

CONTRACT No. 22-RG0013/PH - ENGINEERING SERVICES FOR WATER, WASTEWATER AND RECLAIMED WATER, GRANT-RELATED PROJECTS

EXHIBIT "B" TASK FEE QUOTATION PROPOSAL

Doc. ID: 10982 BOCC Approved: 9/13/22

PROJECT NAME: SR 50/Grove Road Forcemain

PROJECT ACTIVITY	Kris Samples Senior Associate (\$248.00)		Justin Kise Sr. Engineer (\$205.00)		Jose Leon Engineer 1 (\$128.00)		Dave McKone Technician IV (\$140.00)		Tabitha Russell Administrative Assistant (\$98.00)		Basic Activity \$ AMOUNT	Man Hrs by Activity	Avg Hrly Rate
	Man Hrs	Cost	Man Hrs	Cost	Man Hrs	Cost	Man Hrs	Cost	Man Hrs	Cost			
1 Project Management	33	\$8,184	96	\$19,680	4	\$512	0	\$0	20	\$1,960	\$30,336	153	\$198.27
2 Preliminary Design	12	\$2,976	50	\$10,250	90	\$11,520	0	\$0	20	\$1,960	\$26,706	172	\$155.27
3 Project Design	52	\$12,896	236	\$48,380	339	\$43,392	250	\$35,000	32	\$3,136	\$142,804	909	\$157.10
4 Permitting	0	\$0	51	\$10,455	72	\$9,216	0	\$0	10	\$980	\$20,651	133	\$155.27
5 Bidding Assistance	2	\$496	25	\$5,125	24	\$3,072	30	\$4,200	7	\$686	\$13,579	88	\$154.31
6 Construction Contract Administration	20	\$4,960	82	\$16,810	60	\$7,680	42	\$5,880	0	\$0	\$35,330	204	\$173.19
7 Resident Project Representative	8	\$1,984	4	\$820	212	\$27,136	0	\$0	0	\$0	\$29,940	224	\$133.66

SUB-TOTAL HOURLY COSTS \$ 299,346

Out-of-Pocket Expenses (actual cost - not to exceed) \$ 5,000

Miscellaneous Expenses (Subconsultant) \$ 191,116

NOT TO EXCEED TOTAL LUMP SUM COST \$ 495,462

Firm Name: <u>Mead &amp; Hunt</u> Signature: <u></u> Kris Samples / Vice President (Printed Name and Title)	UTILITIES Department Name <u>2/13/2023</u> (Date)	<u></u> Authorized Signature RON PATEL, ENGR. DIVISION MANAGER (Printed Name and Title)	HERNANDO COUNTY <u></u> Carla Rossiter-Smith Procurement and Grants Manager <u>2/28/2023</u> (Date)
Date: <u>2/10/2023</u>			

TASK ORDERS ARE TO INCLUDE: SCOPE OF SERVICE, PROJECT TIME FRAME, FEE QUOTATION PROPOSAL, AND ANY OTHER RELATIVE ATTACHMENTS. TASK ORDERS ARE TO BE SUBMITTED IN ONE (1) SIGNED ORIGINAL COPY WITH A PURCHASE REQUISITION TO THE PURCHASING AND CONTRACTS DEPARTMENT.



February 9, 2023

Brad Smith  
Senior Project Manager  
Hernando County  
15365 Cortez Blvd.  
Brooksville, FL 34613

Email: [BSmith@hernandocounty.us](mailto:BSmith@hernandocounty.us)

**Subject: SR 50 / Grove Road Forcemain**

Dear Brad:

The Project is in conformance with the Engineering Services for Water, Wastewater and Reclaimed Water, Grant-Funded Projects, dated September 13, 2022, between the Hernando County (COUNTY) and Mead & Hunt, Inc. (MEAD & HUNT) and is referred to herein as the Contract.

The COUNTY is requesting engineering design services for a new sewer force main along State Road 50 and Grove Road and pump station modifications at the Winter St. and Hospital pump stations. This project consists of the installation of approximately 4,500 LF of 12-inch and 13,700 LF of 8-inch diameter C900 DR18 PVC sewer pipe. This project also includes a jack and bore crossing at Cortez Blvd and a horizontal directional drill at Veterans Parkway as well as two (2) jack and bore crossing across SR 50 to provide new water and sewer services to parcel number R26 222 18 3190 0000 0480. MEAD & HUNT will also assist in easement acquisition, if required, to include survey for legal descriptions and sketches.

The COUNTY is using Federal funds through the US Department of the Treasury through the American Rescue Plan Act (ARPA) and/or other grant sources as part of the project funding strategy.

The COUNTY has requested Mead & Hunt to provide design, permitting, bidding, construction engineering services, construction administration, and onsite inspection services through a part-time resident project representative (RPR). Thank you for this opportunity to continue to be of service. If you have any questions or require additional information, please contact me.

Sincerely,  
MEAD & HUNT, Inc.

A handwritten signature in black ink, appearing to read "Kris Samples".

Kris Samples, PE  
Project Manager

Enclosure: Scope of Services and Fee Estimate

**HERNANDO COUNTY  
SCOPE OF SERVICES  
FOR  
SR 50 / GROVE ROAD FORCEMAIN**

The Project is in conformance with the Engineering Services for Water, Wastewater and Reclaimed Water, Grant-Funded Projects, dated September 13, 2022, between the Hernando County (COUNTY) and Mead & Hunt, Inc. (MEAD & HUNT) and is referred to herein as the Contract.

**GENERAL**

The project involves the design, permitting, bidding, construction engineering services, construction administration, and onsite inspection services through a part-time resident project representative (RPR) for a new sewer force main along State Road 50 and Grove Road and the pump station modifications at the Winter St. and Hospital pump stations. This project consists of the installation of approximately 4,500 LF of 12-inch and 13,700 LF of 8-inch diameter C900 DR18 PVC sewer pipe from the Bayfront Health Center to the Brookridge Master Pump Station. This project also includes a jack and bore crossing at Cortez Blvd and a horizontal directional drill at Veterans Parkway as well as two (2) jack and bore crossing across SR 50 to provide new water and sewer services to parcel number R26 222 18 3190 0000 0480. MEAD & HUNT will also assist in easement acquisition, if required, to include survey for legal descriptions and sketches.

MEAD & HUNT's consulting services will include the following tasks:

- PHASE 1 – PROJECT MANAGEMENT
- PHASE 2 – PRELIMINARY DESIGN
- PHASE 3 – PROJECT DESIGN
  - Task 1 – 30% Design Development
  - Task 2 – 60% Design Development
  - Task 3 – 90% Design Development
  - Task 4 – 100% Design Development
- PHASE 4 – PERMITTING
- PHASE 5 – BIDDING PHASE SERVICES
- PHASE 6 – CONSTRUCTION ADMINISTRATION
- PHASE 7 – RESIDENT PROJECT REPRESENTATIVE (RPR)

The Scope of Services is further defined and described in the following tasks:

**SCOPE OF SERVICES**

After receipt of authorization to proceed, MEAD & HUNT will provide the following services:

## **PHASE 1 – PROJECT MANAGEMENT**

### Project Coordination and Invoicing

MEAD & HUNT'S Project Manager (PM) will initiate the project and manage the budget and schedule, manage project staffing, review subconsultant invoices, manage project coordination, and schedule quality management processes for work products. The PM will monitor progress throughout the project and prepare monthly invoices for the COUNTY.

### Project Kick-Off Meeting

MEAD & HUNT will conduct a project kick-off meeting with the project team and COUNTY staff to review project goals, scope of work, project schedule and administrative issues. Following the meeting, MEAD & HUNT will prepare a written summary of the project meeting and distribute minutes to the attendees.

### Quality Assurance / Quality Control

MEAD & HUNT will implement a quality assurance and control process, which will include independent review of the project technical work products before its submission to the COUNTY. Reviews will include evaluations of constructability, performance, and conflicts.

### Deliverables – Project Management

- Meeting Agendas and Summaries (Electronic delivery)
- Monthly Invoices (Electronic delivery)

## **PHASE 2 – PRELIMINARY DESIGN**

### Topographic and Subsurface Utility Survey

MEAD & HUNT will contract with a Florida-licensed surveyor to provide the required surveying, mapping, right-of-way documentation and SUE for the proposed route. MEAD & HUNT will prepare a map showing the limits of survey required and the scope. The survey will be performed from roadway centerline to ROW with a 15-ft offset for the entire alignment and include the following services:

- a. Establish Project Control utilizing VRS GPS and leveling techniques.
  - i. Horizontal coordinates will be referenced to Florida West Zone, North American Datum of 1983, adjustment of 2011. Vertical control will be based on North American Vertical Datum of 1988.
- b. Topographic survey of the project area including:

- i. Prepare digital terrain model of the surface using cross-sections and break lines collected.
- ii. Visible features (pavement, curbs, sidewalks, walls, fences, utility poles, ditches, fire hydrants, valves, signs, etc.)
- iii. Locate and obtain size, type, and invert elevations of existing sanitary sewer and storm drain facilities.
- iv. Locate visible evidence of subsurface utilities (marker posts, pull boxes, valve boxes, manholes, paint marks, flagging, etc.)
- v. Major landscape features and trees greater than 4" at DBH.
- c. Prepare a digital terrain model with grade elevations provided every 50 feet.
- d. Collect Plat / Property / Section corners to be able to calculate the existing rights of way and property lines for each project site. Please note that this is not a boundary survey or a right of way map.
- e. All work shall be performed in accordance with the minimum requirements of Chapter 5J-17 of the Florida Administrative Code, pursuant to Section 472.027, Florida Statutes
- f. Provide technicians, equipment, and special tools to designate the horizontal position of the utilities in the project area using EM and GPR methods. The SUE effort will include Level B designating in coordination with the geotechnical efforts. COUNTY personnel and forces may be requested to assist in locating poorly documented existing water, reclaimed water and sewer lines in the field. Level A SUE test holes to confirm the location and elevation of selected existing utilities will be required particularly at the trenchless installation locations. For this reason, MEAD & HUNT has allocated a total of thirty-five (35) vacuum locates. The number and location of vacuum locaters will be determined by MEAD & HUNT.

#### Gopher Tortoise Survey

MEAD & HUNT will subcontract with an environmental subconsultant to conduct a 100 percent gopher tortoise survey along the proposed alignment and will be conducted on both sides of the roadway. All potentially occupied and abandoned burrows will be flagged in the field and recorded using a sub-meter global positioning system (GPS). The survey will be conducted by an Authorized Gopher Tortoise Agent and in accordance with methodologies outlined in the FWC's Gopher Tortoise Permitting Guidelines April 2008 (revised July 2020). MEAD & HUNT will prepare a letter detailing the results of the gopher tortoise survey. The letter will include an aerial map depicting the burrow locations and activity status, an approximate population density of tortoises for the site, and a discussion of available permitting options.

#### Geotechnical Investigation

MEAD & HUNT will subcontract with a geotechnical subconsultant to obtain information on the general subsurface soil conditions along the project route. The subsurface materials encountered will then be evaluated with respect to the available project characteristics. A geotechnical report will be prepared to include the following:

- a. Identification of the existing groundwater levels at the time of the field work and estimated normal seasonal high groundwater table.

- b. Classify and stratify soil samples in the laboratory using the Unified Soil Classification System and conduct a laboratory testing program
- c. General location and description of potentially deleterious materials encountered in the borings which may have an impact on the proposed construction.
- d. Evaluation of the subsurface soil properties and general recommendations for trenchless and open cut excavation pipe installation.
- e. General site preparation recommendations including the suitability of excavated soils for use as backfill.

The geotechnical investigation will include performance two (2) Standard Penetration Test (SPT) borings advanced to a depth of 15 feet at the jack and bore crossing, three (3) Standard Penetration Test (SPT) borings advanced to a depth of 20 feet at the horizontal directional drill crossing, and a total of thirty (30) 8-ft hand auger borings along the FM route. Samples will be collected, and Standard Penetration Test resistances will be measured continuously for the top ten feet and at approximate intervals of five feet thereafter. Upon completion, the boreholes will be backfilled with bentonite chips. Results of the subsurface exploration and engineering analysis will be presented in a written report signed and sealed by a professional engineer specializing in geotechnical engineering. The locations of the SPT's will be determined by MEAD & HUNT.

#### Force Main Route Study

MEAD & HUNT shall review the project limits and conditions through site visits and analysis of COUNTY-provided data, drawings, and other information. MEAD & HUNT will perform a route evaluation and propose alternatives for up to two (2) potential FM routes to be included in a Preliminary Design Report (PDR) evaluating each potential route and its benefits and/or constraints. The data collected will be analyzed and data gaps addressed for each alternative route. MEAD & HUNT will coordinate with existing utility owners within the project area to identify potential impacts and conflicts of the proposed new force main along the selected routes.

#### Hydraulic Modeling

MEAD & HUNT will develop a hydraulic model of the proposed force main utilizing Bentley's WaterGEMS software. The hydraulic model will incorporate the flow data provided by the COUNTY as well as the proposed force main alignment, pipe sizes, and elevation differences from the pump station to the connection locations. The model will be used to evaluate the impacts to the existing Winter St. Pump Station. The existing pump data will be entered into the hydraulic model to determine whether increased pumping capacity is required at the pump station. If increased pumping capacity is required, the hydraulic model will be used to determine the horsepower requirements for the proposed pumps.

### Preliminary Design Report

Based on the field investigations, the force main route study and the hydraulic modeling evaluations, MEAD & HUNT will prepare a technical memorandum as a PDR for the replacement force main including:

- Summary of design criteria for the project
- Preliminary force main routing
- Hydraulic modeling results
- Proposed modifications to the Winter St. and Hospital Pump Stations
- Recommendations on the construction materials
- Recommendations for installation methodology
- Preliminary list of drawings
- Preliminary list of required technical specifications
- Permit Identification
- Preliminary engineer's opinion of probable construction cost (EOPCC).
- Preliminary Construction Schedule

The PDR will present the project at an approximate 30% design completion level. An electronic draft PDR will be submitted to the COUNTY for review and comment. It is assumed the COUNTY will conduct their review in a two-week period. MEAD & HUNT will schedule and conduct a draft PDR review meeting to review the COUNTY's comments on the draft PDR. Comments received will be incorporated into the final PDR and subsequent design documents.

### Deliverables – Preliminary Design

- Signed and sealed geotechnical report (Electronic delivery)
- Gopher Tortoise Survey (Electronic delivery)
- Draft Preliminary Design Report (Electronic delivery)
- Preliminary Design Review Meeting Summary (Electronic delivery)
- Final Preliminary Design Report (Electronic delivery)

## **PHASE 3 – PROJECT DESIGN**

### Task 1 – 30% Design Development

MEAD & HUNT will develop 30% drawings and specification Table of Contents (TOC) that reflect the proposed improvements. Drawings shall, to the extent possible, conform to COUNTY standards. MEAD & HUNT will provide a 30% engineer's opinion of probable construction cost (EOPCC).

Brad Smith  
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The 30% submittal package will be submitted electronically to the COUNTY for review and comment. The submittal will include the items shown in the deliverable section below. It is assumed the COUNTY will conduct their review in a two-week period.

MEAD & HUNT will schedule and conduct a 30% design review meeting to review the COUNTY's comments on the design drawings and specifications. Comments received will be incorporated into the 60% design documents.

#### Deliverables – 30% Design

- 30% Design Drawings (Electronic delivery) - CADD and PDF formats
- 30% Specification TOC (Electronic delivery)
- 30% EOPCC (Electronic delivery)

#### Task 2 – 60% Design Development

MEAD & HUNT will develop 60% drawings and specifications that reflect the proposed improvements detailed in the final, approved 30% design package. Drawings and technical specifications shall, to the extent possible, use the COUNTY's standard technical specifications and conform to COUNTY standards. The COUNTY's standard front-end contract documents (Divisions 00 and 01) will be used and coordinated with MEAD & HUNT's technical specifications. MEAD & HUNT will provide a 60% engineer's opinion of probable construction cost (EOPCC).

The 60% submittal package will be submitted electronically to the COUNTY for review and comment. The submittal will include the items shown in the deliverable section below. A comment/response log will be included with the submittal to document how the COUNTY's comments from the 30% review meeting are addressed in the 60% submittal. It is assumed the COUNTY will conduct their review in a two-week period.

MEAD & HUNT will schedule and conduct a 60% design review meeting to review the COUNTY's comments on the design drawings and specifications. Comments received will be incorporated into the 90% design documents.

#### Deliverables – 60% Design

- 60% Design Drawings (Electronic delivery) - CADD and PDF formats
- 60% Specifications (Electronic delivery)
- 60% EOPCC (Electronic delivery)
- 30% Comment/Response Log (Electronic delivery)



### Task 3 – 90% Design Development

Based on the COUNTY's 60% review comments and discussions at the 60% review meeting, MEAD & HUNT will advance the 60% design drawings and specifications to 90% completion. MEAD & HUNT's 60% EOPCC will also be updated for the 90% submittal.

The 90% submittal package will be prepared and submitted electronically to the COUNTY and permitting agencies for review and comment. The submittal will include the items shown in the deliverable section below. A comment/response log will be included with the submittal to document how the COUNTY's comments from the 60% review meeting are addressed in the 90% submittal. It is assumed the COUNTY will conduct their review in a two-week period.

MEAD & HUNT will schedule and conduct a 90% design review meeting to review the COUNTY's comments on the design drawings and specifications. Comments received will be incorporated into the 100% design (bid-ready) documents.

### Deliverables – 90% Design

- 90% Design Drawings (Electronic delivery) - CADD and PDF formats
- 90% Specifications (Electronic delivery)
- 90% EOPCC (Electronic delivery)
- 60% Comment/Response Log (Electronic delivery)

### Task 4 – 100% Design Development

Based on the COUNTY's 90% review comments and discussions at the 90% review meeting, MEAD & HUNT will advance the 90% design drawings and specifications bid ready status.

The bid set submittal package will be submitted to the COUNTY for bidding. The submittal will include the items shown in the deliverable section below.

### Deliverables – 100% Design

- Issue for Bid Design Drawings (Electronic delivery) - CADD and PDF formats
- Issue for Bid Specifications (Electronic delivery)

#### **PHASE 4 – PERMITTING**

MEAD & HUNT will attend one (1) pre-application meeting per permit application with the appropriate agencies to discuss permitting requirements. MEAD & HUNT will prepare meeting summaries and incorporate permit agency requirements into the design plans.

MEAD & HUNT will prepare and submit permit applications in accordance with the specific permit requirements and input from the pre-application meetings. Permit applications will be submitted after the 90% design has been reviewed and accepted by the COUNTY. The COUNTY will receive one (1) electronic copy of final applications and permits. Permit fees will be paid by the COUNTY.

MEAD & HUNT will respond to Request for Additional Information (RAI's) for each permit application as part of the permit application process. Responses will be limited to clarifications related to the submittals in accordance with the documented permit requirements or those identified in the pre-application meeting. MEAD & HUNT will provide a draft response to the COUNTY for each RAI response for review and approval prior to submitting responses to the applicable permitting agency.

Anticipated permits include:

- FDEP Wastewater Collection System Permit
- FDEP Water Main Extension Permit
- FDOT ROW Permit
- Florida Turnpike Authority ROW Permit
- COUNTY Right-of-Way Use Permit
- COUNTY Building Dept.– Pump Station Modifications

#### **Deliverables – Permitting**

- Final FDEP Wastewater Collection System Permit (application and final permit)
- Final FDEP Water Main Extension Permit (application and final permit)
- Final FDOT Right-of-Way Permit (application and final permit)
- Florida Turnpike Authority Right-of-Way Permit (application and final permit)
- Final County Right-of-Way Permit (application and final permit)
- COUNTY Building Dept.– (application) (Contractor to obtain final permit)

#### **PHASE 5 – BIDDING PHASE SERVICES**

The COUNTY will be responsible for managing the bid process, i.e., advertisement, distribution of bid packages, receipt and opening of bids. MEAD & HUNT will provide the following bid-phase services:

#### Pre-Bid Meeting

MEAD & HUNT will assist in the development of an agenda for and attend a pre-bid meeting at COUNTY facility to review the project details before bids are submitted. MEAD & HUNT will present project details and answer potential bidders' questions at this meeting.

#### Addenda

MEAD & HUNT will respond to potential bidders' questions during the bid period. Questions and responses will be documented and submitted to the COUNTY for distribution to potential bidders in the form of addenda. MEAD & HUNT will prepare Addenda for COUNTY distribution as required.

#### Deliverables – Bidding Services

- Pre-Bid meeting minutes (Electronic delivery)
- Addenda

#### **PHASE 6 – CONSTRUCTION CONTRACT ADMINISTRATION:**

MEAD & HUNT will provide the following services:

1. Review shop drawings/materials submittals.
2. Address Contractor questions/RFIs.
3. Provide field directives.
4. Site visits in conjunction with progress meetings.
5. Once per month progress meetings.
6. Review and approval of Contractor monthly pay requests.
7. Review and recommendation of approval of Contractor change order proposals.
8. Review of Contractor progress as-builts.
9. Determine substantial completion.
10. Provide final inspection.
11. Review of Contractor final as-builts.
12. Prepare final record drawings, utilizing Contractor as-builts and inspector sketches, etc.
13. Coordinate execution of final paperwork.
14. Provide Certificate of Completion to permitting agencies.

#### **PHASE 7 – RESIDENT PROJECT REPRESENTATIVE (RPR):**

MEAD & HUNT will provide one part-time Resident Project Representative (RPR) who will provide the following services during construction:

1. Attend pre-construction conference.

2. Provide observation of the construction effort assuming 8 hours bi-weekly for 12 months.
3. Assist in review and approval of quantities of completed work included in Contractor monthly pay requests.
4. Assist in reviewing contractor's progress as-built surveys.
5. Assist in coordinating responses to contractor's Requests for Information (RFIs).
6. Monitor material and field tests, excluding field direction of testing personnel.

Deliverables – Construction Observation

- Reports of Work Activities by-weekly

**EXCLUSIONS**

This scope of services excludes all items not specifically described herein, including but not limited to:

- Laboratory Services
- Value Engineering
- Funding Assistance
- Professional Services Acquisition Assistance
- Public Outreach
- Environmental Services other than Gopher Tortoise Survey
- Ecology Services
- Environmental Resource Permits (ERP)
- US Army Corps of Engineers (USACE) Permit

**SCHEDULE**

Mead & Hunt estimates the work included in this Project will be completed in accordance with the following schedule:

<b>Milestone</b>	<b>Calendar Days to Complete</b>	<b>Milestone</b>
Preliminary Design Services	90 Days	Survey, SUE, Geotechnical Report, PDR
30% Submittal	60 Days	30% Submittal
60% Submittal	90 Days	60% Submittal
90% Submittal	45 Days	90% Submittal
100% Submittal*	30 Days	100% Submittal*

*\*Note: The above timeframes do not include COUNTY and regulatory agencies review times.*

**COMPENSATION**

Compensation for these professional services shall not exceed the total of **\$495,462**. Tasks 1 through 7 and subconsultant costs shall be paid as a lump sum and billing shall be based upon the percent complete (by task) and billed monthly.

The above fee is based on the following breakdown:

Phase	Fee/Cost	Basis
Phase 1 – Project Management	\$30,461	Lump Sum
Phase 2 – Preliminary Design	\$217,822	Lump Sum
Phase 3 – Project Design	\$143,304	Lump Sum
Phase 4 – Permitting	\$20,901	Lump Sum
Phase 5 – Bidding Phase Services	\$13,704	Lump Sum
Phase 6 – Construction Administration	\$36,950	Lump Sum
Phase 7 – Resident Project Representative	\$32,320	Lump Sum
<b>TOTAL NOT TO EXCEED AMOUNT</b>	<b>\$495,462</b>	

**AUTHORIZATION:**

The scope of services and compensation stated in this proposal are valid for a period of thirty (30) days from date of submission. If authorization to proceed is not received during this period, this proposal may be withdrawn or modified by MEAD & HUNT.

Accepted by: HERNANDO COUNTY

Approved by: MEAD & HUNT, INC.

By: Carla Rossiter-Smith

By: Kris Samples

Name: Carla Rossiter-Smith

Name: Kris Samples, PE

Title: Procurement & Grants Manager

Title: Vice President/Project Manager

*The above person is authorized to sign for Client and bind the Client to the terms hereof.*

Date: 2/28/2023

Date: February 10, 2023

PURSUANT TO FLORIDA STATUTE SECTION 558.0035, AN INDIVIDUAL EMPLOYEE OR AGENT OF MEAD & HUNT INC. MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE.