

**Proposal to Provide**  
**Engineering Services for Water Treatment Plant**  
**Nanofiltration Train 8 Construction Phase Services**

**Services to be provided by:** Kimley-Horn and Associates, Inc. (Kimley-Horn)

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

**Proposal Date:** October 1<sup>st</sup>, 2021

This Work Authorization authorizes Kimley-Horn and Associates, Inc. to perform work set forth herein and is issued pursuant to the Agreement for Consulting Services, between Wellington ("Client" or "Village") and Kimley-Horn and Associates, Inc. ("Consultant" or "Kimley-Horn"). All terms and conditions of said Agreement are hereby incorporated and made part of this Work Authorization.

**BACKGROUND**

Kimley-Horn recently completed the design and permitting for construction of Nanofiltration (NF) Train 8 at the Village's Water Treatment Plant (WTP) M2. The Village's Construction Manager at Risk (CMAR), Wharton-Smith, Inc. is in the process of soliciting bids to construct the project at a Guaranteed Maximum Price (GMP). Upon finalization of contracts between the Village and the CMAR, construction will commence. The Village has requested that Kimley-Horn prepare a proposal for providing limited construction phase services during construction.

The following scope of services includes construction phase services for NF Train #8.

**SCOPE**

Consultant will visit the project site during construction and as requested by Village staff. Consultant will document/photograph progress of the project through field reports and transmit to the Village. Up to twenty (20) site visits will be conducted for observing construction progress and reviewing the work. Observations will not be exhaustive or extend to every aspect of Contractor's work, but will be limited to spot checking, and similar methods of general observation. Based on the site visits, Consultant will evaluate whether Contractor's work is generally proceeding in accordance with the Contract Document and keep Client informed of the general progress of the work.

Consultant will not supervise, direct, or control Contractor's work, and will not have authority to stop the Work or responsibility for the means, methods, techniques, equipment choice and use, schedules, or procedures of construction selected by Contractor, for safety programs incident to Contractor's work, or for failure of Contractor to comply with laws. Consultant does not guarantee Contractor's performance and has no responsibility for Contractor's failure to perform in accordance with the Contract Documents.

Consultant will attend progress meetings during the project. We will prepare for and attend up to ten (10) progress meetings. Consultant will prepare and distribute minutes from these meetings.

Consultant will review and /or take other appropriate action with respect to Shop Drawings and Samples and other data which Contractor is required to submit, but only for conformance with the information given in the Contract Documents. It is anticipated that up to approximately ten (10) shop drawings will be reviewed and a second submittal for each of the shop drawings will be provided to address comments from initial review. Consultant will review the shop drawings and return reviewed submittals and comments to the Village. Such review and action will not extend to means, methods, techniques, equipment choice and usage, schedules, or procedures of construction or to related safety programs.

Consultant will respond to a reasonable and appropriate Contractor requests for information (RFIs) and issue necessary clarifications and interpretations of the Contract Documents to Client as appropriate to the orderly completion of Contractor's work. Any orders authorizing variations from the Contract Documents will be made by the Owner.

Consultant will observe startup for the new NF trains once the installation is complete. It is assumed that up to five (5) days of startup and witness/functional testing will be required. Additional or repeat performance testing resulting from failure of the NF train to meet performance acceptance criteria is not included.

Consultant will review startup data for new equipment prior to recommending Owner acceptance of said equipment. Consultant will prepare technical memorandum that summarizes performance of the Train along with the recommendations for acceptance/rejection.

Consultant will review contractor furnished record drawing information and operation and maintenance manuals (O&M) for Train 8 as required under the certification of completion. Consultant will review the record drawings and note substantial deviations. Consultant will review and provide comments on the operation and maintenance manuals and project record drawings submitted by the contractor.

Consultant will prepare and submit a request for clearance from PBCHD permit 138260-337-WC, Village of Wellington Water Treatment Facility Train 8 Expansion. The request for clearance will include certification application, bacteriological test results, record drawings, and copy of pressure test results. It is assumed that no requests for additional information will be required to clear this project.

Consultant will utilize the services of Hiller's Electrical Engineering (HEE) to provide professional electrical engineering services related to construction of Train 8.

Consultant will produce a punch-list of items to be finished by the Contractor upon substantial completion of the project. Consultant will provide up to two (2) site visits with the contractor and the Owner to review the status of the completion of punch-list items. The site visits will be used to determine if the completed Work of Contractor is in accordance with the Contract Documents and the final punch list so that Consultant may recommend to the Owner, in writing, final payment to Contractor.

### **ADDITIONAL SERVICES**

Any services not specifically provided for in the above scope, as well as any changes in the scope requested by the Village, will be considered additional services to this Work Authorization and will be performed based on subsequent Work Authorizations approved prior to performance of the additional services.

## **SCHEDULE**

The Kimley-Horn fee structure assumes timely completion within the terms of the construction contract. This scope of services is based on a 12-month construction duration. Failure of the Client's contractor(s) to complete the projects within the original contract term may result in an adjustment to the Kimley-Horn's compensation, subject to mutual acceptance of the Client and the Kimley-Horn.

## **COMPENSATION**

Kimley-Horn will perform the services described in the Scope of Services for a lump sum of \$100,221.

Accepted by:

Village of Wellington

Kimley-Horn and Associates, Inc.

\_\_\_\_\_  
Anne Gerwig, Mayor

  
\_\_\_\_\_  
Kevin Schanen, P.E., Sr. Vice President

Date: \_\_\_\_\_

Date: \_\_\_\_\_

# ESTIMATE FOR ENGINEERING SERVICES

PROJECT:	VOW Train 8 CPS				SHEET 1 of 1			
CLIENT:	Wellington				FILE NO.			
ESTIMATOR:	Nick Black				DATE:	09/21/21		
DESCRIPTION: See Scope of Services	DIRECT LABOR (MAN-HOURS)							
	Principal	PM (PE)	Engineer (EI)	Admin	Sr. Inspector	SUB	EXP	LINE
								TOTAL
	JP/MM	NB	AG	TC	JF			
<b>Task 1 - Construction Phase Services</b>								
Site Visits (x20)	12.0	60.0	75.0		30.0			\$25,386
Field Reports (x20)	1.0	10.0	10.0					\$3,083
Progress Meetings & Minutes (x10)	12.0	20.0	25.0	10.0				\$9,996
Shop Drawing Review (5 x2)	4.0	25.0	40.0					\$9,782
Witness Startup (5 days)	8.0	30.0	40.0					\$11,604
PBCHD Clearance Package	1.0	4.0	8.0	2.0				\$2,001
Startup Data Review & TM	1.0	6.0	14.0					\$2,859
O&M Review	1.0	3.0	6.0					\$1,437
Punchlist	2.0	8.0			8.0			\$2,838
Electrical - from Hillers Proposal		2.0	4.0	2.0		30273.0		\$31,235
								\$0
	42	168	222	14	38	30273		
	\$243	\$170	\$114	\$83	\$124	1.00		
	\$10,206	\$28,560	\$25,308	\$1,162	\$4,712	\$30,273		\$100,221



*HILLERS ELECTRICAL ENGINEERING, INC.*

August 30, 2021

Mr. Nick Black, PE  
Kimley-Horn and Associates, Inc.  
1920 Wekiva Way, Suite 200  
West Palm Beach, FL 33411

Subject: Village of Wellington Utilities– Water Treatment Plant Nanofiltration Train 8 Construction Phase Services

Dear Nick:

Hillers Electrical Engineering, Inc. (HEE) is pleased to provide Kimley-Horn and Associates, Inc. (KHA) this proposal for electrical, instrumentation and control engineering construction phase services for the above referenced project. The Village of Wellington (Village) retained KHA to design improvements to the water treatment plant (WTP) to add Nanofiltration Membrane Train No.8 to Membrane Building No.2. The design of electrical, instrumentation and control systems were performed by JHHamm under KHA. The Village's Construction Manager-at-Risk (CMAR) is currently soliciting bids to construct the project under a guaranteed maximum price contract. The construction duration is anticipated to be twelve (12) months.

HEE will assist KHA in performing the following tasks related to electrical, instrumentation and control systems:

- Review of electrical, instrumentation and control shop drawings; review of mechanical shop drawings for coordination with electrical, instrumentation and control systems. Shop drawing reviews are anticipated for the following:
  - Instruments (pressure, flow, conductivity)
  - Valves with actuators
  - Membrane train instrument/control panel
  - Raceways/boxes/fittings
  - Wire/conductors
  - Overcurrent devices
  - Motor starters
  - Motor Operated Valve Panel modifications
  - Racks/supports
  - PLC control panel modifications
  - Surge protective devices
- Respond up to two (2) contractor requests for information (RFI's).
- Respond up to two (2) to contractor requests for clarification (RFC's).
- Prepare up to two (2) change orders (CO's).
- Review up to two (2) contractor requests for proposals (RFP's).
- Perform periodic specialty inspections on an as-needed basis and prepare site visit reports. Up to twenty (20) site visits will be performed for observation and inspection of the work.

Mr. Nick Black, PE

Subject: Village of Wellington Utilities–Water Treatment Plant Nanofiltration Train No.8 Construction Phase Services

- One (1) site visit will be performed for substantial completion inspection and generating a punch list.
- One (1) site visit will be performed for final completion inspection.
- Assist with start-up and testing. Sixteen (16) hours of start-up and testing time are included in this proposal.
- Review Operations and Maintenance Manual for electrical, instrumentation and control.
- Review contractor furnished record drawings.
- HEE will not attend any progress meetings.

Our proposed hourly, not-to-exceed, construction phase services fee is: \$30,273.00

HEE wishes to thank Kimley-Horn and Associates, Inc. for the opportunity to assist with this project. Please do not hesitate to call me if you have any questions regarding this proposal or any other matter.

Sincerely,



Mark E. Luther, PE

MEL/mel

Attachment

**Village of Wellington Utilities Water Treatment Plant Nanofiltration Train No.8**

**Kimley-Horn & Associates**

**HILLERS ELECTRICAL ENGINEERING, INC.**

**Scope Fee Breakdown -Construction Phase Services**

**Date: 08/30/21**

Rate	\$225.00	\$192.00	\$153.00	\$147.00	\$129.00	\$90.00	\$81.00	\$138.00	\$78.00				
	Principal Hours	Chief Engineer Hours	Project Manager Hours	Professional Engineer Hours	Lead Engineer Hours	Designer Hours	CADD/ Technician Hours	Construction Coordinator Hours	Secretarial Hours	Total Task Hours	Expenses Cost	SUBTOTAL Cost	TASK TOTAL Cost
PHASE OF WORK													
Construction Phase Services													\$30,273.00
Shop Drawing Reviews													
Engineering Hours			5		20			24		49		\$6,657.00	
Requests for Information (RFI)													
Engineering Hours			2		12		10			24		\$2,664.00	
Requests for Clarification (RFC)													
Engineering Hours			2		12		10			24		\$2,664.00	
Change Orders (CO)													
Engineering Hours			2		12		10			24		\$2,664.00	
Requests for Proposals													
Engineering Hours			2		10					12		\$1,596.00	
Specialty Inspections													
Engineering Hours								60		60		\$8,280.00	
Substantial Completion Inspection and Punch List													
Engineering Hours								5		5		\$690.00	
Final Completion Inspection													
Engineering Hours								3		3		\$414.00	
Start-Up and Testing													
Engineering Hours					4			12		16		\$2,172.00	
O&M Manual Review													
Engineering Hours			2		4					6		\$822.00	
Review Record Drawings													
Engineering Hours			2		4			6		12		\$1,650.00	
Totals			17		78		30	110		235			\$30,273.00
Cost by Labor Rate			\$2,601.00		\$10,062.00		\$2,430.00	\$15,180.00				\$30,273.00	