



September 14, 2023

Mr. John Smith
City of Fort Bragg
Public Works Department
416 North Franklin Street
Fort Bragg, CA 95437

RE: HDR's Proposal to Provide Engineering Services During Construction for Water Treatment Plant Rehabilitation Project

Dear Mr. Smith:

HDR will provide engineering services during construction for the City of Fort Bragg's (City's) Water Treatment Plant Rehabilitation Project (Project). Our proposed scope of work, assumptions, and budget are provided below.

SCOPE OF SERVICES

Task D – Prebid Meeting

HDR will assist the City with conducting a job walk and attend the pre-bid conference to meet with prospective contractors and answer contractor questions for the water treatment plant rehabilitation project. The budget for this task includes attendance of the project manager and the electrical engineer.

Task E – Bid Services

HDR will provide assistance during the bidding period, which includes receiving and recording contractor written and e-mailed questions, and issuing up to two addenda to the contract documents for distribution to plan and specification holders. The City will prepare, negotiate, and execute the construction agreement with the selected contractor.

Deliverables: Up to two addenda to the bid set of contract documents.

Task 4 - Engineering Services During Construction

SUBTASK 4. 1 - CONFORMED FOR CONSTRUCTION DRAWINGS AND SPECIFICATIONS

Incorporate the addenda into the bid set and provide a "conformed" set of construction documents for reproduction and distribution by OWNER.

SUBTASK 4. 2 - PRECONSTRUCTION MEETING

HDR will attend the preconstruction meeting, along with City staff, construction manager, and the contractor's representatives. It is assumed that the construction manager will lead this meeting.

SUBTASK 4.3 – SUBMITTALS/RESUBMITTALS

HDR will review the contractor's submittals, including shop drawings and operations and maintenance (O&M) manuals, for conformance with the contract documents (up to 35 submittals/resubmittals are budgeted). HDR will not be responsible for consultation or other services related to construction means and methods, construction site safety, or labor compliance (including certified payroll).

SUBTASK 4.4 – CONSTRUCTION PROGRESS MEETINGS AND PERIODIC SITE VISITS

HDR will participate in one-hour long virtual construction meetings. HDR will visit the construction site, as requested by the City, to assist the City in reviewing the acceptability of the work and to assist in resolving field problems. The budget for this task is based on a bi-weekly virtual meeting for an 80-week construction period and a single, one-person, site visit.

SUBTASK 4.5 - CONTRACT CLARIFICATIONS

HDR will answer questions and provide written interpretations of the requirements of the contract documents and evaluate the acceptability of substitute materials and equipment. The budget for this task includes up to 22 clarifications and responses to requests for information (RFIs).

SUBTASK 4.6 - CONTRACT CHANGE ORDERS AND POTENTIAL CHANGES

HDR will review contract change orders and potential changes prepared by the City, and review and make recommendations on contractor's price proposals. HDR will prepare independent estimates as required. The budget for this task includes up to three potential change items and one change order.

SUBTASK 4.7 - FINAL SITE VISIT

HDR will conduct a final site visit to review final work and prepare a punch list.

Task 5 –Project Management

HDR will provide project management for the duration of the project, which includes preparation of monthly invoices and status reports. Construction phase services will be provided during an 18-month period, starting on the contractor notice to proceed date.

Assumptions

The scope of services does not include the following:

- Labor compliance, including certified payroll.
- Materials testing.
- Construction management services, including daily inspection services.
- Off-site inspection.

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- Mitigated Monitoring and Reporting Program (MMRP) monitoring.
- New plantwide O&M manual.
- Record drawings (incorporate contractor redline markups).
- Start-up and commissioning support.

Compensation

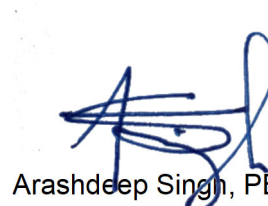
Table 1 shows the estimated work effort and cost to perform the scope of services described above.

Please let Arashdeep Singh know if you have any questions or comments. He can be reached at 916.628.0106 or arashdeep.singh@hdrinc.com.

Sincerely,
HDR ENGINEERING, INC.



Holly L.L. Kennedy, PE (CA #74682)
Senior Vice President



Arashdeep Singh, PE (CA #C90090)
Project Manager

AS:pk/23-10184891

Table 1 - Estimated Work Effort and Cost

City of Fort Bragg

Water Treatment Plant Rehabilitation - Construction Engineering Services

| Task No. | Task Description | Principal/ QA/QC | Project Manager | Staff Engineer | Arch | Structural Engineer | Mech Engineer | Electrical Engineer | CADD Tech | Project Controller | Admin/ Clerical | Total HDR Labor Hours | Total HDR Labor (\$) | Total HDR Expenses (\$) | Total Cost (\$) |
|--|--|------------------|-----------------|----------------|----------|---------------------|---------------|---------------------|-----------|--------------------|-----------------|-----------------------|----------------------|-------------------------|------------------|
| Task D - Pre-bid Meeting | | | | | | | | | | | | | | | |
| D | Prebid Meeting | | 8 | | | | | 8 | | | 2 | 18 | \$4,610 | \$500 | \$5,110 |
| | Subtotal Task D | 0 | 8 | 0 | 0 | 0 | 0 | 8 | 0 | 0 | 2 | 18 | \$4,610 | \$500 | \$5,110 |
| Task E - Bid Services | | | | | | | | | | | | | | | |
| E | Bid Period Services (up to 2 addenda) | 4 | 4 | 6 | | 2 | | 4 | 8 | | 2 | 30 | \$6,730 | \$135 | \$6,865 |
| | Subtotal Task E | 4 | 4 | 6 | 0 | 2 | 0 | 4 | 8 | 0 | 2 | 30 | \$6,730 | \$135 | \$6,865 |
| Task 4 - Engineering Services During Construction | | | | | | | | | | | | | | | |
| 4.1 | Conformed For Construction Drawings and Specifications | 1 | 4 | 6 | | | | 2 | 12 | | 8 | 33 | \$6,305 | \$50 | \$6,355 |
| 4.2 | Preconstruction Meeting | 4 | 8 | 2 | | | | 4 | | | 2 | 20 | \$4,950 | \$500 | \$5,450 |
| 4.3 | Submittals/Resubmittals (up to 35) | 6 | 40 | 40 | 4 | 16 | 10 | 36 | | | 20 | 172 | \$39,640 | \$150 | \$39,790 |
| 4.4 | Monthly Construction Meetings and Periodic Site Visits | 6 | 40 | 16 | | 4 | 2 | 12 | | | | 80 | \$19,620 | \$1,500 | \$21,120 |
| 4.5 | Contract Clarifications (up to 22) | 4 | 24 | 16 | | 8 | 12 | 20 | 8 | | 20 | 112 | \$25,440 | \$50 | \$25,490 |
| 4.6 | Contract Change Orders (up to 1) and Potential Changes (up to 4) | 4 | 16 | 8 | | 2 | 1 | 4 | | | 4 | 39 | \$9,015 | \$50 | \$9,065 |
| 4.7 | Final Site Visit | 1 | 8 | | | | | 8 | | | | 17 | \$4,655 | \$750 | \$5,405 |
| | Subtotal Task 4 | 26 | 140 | 88 | 4 | 30 | 25 | 86 | 20 | 0 | 54 | 473 | \$109,625 | \$3,050 | \$112,675 |
| Task 5 - Project Management | | | | | | | | | | | | | | | |
| 5.1 | Project Management | 10 | 48 | | | | | | | 48 | 16 | 122 | \$24,150 | \$1,200 | \$25,350 |
| | Subtotal Task 5 | 10 | 48 | 0 | 0 | 0 | 0 | 0 | 0 | 48 | 16 | 122 | \$24,150 | \$1,200 | \$25,350 |
| COLUMN TOTALS | | 40 | 200 | 94 | 4 | 32 | 25 | 98 | 28 | 48 | 74 | 643 | \$145,115 | \$4,885 | \$150,000 |