

January 7, 2019

Mr. Adam Lanning  
Supt. of Water and Water Reclamation  
Rochelle Municipal Utilities  
333 Lincoln Highway  
Rochelle, IL 61068

**Re: Proposal for Professional Services  
New Well House for RMU Well #4**

Dear Mr. Lanning,

Thank you for the opportunity to provide you with a proposal for professional services associated with the above referenced project. We are excited for the opportunity to work with you on this project.

**Project Scope**

The well house currently serving Well No. 4 has reached the end of its useful life and will be decommissioned after construction of a new well house is completed. The new well house will be constructed east of the Well No. 4 site on property owned by the City of Rochelle. The well head will be modified with the installation of a pitless adapter and a "raw" water main will be installed from the well head to the new well house site.

The well house will include all the standard features such as liquid chlorine and fluoride treatment, electrical room, restrooms, and a small lab area for collecting water samples and analysis. The building will also include a training/conference room for the benefit RMU staff and other City departments that may need to use this space from time to time.

**Scope of Professional Services**

**Design Engineering, Plans & Specifications**

Fehr Graham will complete a topographic and boundary survey of the building site to develop a base drawing for the purposes of design. All visible structures, utilities, roadways/medians, and sidewalks will be included in said survey. In addition, underground utilities will be identified to assist in meeting the needs of the design.

Engineering plans will be developed for the purposes of bidding and to facilitate construction efforts. At this time, we anticipate the minimum drawings to be developed for this project:

|                              |  |
|------------------------------|--|
| Standard Architectural Plans | <ul style="list-style-type: none"><li>• Floor Plan</li><li>• Exterior Elevations</li><li>• Details &amp; Schedules</li></ul> |
| Process Plans                | <ul style="list-style-type: none"><li>• Interior Piping Plan</li></ul>   |

|  |  |
|--|--|
|  | <ul style="list-style-type: none"> <li>• Chemical Feed Room Equipment Plans</li> <li>• Pitless Adapter Conversion Plan</li> </ul>  |
| Mechanical/Electrical/Plumbing (MEP) Plans | <ul style="list-style-type: none"> <li>• Electrical Site Plan</li> <li>• Electrical/HVAC Schematics</li> <li>• Electric/HVAC/Plumbing Schedules</li> <li>• SCADA System Integration Plan</li> </ul>  |
| Civil Plans                                | <ul style="list-style-type: none"> <li>• Site Plan</li> <li>• Grading Plan</li> <li>• Drainage Plan</li> <li>• Utility Plan</li> <li>• Raw Watermain Extension Plan &amp; Profile Sheet</li> <li>• Landscaping Plan</li> <li>• Lighting Plan</li> <li>• SWPPP &amp; Erosion Control Plans</li> <li>• Standard Details</li> </ul> |
| Structural Engineering Plans               | <ul style="list-style-type: none"> <li>• Foundation Design Details</li> <li>• Roof Plan</li> <li>• Building Sections/Details</li> </ul>  |

All engineering drawings and project specifications will be prepared in accordance with general practice and in conformance with the State of Illinois and the City of Rochelle requirements. A Professional Engineer's Seal will be affixed on the cover and signed in accordance with the State of Illinois Department of Professional Regulation requirements.

In addition to the detailed design drawings, Fehr Graham will prepare a Project Specifications Manual providing further details on the project materials and construction requirements.

Geotechnical Subsurface Investigation and Report

Fehr Graham will subcontract with Testing Services Corporation (TSC) for geotechnical engineering services. TSC will dig two (2), fifteen (15) foot deep soil borings and provide recommendations for the building foundation design. A report, complete with recommendations and boring logs, will be provided to RMU for review.

Permitting

Fehr Graham will facilitate the preparation of permit applications to be submitted to the Illinois Environmental Protection Agency (IEPA) Department of Public Water Supply for review and permit approval for the water system improvements. Fehr Graham will also prepare and submit the Notice of Intent (NOI) and prepare the Storm Water Pollution Prevention Plan (SWPPP) in accordance with the Illinois Environmental Protection Agency's General NPDES Permit guidelines. This work will include preparation and submittal of permit applications to the Illinois Historical Preservation Agency and the Illinois Department of Natural Resources Endangered Species Review.

### Bidding Documents

Utilizing the completed design drawings and project specifications, Fehr Graham will prepare a bid packages for the solicitation of bids. We anticipate the preparation of two sets of bid documents.

- Bid Set 1 - Wellhouse Improvements with Raw Watermain Extension Plans (water main to be bid as mandatory alternate)
- Bid Set 2 - Well #4 Modifications (Conversion to Pitless Adapter, Televising of Well No. 4, and improvements identified by televising)

As part of this process, Fehr Graham will prepare an Engineer's Opinion of Probable cost for your review prior to bidding. Fehr Graham will also address contractor questions, manage the distribution of bidding documents, prepare and distribute addendums and clarifications, attend the bid opening, review and tabulate the bids and provide a recommendation of award to the City of Rochelle for their consideration.

### Construction Observation & Layout

Fehr Graham will provide construction observation and layout services while the new well house project is under construction. Our staff will work closely with the Contractor to ensure that all plans and specifications are closely followed. Specifically, we will provide the following services:

- Facilitate the execution of contract documents with the selected contractor and the City of Rochelle
- Organize and attend Pre-Construction Meeting
- Review shop drawings submitted by the Contractor for procurement of materials/equipment.
- Schedule and attend regular construction progress meetings with the Contractor.
- Provide Full Time Observation Services for all underground infrastructure improvements (i.e. raw water main) to ensure that improvements are done as per the plans and specifications. This assumes that the raw water main will be done by the Contractor and not by RMU staff. If RMU staff completes this work, observation services will be limited.
- Provide Part Time Observation Services for building construction and site work. Our staff will be in regular contact with the Contractor and will be on site frequently to document and review work done by the Contractor.
- Review Operations & Maintenance Manuals provided by the Contractor
- Coordinate equipment start-up and training efforts

- Coordinate the completion of as-built drawings with the contractor and provide RMU with GIS mapping updates.
- Complete monthly reports, pay estimates and punchlist(s).
- Construction Staking, Layout, and Materials Testing Services. TSC will test concrete and hot-mix asphalt materials for compliance with the standard specifications
- Construction Observation services will be billed on a time and materials basis. Fee estimated based on 50 working days. If construction time extends beyond 50 days, additional fees may be required.

**Exclusions**

The following items are **not** included in the Scope of Services proposed herein:

- Deep Well Design
- Detailed Architectural/Engineering design and plans related to building plans for future treatment system (i.e. Pressure filter and HMO for iron and/or radium removal)
- Preparation of land acquisition, easements and/or right-of-way documents
- Environmental and soil remediation services
- Permit fees
- Loan/grant application services
- Premium Architectural Services: Considering the location of the new building and its relation to downtown Rochelle, RMU may request an architectural design beyond what is normally developed for a standard well house building. Fehr Graham will retain Allen Peppia Architects to provide premium architectural design services, as needed, that are beyond the normal scope of services for a standard well house building.

Any of the above services can be performed as an additional cost to the project.

**Summary of Professional Fees**

Based on the information available at this time, Fehr Graham is prepared to provide the Scope of Services as described on a lump sum basis (unless otherwise noted) as follows:

|  |                  |
|--|------------------|
| Design Engineering, Plans & Specifications     | \$160,000        |
| Geotechnical Subsurface Investigation & Report | \$5,000          |
| Permitting                                     | \$5,000          |
| Bidding Documents                              | \$20,000         |
| Construction Observation & Layout (T&M)        | \$50,000         |
| <b>Total Engineering Fees (NTE)</b>            | <b>\$240,000</b> |

These allowances will not be exceeded (NTE) without your expressed, written approval.

**Authorization**

I trust that the information we have provided is in line with your expectations. If this proposal meets with your expectations, we will deliver to you our standard Agreement for Professional Services for your review and signature.

We look forward to working with you on this project. Should you have any questions regarding this proposal, please feel free to contact me anytime. Thank you!

Respectfully,



Jason T. Stoll, PE  
Branch Manager

JTS:emm