
PROJECT DESCRIPTION

This Project consists of providing design engineering services for a wastewater lift station on Parkview Drive north of Townline Road. The area along Parkview Drive from Blanche Drive and extending south to Townline Road currently does not have sewer service. In June of 2010, a preliminary design report was prepared investigating alternatives for sewer service to this area. This report will be used as the basis of design with updates made as necessary based on more recent planning for this area. The lift station will consist of a below ground wet well and valve vault, pumps, piping, valves, level transducers, and an electrical control panel. The assumed force main route is along Arthur Drive to S. Janesville Street to Lift Station 4; alternate routes and destinations will be evaluated as part of this Project.

SCOPE OF SERVICES

Design Services

1. ADMINISTRATION & MEETINGS – Confer with the City’s staff and project team to ensure the goals of the Project are achieved and to clarify and define the general scope, extent, and character of the Project.
2. PROJECT MANAGEMENT – Plan, schedule, and control the activities that must be performed to complete the Project. These activities include but are not limited to budget, schedule, and scope.
3. TOPOGRAPHIC SURVEY – Perform topographic survey of the lift station site and proposed force main route of natural and manmade features to develop base sheets for project plan drawings and confirm dimensions. In addition, obtain data or records indicating locations of underground utilities.
4. UTILITY COORDINATION – Coordinate work with Utility companies during early preliminary design. Also, provide final design documents to those companies once complete.
5. GEOTECHNICAL CONSULTANT COORDINATION – Assist the City with contracting a consultant to provide geotechnical services. Review geotechnical data provided and incorporate into the proposed improvements as required. Geotechnical fees are not included within this Work Order, but are estimated to be around \$5,000.
6. PRELIMINARY DESIGN – Prepare preliminary design documents for the lift station and force main consisting of drawings showing the general scope, extent, and character of construction work for review by City staff.

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7. FINAL DESIGN – Prepare design documents consisting of drawings showing the general scope, extent, and character of construction work to be furnished and performed by the contractor(s) selected by the City and specifications which will be prepared in conformance with the format of the Construction Specification Institute.
 8. QUALITY CONTROL REVIEWS – Perform an in-house peer review and constructability review of the plans, specifications, and Engineer’s opinion of probable cost.
 9. OPINION OF PROBABLE COST – Prepare an opinion of probable construction cost for the Project.
 10. AGENCY SUBMITTALS – Submit the design documents to the Wisconsin Department of Natural Resources and the Rock County Planning Agency for their review and approval of the Project.
 11. CONSTRUCTION DOCUMENTS – Prepare for review and approval by the City and its legal counsel the forms of construction contract documents consisting of Notice and Instructions to Bidders, Bid Form, Agreement, Performance-Payment Bond, General Conditions, and Supplementary Conditions, where appropriate, based upon documents prepared by the Engineers Joint Contract Document Committee (EJCDC).
 12. ASSISTANCE DURING BIDDING – Assist the City in solicitation of construction bids from as many qualified bidders as possible, attend the bid opening and tabulate bid proposals, make an analysis of the bids, and submit recommendations for the award of construction contract.

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City of Milton								
Plan Number: 181100.40								
Plan Name: MILTC - LS 12 and Force Main Design								
Level 2	Level3	Labor Category	Employee	Planned Hrs	Planned Labor Bill	Compensation Fee	Reimb Allowance	Total Compensation
Overall Project Total				809.00	101,399.00	101,380.00	620.00	102,000.00
WW100 Project Management & Meetings				16.00	2,000.00	2,000.00	0.00	2,000.00
		Sr Engineer I	Mark Langer	16.00	2,000.00			
PL100 Facility Plan				28.00	3,600.00	3,600.00	0.00	3,600.00
		Sr Engineer I	Joseph Marchese	20.00	2,600.00			
		Sr Engineer I	Mark Langer	8.00	1,000.00			
SUR100 Topographic Survey				110.00	13,750.00	13,750.00	500.00	14,250.00
		Engr Tech IV	Christopher	110.00	13,750.00			
WW200 LS 12 Design				279.00	35,013.00	35,000.00	50.00	35,050.00
WW210 Final Drawings				201.00	25,415.00	25,400.00	50.00	25,450.00
		Sr Engineer II	Adam Stec	6.00	840.00			
		Sr Engineer I	Joseph Marchese	80.00	10,400.00			
		Sr Engineer I	Mark Langer	20.00	2,500.00			
		Engineer III	Phung Tran	20.00	2,300.00			
		Engr Tech IV	Steven Eslick	75.00	9,375.00			
WW220 Project Manual				78.00	9,598.00	9,600.00	0.00	9,600.00
		Sr Engineer II	Adam Stec	2.00	280.00			
		Sr Engineer I	Joseph Marchese	40.00	5,200.00			
		Sr Engineer I	Mark Langer	20.00	2,500.00			
		Engineer III	Phung Tran	10.00	1,150.00			
		Administrative Support II	Julie Crayton	6.00	468.00			
WW300 Force Main Design				314.00	39,212.00	39,200.00	50.00	39,250.00
WW310 Final Drawings				280.00	35,200.00	35,200.00	50.00	35,250.00
		Sr Engineer I	Joseph Marchese	40.00	5,200.00			
		Sr Engineer I	Mark Langer	80.00	10,000.00			
		Engr Tech IV	Steven Eslick	160.00	20,000.00			
WW320 Project Manual				34.00	4,012.00	4,000.00	0.00	4,000.00
		Sr Engineer I	Joseph Marchese	10.00	1,300.00			
		Sr Engineer I	Mark Langer	10.00	1,250.00			
		Engineer III	Phung Tran	10.00	1,150.00			
		Administrative Support II	Julie Crayton	4.00	312.00			
WW400 Engineer's Opinion of Probable Cost				24.00	3,010.00	3,010.00	0.00	3,010.00
		Sr Engineer I	Joseph Marchese	10.00	1,300.00			
		Sr Engineer I	Mark Langer	10.00	1,250.00			
		Engineer III	Phung Tran	4.00	460.00			

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WW500 QA/QC				10.00	1,650.00	1,650.00	0.00	1,650.00
		Sr Engineer IV	Charles Brunner	2.00	350.00			
		Sr Engineer IV	Douglas Snyder	6.00	990.00			
		Sr Engineer III	Harry Harman	2.00	310.00			
WW600 Project Bid Assistance				16.00	1,624.00	1,630.00	20.00	1,650.00
		Sr Engineer I	Mark Langer	8.00	1,000.00			
		Administrative Support II	Julie Crayton	8.00	624.00			
WW700 Agency Submittals				12.00	1,540.00	1,540.00	0.00	1,540.00
		Sr Engineer I	Joseph Marchese	8.00	1,040.00			
		Sr Engineer I	Mark Langer	4.00	500.00			
ZZWRTOF Accounting Use Only (for jobs with limits)						0.00	0.00	0.00