



TASK ORDER #2023-003

**Mulberry Creek Back Pumping
Hall County, Georgia**

Design and Construction Phase Services Proposal

**Submitted to Hall County, Georgia
September 29, 2022, 2:00 P.M.**

Prepared By:

CEC
CIVIL ENGINEERING CONSULTANTS, INC.
Civil & Environmental Engineering

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Civil & Environmental Engineering

September 29, 2022

Mr. Mike Hawkins
Purchasing Department of the Hall County Commissioners
2875 Browns Bridge Road, 4th Floor
Gainesville, Georgia 30504

RE: Task Order Price Proposal– Task Order #2023-003 Design Services for Mulberry Creek Back Pumping
Dove Creek PS, Reunion PS Abandonment, Mulberry Creek PS & FM

Dear Mr. Hawkins:

Thank you for the opportunity to submit our cost proposal for the above referenced project. As you review our proposal, you will see that Civil Engineering Consultants, Inc. demonstrates both the desire and high-level expertise necessary to execute all aspects of the project outlined in the Task Order request.

We believe that our team possesses the technical talent, resources, industry-wide experience, and partnering skills necessary to assist the 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 have visited the project site to review existing conditions. Additional site survey and coordination will be provided as necessary. We believe our approach provides Hall County with a cost effective approach for Mulberry Creek Back Pumping including a new Dove Creek PS, Reunion PS Abandonment, Modifications to the Mulberry Creek PS and FM.

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: Mr. Bill Nash, P.E.

INTRODUCTION

The objective of this project is the preparation of plans and specifications with subsequent bidding and construction necessary for the Mulberry Creek Back Pumping. The project will include a new Dove Creek PS, Reunion PS Abandonment, Modifications to the Mulberry Creek PS and FM.

CEC will use existing as-built plans with site survey to be performed as required to complete the plans for the project.

The design portion of the project will be completed within seven months as outlined in the task order.

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

Surveyor

PROJECT OWNER

Hall County , Georgia Department of Public Works

Mr. Bill Nash, P. E.

Asst. Director of Public Works and Utilities

Hall County Government2875

Browns Bridge Road

PO Drawer 1435

Gainesville, Georgia 30504

SCOPE OF WORK

Our services are subdivided into the following categories:

Basic Services	
Category	Description
1	General Services
2	Proposed Dove Point Pump Station
3	Mulberry Creek Force Main
4	Mulberry Creek Pump Station Modification
5	Reunion Station Abandonment

PROJECT ASSUMPTIONS

CEC takes no exception to the project assumptions in the RFP. A survey allowance of \$15,000 and an inspection allowance of \$50,000 is included in CEC's not to exceed price.

SCOPE OF WORK

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

PROJECT INITIATION PHASE

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 the project initiation phase include:

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

DATA COLLECTION

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

- Accumulate and review applicable as-built 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.
- CEC will perform survey work, as required to accommodate design requirements. Field run topographic survey will be required for Mulberry Creek pump station bar screen and force main. Field run topographic survey will be conducted to verify site conditions at the Dove Point Pump Station.

Geotechnical work will be performed by others. The geotechnical investigation for the design is included in the general services. Geotechnical soils and concrete testing services will be paid for by the Owner during construction.

DESIGN

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 30, 60 and 90% phase of design completion.
- Incorporate owner review comments.
- Prepare opinion of probable construction cost at 30, 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"

PERMITTING

CEC will assist in the preparation of permit application forms, if required, for the proposed utility construction 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.

EASEMENT ACQUISITION

CEC will prepare the necessary easement exhibit documents required to obtain the easements for the proposed improvements and aid the County as necessary to have the documents entered into the County records.

BIDDING ASSISTANCE

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.
- Prepare agenda for pre-bid meeting.
- Attend the bid opening.

CONSTRUCTION PHASE SERVICES

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 monthly 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. The work is anticipated to be completed within 7 months of the notice to proceed.

Description	MULBERRY BACK PUMPING Preliminary Project Schedule														
	Month 1-2		Month 3-4			Month 5-6			Month 7						
	Week														
	2	4	6	8	10	12	14	16	18	20	22	24	26	28	30
Project Initiation															
NTP	■														
Project control plan development	■														
Project Design Schedule	■														
Kick off meeting with site visit		▲													
Data Collection															
Obtain and review plans from GDOT and others	■	■	■												
Identify preliminary geotechnical test pit locations		■	■												
Field Survey		■	■	■											
Design															
30% plans and specifications		■	■	■	■	■									
30% review meeting				▲											
Geotechnical test pit information received			■	■	■	■									
60% design plans and specifications				■	■	■	■								
60% review meeting					▲										
90% plans and specifications					■	■	■	■							
90% review meeting						▲									
100% Bid Ready						■	■	■	■						
Permitting										●					
Coordination with GDOT and EPD				■	■	■	■	■							
GUPS submittal						▲									
EPD submittals, if required															
Easement Acquisition						■	■	■	■	■					
											Float				
Bidding Assistance															
Advertisement										■	■	■	■	■	
Pre-bid meeting										▲					
Issue addenda if needed											■	■	■	■	
Receive bids											■	■	■	■	▲
Notes:	1. Opinion of probable construction costs will be provided with each design submittal														

COST PROPOSAL FORM

HALL COUNTY

**REQUEST FOR COST PROPOSALS
FOR**

MULBERRY BACK PUMPING TASK ORDER

<u>Description (per scope of Services)</u>	<u>Cost Proposal</u>
General Services	\$ <u>100,000.00</u>
Proposed Dove Point Pump Station	\$ <u>160,000.00</u>
Mulberry Creek Force main	\$ <u>100,000.00</u>
Mulberry Creek Pump station Modification	\$ <u>125,000.00</u>
Reunion Station Abandonment	\$ <u>10,000.00</u>
TOTAL ENGINEERING SERVICES	\$ <u>495,000.00</u>



Hall County Government
FINANCIAL SERVICES

IN WITNESS WHEREOF, said Parties have hereunto affixed their signature and seal on the day, month, and year first above written:

CIVIL ENGINEERING CONSULTANTS, INC.

By: Andrew E. Lovejoy

Title: President

Print Name: Andrew E. Lovejoy

Sworn to and subscribed before me this

20th Day of September, 2022

Notary Public: LAURA STIGALL

Notary commission expires: 10/21/24

PLACE SEAL OR STAMP



HALL COUNTY, GEORGIA

By: _____

Richard Higgins, Chairman
Hall County Board of Commissioners

Attestment: _____
County Clerk

Sworn to and subscribed before me this

____ Day of _____, 2022

Notary Public: _____

Notary commission expires: _____

PLACE SEAL OR STAMP

APPROVED AS TO FORM:

Van Stephens, County Attorney
William Linkous, Deputy County Attorney