





HALL COUNTY  
G E O R G I A

**TASK ORDER #2022-035**

**Spout Springs Road Phase II  
Sewer and Force Main Design  
Hall County, Georgia**

**Design and Construction  
Phase Services Proposal**

Submitted to Hall County, Georgia  
July 12, 2022, 3:30PM

Prepared By:

**CEC**

**CIVIL ENGINEERING CONSULTANTS, INC.**

Civil & Environmental Engineering



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CIVIL ENGINEERING CONSULTANTS, INC.  
Civil & Environmental Engineering

July 12, 2022

Mr. Frank Miller, P.E.  
County Engineer  
Hall County Department of Public Works and Utilities  
2875 Browns Bridge Road, PO Drawer 1435  
Gainesville, Georgia 30504

RE: Task Order Price Proposal Task Order 2022-0035 for Design of Spout Springs Road Sewer & Force Main Relocation

Dear Mr. Miller:

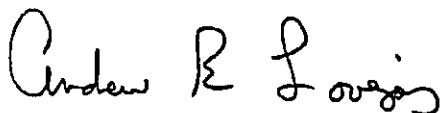
Thank you for the opportunity to submit our cost proposal for the above referenced project. CEC has worked continuously over the past 10 years on relocation projects in conjunction with GDOT. Currently, we have two ongoing widening projects totaling an estimated \$35 million for utilities.

We believe that our team possesses the technical talent, resources, experience, and partnering skills necessary to assist Hall County in achieving your goals and objectives for this project. It is important to note that our key personnel are duly licensed to practice engineering in the state of Georgia, thus we commit this team of experienced engineers and support staff to the success of this project. Members of our design team visited the project site to review existing conditions. We believe our team will provide Hall County with the timeliness and personal attention required to execute the relocation of the Sewer and Force Main along Spout Springs Road.

We thank you in advance for your thoughtful consideration. CEC is proud of our dedication to our clients, and of our record of accomplishments. We would be honored by the opportunity to work with you on this most important project.

Please feel free to contact me with any questions.

Very truly yours,



Andrew E. Lovejoy, P.E.  
President

CC: Ms. Debra Howington

## TEAM MEMBERS

### Civil Engineering Consultants

**Andrew E. Lovejoy, P.E.**  
Principal in Charge

**Chuck Butterfield, P.E.**  
Project Manager

**Purk Yotakhong, P.E.**  
Project Engineer

**Ryan Honican, RLS**  
Surveyer

### PROJECT OWNER

**Hall County, Georgia**  
**Department of Public Works**

Mr. Frank Miller, P.E.  
County Engineer  
2875 Browns Bridge Road  
PO Drawer 1435  
Gainesville, Georgia 30504

## INTRODUCTION

The objective of this project is the preparation of plans and specifications with subsequent bidding and construction administration for the improvements to relocate the County's infrastructure along the GDOT Spout Springs Road ID number 0015280 titled Widening and Reconstruction Spout Springs Rd (CR 1287) Between Thompson Mill Road and Union Circle. The project consists of the relocation of approximately 6,400LF of existing 14-inch ductile iron Reunion Force Main which will be relocated and replaced with a 16-inch HDPE force main. Additionally, a proposed 4-inch HDPE temporary force main from the Sherwood Square development will be replaced with 8-inch gravity sewer.

CEC will use existing DOT plans as the background for the proposed relocation plans. Additional site survey will be performed as required to complete the plans for the utility relocation.

A 24-Month construction period is assumed.

## SCOPE OF SERVICES

Our services are subdivided into the following tasks:

Basic Services	
Task Number	Task Name
1	Project Initiation
2	Data Collection
3	Detailed Design
4	Permitting
5	Bidding Assistance
6	Construction Phase Services

## **PROJECT ASSUMPTIONS**

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CEC takes no exception to the project assumptions in the RFP. Survey allowance of \$15,000 is included in CEC's not to exceed price.

## **BASIC SERVICES**

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Services to be performed by CEC are broken down into the following tasks:

### **TASK 1 - PROJECT INITIATION PHASE**

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**Project Plan:** Develop a project schedule. At a minimum, the schedule shall include each of the work elements identified in each task of this Scope of Services.

**Quality Control Procedures:** Prior to submitting documents to the Hall County for review, a quality control review will be conducted of each submittal.

A kick-off meeting will be held with Hall County. Following the kick-off meeting, our team will perform a site visit of the proposed road corridor.

Deliverables for Task 1 include:

- Kick-off meeting, agenda, and minutes
- Monthly progress reports
- Project Schedule

## **TASK 2 - DATA COLLECTION**

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Under this task, CEC will perform the following key tasks.

- Accumulate and review applicable DOT plans, data, criteria, codes, standards, regulations, and other design guidelines.
- Develop requirements for Geotechnical Evaluation.
- Coordinate with owner selected Geotechnical Firm on test pit locations.
- Identify locations for additional survey work to be performed. A topographic survey will be required for any areas of new work not within the proposed GDOT widening project boundaries.

Geotechnical work will be performed by others. CEC will perform survey work, as required to accommodate design requirements.

## **TASK 3 - DESIGN**

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Our design will include 30-60-90% phases culminating final contract documents. Our design tasks include the following:

- Prepare detailed drawings for the utility relocation. Drawings provided in 22"x34" and reduced size.
- Prepare technical specifications in CSI format.
- Conduct review meetings at 60% and 90% phase of design completion.
- Incorporate owner review comments.
- Prepare opinion of probable construction cost at 60 and 100% stages of design.
- Perform CEC's Quality Control Procedures throughout the project.
- Coordinate with GDOT and GA EPD as required.
- Issue meeting minutes.
- Create contract documents using Engineers Joint Contract Committee (EJCDC) standards.
- Contract documents prepared at 100% will be "Bid Ready"

#### **TASK 4 - Permitting**

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CEC will assist in the preparation of permit application forms, if required, for the proposed utility relocation and discuss the submittal requirements with each permitting agency. It is further assumed that CEC will support the Hall County Project Manager in acquiring a land disturbing permit, if required, as well as GDOT GUPS permitting.

As required, CEC will support Hall County during meetings with regulators such as Georgia DOT. CEC will obtain construction plan approval from the Georgia EPD, if required, prior to bidding.

#### **TASK 5 - BIDDING ASSISTANCE**

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CEC will work closely with Hall County purchasing department throughout this phase of the project. Services to be provided by CEC including:

- Assist with the preparation of the bid advertisement and upload to Georgia Procurement Registry
- Issue addenda and assist in answering questions.
- Attend a pre-bid meeting.
- Attend the bid opening.
- Prepare agenda for pre-bid meeting.

## **TASK 6 - CONSTRUCTION PHASE SERVICES**

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Once the construction contract has been executed by Hall County, CEC will proceed with the general construction services that include:

- Issue conformed documents.
- Attend pre-construction meeting and 10 progress meetings.
- Review, log, and track submittals.
- Respond to contractor requests for information (RFI's.)
- Conduct limited on-site inspection services.
- Conduct special inspections on an as needed basis.
- Review monthly pay requests and change order requests with recommendations.
- Provide construction record documents including:
  1. Drawings
  2. GIS Shop Files
  3. Approved Submittals
  4. Contract Documents & Technical Specifications
  5. Important Correspondence
  6. Executed Pay Request Documents
  7. Executed Change Orders



## PROJECT SCHEDULE

Based upon the scope of work identified above, CEC has developed the attached project schedule for this project. Tasks 1-5 work is anticipated to be completed within 4 months of the notice to proceed.

