain that is undersized for the future flow from the developing service area. The replacement of the forcemain will allow the Village to accommodate future growth. The proposed forcemain pipe diameter is 16 inches. The proposed pipe route is approximately 2,600 linear feet. The proposed route is entirely within the Village's Canal right-of-way. It is assumed the replacement forcemain will be constructed in the same alignment as the existing forcemain. Flows will be continuously maintained using temporary on grade bypass piping.

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 coordinate with Engenuity Group, Inc. who will provide surveying and utility location services under direct contract with the Village.

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. Coordinate with Engenuity Group for a topographic survey of the area in the immediate vicinity of the proposed pipeline route and develop a base map of the survey data. Survey will be contracted directly by Wellington and provided to Mock•Roos.
- c. Submit base drawing to local utilities for mark-up of their existing utilities. Plot utility locations received on the drawing base sheets.
- d. Coordinate underground utility location services to confirm existing subsurface utility locations, as necessary to advance engineering design to 60% completion. Utility location services can be provided by Wellington staff.
- e. Submit preliminary base sheets (approximately five 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 12 sheets) consisting of a cover sheet, key sheet, five (5) 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. 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.

E. Fees and Rates:

1. The total fee to provide the Scope of Services on a lump sum basis for \$53,826.00.
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.

F. Conditions:

1. In case of discrepancies, the terms of this proposal supersede those of previous agreements.

G. 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
C-8 Forcemain Project**

Task Description	Labor Classification				Total
	Senior Project Manager	Senior Engineer	Engineer	Administrative Assistant	
Labor Hourly Billing Rate	\$160.00	\$155.00	\$93.00	\$50.00	
Total Hours	80	140	182	48	
1. Preliminary Engineering					
a Initial Client Coordination	4	4		2	\$ 1,360
b Topo Survey/Prepare Base Map	2	8	20	4	\$ 3,620
c Utility Coordination	2	8	12		\$ 2,676
d Coordinate Subsurface Utility Exploration	2	8	8		\$ 2,304
e Submit Preliminary Base Sheets (5)	2	8	16	2	\$ 3,148
f Preliminary Review Meeting	4	4	4	2	\$ 1,732
2. Design Phase Services					
a 60% Construction Drawings	12	24	60	4	\$ 11,420
b 95% Construction Drawings	12	18	24	4	\$ 7,142
b Technical Specification/Project Manual	4	8	4	8	\$ 2,652
c Submit Progress Drawings 60-Percent and 95-percent	4	8	8	2	\$ 2,724
d Follow-up Client Meetings	8	8	4	2	\$ 2,992
e Cost Opinion	2	8	4	2	\$ 2,032
f Permit Application	2	4	8	4	\$ 1,884
g Final Deliverables	4		8	2	\$ 1,484
3. Bid Phase Services					
a Submit Electronic/PDF Files	2	2	2	2	\$ 916
b Assist Village Responses	2	4		2	\$ 1,040
c Assist with Addendums	2	4			\$ 940
d Bid Opening & Recommendation	4	8		2	\$ 1,980
e Assist in Preparing Construction Contracts (conformed)	4	4		2	\$ 1,360
f Assist with Notice of Award	2			2	\$ 420
Subtotal	\$ 12,800	\$ 21,700	\$ 16,926	\$ 2,400	\$ 53,826
Total Mock•Roos Labor					\$53,826.00
Reimbursable					
Project Total					\$ 53,826