

**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: US 41 Forcemain, Ayres Road to Runway Drive

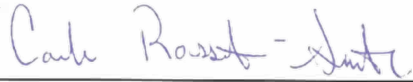
PROJECT ACTIVITY	Kris Samples Senior Associate (\$248.00)		Justin Kise Sr. Engineer (\$205.00)		Jose Leon Engineer 1 (\$128.00)		Dave McKone Technician IV (\$140.00)		Tabitha Russell Administrative Assistant (\$98.00)		Basic Activity \$ AMOUNT	Man Hrs by Activity	Avg Hrly Rate
	Man Hrs	Cost	Man Hrs	Cost	Man Hrs	Cost	Man Hrs	Cost	Man Hrs	Cost			
1 Project Management	43	\$10,664	96	\$19,680	4	\$512	0	\$0	0	\$0	\$30,856	143	\$215.78
2 Preliminary Design	12	\$2,976	53	\$10,865	104	\$13,312	8	\$1,120	22	\$2,156	\$30,429	199	\$152.91
3 Project Design	31	\$7,688	148	\$30,340	174	\$22,272	154	\$21,560	12	\$1,176	\$83,036	519	\$159.99
4 Permitting	8	\$1,984	46	\$9,430	58	\$7,424	0	\$0	6	\$588	\$19,426	118	\$164.63
5 Bidding Assistance	2	\$496	19	\$3,895	14	\$1,792	12	\$1,680	7	\$686	\$8,549	54	\$158.31
6 Construction Contract Administration	20	\$4,960	106	\$21,730	92	\$11,776	52	\$7,280	0	\$0	\$45,746	270	\$169.43
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 \$ 247,982

Out-of-Pocket Expenses (actual cost - not to exceed) \$ 5,120

Miscellaneous Expenses (Subconsultant) \$ 76,188

NOT TO EXCEED TOTAL LUMP SUM COST \$ 329,290

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

Jared Waring, P.E.
Engineer
Hernando County
15365 Cortez Blvd.
Brooksville, FL 34613

Email: JWaring@co.hernando.fl.us

Subject: US 41 Forcemain, Ayers Road to Runway Drive

Dear Jared:

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 has identified approximately 4,900 linear feet of existing 4-inch diameter FM along Broad Street (US Hwy 41) from the north side of Old Ayers Road to the Runway Drive to be replaced with 10-inch diameter polyvinyl chloride (PVC) FM. This project will also include two (2) jack and bores (watermain and forcemain) under US Hwy 41 (Broad St) using 20" steel casing.

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 that reads "Kris Samples".

Kris Samples, PE
Project Manager
Enclosure: Scope of Services and Fee Estimate

**HERNANDO COUNTY
SCOPE OF SERVICES
FOR
US 41 FORCEMAIN, AYERS ROAD TO RUNWAY DRIVE**

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 the replacement of approximately 4,900 linear feet of existing 4-inch diameter FM along Broad Street (US Hwy 41) from the north side of Old Ayers Road to the Runway Drive with 10-inch diameter polyvinyl chloride (PVC) FM. This project will also include two (2) jack and bores (watermain and forcemain) under US Hwy 41 (Broad St) using 20" steel casing.

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 ROW 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 ten (10) vacuum locates. The number and location of vacuum locaters will be determined by MEAD & HUNT.
- g. Legal descriptions
 - a. Provide up to four (4) Legal Descriptions and Sketches for potential easements.

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 of four (4) Standard Penetration Test (SPT) borings advanced to a depth of 15 feet at the potential trenchless crossing (US-41) and a total of eight (8) 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.

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.

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, elevation differences from the Sobe Pump Station (PS) to LS-08 terminal manhole. The model will be used to evaluate the impacts to the existing Sobe PS and LS-08. 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. The model will also include regional population and flow projections from the County's most recent Wastewater Master Plan.

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 Sobe PS and LS-08
- 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)
- 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).

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
- FDOT ROW Permit
- FDEP ERP Modification Letter
- COUNTY Right-of-Way Use Permit

Deliverables – Permitting

- Final FDEP Wastewater Collection System Permit (application and final permit)
- Final FDOT Right-of-Way Permit (application and final permit)
- FDEP ERP Modification Letter
- Final County Right-of-Way Permit (application and 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. Construction Coordination
2. Review shop drawings/materials submittals.
3. Address Contractor questions/RFIs.
4. Provide field directives.
5. Site visits in conjunction with progress meetings.
6. Once per month progress meetings.
7. Review and approval of Contractor monthly pay requests.
8. Review and recommendation of approval of Contractor change order proposals.
9. Review of Contractor progress as-builts.
10. Determine substantial completion.
11. Provide final inspection.
12. Review of Contractor final as-builts.
13. Prepare final record drawings, utilizing Contractor as-builts and inspector sketches, etc.
14. Coordinate execution of final paperwork.
15. 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:

- Easement Acquisition
- Horizontal Directional Drills
- Laboratory Services
- Value Engineering
- Funding Assistance
- Professional Services Acquisition Assistance
- Public Outreach
- Environmental Services
- Ecology Services
- 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:

Milestone	Calendar Days to Complete	Duration Beginning	Deliverable
Preliminary Design Services	90 Days	NTP	Survey, SUE, Gopher Tortoise Survey, Geotechnical Report, Route Analysis, PDR
30% Submittal	60 Days	Approval of Final PDR	30% Submittal
60% Submittal	90 Days	Approval of 30 Submittal	60% Submittal
90% Submittal	30 Days	Approval of 60 Submittal	90% Submittal
100% Submittal*	30 Days	Approval of 90 Submittal	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 **\$329,290**. 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	\$30,981	Lump Sum
Phase 2 – Preliminary Design	\$106,617	Lump Sum
Phase 3 – Project Design	\$83,536	Lump Sum
Phase 4 – Permitting	\$19,676	Lump Sum
Phase 5 – Bidding Phase Services	\$8,674	Lump Sum
Phase 6 – Construction Administration	\$47,486	Lump Sum
Phase 7 – Resident Project Representative	\$32,320	Lump Sum
TOTAL NOT TO EXCEED AMOUNT	\$329,290	

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.